

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 3  
SEPTEMBER 2014, 7:30pm – 8:50pm, IN THE MEETING ROOM  
PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** R. Symons Chairman, Mrs G. Boyle Vice Chairwoman, R Dunning, Mrs L. English, M Humphrey, T. Symons, M.S. Watson.

Debra Duke (Clerk)

**NO 1. APOLOGIES FOR ABSENCE.**

Apologies were received from Councillors Hawkins and Smith.

**NO 2. DECLARATIONS OF INTEREST**

Councillor Boyle declared a non-disclosable pecuniary interest in item 8g as she worked for the same organisation as BRERC.

**NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 20 AUGUST  
2014**

RESOLVED: The minutes of the meeting held on 20 August 2014 were approved as a correct record and signed by the Chairman.

**NO.4. PUBLIC PARTICIPATION**

None

**NO.5. CORRESPONDENCE**

**No.5a. PVSSC Grant**

A letter had been received thanking the parish council for the award of the grant. A copy of the invoice for the equipment purchased using the grant had also been attached.

**NO.6. PLANNING APPLICATIONS**

**No.6a. PK14/2247/F; Land Rear Of 37 Parkfield Rank Parkfield Road  
Pucklechurch; Change of use of land to facilitate construction of outdoor  
riding arena with associated post and rail fence. (Resubmission of  
PK14/0897/F).**

This was a resubmission of a previous application. The council had not objected to that application but had requested that the land was not raised and that no bunding was erected. The application had been resubmitted because the earlier one had not provided details of hedging as requested by the ecologist. The application stated that the land would only be for private use and not commercial. It was suggested that the council requests that conditions be attached to the application.

RESOLVED: To not object to the application that conditions are attached to ensure it is not a commercial facility and that the land is not built up, a bank or bund introduced.

**No.6b. PK14/3170/F [Erection of single storey rear extension to provide additional living accommodation and front extension to form lobby](#)  
Churchmead Farm Hodden Lane Pucklechurch BS16 9SG.**

The application site was within green belt. South Gloucestershire Council's policy was that properties should not be extended by more than 30 percent volume to the original (as of 1949). The existing property had been extended previously and as such the proposed extension would be an increase of more than 30 percent on the original.

RESOLVED: To object to the application because it constitutes overdevelopment of a property within the green belt, because the extension would be an increase of over 30 percent of the original dwelling.

## **NO.7. REPORTS**

### **No.7a. Parish Councillors written reports**

One received, considered at item 8a.

### **No.7b. Verbal report from the Clerk**

The handover for the Village Orderly would start on Saturday 6 September. The new starter would be booked on play area inspection training on 9 October.

The clerk's last day in the office was 5 September. Payroll would be managed by Councillor T Symons, who is acting as temporary Responsible Financial Officer for Pucklechurch Parish Council until the recruitment of a replacement permanent Parish Clerk.

## **NO.8. AGENDA ITEMS**

### **No.8a. To CONSIDER the council's approach to the continued suggestion that the Community Hall might close and not yet having received the strategic plan needed by the council, to support any grant application**

Following comments from members of the Community Association Committee that the Hall was at risk of closure if the committee was depleted at the next AGM, the council discussed what role it might take in this instance:

Resolved:

- The Council would ensure the continuity of the hall by undertaking direct management until a future solution was agreed
- Councillor T Symons and/ or Councillor J Hawkins to attend the next CA exec meeting to explain the rationale
- A letter to be sent to the Committee and trustees.
- To request details of a long term strategy for the hall from the Community Association Committee

### **No.8b. To CONSIDER the "Carry Forward" proposal**

RESOLVED: To defer this item.

**No.8c. To CONSIDER and APPROVE updated standing orders**

The proposed amendments had all been made following the legal topic notes issued by NALC and considered in correspondence at the 6 August meeting.

RESOLVED: To adopt the amended standing orders as proposed.

**No.8d. To CONSIDER a request from the Pucklechurch Scouts to clear and replant areas of the Community Centre car park**

It was suggested that more details were requested, such as the exact area to be replanted and the types of plants to be used. Councillors were keen to see a planting scheme to ensure that the planting was suitable for the area. In principle the idea was approved of but more detail was needed.

RESOLVED: To agree once a suitable planting scheme had been provided.

**No.8e. To CONSIDER a response to the SGC Council tax reduction scheme changes consultation**

A draft response had been circulated. One of the consultation questions had suggested a council tax reduction rate for 18 year olds who had left care. It was proposed that Pucklechurch Parish Council respond that all 18 year olds should be treated equally. There were also other reasons to be able to apply for reductions in council tax which would ensure that those who needed additional support, regardless of family background, received it.

RESOLVED: To submit the consultation response as proposed.

**No.8f. To RECEIVE a report about the future of the Town and Parish Council forum**

Councillor Watson told the council that he was aware that the Communities section of South Gloucestershire Council was looking to make additional savings and one area that was being discussed was the removal of support from the Town and Parish Council forum. The Town and Parish Council forum was part of the management of the Parish Charter and was a mechanism to ask SGC officers to attend meetings to discuss issues that parish councils were concerned about. Councillor Watson asked members what their views were.

It was noted that without documentation providing the options that SGC were considering it was difficult to comment on the issue. Some concerns were raised about the ability of parish councils to influence SGC with the withdrawal of funding from this area. However it was noted that Area Forums were one way of influencing SGC.

RESOLVED:

That without a consultation document the parish council would not make a formal response. However it was minded to not offer any financial or administrative support to retain the Town and Parish Council Forum.

**No.8g. To CONSIDER information from BRERC and Forest of Avon Trust**

BRERC and the Forest of Avon Trust had provided some information and quotes for woodland surveys. Forest of Avon trust had stated that if BRERC would carry out the work they would not bid for it.

The information from BRERC said that a survey was best carried out in the spring. The data collected would be made available as part of their work as a local records centre.

RESOLVED: To request that BRERC undertakes survey work in spring 2015, this will enable the next council to make decisions about the future management of the woodland.

**No.8h. To AGREE attendance at the Saturday Open Morning**

Councillors Watson and Dunning would attend on Saturday 6 September.

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

The next Parish Council meeting would be held on Wednesday 17 September 2014, at 7:30pm.