

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 17<sup>TH</sup>  
DECEMBER 2014, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH  
COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** B. Symons Chairman (BS), G. Boyle (Vice Chair), M. S. Smith (MS), T. Symons (TS), M. Watson (MW), M. Humphrey (MH), J. Hawkins (JH), L. English (LE), Jodie Harvey, Clerk (Clerk)

**NO. 1. APOLOGIES FOR ABSENCE.**

R. Dunning (RD)

**NO. 2. DECLARATIONS OF INTEREST**

The following Councillors declared a non-disclosable pecuniary interest in item 9g BS, GB,TS, MW, MS. The Council were reminded that a dispensation had been previously agreed.

**NO. 3. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING**

Minutes of the meeting on 3<sup>rd</sup> December 2014 were accepted as a correct record of the meeting and signed by the Chairman.

**NO. 4. PUBLIC PARTICIPATION**

No members of the public were in attendance.

**NO. 5 CORRESPONDENCE**

5a Town and Parish Council Forum Meeting

7<sup>th</sup> January 2015 10:00am Jubilee Centre, Savages Wood Road, Bradley Stoke, BS32 8HL

**Noted**

5b Policies Sites and Places Plan (PSP Plan)

Public Consultation - Site options for small scale residential development to provide for local need at Westerleigh, Rangeworthy and Oldbury on Severn. Closing date 9<sup>th</sup> January 2015

**Noted**

5c Changes to Sort It Centres Consultation - Deadline 14<sup>th</sup> February 2015

**Noted**

5d The Annual Survey of the voluntary, community and social enterprise sector in South Gloucestershire is now open - Deadline Friday 27th February 2015

**Noted**

**ACTION:** Clerk to forward to Community Group by email

5e Adoption - Renewables SPD and Landscape Character Assessment SPD

**ACTION:** Clerk to make agenda item 21<sup>st</sup> January 2015

5f Consultation on creating a community hub in Kingswood - Consultation running from 24 November until 31 January 2015

**Noted**

5g Parishioners email regarding Cycle path, from bottom of Shortwood Hill to Coxgrove Hill

This is the responsibility of South Gloucestershire Council not Pucklechurch Parish Council. PPC have no power other than to report the issue the same as the parishioner to SGC.

**ACTION:** Clerk to write to parishioner to ask them to approach the Cycle Forum being held in March 2015.

**ACTION:** GB and MS to provide web links to Clerk to forward to parishioner detailing how to report Public Rights of Way issues.

**ACTION:** MW to take this issue to the Town and Parish Forum on 7<sup>th</sup> January 2015 regarding the questions over the reporting system.

5h Council Budget Consultation - Closing date 31<sup>st</sup> January 2015

**ACTION:** MW to advise Clerk if this should be made a future agenda item or not.

5i Local Flood Risk Management Strategy - Closing date 20<sup>th</sup> January 2015

**Noted**

5j PCA Response to the sign decision

**Noted**

## **NO.6. PLANNING APPLICATIONS**

6a [PK14/4766/F](#) 16 Maple Walk Pucklechurch Bristol South Gloucestershire BS16 9RL  
Erection of two storey side extension to form additional living accommodation.

PPC reviewed this application and passed the following resolution:

**No Objection** in principle but would query whether the front elevation would need to be set back.

6b [PK14/3951/F](#) 40 Parkfield Rank Parkfield Road Pucklechurch - Notice of Decision  
Approve with conditions.

**Noted**

6c [PK14/3977/ADV](#) Dramway Roundabout A4174 Ring Road/Shortwood Northern Link  
Emersons Green Bristol - Notice of Decision – Approve.

**Noted**

6d [PK14/4163/F](#) 25 Shortwood Road Pucklechurch, BS16 9PL - Notice of Decision Approve  
with conditions.

**Noted**

6e [PK14/4186/TCA](#) 7 Westerleigh Road Pucklechurch Bristol BS16 9RB - Notice of Decision  
No Objection.

**Noted**

## **No. 7. REPORTS**

7a Councillor Mark Humphrey had tendered his resignation and this would be his last meeting.

### **7b Clerks Report**

- Received grant monitoring forms from Pucklechurch Youth Club, Pucklechurch Revel and two for St Thomas a Becket Church which have been circulated to the Grant Working Team.
- Wrote to Alan Holder at Pucklechurch Community Association to inform him we will take on the signs project to which he was very grateful and wanted me to pass on his thanks to the Council. He has received formal planning permission from South Glos

Council so will pass these onto the Chairman. He also asked if something can be done to tidy up the talktalk noticeboard at the entrance of the Community Centre.

- Received maps showing Public Open Spaces from South Glos Council which have been circulated and made an agenda item at tonight's meeting.
- Cantilever Swing has been repaired by Greenfields. They also raised the basket as it did not meet regulations and reported that the zip wire needs tensioning and the shackles on the basket swing are rusting and wearing so they will send quotations for repairs.
- Bus Shelter Roof has been repaired by Parkfield Renovations.
- South Glos Council have agreed for us to have one black and one green bin for the burial ground. The charge for the green bin is £36 per annum to start in January. The black bin has already arrived.
- I have received the Electoral Register in an electronic format.
- Further to my letter of complaint to South West Ambulance Service regarding the lack of information when the defibrillators are used, I have been contacted by Kevin Dickens – Community Response Officer who informed me the process is that their Control Room contact AED Locator who then contacts the Guardian which is the PPC Village Orderly.  
After speaking with AED they have no record that our defibrillators have ever been used so require more information.  
**ACTION:** Further investigation needed, Clerk to liaise with Village Orderly and AED to make sure the process is in place.
- Redford Lane enforcement letter and presentation emailed to SGC and Wick and Abson Parish Clerk.

## **No. 8. FINANCE**

8a Cheque list circulated prior to meeting and all cheques signed by two councillors. Grant cheques raised for Pucklechurch Association Social Club and St Thomas a Becket Church.

8b Financial status update received from TS.

## **No. 9. Agenda Items**

9a TO DISCUSS and AGREE outcome of Parishioners letter regarding the burial ground.

Request to purchase burial plot granted

**ACTION:** Clerk to write letter informing parishioner of the decision and to send necessary documents.

9b TO RECEIVE a report from the Pensions Update attendees and to consider a Pension Working Group to recommend any actions PPC might need to take.

Staging date for pension scheme is 1<sup>st</sup> February 2017. There's work to be done to determine who is eligible for the scheme. Pension working group agreed as TS and the Clerk.

9c TO DISCUSS and AGREE a response to Parishioner's email regarding malicious damage to allotment plot 18-19

Discussed and agreed that this was a police matter.

**ACTION:** Clerk to write to ask them to report it to the police.

**ACTION:** JH and LE to look into tenancy agreements to check liability and that it is clearly explained.

- 9d TO REVIEW the quotation from “Signs Now” and to consider PPC’s requirement prior to going out for further quotes.

Proposal for two large signs one at entrance to Community Centre and One in Shortwood, plus 9 Bus Shelter signs. The quotation included a further 16 signs for the bus stops which the Council agreed should be prioritised and discussed at a future meeting.

Council resolved to accept the quotation from ‘Signs Now’ without seeking further quotations and therefore suspend standing order point 12.3 to progress the business of the council.

**ACTION:** BS to request revised quotation,

**ACTION:** MS to forward high resolution logo to BS.

- 9e TO AGREE a one year option with SGC for additional grass cutting and dog bin emptying.

One year contract agreed by the Council however the contract must state that no herbicide is used.

**ACTION:** Clerk to liaise with SGC and get contract amended and signed.

- 9f TO AGREE the process to ensure that all green areas overseen by SGC are managed in agreement with PPC.

**ACTION:** Village Orderly Working Group to liaise with SGC Bio Diversity Team to consider what options are available for our Public Open Spaces.

- 9g TO CONSIDER and AGREE the recommendations of the Grant Application working party.

Pucklechurch Community Association

Recommendation – refusal until such time as the PCA can prove it has a viable future and only reconsider when can be viewed as part of a coherent business plan.

**Resolved:** Agreed by Council

CA Social Club

Recommendation – Full amount for tables x 4

**Resolved:** Agreed by Council plus part payment towards Sky TV.

St Thomas a Becket Church

Recommendation – 50% of the cost

**Resolved:** Agreed by Council

GB proposed another round of grants in March 2015.

**ACTION:** Finance Working Team to inform council at next meeting how much funding available.

**ACTION:** Clerk to make an agenda item in January 2015.

- 9h TO AGREE the costs of providing a phone to the clerk and Village orderly on a two year deal paid by the council.

**Resolved:** Agreed by Council

**No.10. Date of next meeting**

**Wednesday 7<sup>th</sup> January 2015 at 7:30pm in the Meeting Room, Pucklechurch  
Community Centre**

The Council meeting closed at 21:22