

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 6<sup>TH</sup>  
JANUARY 2016, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH  
COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** B. Symons - Chairman (BS), T. Symons (TS), L English (LE), M. Watson (MW), L Putt (LP), J Cotterell (JC), Steve Reade – District Councillor, J. Bailey (Clerk).

**NO. 1. APOLOGIES FOR ABSENCE**

G. Boyle - Vice Chair (GB)  
R Dunning (RD)

J. Hawkins (JH) – A letter of resignation has been received from Councillor Hawkins. The Chairman has thanked Councillor Hawkins for her contribution during the last 4 years on behalf of the council.

**NO. 2. DECLARATIONS OF INTEREST**

Councillor JC declared a non-pecuniary interest in item 7a.

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

Minutes of the meeting on 16<sup>th</sup> December 2015 were accepted as a correct record of the meeting and signed by the Chairman.

**NO. 4. PUBLIC PARTICIPATION**

There were no members of the public in attendance.

**NO. 5 CORRESPONDENCE**

**5a** Invitation to WPD's annual stakeholder workshop  
Bristol (Bristol Pavilion - formerly Gloucestershire Cricket Ground), 20th January 2016  
**Noted**

**5b** Email from resident regarding a dog waste bin  
The dog bin is situated on the triangle of grass on the walkway between Hawthorne Crescent and Partridge Road. The resident is requesting that it be removed or repositioned 50 yards to the right or 50 yards to the left so that it's not in front of anyone's house.

**ACTION:** To be assigned to the Open Spaces working group

**ACTION:** Clerk to write to the resident informing them that we will be looking into the bins project within the next six months.

**5c** Email from resident requesting information regarding the possible link road to the M4

It was noted that the council has no more information than the resident already has.

**ACTION:** Clerk to respond to the resident informing them of this.

**NO.6. PLANNING APPLICATIONS**

**6a** PK15/2490/F 25 Shortwood Road Pucklechurch Bristol BS16 9PL  
Erection of 1no. detached dwelling with detached garage and associated works  
Notice of appeal

**ACTION:** Councillors GB and LE to put all past comments on this planning application into one document for submission to the planning inspector.

**ACTION:** Clerk to add this to the planning section of the agenda on 20<sup>th</sup> January

**6b** PK15/4961/CLE The Vale Cattybrook Road Mangotsfield Bristol South Gloucestershire Statutory Declaration received and circulated

**Noted**

**6c** PK15/5381/F 82 Shortwood Road Pucklechurch Bristol South Gloucestershire BS16 9PJ Erection of front porch

**ACTION:** Clerk to submit no objection comment on SGC website

## **NO. 7. REPORTS**

**7a** To RECEIVE pre-submitted reports from Councillors

A report was previously circulated by Councillor Watson on the subject of Parish Council's funding PCSO's which was noted.

An update on the Shortwood Road meeting was previously circulated by Councillor Symons. Chris Harris - SGC will be pricing up one project containing traffic calming by raising the road at the Homefield junction and a "hump" near the post office dependent on drainage. There is no formal crossing opportunity! The cost for this is in the region of £65k but will need some form of part funding. We are now waiting on more information from Chris Harris in January.

**7b** To RECEIVE Report from District Councillor(s)

There was no report from the district councillor due to the subjects already being covered in item 7a.

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

- Added Pucklechurch Primary School to the community groups contact list and sent them the Draft Child Poverty Needs Assessment Consultation for their information. Agenda 16<sup>th</sup> December item 5e.
- Informed Cory Environmental that Councillor Watson will be attending the meeting on 22<sup>nd</sup> March regarding Shortwood Quarry and asked them to update their contact details. Agenda 16<sup>th</sup> December item 5g.
- PK15/4961/CLE The Vale Cattybrook Road submitted comments on SGC website 17.12.15 to inform them due to the lack of evidence our response remains the same. Agenda 16<sup>th</sup> December item 6e.
  - Circulated Statutory Declaration that has been submitted to South Gloucestershire Council in support of the planning application to council 22.12.15 which is also on tonight's agenda item 6b.
- PK15/5129/RVC Land At Redford Lane Pucklechurch Bristol South Gloucestershire BS16 9NS objection comments emailed 22.12.15. Agenda 16<sup>th</sup> December item 6f.
- Booked meeting room for 13<sup>th</sup> January for the JSP/PSP meeting. Agenda 16<sup>th</sup> December item 7c  
**ACTION:** Clerk to cancel the meeting room with the PCA due to several councillors not being able to attend. A new date is to be arranged.

- Emailed councillors 21.12.15 with links to JSP and PSP consultations and requested that they send comments to me before the meeting on 13<sup>th</sup> January. Agenda 16<sup>th</sup> December item 7c.
- Wrote to the Youth Club and Playgroup requesting more information for their grant applications 22.12.15. Agenda 16<sup>th</sup> December item 9a.
- Wrote to Pucklechurch Community Association informing them that their grant application has been refused however the council resolved to treat this as an emergency spend 22.12.15. Agenda 16<sup>th</sup> December item 9a.
- Wrote to Natalie Carr Democratic Services 22.12.15 regarding the consultation on allowances to its council members. Agenda 16<sup>th</sup> December item 9c.
- Responded to the consultation as noted for the Council Budget and Savings Programme 22.12.15. Agenda 16<sup>th</sup> December item 9d.
- Confirmed the meeting with Chris Harris regarding the Shortwood Crossing on Tuesday 22<sup>nd</sup> December. Agenda 16<sup>th</sup> December item 9f.
- Responded to Chris Harris regarding the priority list agenda 16<sup>th</sup> December item 9g
  - Response received 18<sup>th</sup> December informing us that 1) The Shortwood Crossing and 2) The Westerleigh Road Crossing are already on the priority list so he will add 3) Reducing the speed limit on Feltham Road to Quackers to the list.
- Circulated South Gloucestershire Interactive Policies Map to Council 16.12.15
- Circulated update from Kevan Hooper regarding Land at Redford Lane to council 21.12.15
- Reported flytipping to fixmystreet 21.12.15 reference Number: 321226 - tyres dumped in ditches in various places starting at cycle track entrance at bottom of Coxgrove Hill towards Henfield
- Circulated an update from ALCA 30.12.15 regarding supporting a consolidated approach to the possible retention of PCSOs and that due to the poor response they will not be progressing this.
- Circulated Final 2016/17 Local Council Tax Reduction Support Grant Allocation to council 30.12.15
- Chased Apres Surfacing and Green Trees Surfacing for Parkfield quotes 30.12.15
- Defibrillators
  - Reported missing defibrillator to the police and obtained crime reference number.
  - Reported Shortwood Village defibrillator to AED for repair as the door is not shutting correctly.
  - Requested quote for new batteries for Eagle crescent and Social Club defibrillators from AED

- Requested code change to all defibrillators, this has been done and South West Ambulance Service informed.
  - AED have loaned us a defibrillator in the interim period before we get a replacement sorted. I have opened a claim on the insurance policy for the stolen defibrillator today.
  - Checked that none of our defibrillators are shown on the website
- Received resignation from Jayne Hawkins to stand down as councillor. I have removed her details from the website and informed democratic services 06.01.16

## NO. 8. FINANCE

### 8a TO AGREE and sign cheques

The following cheques were agreed and signed by two signatories.

Huw Morgan Landscapes	Remove trip hazards at rec play area	£265.00	2257
Pucklechurch Youth Club	Grant for subway project	£300.00	2258
Pucklechurch Cricket Club	Grant for cricket balls	£500.00	2259
Kingswood Community Transport	Grant for 1 set of quattro's	£145.00	2260
Pucklechurch CA Social Club	Grant for projector	£500.00	2261
PCC of Pucklechurch	Grant for churchyard maintenance	£1000.00	2262
Pucklechurch Revel	Grant for arena acts for Revel	£1000.00	2263
Anna Chelmicka	Litter Picking December 2015	£350.00	2264

## NO. 9. Agenda Items

### 9a To DISCUSS Finances and AGREE Precept

Councillor T Symons talked through the budget sheet so that our new councillors had a full understanding of how we had come to the current precept figure.

A discussion to raise the precept by £15k, to be able to offer part funding should the speed reduction project by SGC took place. It was decided to investigate the use of a letter of intent rather than raise the precept at this time.

**RESOLVED:** The precept was agreed as £65,247.40 which is an increase of 2.5%

**RESOLVED:** To follow the letter of intent process for part funding should the speed reduction works be considered by SGC.

**ACTION:** Clerk to complete notification of 2016/17 precept on billing authority form and return to SGC.

**ACTION:** Clerk to make an agenda item for 20<sup>th</sup> January to appoint auditors.

### 9b To COMPLETE the Draft Cycling Strategy Consultation

The East Fringe inset map was discussed at the meeting and the following points were raised:

- The map is incorrect regarding the Pucklechurch Cycle route as there is a green line showing to the left of the HM Prison and Young Offender institute which doesn't exist.
- This section according to the map key indicates that this is an existing route however this should be shown as a planned route.
- Coxgrove Hill is a very dangerous cycle route, the council question how well this has been evaluated as it is shown as a cycle route on the map but would not be suitable for children using the route.

#### Update on multi-user path

Meetings have been held with SGC and the Chair of Siston Parish Council. Councillor Symons and Martin Smith to meet with the owners of the land. One meeting has already taken place.

#### **9c** To DISCUSS the disappearance of the defibrillator at the Community Centre

This is now being treated as theft and has been reported to the police and a crime reference number obtained. We are now awaiting the output from the insurance company.

#### **9d** To REVIEW the Yearly Calendar of events

The Council worked through all entries on the calendar making any necessary amendments.

**ACTION:** Clerk to add all policies to the website

**ACTION:** BS to look into parish online training for councillors

#### **9e** To REVIEW the Action Tracker

The Council worked through all entries on the action tracker.

**ACTION:** Councillor T Symons agreed to take on the allotment reviews alongside Councillor English now that Councillor Hawkins has resigned.

**ACTION:** Clerk to chase PCSO Sam Derrick regarding the cautions

**ACTION:** Clerk to chase Councillor Boyle regarding the letter regarding the Assets of Community value

**ACTION:** Clerk to write to Cost Cutter for details of the new owner so that we can advise them that it is a conservation area so they will need to follow the planning regulations with regards to the shops signage.

**ACTION:** Clerk to write to SGC for results of consultation on Street Trading.

**ACTION:** Clerk to move speed restriction on Feltham Road to long term projects.

**ACTION:** Clerk to chase SGC regarding construction traffic for Ring O Bells solar farm

**ACTION:** Clerk to chase Mark King for dog bin signs

**RESOLVED:** Councillors B Symons and G Boyle to attend and represent the Council on the Village Hall improvement project.

**ACTION:** PVSSC Trees – clerk to remove from action tracker no further action required.

**ACTION:** Clerk to chase Anne Joseph regarding trees belonging to PPC at 11a Lansdown Road

**RESOLVED:** Signed of yearly calendar at tonight's meeting. Clerk to remove from action tracker.

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

**Wednesday 20<sup>th</sup> January 2016 at 7:30pm in the Meeting Room, Pucklechurch Community Centre**

The Council meeting closed at 21:25