

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 5<sup>th</sup>  
November 2014, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH  
COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** B. Symons Chairman (BS), M. S. Smith (MS), R. Dunning (RD),  
J. Hawkins (JH), M. Humphrey (MH), T. Symons (TS), L. English (LE),  
M. Watson (MW)  
Deborah White, Locum Clerk (DW)

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

G. Boyle (Vice Chair)

**NO. 2. DECLARATIONS OF INTEREST**

Tina Symons – Justice of the Peace

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

Minutes of the meeting on 15<sup>th</sup> October 2014 were accepted as a correct record of the meeting

The amended minutes of the meeting on 1<sup>st</sup> October 2014 were signed as a correct record of that meeting

**NO. 4. PUBLIC PARTICIPATION**

Rebecca Pestelle and David Oakes of HMP Ashfield provided information about a scheduled multi agency exercise, aimed at informing national policy on major incidents, which will take place between 9:00 – 17:00 at HMP Ashfield on 28<sup>th</sup> November 2014. Systems and protocols for the hand over to Avon & Somerset Police should a major incident occur are to be tested.

This event is not expected to cause major disruption to the local area, but the increased activity of the blue light services in the village may generate interest of local people and passers-by.

PPC express concern at the short notice given. Suggestions were made of the most effective ways of ensuring that local people are informed in advance, which HMP Ashfield agreed to undertake, including having a scene marshal to reassure drivers on the day.

PPC agreed to disseminate information to the local groups by email

**NO. 5 CORRESPONDENCE**

- |    |   |   |
|----|---|---|
| 5a | Adopt a Kiosk   | Shortwood kiosk – potential for a defibrillator to be installed |
| 5b | PK14/2197/F Glen Park, Coxgrove Hill, Pucklechurch              | Update from Rights of Way Officer – resident has been informed  |
| 5c | Home Energy Loan and Warm & Well Scheme                         | ACTION: send to Comm. Groups list                               |
| 5d | SGC Community Grants Launch                                     | ACTION: send to Comm. Groups list                               |
| 5c | SG Dementia Action Alliance 12/1/15 9:30 Coniston Centre        | TS to attend  |
| 5d | ALCA South Glos. Area Group Meeting 17/11/2014 at Bradley Stoke | MW and BS to attend   |

**NO.6. PLANNING APPLICATIONS**

- 6a [PK14/3951/F](#) 40 Parkfield Rank Parkfield Road Pucklechurch Bristol South Gloucestershire

RESOLVED: No objection

## **No. 7. REPORTS**

7a **SGC Member** – apology received

### **7b Clerks Report**

- Issues with defibrillators – cabinets opened and missing equipment
  - Equipment now replaced, awaiting delivery of face mask for community centre unit
  - Electrician has tested all 3 units
  - Communication re upgrade of software of 2 units has been resolved and will be undertaken as soon as possible
  - Request that Ambulance Service inform PPC if a unit is used
- Skip on recreation ground has been emptied
- Nat West bank complaint resolved and PPC received £250 as compensation for inconvenience caused
- Western Power Distribution – ACTION: contact to accept higher estimate that included excavation work

### **7c Chairs report**

- The Parish Council surgery held on 1/11/14 – no members of the public attended
- The South Gloucestershire Council draft Policies, Sites & Places Plan questionnaire has been completed

ACTION: Clerk to sign and send PSP to Strategic Planning Team of SGC

## **No. 8. Agenda Items**

**8a** To DISCUSS and AGREE on an Induction Programme for the new Parish Clerk  
The normal working hours of the new clerk will be Wednesday evenings, plus Thursdays and Fridays

RESOLVED: All Councillors agreed their roles in the induction and future development of the new Clerk

**8b** To Instruct the signing of cheques (RFO)

3 cheques were signed:

- Petty cash for the Village Orderly
- PCA room hire
- Litter control – Anna Sharp

## **No.9. Date of next meeting**

**Wednesday 19th November 2014 at 7:30pm in the Meeting Room, Pucklechurch Community Centre**

The Council meeting closed at 20:20. Council members reconvened as a Working Group for the first in a series of Future Planning sessions, to be reported separately.