

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 2 APRIL 2014, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

PRESENT. R. Symons Chairman, Mrs G. Boyle Vice Chairwoman, Mrs L. English, Mrs J. Hawkins, M.C. Smith, M.S. Watson.

Debra Duke (Clerk)

NO 1. APOLOGIES FOR ABSENCE.

There were no apologies for absence.

NO 2. DECLARATIONS OF INTEREST

Councillor Smith declared an interest in item 9a, as he was an organiser of events for the PVSSC who had applied for a grant.

Councillor Boyle, in reference to item 9a, declared that her son was a member of Pucklechurch Cricket Club.

NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 19 MARCH 2014

RESOLVED: The minutes of the meeting held on were approved as a correct record subject to the following amendments (changes from the draft minutes are highlighted in bold text) and signed by the Chairman.

Following agenda item 4:

*At this point agenda item 10a was considered and Mark Humphrey, **as a coopted parish councillor**, signed the acceptance of office form and then took part in the meeting.*

Agenda item 6a:

- Cllr Martin Smith expenses- website hosting **and framing of Pringy print-** £197.14

Agenda item 7a: Added a resolution: **To write to SGC about the short timeline to respond to this consultation**

Agenda item 7b: This was the normal notification **of this annual event** and the council had no comments to make.

Agenda item 8f: Added a resolution. RESOLVED: **To write to SGC to ensure that their meeting record is amended to reflect that objections had been sent following the expiration of the temporary planning permission in 2011.**

Agenda item 9a: A report about enforcement action surrounding PK11/0415/F, stables at Redford Lane, Pucklechurch. **Most issues had been discussed with SGC and resolved or not pursued.**

Agenda item 9d: A provisional meeting, **subject to SGC confirmation of attendance**, regarding flooding concerns at Hill View Road had been arranged for 9 April 2014.

Agenda item 10e: To report the encroachment onto verges to SGC, including photographs of the areas **and original letter**.

NO.4. PUBLIC PARTICIPATION

None

NO.5. FINANCE

No.5a.To RECEIVE budget update

The finance working group were meeting on Monday 7 April to go through the year end accounts.

No.5b. To INSTRUCT cheques to be signed

No invoices required immediate payment.

NO.6. CORRESPONDENCE

No.6a. SGC Consultation- Proposed removal of Bring banks

SGC were consulting about removing the bring banks currently located within the Community Centre car park. The plastics bank, which had been paid for by the parish council, had already been removed by the operator after a change in their policy. SGC proposed that the remaining glass banks should be removed because glass could be recycled through the kerbside recycling collection. The clothing bank would not be affected and recycling could also be carried out at the Sort It centres.

The parish council did not have any objection to the proposed changes. They acknowledged that there may be some short term fly tipping but it was likely to reduce litter in the area in the longer term.

RESOLVED: To submit a comment of no objection.

NO.7. PLANNING APPLICATIONS

No.7a. PK14/0853/CLP Application for Certificate of Lawfulness for the proposed erection of a single storey rear extension. 48 Shortwood Road Pucklechurch BS16 9PJ

This was for a small extension.

RESOLVED: To submit no objection.

No.7b. PK14/0524/F Erection of single storey rear extension to provide additional living accommodation 13 Shortwood Road Pucklechurch BS16 9PL

This had been commented on at the council meeting on 19 March 2014.

No.7c. PK14/0897/F Land Rear Of 37 Parkfield Rank Parkfield Road Pucklechurch BS16 9NP; Change of use of land to facilitate construction of outdoor riding arena with associated post and rail fence.

This application was for a field to the rear of the Old School House on Parkfield Rank. Currently the field was enclosed by hedging. There would not be a major

impact on the landscape. However, due to the slope of the land the parish council felt that it was important that there should not be any banks or bunding to put the fencing on.

RESOLVED: to submit the following comments:

No objection subject to conditions that it is a private facility and that the land is not built up, a bank or bund introduced.

No.7d. PK14/0727/RM Construction of roads 4 and 5 (Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK04/1965/O). Land At Emersons Green Roads 4 And 5 Emersons Green East

This application was for an area of land within the Emersons Green East development. This was an approval of reserved matters, so the parish council noted the information and made no comment.

NO.8. REPORTS

No.8a. Parish Councillors written reports

None

No.8b. Report from Boyd Valley Councillors

None

No.8c. Verbal report from the Clerk

The clerk provided an update with reference to meeting actions:

- 19 March meeting, some actions were outstanding
- 5 March meeting, all actions completed. Noted that one action of monitoring the Streetcare contract was an ongoing action for the year.
- 19 February meeting, all actions complete except the provision of a mobile phone for the Village Orderly.

Councillors confirmed that the policy for booking of the recreation field for commercial activities was to receive a written request at a council meeting. This would then be considered and a rental fee agreed.

The meeting with residents of Hill View road had been confirmed for 9 April at 6pm. The meeting room had been booked in case it was required. Letters had been delivered to all houses.

A meeting with the Transport Community Plan group and First Bus had been arranged and confirmed for 10 April at 1pm in the Community Centre meeting room. All councillors were welcome to attend. It was noted that the meeting would concentrate on the evidence from the Community Plan questionnaire.

NO.9. AGENDA ITEMS

No.9a. To CONSIDER the grant applications received and to AGREE amounts to be awarded

Councillor Smith declared an interest as he was an organiser of events for the PVSSC.

Councillor Boyle, declared that her son was a member of Pucklechurch Cricket Club.

A total of eight applications for grants had been received. The applications had been assessed against the criteria agreed. The applications were then discussed with reference to the assessment sheets and the documentation received in support of them.

Thomas a Becket church application- Historically the parish council had provided a grant of £800 per year for the maintenance of the churchyard. This application requested a grant of £4000 for the maintenance in 2014/15. However, no supporting evidence of the costs had been provided. The parish council were minded to approve a partial grant but would need to see evidence of the costs prior to the money being transferred.

Pucklechurch Girl Guides- this application had been completed as an exercise within the group. It requested funds to purchase kitchen and cooking equipment that would be stored within the scout hut. The benefits of the grant would continue beyond the groups' current membership and would include other groups that used the building. The application was supported.

Pucklechurch Youth Club- their application requested an amount of £2450 for a variety of activities. It was noted that the parish council had supported the youth club financially in 2013/14, although it had not been in its current structure at that point.

One of the projects was the sub way art project. The parish council had concerns about paying for the cost of Art Express because the proprietor of that business was the Chairman of the Youth Club management committee. In the past the parish council had supported the purchase of paints, but not any staffing costs or SGC costs to remove the existing paint. The overall project was supported but not the full amount.

Another project was an enterprise scheme to teach young people about business with products produced being sold at Revel. This project was supported but not the full amount requested.

The request for funding for a trip could not be supported. This would benefit only a small number of individuals.

Other funding requests for Xbox games, board games and playing cards were supported because the benefit would continue beyond the current membership.

Revel- This application was to provide a PA system and to book a band to play at the Revel event. The current system was rented/borrowed when required. A quote for the PA system and cost for the band were provided. The application was supported in full.

Pucklechurch Playgroup- This request for funding asked for equipment to support SEN children within the group. Although this would be used for individuals the

equipment would outlast the current attendees and would be used by all children. This part of the application was supported.

The second part of the request for furniture was not supported. An application made in November 2013 was for equipment to fulfil an identified need within an inspectors report. It was noted that the provision of this furniture had not been an identified need. This part was not supported.

Pucklechurch Village Sports and Social Club- The request was for a grant of £748, which would be matched by the club, to provide a PA system. The parish council supported the application but requested that confirmation of the club being a not for profit organisation and how excess funds were spent be required.

Pucklechurch Cricket Club- It was noted that half of the members of the club were from outside of the parish. However, the application only counted members, not supporters, spectators or others who were involved within the club. The grant requested was not for the total amount of expenditure on new balls for the next season. The application was supported.

RESOLVED:

To award the following grants and authorise signatories to raise the payment for:

- Thomas a Becket church- £1000 subject to receiving information about the costs of the churchyard maintenance.
- Girl Guides- £308
- Pucklechurch Youth Club-
 - £300 for the provision of spray paints for the Community Art project
 - £250 for the provision of arts and crafts materials for the Enterprise project
 - £100 for board games and playing cards
 - £150 for Xbox games
 - TOTAL: £800
- Revel- £1500
- Pucklechurch Playgroup- £135 for special educational needs resources
- Pucklechurch Village Sports and Social Club- £748 subject to confirmation of the club being a not for profit organisation and its arrangements for excess funds.
- Pucklechurch Cricket Club- £500 for new balls for the 2014 season
- It was noted that all recipients of grants were required to provide evidence of how the grant money was spent.

No.9b. To RECEIVE an allotment allocation update

The council had undertaken work to provide five allotments on the area of three that had not been maintained. Those on the waiting list had been contacted about the available plots. Eight on the list had not been contactable, one had no longer wanted an allotment and five had accepted.

All current tenants had received an invoice for rent for 2014/15 and a tenancy agreement to sign. Those who had yet to pay or return the agreement would be

contacted again. Any future issues with the allotments would be reported to the council as agenda items.

No.9c. To REVIEW and DECIDE next steps with regard to a stand-alone website for PPC

Councillor Boyle had worked on a draft website design. It was agreed that it would be useful for the council to have a separate website to the community site. This would enable the clerk, and councillors, to upload information and documentation to the website. Councillors suggested that a gov.uk domain would be useful but this would involve a cost. Councillor Boyle was thanked for the work on the draft site.

RESOLVED:

- That Councillors Boyle and Smith meet to discuss how the website could work before a further agenda item was scheduled **GB, MS**
- That the clerk contact other local councils who use a gov.uk domain for advice about pursuing that route **DD**

No.9d. To CONSIDER a final response to the Rural Housing Review Consultation

Councillors did not agree with the analysis of SGC officers within the document. The response that the parish council gave to how many houses would be needed within Pucklechurch village's development boundary had been constrained by options. Therefore the council had answered that 10 to 50 houses would be required up to 2027. The document made no reference to the possibility that some of the housing demand for Pucklechurch could be met by the development at Emersons Green East.

SGC officers had determined, through a desktop review, that the number of dwellings required could not be met within the current settlement boundary. The parish council challenged that conclusion because it was not clear if the Oaktree Avenue site had been considered within this. This area was not subject to a current planning application but had been and could be again, which would then provide the housing numbers required.

Councillors were also unhappy about the reference made within the document about speculative planning applications and the five year housing supply. The Core Strategy had demonstrated sufficient housing supply. It was also felt that this should not be used as a method to change the settlement boundary. The evidence from the Community Plan had shown that residents were in favour of retaining the current boundary. Recent ministerial statements also showed support for the sanctity of the green belt.

RESOLVED: To respond to the questionnaire with the following statements:

Q1: Please would you confirm that you are satisfied with our summary of your views on future development or have anything to add? (please delete as applicable)

A1: No

The council's response agreed at its meeting held on 16 October 2013 said 'maybe' for families and smaller households, not as reported here 'yes'.

We had no option but to choose the 10-50 houses bracket since 10 was too few. In our opinion 50 is too many.

Q2: Please would you confirm whether you agree or disagree with our conclusion for future housing for your area

A2 Disagree – consider additional housing over and above that coming forward from infill, conversion and redevelopment will not be needed and the settlement boundary of Pucklechurch should remain unaltered

The number of dwellings the desktop review sought to address was flawed because the bracketing option offered by the previous questionnaire inflated the overall number that might be required. The Council disagrees with the findings of the desktop review as presented here since what has been presented does not appear to take in to account the option to build on land previously identified as appropriate for development but for which there is no current planning application. Within the response agreed on 16 October Q3 the Council mentioned that the future development of the remaining Oaktree Avenue site would be of benefit to the community. This area is more than sufficient to provide over 10 dwellings within the settlement boundary. Furthermore the Council believes that it would have been more appropriate to present the desktop review in detailed report form. Since c.2500 homes are to be built within an area currently part of Pucklechurch Parish the Council feels that it is likely that some of our local housing needs will in fact be met there. Findings within our previously published and formally adopted Community Plan support the Council's decision in this matter since there was overwhelming support for the preservation of the green belt.

Q3: In the light of limited officer resources, we would like your help with organising the public consultation event in your parish in summer 2014. Would your council be happy to help organise such an event? (please delete as applicable)

A3 No

Most Pucklechurch Parish Councillors work full time. The clerk is employed on a part time contract and does not have the capacity to undertake this project.

Also as indicated in the comments to question 2 the council believes that there is sufficient development opportunities within the existing settlement boundary and that this exercise would therefore not be necessary.

No.9e. To CONSIDER and AGREE the future management of the woodland

The future management of the woodland needed to involve the community. It was agreed that a sum of money be allocated to undertake ecological surveys as required. This project had been included as an option within the council's capital project list during budget consideration. Future actions from the survey and resident consultation would then be carried out. The skate park should remain as part of the woodland until surveys and consultations had been undertaken to assess the whole area.

RESOLVED:

1. To allocate up to £2000 for an ecological survey to be undertaken
2. To contact BRERC to see if they were able to undertake an ecological survey
3. To contact UWE if they had any interest in woodland ecological surveys
4. To schedule further agenda items as work progresses

No.9f. To CONSIDER a more secure perimeter fence at the woodland

This would be assessed within actions from item 9e.

No.9g. To AGREE whether further signage is required at St Aldams and if so the to agree the wording of the sign

A sign had been provided by SGC for Birch Drive. It was suggested that they be contacted for information and costs for providing additional signage for Becket Court and St Aldams Drive entrances to the play area.

RESOLVED:

- To contact SGC about details and costs of providing additional signage for St Aldams play area **DD**
- To check if planning permission would be required for additional signs **DD**

No.9h. To CONSIDER placing seating at St Aldams play area

Seating had originally been proposed as part of the design but removed following public consultation. When the play area opened some requests for seating had been received, but none in over a year. Local residents had reported that they were happy that no seats were provided. The parish council agreed that the public consultation responses outweighed the couple of requests received.

RESOLVED: To not provide any seating at the St Aldams Play area.

No.9i. To CONSIDER whether play equipment is required for younger children at St Aldams, If so What it might be and where it might go.

Requests for equipment to suit other age ranges had been received when the play area was first opened. It was suggested that a review of all equipment at all the play areas managed by the council should be undertaken to assess what needs there were.

RESOLVED: To schedule an agenda item to review all play equipment at the play area sites managed by Pucklechurch Parish Council

No.9j. To REVIEW the current status of the handover from Heartstart to Parish Council and to decide on any future actions

The finance would be transferred now that the financial year had ended. The fundraising had been to provide four defibrillators and associated equipment.

RESOLVED: To invite Angela Hallett to the next parish council meeting

No.9k. To RECEIVE feedback on the response from SGC regarding locating fourth defibrillator at Eagle Crescent and to decide on next steps

South Gloucestershire Council had replied that they could not support the use of street light electricity supplies for a defibrillator.

RESOLVED: To contact Western Power Distribution about providing an electricity supply to the parish council in the Eagle Crescent area **DD**

No.9I. To AGREE how to utilise the new defibrillator supplied by South Western Ambulance Service NHS Foundation Trust

South Western Ambulance Trust had provided Heartstart with a free defibrillator. They had provided free defibrillators to areas that had carried out fundraising for their provision.

RESOLVED: To be agreed at the next parish council meeting held on 16 April.

NO.11. DATE OF NEXT MEETING

The next Parish Council meeting would be held on Wednesday 16 April 2014, at 7:30pm.