

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 16 APRIL 2014, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** Mrs G. Boyle Vice Chairman-in-the-Chair, Mrs L. English, Mrs J. Hawkins, M Humphreys, M.C. Smith, M.S. Watson.

Debra Duke (Clerk)

**NO 1. APOLOGIES FOR ABSENCE.**

Apologies were received from Councillors R Symons and T Symons.

**NO 2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 2 APRIL 2014**

RESOLVED: The minutes of the meeting held on 2 April 2014 were approved as a correct record and signed by the Chairman.

**NO.4. PUBLIC PARTICIPATION**

Angela Hallett, Heartstart, addressed the council. She thanked the parish council for taking on the ongoing management of the defibrillators. Funding had been raised to purchase a fourth defibrillator and cabinet. A free defibrillator had been provided by Great Western Ambulance Service in recognition that the community had undertaken fundraising for this equipment.

*At this point minute item 10a was considered.*

**NO.5. LAW AND ORDER**

**No.5a. To RECEIVE & NOTE a verbal/written report from A & S Constabulary.**

The police had been unable to attend.

RESOLVED:

**NO.6. FINANCE**

**No.6a. To INSTRUCT cheques to be signed**

RESOLVED:

To approve payment and authorise signatories for the following:

- South Gloucestershire Council – dog bin collection- £231.36
- Bradley Stoke Town Council – manual handling course- £15.00
- A S Hall and Son- maintenance of Shortwood play area- £360.00
- Mr D Gay- cutting beech hedge- £480.00
- Yate Town Council – Joint Cycleway meetings- £273.12
- Recresco- collection of plastics recycling bin- £42.00
- ALCA- Being a good councillor course- £60
- PCA- room bookings- £36.70
- ALCA- Annual membership- £462.04
- EDF Energy- unmetered supply- £27.65
- HMRC- national insurance contributions- £12.38

- Staffing salaries and expenses- £1276.59
- Mrs A Sharpe- recreation field tidying- £178

It was noted that the grant payments had been authorised at the previous meeting and would be sent as soon as a new cheque book arrived.

## **NO.7. CORRESPONDENCE**

### **No.7a. Notice of Intent - Temporary Traffic Order - Footpath(s) at Emersons Green - PT.4765**

This information was for noting only.

### **No.7b. Green bin collections**

Some residents had reported that green bins had not been collected even though they had paid SGC for the service. There had also been problems with payments not having been recorded.

RESOLVED: To check with SGC how the collection crews confirm who has paid for a collection.

### **No.7c. Better Care - Stronger Communities- community event**

This information was for noting.

## **NO.8. PLANNING APPLICATIONS**

### **No.8a. PK14/1205/F 25 Shortwood Road Pucklechurch BS16 9PL Erection of 3no. detached dwellings and 3no detached garages with access and associated works. Erection of detached garage for existing dwelling**

The proposed design was for three large detached dwellings in a back land plot. The proposed access road was already used, but only by one property. The parish council was concerned that there were no elevational drawings that took into account the differences in the height of the land from the plot and houses on Birch Drive. The ridge heights of the properties was the same but the land levels would introduce overlooking and a loss of privacy. It was felt that the access road was not suitable for the increase in traffic. It would not be suitable for bin collection lorries and concerns were raised about the storage of bins on the road frontage, which was in the Conservation Area.

RESOLVED:

To object to the application in its current form.

1. The proposed properties have five bedrooms and therefore require three parking spaces each which is not indicated on the plans.
2. Although the density of the site is lower than surrounding areas the road layout is awkward. There is no direct sight line from one end of the access road to the other.
3. The access road is not proposed to be to adopted highway standards raising concerns about emergency vehicle access.
4. Concerns are also raised about the waste storage and collection requirements for the properties. The road frontage of the access road is within the Conservation Area.
5. The dormer windows are not in keeping with surrounding properties.

6. The proposed properties would be built on higher ground than the properties on Birch Drive. There are concerns about overlooking and loss of privacy to the existing properties.

**No.8b. PK14/1068/F and PK14/1069/LB Moat House Kings Lane Pucklechurch BS16 9PP Erection of glazed entrance lobby linking existing utility room to dwelling, erection of garden room to north linking the garage store building with associated renovations to create 2no. covered parking bays**

The property was a listed building and the proposed garden room introduced a corridor from the main house to the garage. The proposed posts were metal, earlier versions of the design had proposed wooden posts. The roof angles were an awkward fit within the design. The materials introduced were not in keeping with the listed building or the conservation area. The proposed car port extension was deemed acceptable.

**RESOLVED:**

Object to the application for the following reason:

1. Notwithstanding the long history of the development of this house and associated buildings over time, Councillors do not feel that the final design offered for the garden room is sufficiently in keeping with the status of the house and its locale and in particular the introduction materials such as the steel posts and painted board to the North East elevation.
2. The rising pitch of the garden room roof between the garage store and the bake house sits extremely awkwardly with the pre-existing roofs when viewed from the South West

**NO.9. REPORTS**

**No.9a. Parish Councillors written reports**

An update was provided following the meeting held with First Bus on 10 April 2014. Sue Arrowsmith the Commercial Business Manager for First Direct was in attendance.

Organisations were able to buy tickets in bulk at a discount. Whether the parish council could do this would be looked into. Bus tickets could also be bought in participating outlets such as village shops. The parish council would contact the local shops to see if they were planning to do this.

There had been some big changes in ticket prices. The issue of a link to Emersons Green was again raised.

Most of the First buses were fitted with GPS so real time information was more available and an app could be downloaded.

**RESOLVED:**

- To check the full details for organisations buying bus tickets in bulk **MS**
- To contact shops within Pucklechurch about selling bus tickets in their premises **MS**

**No.9b. Councillors report from Parish Council Saturday Open Morning**

There had been two attendees.

- A quote had been accepted for weed killing on the recreation field;
- Provision of bollards for pavements was a highways issue and the resident was directed to SGC;
- Concerns about seating at St Aldams being installed were addressed as the council had made a decision not to consider this further;
- Issues with young people and bad language at St Aldams play area was raised. The resident was informed that contacting the police at the time was the most useful thing to do.

It was noted that there was a licensed premises adjacent to the play area. If there were issues from these premises they could be contacted directly or SGC as the licensing authority could be informed. However, the parish council had not received any other recent complaints about noise in the play area.

### **No.9c. Report from Boyd Valley Councillors.**

None in attendance.

Parish councillors asked to submit a question to them about the decision not to call in a planning application for committee when the parish council and 35 others had submitted objections to it.

On this occasion the parish council had not read the circulated schedule in time to ask SGC councillors to call it in. It was suggested that a back up to the parish clerk checking the documents would be for SGC ward councillors to flag up applications on the list if the parish council had submitted an objection, or there were a number of other objections.

**RESOLVED:** to contact the Boyd Valley ward councillors about contacting the parish council if they see applications on the circulated schedule within the parish that have received objections **DD**

### **No.9d. Verbal report from the Clerk**

The following points were raised:

1. A meeting with residents on Hill View Road had been undertaken on 9 April about surface water drainage/flooding issues. Various actions had come out of the discussions. Nigel Hale, SGC, would provide an initial report and then there may be actions the parish council could undertake. The representative from Merlin had been taken ill, so had been unable to attend.
2. Councillors Watson and R Symons were attending the NALC SW regional conference on 30 April.
3. The next NALC conference was on 18 September Bristol. Attendees to be arranged.
4. The Village Orderly was attending playground inspection training provided by ROSPA in June
5. Following the grant awards made in December letters acknowledging award received from had been received from: PCA social club; Victim Support; Citizens Advice who also confirmed it would just be spent on rent; Pucklechurch Playgroup; St Thomas a Becket Church had not acknowledged directly to the council but it had been included within their newsletter.

6. Planning applications were not showing in the inbox. Councillors were asked if they became aware of any that the parish council should have responded to please let the clerk know. SGC had acknowledged that there was a technical problem.
7. BRERC are able to undertake ecological surveys but there is likely to be a charge for doing so as we have to recoup our costs. Further information would be sent to them.
8. End of year payroll was complete.

## **NO.10. AGENDA ITEMS**

### **No.10a. To REVIEW the current status of the handover from Heartstart to Parish Council and to decide on any future actions**

The parish council had proposed that the fourth defibrillator should be located near Eagle Crescent as this provided the best coverage for the village. However, a power source needed to be installed and a free standing cabinet would be required. The costs of providing these needed to be investigated. the fundraising for this defibrillator had been undertaken through a 50/50 challenge. A plaque recognising the contributors would need to be displayed. The plaque may not be able to be sited at the fourth location due to the free standing box. Therefore it could be displayed at the Community Centre.

Councillors were aware that Heartstart had been a Pucklechurch village project, but the parish council represented the whole area. Councillors would like Shortwood to have a defibrillator but understood the conditions attached to the free one from GWAS. It was suggested that a letter be sent to the Shortwood Village Committee asking if they would like to start fundraising for a defibrillator.

#### **RESOLVED:**

1. To record a formal thank you to Heartstart and Angel Hallett for the work undertaken to raise the funds and manage the equipment to date.
2. To check the costs of purchasing and installing a freestanding defibrillator cabinet
3. To contact Western Power Distribution about the provision of an electricity supply for a defibrillator cabinet
4. To determine the wording and confirm the list of names for the fourth defibrillator plaque **MS/LE**
5. To contact possible contractors to provide a plaque **GB**
6. To write to Shortwood Village Committee asking if they would like to undertake fundraising for a defibrillator **DD**

### **No.10b. To AGREE style for memorial benches for the recreation ground**

A few examples of benches were shown. It was noted that there was a big price difference between wood and recycled materials such as plastic. Wooden benches were more expensive and would require regular maintenance. Councillors volunteered to look at the benches that were currently on the recreation field and determine the best style and placements for new ones.

**RESOLVED:** To determine the best style and placements for new ones **GB/MH**

**No.10c. To NOTE the South Gloucestershire Compact**

The South Gloucestershire Compact was between all statutory organisations and third sector organisations. Representatives from the Town and Parish Councils Forums had been involved in drafting it. It did not need to be ratified by individual councils.

**No.10d. To AGREE a response to the NALC Policy Review Survey 2014**

The survey asked parish councils to choose their most important national policy themes. Currently NALC had 98 policy positions and wanted to clarify and condense these into the most relevant. Discussion was held and answers noted for submission.

**RESOLVED:**

To submit the following response that the top three national policy themes and underlying priority policy areas were:

- Planning, Licensing, development and Housing
  - Planning enforcement
  - Renewable Energy Source planning guidance
  - Section 106 expenditure
  - (note: it was noted that there was no mention of CIL in this list)
  
- Transport, vehicles and highways
  - 20 mph speed limit enforcements
  - Road fuel prices
  - Ambulance response times
  - (note: as a rural community fuel prices and ambulance response times are important to the community )
  
- Environment and sustainability
  - Household waste
  - Sale of generated electricity

**No.10e. To CONSIDER any amendments or updates to the council's response to the green space questions within SGC's autumn 2013 consultation on the future Policies, Sites and Places (PSP) Plan.**

The submission made following the meeting held on 16 October 2013 was considered. It was discussed and agreed that two following areas be added to the list of green spaces.

Strip of land between Cedar Way and Oaktree Avenue; the Green space between Oaktree Avenue and Cedar Way. Accessed by road and pedestrian subway. The land provides an open aspect within housing development

Highway verge along Abson Road; Large highway verge separating Abson Road from Hawkridge Drive and Eagle Crescent. Separation of main road from housing development. This area is used as an informal play area.

It was also agreed to clarify the area of green space in St Aldams that it covered the whole area, not just the play areas.

**RESOLVED:**

To make amendments to clarify the area in St Aldams Drive and to add areas of land between Cedar Way and Oaktree Avenue and the Highway verge along Abson Road  
**DD**

**No.10f. To AGREE attendance at the next Saturday open morning**

Councillors Humphrey and Smith would attend on 3 May 2014.

**NO.11. DATE OF NEXT MEETING**

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