

Minutes of the Dunkerton & Tunley Parish Council Meeting 11 May 2023 7.30 pm Dunkerton Parish Hall

Ref	Agenda Item	Minute	Action
	ATTENDANCE	Cllr Orme (Chairman), Cllr Robinson, Cllr Mannings, Cllr Prescott, Cllr Ashley, Ward Councillor M McCabe and the Clerk Kathryn Manchee.	
1	Declaration of Acceptance of Office by Councillors	Cllrs signed their acceptance of office witnessed by the clerk.	
2	APOLOGIES FOR ABSENCE	Ward Cllr McCabe for late arrival.	
3	Declarations of Interest/Dispensations including Approval of Dispensation Process	The parish council unanimously approved the parish clerk to be responsible for approving dispensations until the next elections. Cllrs Orme and Mannings were granted a dispensation to take part in agenda item 19.5 Consideration of the next steps re Brooklands Dunkerton for this meeting and all future meetings where this is on the agenda until the next election. Cllr Ashley declared an interest in agenda item 22.3.	
4	Election of Chairman	Cllr Robinson took the chair. It was unanimously resolved that Cllr Orme be appointed as chairman. Cllr Orme retook the chair.	
5	Receive the declaration of Acceptance of Office by the	The chairman signed the declaration of office witnessed by the	

	Chairman	clerk.	
6	Election of Vice Chairman	It was unanimously resolved that Cllr Robinson be appointed as vice chairman.	
7	Receive the declaration of Acceptance of Office by the Vice Chairman	The vice chairman signed the declaration of office witnessed by the clerk.	
7.1	Approval of Declaration of Acceptance at a Later Meeting for those not able to attend this meeting if required.	Not required.	
8	Reappointment of Internal Auditor	It was unanimously resolved that the internal auditor be reappointed.	
9	Representatives to Parish Organisations		
9.1	Receive Reports from Parish Representatives	Annual reports on the DPH, TRC and Manders Orchard were circulated prior to the meeting and presented at the meeting.	
9.2	Appoint Representatives to	It was unanimously resolved that the existing parish	

	Parish Organisations	representatives remain in place i.e. Manders Orchard Cllr Orme and DPH Cllr Mannings. The TRC parish council representative position remains unfilled.	
10	Appointments to Grievance and Disciplinary Sub Committees	It was unanimously resolved that Cllr Prescott and Cllr Robinson are members of the grievance sub committee and Cllr Orme and Cllr Mannings are members of the disciplinary sub committee.	
11	Reappointment of Clerk and RFO under the existing contract	Unanimously approved.	
12	Review and Confirm or Amend Website Accessibility Statement	Unanimously resolved to stay as is.	
13	Review and Confirm or Amend Standing Orders	Unanimously resolved to stay as is.	
14	Review and Confirm or Amend Financial Regulations	Unanimously resolved to stay as is.	
15	Review and Confirm or Amend GDPR Documentation	Unanimously resolved to stay as is.	

16	Review and Confirm or Amend Paying Clerk and RFO's Salary by Standing Order including consideration of annual uplift backdated to April	It was unanimously resolved to move the clerk from SCP 22 to SCP 23 from April 2023.	
17	Review and Confirm or Amend Banking Arrangements	Unanimously resolved to stay as is.	
18	APPROVAL OF MINUTES OF PREVIOUS MEETINGS	The minutes of the meeting held on 23 February 2023 were approved and signed by the chairman.	
19	MATTERS ARISING		
19.1	Update on Locating a Metal Miner in Tunley	The Somerset Miners Welfare Trust had declined to deal with the landowner(s) regarding the PC's initial suggestion to site the sculpture near the end of Blind Lane, close to the site of the old pit. It was proposed by Cllr Orme that a site by the coal tub on the western B3115 approach to Tunley be suggested to the Somerset Miners Welfare Trust. This was agreed by 3 votes to 2 as concerns were raised about safety as it was felt that the metal	Clerk

		<p>miner could distract motorists.</p> <p>With reference to locating one in Dunkerton the parish council will await further correspondence from the SMWT.</p> <p>Item closed.</p> <p>(Post Meeting Note: The Chairman subsequently emailed the Somerset Miners Welfare Trust to say that the outstanding issue of securing BANES Highways permission for the installation of the miner on the roadside would have to wait until the longer term DTPC budget was agreed (including any provision for the ongoing maintenance of the miner – which is a SMWT condition of any installation.) Refer item 21.1 below.)</p>	
19.2	Report on the Tunley Traffic Calming Residents Meeting	<p>The steering group has now heard back from BANES highways about the introduction of a 20 mph speed limit and table top cushions. BANES is happy to consider a request for a 20 mph limit but while the B3115 might no longer be considered an emergency vehicle through route by B&NES Highways, table top cushions would not be feasible because of cost. It is now up to the steering group to progress. Item closed.</p>	
19.3	Update on the Request to the	<p>The club has agreed to a 60% contribution to the cost of the</p>	Clerk

	Bristol Lions Cricket Club for payment of the cost of the utilities at the pavilion.	<p>utilities for the pavilion for this financial year. Clerk to chase payment arrangements.</p> <p>Item closed.</p>	
19.4	Update on the Avon & Somerset Watch Information Provided to the Parish Council	<p>It was decided by both communities, Dunkerton and Tunley, not to progress this.</p> <p>Item closed.</p>	
19.5	Consideration of the next steps re Brooklands Dunkerton	<p>The parish council will wait to hear from Curo, as the action currently lies with them to tell residents what they are going to do next and when.</p> <p>Item closed.</p>	
20	URGENT BUSINESS AS AGREED BY THE CHAIRMAN	<p>Parish Council Finance</p> <p>Consideration of alternative sources of income for the parish council to be on the agenda for the next meeting.(See item 21.1 below)</p> <p>The Future of the 179 Bus Service Beyond June 23</p> <p>Cllr Matt McCabe updated the parish council. BANES is no longer the Transport Authority with responsibility to provide our local,</p>	All

		<p>rural bus services. That is WECA's remit. However, it can - as it has chosen to do until end June 23 - resource additional "supported" bus services as it sees fit. However, there is no current plan for BANES to extend the funding for the "supported" 179 beyond the end of June.</p> <p>It seems that other transport authorities have taken a more innovative approach to minimise the restrictions placed upon them by Central Government as to how the many millions of pounds now available to them can be committed to delivering "new" bus services. Therefore it is hoped that Matt will be meeting with WECA and the current operator of the service to see what can be done. If the service is to be funded by WECA it will need to be, somehow, shown to be a "new" service.</p>	
21	FINANCE		
21.1	Financial Report including report on actual vs budget 2022 2023	<p>The balance of funds as at 11 May is £15,290.12.</p> <p>Actual against Budget 2022 2023 Year End</p> <p>Total receipts forecast to be up £43 at year end as compared to budget. Total Payments forecast to be down by £2813. The year end deficit is £11 compared to the budget which resulted in a deficit of £2,867. More detail on the key variances was circulated</p>	

		<p>prior to the meeting.</p> <p>It was noted that although this seemed a good financial outcome for the year, it was misleading because it had only been possible by avoiding or delaying expenditure that would at some point have to be dealt with. The options to secure a sustainable budget to 2024 and beyond would be considered at a future meeting.</p>	
21.2	Payments For Approval	Approved. Details can be found in Appendix 1.	Clerk
21.3	Internal Audit Report and Approval of Resulting Action if Required	A copy of the report has been circulated prior to this meeting. No changes suggested by the internal auditor so no action required.	
21.4	Approval of the Certificate of Exemption from External Audit 2022 2023	As both the income for 2021 2022 and the expenditure are both below the £25,000 threshold the parish council unanimously resolved to exempt itself from an external audit. Certificate signed by the chairman and the clerk. To be submitted to the external auditors.	Clerk
21.5	Approval of the Annual Governance Statement 2022 2023	Approved and signed by the chairman and the clerk.	
21.6	Approval of the Accounting	Approved and signed by the chairman and the clerk.	

	Statement and supporting information 2022 2023		
21.7	Notification of Public Inspection Dates relating to the Annual Accounts 2022 2023	It was unanimously resolved that the public inspection date be from Monday 3 July to Friday 11 August 2023.	
21.8	Approval of List of Transactions over £100 2022 2023	Approved.	
22	PLANNING		
22.1	BANES Planning Decisions	<p>Planning Application REF 22/01975/FUL Upper Manor Farm Priston Hill Priston Conversion of existing garage and storage barn into residential dwelling. PENDING DECISION.</p> <p>Planning Application REF 22/01861/FUL and Planning Application REF 22/01862/LBA Old Farmhouse Withyditich for replacement of an existing single story rear extension, adjustments to an existing two story rear extension and removal of a single storey lean-to structure. PENDING DECISION.</p>	

		<p>Planning Application REF 22/02169/EOUT Parcel 4234 Combe Hay Lane Combe Hay Outline application for Phases 3 and 4 for up to 300 dwellings; landscaping; drainage; open space; footpaths and emergency access; all matters reserved, except access from Coombe Hay Lane via the approved Phase 1 spine road (details of internal roads and footpaths reserved); (ii) Detailed application for the continuation of the spine road (from Phase 1), to and through Sulis Manor and associated works comprising: the demolition of existing dilapidated buildings and tree removal; drainage; landscaping; lighting; and boundary treatment; to enable construction of the spine road, and (iii) Detailed application for landscaping; mitigation works; allotments; including access; on the field known as Derrymans. PENDING DECISION. Lots of additional information has been submitted on which the parish council has been consulted.</p> <p>Planning Application REF 22/03555/FUL Valley View Barn , Tunley Road, Tunley Proposed single storey extension with exterior alterations PENDING DECISION</p> <p>REF 23/01114/FUL Densley View Bath Road Tunley Erection of single storey side extension and front porch following the</p>	
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		<p>demolition of existing garage PENDING DECISION</p> <p>Planning Application REF 23/00340/FUL Greenways Stoneage Lane Tunley Erection of porch, extensions to the side and rear after demolition, loft conversion, rotate garage roof and outbuilding. PENDING DECISION</p> <p>Planning Application REF 23/00643/ADCOU Severcombe Farm, Fosseway, Dunkerton, Bath, BA2 8BU Prior approval request for change of use from Agricultural Buildings to 1no. dwelling and 1no dwelling with a connected workshop and associated operational development. APPLICATION WITHDRAWN</p> <p>23/01270/CLPU Staff Accommodation, King William Iv Inn, Bath Road, Tunley Erection of rear extension for use as an entrance lobby (Certificate of Lawfulness for a Proposed Development) PENDING DECISION</p> <p>23/00762/FUL – “Fosseway”, Old Fosseway, Dunkerton Erection of a two storey extension following demolition of existing carport, garage and lean-to. Alterations and improvements to dwelling. PENDING DECISION</p> <p>The Batch Tunley 22/00378/UNAUTH</p>	
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		A B&NES Planning Enforcement officer has visited the site, and was assured by a "Gentleman " that they had the required caravan licence, the officer requested sight of the licence but is still waiting for them to send it to him. The shepherd's huts would be allowed under a caravan licence, and would not require planning permission. However any future extensions to the huts would require permission. Once the enforcement officer has sight of the caravan licence he will give consideration as to whether the already installed hot tubs require permission.	
22.2	Planning Correspondence and Planning Related Matters	Nothing to report	
22.3	Consideration of a Response to the Consultation on Planning Application REF 23/00450/FUL Lower Tunley Farm Stoneage Lane Tunley Erection of new farm building	Cllr Ashley left the meeting. Of those eligible to vote, Dunkerton & Tunley Parish Councillors voted unanimously to support this application as it complies with policies D1, D2, D3, D4, D5, D6, CP8, GB1, NE2, NE2A, HE1, RE2 and ST7. Cllr Ashley returned to the meeting.	Clerk
23	NEW ISSUES RAISED BY CENTRAL GOVERNMENT, B&NES, ALCA, NALC, POLICE		

23.1	Report on the Dunkerton Bus Shelter Street Light Repair	As BANES won't pay for the repair a quote has been requested from Volker. This has not yet been received so clerk to chase. Clerk to request assistance from Ward Cllr Matt McCabe on management of this street light.	Clerk
24	OTHER ISSUES FOR THE ATTENTION OF DISTRICT WARD COUNCILLORS	There may no longer be a Ward Councillors Fund. Local Plan work progressing.	
25	DATE OF NEXT MEETING Tuesday 27 June Tunley Recreation Centre 7.30 pm		

Appendix 1 – Payments for Approval

Dunkerton & Tunley Parish Council Payments for approval at meeting 11 May 2023

Payments to Ratify

28 February	Standing Order	Clerk's Net Salary February	£524.00
19 March	Direct Debit	Street Lighting Electricity February	£10.30
31 March	Standing Order	Clerk's Net Salary March	£524.00
April	Bank Transfer	HMRC Tax Due Jan to March	£19.20
19 April	Direct Debit	Street Lighting Electricity March	£11.51
30 April	Standing Order	Clerk's Net Salary	£526.20

Payments for Approval

11 May	Bank Transfer	DPH Hire Dec, Jan and Feb meetings	£45.00
11 May	Bank Transfer	Clerks Gross Back Pay April	£12.83

(Net amount to be calculated once May payroll run)

11 May	Bank Transfer	Clerk's Expenses Feb March	£71.48
11 May	Bank Transfer	ALCA Membership 23 24	£142.88
11 May	Bank Transfer	Bus Shelter Cleaning Feb/March	£60.00