

### Minutes of the Dunkerton & Tunley Parish Council Meeting 28 November 2023 7.30 pm Tunley Recreation Centre

Ref	Agenda Item	Minute	Action
	<b>ATTENDANCE</b>	Cllr Orme, Cllr Robinson , Cllr Prescott, Cllr Willert, Cllr Batchelor, Cllr Mannings, Cllr Ashley, Cllr Thring (from agenda item 5), Ward Cllr Fiona Gourley from agenda item 8.1 and the Clerk Kathryn Manchee	
<b>1</b>	<b>APOLOGIES FOR ABSENCE</b>	Ward Cllr Fiona Gourley for late arrival.	
<b>2</b>	<b>DECLARATIONS OF INTEREST AND DISPENSATIONS</b>	Once co-opted Cllr Thring declared an interest in agenda item 8.3.	
<b>3</b>	<b>APPROVAL OF MINUTES OF PREVIOUS MEETINGS</b>	The minutes of the Parish Council meeting held on 24 October were approved and signed by the chairman.	
<b>4</b>	<b>Consideration of Co-option of Councillors</b>	The parish council unanimously resolved to co-opt Candida Thring onto the parish council. The other potential parish councillor is unable to attend this meeting so will be co-opted at the following meeting in January.	
<b>4.1</b>	<b>Receive the declaration of Acceptance of Office from Co-opted Councillors</b>	The acceptance of office was signed witnessed by the clerk.	

<b>5</b>	<b>MATTERS ARISING</b>		
<b>5.1</b>	<b>Update on Progress on Reintroducing a Bus Service to Tunley – Ward Cllr Fiona Gourley</b>	This to be reported on under agenda item 9.1.	
<b>5.2</b>	<b>Update on the Dunkerton Bus Shelter Street Light Repair</b>	A quote still being chased.	<b>Clerk</b>
<b>5.3</b>	<b>Update on Dogs Running Loose in Tunley</b>	Loose dogs are not the responsibility of the dog warden. While not really a police matter future incidents should be reported to the police via the 101 non-emergency service. The best way of doing this is via Avon & Somerset Police's website at <a href="https://www.avonandsomerset.police.uk/report/">https://www.avonandsomerset.police.uk/report/</a> . The increasing amount of dog waste to be reported to the dog warden.	<b>Cllr Prescott</b>
<b>5.4</b>	<b>Update on Messy Habitats and Rural Prosperity Fund</b>	<b>Messy Habits</b>  Manders Orchard to be submitted to BANES as a possible 'nature site'  <b>Rural Prosperity Fund</b>	<b>Cllr Orme</b>

		The information and workshop details of the rural prosperity fund have been passed to the two parish halls. Matter now closed	
<b>5.5</b>	<b>Update on Tunley Bus Shelter Cleaning Timetable</b>	The cleaners no longer wish to continue cleaning the Tunley bus shelter. The clerk to request the Clean and Green Team to assist with cleaning the bus shelters when they are next in Bathavon South Ward. Matter now closed.	<b>Clerk</b>
<b>5.6</b>	<b>Update on Disparity between Meeting Room Hire Costs</b>	The TRC management committee is to consider the parish council's request to match the hire charges at the other venue used by the parish council for its meetings at their meeting on 19 December.	
<b>5.7</b>	<b>Following Co-option of new Councillors Consideration of Appointment of Parish Council Representative to the Tunley Recreation Centre</b>	It was agreed to wait to appoint a TRC representative at next year's Annual Parish Council Meeting. Matter now closed	<b>Clerk</b>
<b>5.8</b>	<b>Update on the Trace Horse Stables Application for Listing</b>	Historic England has reported that there has been some difficulty with the legal aspects of notification and assessment, so they have been unable to conclude the case as yet. The parish council to update Historic England regarding the new ownership of the	<b>Clerk</b>

		related property. Matter now closed until further developments.	
<b>6</b>	<b>URGENT BUSINESS AS AGREED BY THE CHAIRMAN</b>	None	
<b>7</b>	<b>FINANCE</b>		
<b>7.1</b>	<b>Financial Report</b>	The balance of funds as at 28 November is £15,239.74.	
<b>7.2</b>	<b>Final Call for items for inclusion in the 2024 2025 budget</b>	An updated and reprint of the Dunkerton book to be included. Bus shelter cleaning to be removed.	<b>Clerk/RFO</b>
<b>7.3</b>	<b>Approval of the Insurance Renewal 204 2025</b>	A copy of the renewal documentation was circulated prior to this meeting. Following a review of the valuation of the parish council's assets last year along with the transfer of the mowing tractor asset to the TRC it was decided to switch to Zurich on a three year deal as this was the most cost effective quote as well as providing the parish council the cover required in line with the asset revaluation. Therefore this year no alternative quotes are required. Unanimously resolved to renew with Zurich as while the premium has gone up it is still less than all other quotes received last year while providing the parish council with	

		sufficient cover.	
<b>7.4</b>	<b>Approval of the 2024 2025 Risk Assessment</b>	A copy of the draft risk assessment was circulated prior to the meeting. Unanimously resolved to approve.	
<b>7.5</b>	<b>Payments for Approval</b>	Approved. Details can be found in Appendix 1.	<b>Clerk</b>
<b>7.6</b>	<b>Consideration of Awarding a £30 Grant to Midsomer Norton Dial A Ride</b>	As a registered charity, Midsomer Norton & Radstock Dial a Ride would like to be considered for a Grant of £30.00 for the financial year April 2024 - March 2025, to help towards operating costs. This year the service has made 177 journeys to/from Dunkerton and Tunley, giving members the opportunity to live an independent lifestyle, getting out and about in their community. Therefore the parish council unanimously resolved to award the requested grant.	<b>Clerk</b>
<b>7.7</b>	<b>Consideration of Increasing the Clerk's Salary as per the Local Government Services Pay Agreement 2023</b>	It was unanimously resolved to award the recently agreed pay deal. Back pay and pay increase to be applied from December salary.	<b>Clerk</b>
<b>8</b>	<b>PLANNING</b>		

8.1	<b>BANES Planning Decisions</b>	<p>23/03276/FUL Lower Tunley Farm, Stoneage Lane, Tunley, Extension to existing farm building APPROVED</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. The planning committee has requested more information from the applicants regarding</p> <ul style="list-style-type: none"> <li>• Traffic impact analysis to be based on a more up-to-date survey of traffic in the area</li> <li>• Clear explanation of the exceptional circumstances for</li> </ul>	
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		<p>building so many extra houses in the Area of Outstanding Natural Beauty</p> <ul style="list-style-type: none"> <li>• More progress on the crossing of the Wansdyke scheduled ancient monument.</li> </ul> <p>22/00378/UNAUTH - The Batch Tunley – nothing new to report.</p> <p>23/00462/NONCOM - New Farm, Marksbury Lane – nothing new to report but planning to be contacted as this case hasn't yet been allocated a case officer.</p>	<b>Cllr Robinson</b>
<b>8.2</b>	<b>Planning Correspondence and Planning Related Matters</b>		
<b>8.2.1</b>	<b>Possible Change of Use of the Tunley Recreation Centre (TRC)</b>	<p>In light of the increase to the TRC being used as a school for 3 days a week it was unanimously resolved that the parish council write to the trustees suggesting that they put in a pre-application advice submission re a possible change of use with the unintended risks of a change of use indicated. This is because the advice received that 3 days is not considered a material change use received from planning was only an informal response.</p>	<b>Clerk</b>
<b>8.3</b>	<b>Consideration of a Response</b>	Cllr Thring left the meeting.	<b>Clerk</b>

	<b>to the Consultation on Planning Application REF 23/04142/FUL 1 North Hill Cottages Tunley Road Tunley Conversion of existing garage to a holiday let</b>	<p>The parish council unanimously resolved to support this application as it complies with policies D1, D2, D3, D4, D5, D6, CP2, CP5, CP8, GB1, GB3, NE2, NE2A, RE6, RE7, ST2A and ST7.</p> <p>Cllr Thring returned to the meeting.</p>	
<b>8.4</b>	<b>Consideration of a Response to the Consultation on Planning Application REF 23/03554/FUL Greenways Stoneage Lane Tunley Erection of 1no 2 storey dwelling to replace existing bungalow.</b>	<p>The parish council unanimously resolved to support this application as it complies with policies D1, D2, D3, D4, D6, D7, SCR2, CP2, CP3, CP5, CP7, CP8, GB1, GB3, NE2, NE2A and ST7.</p>	<b>Clerk</b>
<b>9</b>	<b>NEW ISSUES RAISED BY COUNCILLORS/PARISHIONERS</b>		
<b>9.1</b>	<b>Consideration of Requesting Ward Cllr Gourley to forward a proposal to B&amp;NES Highways that traffic lights be installed at the two local pinch points to assist with the</b>	<p>It was unanimously resolved that the suggestion to install traffic lights at the two pinch points in Camerton and Timsbury be submitted to Ward Cllrs Gourley and McCabe cc'd into Timsbury Parish Council and their Ward Cllr.</p> <p>Cllr Gourley updated the parish council on the situation to</p>	<b>Clerk</b>



	<b>rerouting of bus service 522</b>	restore rural bus services. Lots of meetings and work going on and there is now a new proposal for a service from Paulton to the Odd Down Park and Ride which would also serve the villages where bus services have been cut.	
<b>10</b>	<b>OTHER ISSUES FOR THE ATTENTION OF DISTRICT WARD COUNCILLORS</b>	None.	
<b>11</b>	<b>DATE OF NEXT MEETING</b>  Thursday 11 January 2024 7.30 pm Dunkerton Parish Hall		

## **Appendix 1 – Payments for Approval**

### **Dunkerton & Tunley Parish Council Payments for approval at meeting 28 November 2023**

#### **Payments to Ratify**

24 October	Direct Debit	Street Lighting September	£10.43
31 October	Direct Debit	Cricket Club Electricity July to Sep	£50.33
31 October	Standing Order	Clerk's Net Salary October	£536.43
7 November	Bank Transfer	Tunley Bus Shelter Repair	£380.00
22 November	Direct Debit	Cricket Club Electricity October	£47.11

#### **Payments for Approval**

28 November	Bank Transfer	50% contribution to TRC defibrillator new battery	£96.00
28 November	Bank Transfer	ALCA Training x 2 Essential Councillor	£80.00
28 November	Bank Transfer	Insurance 2024 2025 (including tax)	£673.51
28 November	Bank Transfer	Society of Local Council Clerks Membership	£75.20