

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 2<sup>ND</sup> SEPTEMBER 2015, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** G. Boyle - Acting Chair (GB), J. Hawkins (JH), M. Watson (MW), R Dunning (RD), L. English (LE), J. Bailey (Clerk).

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

B. Symons - Chairman (BS)

T. Symons (TS)

**NO. 2. DECLARATIONS OF INTEREST**

There were no declarations of interest.

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

Minutes of the meeting on 19<sup>th</sup> August 2015 were accepted as a correct record of the meeting and signed by Gail Boyle acting Chairman.

**NO. 4. PUBLIC PARTICIPATION**

There was one member of the public in attendance who spoke on behalf of a resident regarding planning application PK15/3490/F 15 Homefield Road. The application is to demolish an existing garage and erect 1 detached bungalow with new access and associated works.

The resident's letter was read aloud which detailed their concerns on the proposed development with it affecting their light, not being in keeping with the rest of the properties on the street, causing car parking issues and being an over development of the site. It was noted that this resident amongst others will writing to SGC to object to this application.

**NO. 5 CORRESPONDENCE**

**5a South Gloucestershire CCG Annual General Meeting Invitation**

The meeting will be held at Cleve Rugby Club, The Hayfields, Cossham Street, Mangotsfield, Bristol BS16 9EN on Wednesday 30 September 2015 14.30- 16.30

**Noted**

**NO.6. PLANNING APPLICATIONS**

**6a PK14/2889/F Land at Shortwood Road, Pucklechurch**

Change of use of land to gypsy/travellers site including 2 no. mobile homes and 2 no. touring caravans with the formation of additional hard standing and 2 no. ancillary utility/day rooms. Appeal reference APP/P0119/W/15/3065767

Letter received 26.08.15 which was dated 22<sup>nd</sup> July. Had been sent to an incorrect address.

Although SGC had been notified on several occasions regarding the change of clerk and address details they have continued to send information to an incorrect address. The appeal for the above application number had closed by the time the letter had been received.

**ACTION:** Clerk to write a letter of complaint to SGC regarding the updating of records.

**6b PK15/0970/RVC Land At The South Of Redford Lane Pucklechurch Bristol South Gloucestershire BS16 9NS**

Variation of conditions nos. 4 and 6 attached to planning permission PK08/1277/F to allow the retention of one horse box for storage of hay and straw and one mini-digger; and to allow

the retention of the existing post and rail timber fencing, chicken/duck shelter, the goat shelter, a secure container, a shelter for hay storage and the canopy.

Notice of decision: Split decision

**Noted**

**6c** PK15/2979/F 1 Edmund Court Pucklechurch Bristol South Gloucestershire BS16 9PW  
Erection of single storey rear and side extension to form additional living accommodation.

Notice of decision: Approve with conditions

**Noted**

**6d** PT15/0812/OHLE Lyde Green Emersons Green South Gloucestershire BS16 7NT  
Application for consent under Section 37 of the Electricity Act 1989 for the temporary diversion and installation of a temporary new tower as part of existing 132kw network. The application is made under section 5(2) of The Overhead Lines (Exemption) (England and Wales) Regulations 2009 - Planning Act 2008.

Notice of decision: Approve

**Noted**

**6e** PK15/3490/F 15 Homefield Road Pucklechurch Bristol South Gloucestershire BS16 9QD  
Demolition of existing garage. Erection of 1 no. detached bungalow with new access and associated works.

Objection: PPC feels that the building which has been proposed does not respect the scale, mass or form of the other properties in the immediate vicinity, in particular that in appearance it will be neither akin to the bungalows or the two storey properties it will sit between: it will confuse the street scene where there is a natural break between the one and two storey buildings. The proposed new building will also still sit too close to the public highway in comparison with those that surround it in spite of its narrower footprint. The raising of the level of the eaves and the accommodation the upper bedroom within the roof space results in an awkward visual appearance when compared to the bungalow it will sit alongside, where the windows are more generous and sit just below the eaves. The design and access statement suggests there is a drop of 30cm between the level that the pre-existing bungalow currently sits and the position in which the new bungalow will be built, and having viewed the site Councillors disagree that this is the case. Similarly drawings are referenced that suggest the new property would have the same roof pitch as the pre-existing bungalow when in fact upon closer examination there is an appreciable difference between the two which would only serve to underline the differences between the two.

**ACTION:** Clerk to submit above objection comment on SGC website

**6f** PK15/3502/RVC Land At Emersons Green East Land To East Of Avon Ring Road South Of M4 Motorway And North West Of Disused Railway Line.

Removal of Condition 14 attached to planning permission PK14/2705/RVC, to remove the requirement to provide a tiger-tail diverge at Junction 1 of the M32.

**Noted**

**6g** PK15/3523/PNFU Churchmead Farm Hodden Lane Pucklechurch Bristol South Gloucestershire

Prior Notification under Part 3 Class R of a flexible change of use from an agricultural building to Class B1 (business) B8 (warehouse and storage) as defined in the Town and Country Planning (General Permitted Development) (England) Order 2015

Councillors felt that it was impossible to comment on this application when they do not have all the information on the new business and what volume of traffic will be generated on this single track lane by this change of use. PPC has concerns regarding the potential impact of this on the road itself, other users and residents that live along its length. It should be noted

that Hodden Lane is narrow and there is a long stretch without passing places. Increased traffic may mean goods vehicles reversing onto Abson Road from the lane. Also the end of the road (at the Abson Road end near NorthCrest) is subsiding and is in need of repair. Any increased use without improving the carriageway may cause further subsidence and possible failure of the carriageway.

**ACTION:** Clerk to submit the above comments to SGC

**6h** PK15/3585/F 20 Hawkridge Drive Pucklechurch Bristol South Gloucestershire BS16 9SL  
Erection of single storey rear and side extension to provide additional living accommodation.  
Construction of raised decking.

This application is not adding any bedrooms, there will be no parking issues, this is not in the conservation area and will make the garden level. No objection.

**ACTION:** Clerk to submit no objection comment to SGC.

## **No. 7. REPORTS**

**7a** To RECEIVE pre-submitted reports from Councillors  
There were no pre-submitted reports from Councillors

**7b** To RECEIVE Report from District Councillor(s)  
There were no district councillors in attendance.

**7c** To RECEIVE and NOTE a verbal report from the Clerk

- Hackney Carriages Consultation – circulated to Community Groups, Park Farm House, Court View, The Poplars, Dennisworth and Homefield Road. Agenda 19<sup>th</sup> August item 5a.
- CCG Minor Injuries Services in South Gloucestershire – information circulated to Community Groups and advertised on the website and notice boards 21.08.15. Agenda 19<sup>th</sup> August item 5b.
- PK15/3301/F 82 Shortwood Road Pucklechurch – submitted No Objection comment on SGC Website 21.08.15. Agenda 19<sup>th</sup> August item 6c.
- PK15/3388/F The Old Chapel Parkfield Road Pucklechurch – submitted Objection comment on SGC website 21.08.15. Agenda 19<sup>th</sup> August item 6d.
- Wrote letter of thanks to Kevan Hooper and Kathryn Leeming SGC 20.08.15. Agenda 19<sup>th</sup> August item 7c.
- No Horse Riding signs have been ordered from Bribex at a cost of £25.00 + VAT per sign and will be installed by Instant Landscapes for £60.00. Agenda 15<sup>th</sup> July item 9e and 19<sup>th</sup> August item 7c.
- Wrote to Mr Ross GPFA requesting formula 20.08.15. Agenda 19<sup>th</sup> August item 9a.
  - Information received and emailed to RD and rest of council 27.07.15.
- Wrote to Greenfields and SJ Aplins informing them that they were unsuccessful in their quote for the safer surface at the rec. Agenda 19<sup>th</sup> August item 9d.
- Wrote to GB Leisure awarding them the contract for the safer surface for the roundabout 20.08.15. Agenda 19<sup>th</sup> August item 9d.

- A solicitor has been contacted regarding the land searches and a map of the areas in question has been supplied. Agenda 19<sup>th</sup> August item 9e.
- Requested Huw Morgan to cut hedge that runs from Social Club to the garages 20.08.15
- Replaced padlock at the allotment and informed all allotment holders of new code 21.08.15.
- PCA Signs – quotes requested from Signs Now, All Signs and Express Signs Bristol 21.08.15. Agenda 15<sup>th</sup> July item 9d.
  - 3 quotes received will be discussed later agenda item 9c.
- Received signed allotment agreement from Plot No. 15 20.08.15 and Plots 21a, 21b and 24 26.08.15. All agreements have now been received.
- The defibrillator stand and haldo pillar has now been erected at Parkfield. WPD are booked for the 4<sup>th</sup> September and Allied Electrical for the 7<sup>th</sup> September and EDF Energy on 10<sup>th</sup> September between 2.00 - 4.00pm to install the meter which will be the final phase of the works.
- Two applications have been received for the Councillor Vacancies.
- Back Lane Fly Tipping – Email, photo and map received from Street Care 28.08.15 informing us that they only have the responsibility to maintain the Public Right Of Way which on inspection on 28<sup>th</sup> May access was not obstructed as the waste was on the verge which they do not have responsibility for.  
RESOLVED: No further action  
**ACTION:** TS to remove from action tracker
- RD, JH and the Clerk met with Sally Pattison from SGC Bio Diversity department on Thursday 27<sup>th</sup> August. She is going to put together recommendations as well as costings for various projects for the village and this will then be brought to the council as a future agenda item.
- I have supplied more information to the insurance company 28.08.15 regarding the claim for the safer surface as even though we don't have a crime reference number they have informed me that we may still have a claim
- Update on Leylandii Tree at St Aldams, Chris Wright attended the site on 01.09.15 and confirmed that he has inspected the tree and is unable to see any defects which would constitute a serious health and safety issue. He has managed to identify the area in the photo which is on the opposite side of the canopy to the houses at approx 6m. It would appear to be historic bark damage from an old crossing branch. There is no dieback in the major limb which would indicate there is no problem with the vascular system of the branch. Subsequently he does not feel this fault is an issue of concern. I will be taking no further action on this and have advised the resident accordingly.
- I have received a list of email addresses from Peter Nunez from the PCA which have been added to the Community Groups email distribution list.

- The safety stop on the cantilever swing has been vandalised so I have requested a quote from Greenfields to source and repair the part 02.09.15.
  - Quote received and accepted for £59.00 + VAT to supply and fit a new one.
- Requested two copies of the photographic inventory of assets to be printed by Action print for £62.00
- I will be attending an ALCA supporting CiLCA course on 9<sup>th</sup> October for the cost of £35.00

**ACTION:** Clerk to make the following agenda items for the next meeting:

- To AGREE a way forward with regards to Councillor Applications
- To AGREE a way forward with regards to the Village Orderly role.

## **No. 8. FINANCE**

### **8a TO AGREE and sign cheques**

The following cheques were agreed and signed by two councillors.

HM Revenue and Customs	National Insurance - Wages	£89.82	2203
South Gloucestershire Council	Dog bins and grass cutting	£1628.37	2204
MJ Church Plant Hire Ltd	Skip – Rec	£235.20	2205
Instant Landscapes	Grass cutting/repairs at St Aldams	£1080.60	2206

### **8b Other financial matters**

The signed audited Annual Return for the year ended 31<sup>st</sup> March 2015 has been received. It was noted in the report that PPC did not comply with returning the Annual Return within the specified timeframe. (6 days overdue).

Accompanying the Annual Return were details of the Audit fee payable which is £300.00, a Satisfaction Survey and the Notice of Conclusion of Audit which needs completing and displaying.

**ACTION:** TS to complete Satisfaction Survey with the Clerk

**ACTION:** Clerk to complete and display the Notice of Conclusion of Audit

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

**9a** To AGREE to increase the size of the defibrillator plaque and to ACCEPT the quotation from Walker Signs. 40cm x 40cm = £220.00 + VAT plus £5.00 delivery charge.

RESOLVED: To purchase the bigger plaque at a cost of £220.00 + VAT plus delivery

**ACTION:** Clerk to order plaque

**9b** To DISCUSS and AGREE to purchase a Hawthorn Tree from Chew Valley Trees for the rec

RESOLVED: To order a Red Hawthorn Tree with a girth of 10-12cm in a 30litre pot for £103.00 plus £25.00 delivery from Chew Valley Trees.

**ACTION:** Clerk to request quotes for the planting of the tree to include a cage protector

**9c** To REVIEW quotations received for the PCA signage and AGREE supplier

RESOLVED: To accept the quotation from Signs Now for £1095.55 + VAT as they offer a 5 year guarantee and are a known supplier as were used for the notice boards in the village.

**ACTION:** Clerk to place order

**9d** To CONSIDER the request for grant funding from Gloucestershire County Council

It was noted that SGC are already supporting this cause to which parishioners will be paying via their council tax, so to ask them to contribute via the precept as well would be double taxation.

RESOLVED: To decline offer

**ACTION:** Clerk to respond informing them that PPC is not minded to make a donation and that we follow a grant giving process.

**9e** To CONSIDER request from CPRE to review our non-membership

RESOLVED: To stand with original view of not renewing the membership

**ACTION:** Clerk to advise CPRE of the decision

## **10. Date of next meeting**

**Wednesday 16<sup>th</sup> September 2015 at 7:30pm in the Meeting Room, Pucklechurch Community Centre**

The Council meeting closed at 20.55