



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 19<sup>TH</sup> AUGUST 2020 7:30PM by video link (Zoom)**

On Government Advice over COVID-19, this meeting was held in exceptional circumstances via conference call.

**PRESENT.**

G Boyle (GB) Chair, C Phillips (CP) and R Dunning (RD)  
In attendance: D Dunning (Clerk) and Ward Cllr S Reade

**Public Participation**

None

**2020/08/19 No 1. To Note Apologies For Absence**

Apologies were received from Cllr L English and Ward Cllr B Stokes

**2020/08/19 No 2. Declarations of Interest**

None.

**2020/08/19 No 3. To Confirm The Minutes Of The Previous Meeting**

The minutes of the meeting on Wednesday 5th August 2020 were accepted as a correct record of the meeting and were duly signed by the Chair.

**2020/08/19 No 4. AGENDA ITEMS**

**2020/08/19 4a) To consider final quotations for commissioning the new website and agree and appoint a contractor.**

Unanimous agreement on preferred contractor for new website.

**Resolved** to commission Vision ICT to produce new compliant website.

**2020/08/19 4b) To receive correspondence regarding aerial runway at St Aldams and agree any actions.**

**Resolved** to formally respond to correspondence.

**Resolved** to investigate new signage for play areas.

**2020/08/19 4c) To complete response questionnaire to South Gloucestershire Council's public consultation on Floating Support Service**

Concerns were raised that the consultation only requests information on one proposal, whereas there appears to be three options.

**Resolved** to respond raising these concerns.

**2020/08/19 4d) To receive revised quotation for hedge cutting at St Aldams and agree any actions.**

**Resolved** to accept quotation for £415.00

**2020/08/19 4e). To receive response from South Gloucestershire Council on grass cutting under localism and special expenses agreements and agree any actions and a site meeting.**

**Resolved** to arrange site meeting.

**2020/08/19 4f). To consider allotment survey results and agree next actions.**

The questionnaire responses were noted.

**Resolved** to prepare a draft proposal prior to arranging a meeting with allotment holders.

**Resolved** to enforce tenancy agreement conditions for allotment holders who have not paid rent.

**2020/08/19 No 5 AGENDA ITEMS TO NOTE**

**2020/08/19 5a) To note Barn Conversions Supplementary Planning Guidance consultation and agree any actions**

The draft SPD is open for public consultation from Tuesday 7 July until **Sunday 18**

**October**. Further details can be obtained at:

[https://consultations.southglos.gov.uk/consult.ti/SPD\\_BC20](https://consultations.southglos.gov.uk/consult.ti/SPD_BC20)

Agreed that Cllr Boyle will review documentation and prepare a discussion paper for 7<sup>th</sup> October meeting.

**2020/08/19 5b) To note Householder Extensions Supplementary Planning Guidance and agree any actions**

The draft SPD is open for public consultation from Tuesday 7 July until **Sunday 18**

**October**. Further details can be obtained at:

[https://consultations.southglos.gov.uk/consult.ti/SPD\\_HH\\_20/%20and%20https://consultations.southglos.gov.uk/consult.ti/SPD\\_BC20](https://consultations.southglos.gov.uk/consult.ti/SPD_HH_20/%20and%20https://consultations.southglos.gov.uk/consult.ti/SPD_BC20)

Agreed that Cllr Boyle will review documentation and prepare a discussion paper for 7<sup>th</sup> October meeting.

**2020/08/19 5c) To note Statement of Community Involvement 2020 and agree any actions**

The SCI is open for public consultation from Tuesday 7 July until Sunday 18 October.

Further details can be obtained at: <https://consultations.southglos.gov.uk/consult.ti/SCI2020>

Agreed that Cllr Boyle will review documentation and prepare a discussion paper for 7<sup>th</sup> October meeting.

**2020/08/19 5d) To note South Gloucestershire Council is consulting its draft Drug Strategy for 2020 – 2025 and agree any actions.**

The drug strategy aims to reduce the risks and harms associated with drug misuse and will inform our local commissioning intentions. The consultation is open from Wednesday 5 August 2020 until **Wednesday 28 October 2020**

**Noted**

**2020/08/19 5e) To receive NALC information on their new consultation on changes to the planning system and agree if the council wishes to respond to the questionnaires.**

**Noted** that NALC's documentation appears to be a direct copy of the Government consultation. Agreed that Cllr Boyle will review documentation and prepare a discussion paper for 7<sup>th</sup> October meeting.

**6. PLANNING**

**2020/08/19 6a Planning Applications**

**2020/08/19 6ai) P20/13137/CLP 18 Shortwood Road Pucklechurch South Gloucestershire BS16 9PL**

Certificate of Lawfulness in respect of proposed use - erection of single storey building to form swimming pool.

No evidence of any breach of planning policies and there is no impact on the conservation area.

**Resolved** no objections.

**2020/08/19 6aii) P20/13716/RVC Grove Farm Coxgrove Hill Pucklechurch South Gloucestershire BS16 9NL**

Variation of condition 6 attached to planning permission PK18/4150/F to substitute the approved floor plan and elevation drawings. Erection of 9no. detached dwellings with altered access and associated works.

No comment

**2020/08/19 6aiii) P20/10826/RM Parcel 27B Emersons Green East Adjoining parish**

Erection of 30no. dwellings, garages, parking, landscaping and associated works. (Approval of Reserved Matters (Access, Appearance, Landscaping, Layout and scale) to be read in conjunction with Outline Planning Permission P19/09100/RVC, formerly PK04/1965/O))

No comment

**2020/08/19 6aiv) P19/16524/F Land at Lyde Green Emersons Green Bristol BS16 7NT**

Creation of vehicular access onto Lyde Green Road (Class C highway), widening works to Lyde Green Road and installation of pedestrian footpath.

No comment

**2020/08/19 6b Planning Decisions**

**2020/08/19 6bi. 6bi. P20/11547/TCA 18 Shortwood Road Pucklechurch BS16 9PL**

Works to crown reduce 1no. Horse Chestnut tree to leave a finished height of 16m and radial spread of 7m, and to crown thin by 25% in Pucklechurch Conservation Area.

**No objection.**

**Noted**

**2020/08/19 6bii. P20/11942/TCA Flat 1 The Poplars 20 Shortwood Road Pucklechurch**

Works to fell 1 no. Holly and 1 no. Sycamore tree and cut back side branches by 4m away from property to 1 no Yew tree situated within the Pucklechurch Conservation Area

**No objection.**

**Noted**

**2020/08/19 6c Planning Enforcement and other actions**

**None**

**2020/08/19 NO.7. REPORTS**

**2020/08/19 7a To receive pre-submitted reports from Councillors.**

None.

**2020/08/19 7b To receive report from District Councillor(s).**

Ward Cllr Reade confirmed matters already covered on agenda.

**2020/08/19 7c To receive report from the clerk.**

- Programme of works for playground repairs produced.2020/08/05 4a
- Greenfields commissioned to undertake work on aerial runway – to commence first week in September.
- Birch Drive Hedge reported to SGC Ref 1454181. Complainants informed.2020/08/05 4b
- Written to Pucklechurch 10K 2020/08/05 4d

- Cllr Putt has resigned casual vacancy notice will run from Monday 24<sup>th</sup> August to 5pm Monday 14<sup>th</sup> September 2020  
The council registered its appreciation for all the work and contributions Lesley has made and the council is sorry to see her leave the council.  
**Resolved** to send a letter of thanks to Lesley Putt.
- Further payment of £66 due for covering manhole by the scout hut.
- Further requests for allotments with 6 residents and 8 non-residents on waiting list.
- Chased PSOC for crime updates but no response.
- Followed up parish boundary review. SGC officer on leave but will respond early September.
- Updated website including all recent consultations which were circulated to community groups.
- Channel 4 are filming Naked Attraction in Pucklechurch on Thursday 20<sup>th</sup> August, referred them to SGC as they wish to use their land.

To note planning applications received after the agenda was issued. Agreed to defer to the tree officer

**P20/14432/TCA Radnor House 1 Parkfield Road Pucklechurch South Gloucestershire BS16 9PN**

Works to fell 1 no. Malus Domestica tree which is situated within the Pucklechurch conservation area.

**P20/14414/TCA 13 Shortwood Road Pucklechurch South Gloucestershire BS16 9PL**

Works to reduce crown 1 no. Beech tree to 15m in height with a radius of 4 m and crown thin by 25%, reduce crown by 40% to 5m in height and 1.5m radius to 1no. Hawthorn, reduce crown by 25% to leave a height of 15m and radius of 4m to 1 no. Oak tree situated within the Pucklechurch Conservation Area

Planning decisions received after the agenda issued to note

**P20/06681/F Land to the east of Lyde Green Road Emersons Green South Gloucestershire**

Construction of Multi User Path as part of wider Multi User Route to connect development at Lyde Green Farm (subject to planning application P19/1275/F) to Lyde Green Road.

Approved with Conditions.

**Noted**

**2020/08/19 NO. 8. FINANCE**

**2020/08/19 8a** To agree payment of contractual or other obligations

*Table 1 19<sup>th</sup> August 2020 contractual payments*

Name	Description	Net	VAT	Amount Paid		Chq Number	Power
D Dunning	Salary Aug 2020	£1,077.11	£0.00	£1,077.11	£1,095.35	2925	LGA 1972 s112
	Stamps	£18.24	£0.00	£18.24			LGA 1972 s111
HMRC	Tax Aug	£347.38	£0.00	£347.38		2926	LGA 1972 s112
Primrose Gardening	Monthly maintenance contract	£1,379.17	£0.00	£1,379.17	£1,594.17	2927	open spaces act 1906 ss9&10

	Hedge cutting Memorial Garden	£215.00	£0.00	£215.00			
Anna Chelmicka	litter picking Aug	£350.00	£0.00	£350.00		2928	open spaces act 1906 ss9&10
Gloucestershire Playing Fields Association	Subscription	£50.00	£0.00	£50.00		2929	LGA 1972 s111
Instant Landscapes	Grass cutting April - July	£2,967.00	£0.00	£2,967.00		2930	open spaces act 1906 ss9&10
Parkfield Renovations	Manhole cover repairs	£66.00	£0.00	£66.00			open spaces act 1906 ss9&10
South Gloucestershire Council	Localism charges	£1,679.04	£335.81	£2,014.85			open spaces act 1906 ss9&10
		<b>£8,148.94</b>	<b>£335.81</b>	<b>£8,484.75</b>			

Direct debits for August							
o2	phone	£14.73	£2.95	£17.68			LGA 1972 s111
Plusnet	Internet access	£12.50	£2.50	£15.00			LGA 1972 s111
NEST (June taken 4/8/20)	Pension Contributions	£57.56	£0.00	£57.56			LGA 1972 s112
NEST (July)	Pension Contributions	£57.56	£0.00	£57.56			LGA 1972 s112
EDF Energy	Electricity Eagle Crescent	£8.00	£0.00	£8.00			LGA 1972 s111
EDF Energy	Electricity Parkfield	£11.00	£0.00	£11.00			LGA 1972 s111
707 July	resumed collections	£18.03	£3.61	£21.64			LGA 1972 s111
707 August	Aug collections	£32.89	£6.58	£39.47			LGA 1972 s111

**Resolved** to approve payments. Cheques were signed by Cllrs Dunning and Boyle.

Table 2 Bank reconciliation July 2020

<b>Balance per bank statements as at 01/07/20</b>						
NatWest reserve account				£30,132.48	£30,132.48	
Petty cash float (if applicable)				£37.46	£37.46	
NatWest current account				£94,864.56	£94,864.56	
Total accounts as at 01/06/20						£125,034.50
<b>Activity for July 2020</b>						
less: Payments for 2019/20				-£1,294.65		
Less: payments for July 2020				-£6,297.36		
Plus: income for July 2020				£2,714.34		



00762097  
00529 0001/0002



Current Account

Date	Details	Withdrawn	Paid in	Balance
3 Jul 2020	BROUGHT FORWARD			94,045.56
6 Jul	Cheque 002912	350.00		93,695.56
7 Jul	Direct Debit PNET1822180-1	15.00		
	Cheque 002888	512.97		
	Cheque 002889	781.68		
	Cheque 002915	534.00		
	Direct Debit 02			
	05412111/001	17.68		91,834.23
8 Jul	Automated Credit HMRC VTR			
	XYV126000101827		2,691.48	94,525.71
15 Jul	Cheque 002911	347.18		
	Direct Debit EDFENERGY CUST PLC			
	9431333333	85.23		94,093.30
16 Jul	Direct Debit SAGE SOFTWARE LTD			
	KDKNECS	24.00		94,069.30
17 Jul	Cheque 002910	1,146.10		92,923.20
22 Jul	Cheque 002920	1,379.17		91,544.03
23 Jul	Automated Credit EDF ENERGY			
	671063327375		11.47	
	Automated Credit EDF ENERGY			
	671067502741		11.39	91,566.89
28 Jul	Cheque 002916	30.00		
	Cheque 002919	350.00		91,186.89
30 Jul	Cheque 002922	1,200.00		89,986.89
3 Aug	Cheque 002921	36.00		
	Direct Debit EDF ENERGY			
	671063327375	8.00		
	CARRIED FORWARD			89,942.89

**Noted**

**2020/08/19 9 Future agenda items.**

Allotment report

Councillor recruitment

**Resolved** to cancel meeting on 16<sup>th</sup> September as it will not be quorate

**2020/08/19 10. To note date of the next meeting is 2<sup>nd</sup> September 2020**

There being no further business the Council meeting closed at 8:37pm

**Signed:**

**Date: 02.09.2020**

APPROVED MINUTES SIGNED VERSION