

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 6 August 2014, 7:00pm to 8:50pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** R. Symons Chairman, Mrs G. Boyle Vice Chairwoman, Mrs L. English, M.C. Smith, T. Symons, M.S. Watson.  
Councillor Ben Stokes- South Gloucestershire Councillor for Boyd Valley  
Debra Duke (Clerk)

**NO 1. APOLOGIES FOR ABSENCE.**

Apologies for absence were received from Councillors Dunning, Hawkins and Humphrey

**NO 2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 16 JULY 2014**

RESOLVED: The minutes of the meeting held on 16 July 2014 were approved as a correct record and signed by the Chairman.

**NO.4. QUESTION AND ANSWER SESSION WITH SGC ABOUT THE POLICIES, SITES, PLACES, DEVELOPMENT PLANNING DOCUMENT**

*The meeting was adjourned to allow South Gloucestershire Council officers to address the meeting.*

Patrick Conroy and Lisa Price, South Gloucestershire Council Strategic Planning Officers attended the meeting.

The PSP DPD was in two parts- first part was detailed planning policies and the Oldbury Nuclear policy, the second was made up of policies from community led aspirations and was parish based.

A short point was made about the Oldbury nuclear policy:

- Politically it was not reasonable for SGC to object to the site because national government had identified Oldbury as a nuclear site. Ministers would also be the final decision makers.
- The council was developing a policy to ensure the best outcome for the area from any future development.

The information already submitted by Pucklechurch Parish Council was included. Lisa summed up the points as:

- No further rural housing required
- Green spaces and play areas were listed
- Aspirations listed were from the Parish Plan/Community Plan

Parish councillors asked about the link between the PSP DPD and the current consultation on climate change strategy. Recent presentations on the Climate Change Strategy seemed to place more importance on trees than the PSP DPD did.

There was also the need to ensure buildings were designed to adapt to climate change.

In response to these questions it was noted that the Climate Change Strategy was not a statutorily required policy. However, it would be a material consideration for planning applications. The major strategic approach to climate change was within the Core Strategy.

Parish Councillors were concerned about the horsification of agricultural land. The definition of a small stable in SGC policies was required. Councillors were directed to page 57 of the Plan where it was set under the rural economy policy (PSP 27).

With regards to the emerging policy for Gypsy and Traveller sites it was noted that the number of sites in Pucklechurch Parish was not huge but was one third of the total for private sites in South Gloucestershire.

SGC officers said that the council needed to ensure there was a five year supply of sites. An updated Gypsy and Traveller Assessment required 46 new pitches during the plan period (until 2027), with 9 to be found by 2018. Core Strategy 21 outlined three approaches to achieve new pitches. One was the intensification of existing pitches, which was felt to be the most deliverable. Government guidance was through the Local Plan process to remove gypsy and traveller sites from the green belt and allocate for future use. The policy also proposed to allocate as permanent gypsy and traveller sites that currently had temporary planning permission. Currently sites with temporary permission were only safeguarded whilst the permission was in force. This change was suggested to retain existing sites and retain supply.

SGC officers said that this would regularise existing sites. Normal change of use planning applications could be made to change the land from a gypsy and traveller site to another use. Parish councillors were concerned that this removed the choice for landowners about how to use their land.

A call for sites for gypsy and traveller use, earlier in the year, had not resulted in any. A review of the GTAAs carried out by neighbouring authorities would ensure that the methodology used was satisfactory and that there had not been double counting or overlapping.

RESOLVED: To consider a response to the PSP DPD consultation at the meeting held on 20 August 2014.

*The meeting was reconvened at this point.*

## **NO.5. PUBLIC PARTICIPATION**

Barrie Smith, from the PVSSC, attended to make a statement about the family fun day that was being arranged for Saturday 23 August. The PVSSC had asked for permission to use part of St Aldams Play Area for outdoor games and a parking area. Councillors asked questions about the proposed activities, marshalling of the area and advertising with residents.

Anna Sharpe, the Bookings Secretary to the PCA, attended to confirm the parish council's support for an amended planning application for the signs at the entrance. The council confirmed that the objections raised had been due to inaccuracies in the previous application and not to the signage in principle. A letter sent to the Chairman of the PCA on 23 June said that the council would help with an amended planning application. The PCA were told that they would need to check with South Gloucestershire Council directly whether a new application was needed to be made or the existing one could be amended.

*At this point minute item 9a was considered*

## **NO.6. CORRESPONDENCE**

### **No.6a. NALC e-bulletin dated 18 July**

The information contained within the bulletin was noted.

### **No.6b. Draft Statement of Community Involvement (SCI) 2014**

Responses were not required until 13 October 2014. However the parish council said that they would not respond to this consultation.

RESOLVED: To reply to SGC that no comment would be made.

### **No.6c. Self Build Housing in South Gloucestershire consultation**

RESOLVED: To reply to SGC that no comment would be made.

### **No.6d. NALC conference: Making Localism Work**

RESOLVED: To book a place for Cllr R Symons who would report back to the council.

## **NO.7. PLANNING APPLICATIONS**

### **No.7a. PK14/2786/TCA; 11 Westerleigh Road Pucklechurch Bristol South Gloucestershire BS16 9RB; Works to fell 3no. Conifer Trees situated within Pucklechurch Conservation Area.**

Although there was little information in the application it was noted that the tree was causing damage to a wall.

RESOLVED: To submit no objections.

### **No.7b. PK14/2396/F; Pennymead Cattybrook Road; Erection of stable block and associated hardstanding. (Amendment to previously approved scheme PK11/2313/F) (Retrospective).**

The parish council agreed with a letter sent to the applicant by the Planning Officer that stated the design of the building was not suitable for a stable and that permission was not likely to be granted.

RESOLVED: To object to the application and fully endorse the comments in the letter dated 25 July 2014 from Marie Bath (Principal Planning Officer).

**No.7c. PK14/2705/RVC Land At Emersons Green East Land To East Of Avon Ring Road South Of M4 Motorway And North West Of Disused Railway Line. Variation of Condition 17 attached to approved application PK04/1965/O to increase the volume of Class B employment floorspace occupied prior to the construction of a 'tiger-tail' diverge at Junction 1 of the M32, from 3,000sqm to 15,000sqm.**

This application was noted. It was in the area of the parish that would move to Mangotsfield Rural Parish Council from May 2015.

**No.7d. Enforcement update: COM/14/0422/BOC - Land to the South of Redford Lane, Pucklechurch, South Gloucestershire**

Councillors said that they still had concerns about the site.

- A new vehicle had been parked on the site in the last two weeks.
- A large metal container was on the site without planning permission.
- Two other sheds for animals did not seem to have planning permission.
- Materials were still being stored on the site.

However, the burning of waste had ceased.

RESOLVED: To request a meeting with enforcement officers at the site to discuss the ongoing issues.

## **NO.8. REPORTS**

**No.8a. Parish Councillors written reports**

A written report was received with reference to agenda item 9b.

**No.8b. Councillors report from Parish Council Saturday Open Morning**

None

**No.8c. Report from Boyd Valley Councillors.**

Councillor Stokes attended and said that there were issues with the proposed PSP40 making temporary gypsy and traveller developments in the green belt permanent. He reiterated that the policy was being consulted on and therefore no final decision had been made. In principle any objections raised would be considered by the inspector.

He also said that the sales details for land at Oaktree Avenue had been circulated to the clerk to pass onto councillors.

Finally he mentioned that the Marshfield to Bristol bus service would be suspended from 21 September. Although this did not directly affect Pucklechurch parish it was useful to note as this was a commercial service.

**No.8d. Verbal report from the Clerk**

The clerk reported that following her resignation she would amend her priorities at work. It was likely there would be a period with a locum clerk and no handover to the next permanent post holder. New projects would not be started and existing pieces of work would be completed to ensure as smooth a transition as possible.

## **NO.9. AGENDA ITEMS**

**No.9a. To CONSIDER the request for use of part of the St Aldams play area for a PVSSC family fun day on 23 August 2014**

The council had asked questions of a member of the PVSSC during the public participation part of the agenda.

It had been confirmed that the parish council owned land, St Aldams Play Area was only to be used as a car park in good, dry weather. In the case of inclement weather the family fun day stalls would be indoors and the normal car park would be used.

There were issues with parking along St Aldams Drive and additional visitors to the PVSSC would exacerbate this. It was agreed that the suggested car parking area was approved to try and alleviate street parking issues. It was also noted that all residents on St Aldams Drive and Birch Road needed to be informed about the event.

**RESOLVED:**

The following was agreed, in relation to the map provided to the council:

- Permission was granted to use Area C for outdoor games
- Permission was granted to use Area B for car parking subject to the following conditions:
  - This area is not to be used in adverse weather
  - The area for parking must be fenced
  - The area of meadow cannot be used for car parking or turning
  - The area must be marshalled
  - Signage must be displayed to encourage visitors to use the parking area and not the residential streets
  - The area must be left in the condition it was.

The council is also aware that residents on St Aldams Drive and Birch Drive have not been fully informed of the family fun day. To ensure good relations, information must be provided to residents as soon as possible.

**No.9b. To AGREE to seek funding for various sources for the Pucklechurch to Shortwood mixed use path in order to accelerate implementation.**

It was not known how much funding the parish council may have to contribute but some funding sources would require at least some match funding to access grants. By making a resolution to support the application for grant funding it would enable an application for grant funding to be submitted to the next Kingswood Forest Forum meeting.

**RESOLVED:**

- To support funding applications to support the Shortwood mixed use path.
- To consider providing parish council funding, subject to budgetary considerations

**No.9c. To RESPOND to the consultation: Shared Use Path Phase 1 - B4465 Shortwood Hill & Shortwood Road, Pucklechurch**

The formal consultation had been completed and the parish council supported the path and acknowledged the consultation.

It was noted that questions had been raised about the order of the implementation and the path being on the southern side of the road:

- If the path had been on the northern side of the road, where there were some existing paths, this would have meant introducing two road crossings. These would have increased the cost and compromised safety.
- The path was being built from Shortwood where SGC owned the land that was required to be built on. This meant it was easier for the legal aspects of the work to be completed. Once work had started it could help to access additional grants for additional work.

RESOLVED: To respond to SGC that Pucklechurch Parish Council acknowledged and supported the consultation.

**No.9d. To DECIDE on attendance at the SLCC conference**

The current clerk would not be employed by the council at this date and it was uncertain whether it would be beneficial to hold the place at the early booking charge when it could be cancelled now without penalty.

RESOLVED: To cancel the booking that had been approved.

**No.9e. To DISCUSS the Village Orderly position.**

One application had been received that met the person specification criteria.

RESOLVED:

- For an interview to be arranged with the clerk and Vice-Chairman as the interview panel.
- To report back to the council meeting on 20 August with a recommendation.

**No.9e. To AGREE the application process for the position of Clerk**

The clerk had handed in her notice with her last day in the office being Friday 5 September. Draft paperwork had been circulated and a timeline proposed.

RESOLVED:

- The documents were approved
- The timeline was agreed with a deadline for applications set for 12 September

**No.9f. To AGREE to employ a locum to cover the interim period.**

The council could not legally operate without a clerk. It was suggested that Deborah White be employed for a temporary period to act as a locum clerk for a maximum of 15 hours per week. Deborah White currently worked part time for the Avon Local Councils Association.

RESOLVED:

- To employ Deborah White as a locum clerk for a maximum of 15 hours per week.
- To provide equipment as necessary for the locum clerk to undertake the work

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

The next Parish Council meeting would be held on Wednesday 20 August 2014, at 7:30pm.

