

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 17TH
FEBRUARY 2016, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH
COMMUNITY CENTRE, ABSON ROAD.**

PRESENT. B. Symons - Chairman (BS), G. Boyle - Vice Chair (GB), T. Symons (TS), L English (LE), R Dunning (RD), L Putt (LP), J Cotterell (JC), J. Bailey (Clerk).

NO. 1. APOLOGIES FOR ABSENCE

M. Watson (MW)
S. Reade – District Councillor
B. Stokes – District Councillor

NO. 2. DECLARATIONS OF INTEREST

None

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

Minutes of the meeting on 3rd February 2016 were accepted as a correct record of the meeting and signed by the Chairman.

NO. 4. PUBLIC PARTICIPATION

There were 7 members of the public in attendance all of whom present were at the meeting to raise concerns over the appeal decision for planning application PK14/2889/F Land at Shortwood Road, Pucklechurch, Bristol BS16 9PQ.

Some of the main concerns raised were the lack of consultation from South Gloucestershire Council with the local residents and companies surrounding the site and that the harm to the green belt seems to have been dismissed. Chris Skidmore MP has been asked to intervene and call in the application. A solicitor has been approached by one of the residents regarding appealing the decision and an action plan needs to be put together to pull apart the reasoning behind why the appeal was accepted. Research has been carried out by a resident who came up with numerous options for habitation for travellers including proposals to extend existing sites in other areas.

Councillor Boyle spoke on behalf of the council and informed the residents that SGC and PPC opposed this application. She explained that the inspector can only deal with the evidence put in front of them. SGC put no one forward to back up the evidence.

It was suggested that we write to SGC to query the conditions in place such as:

1. Are they in breach of conditions if the families do not reunite as there are 4 individuals named?
2. That no commercial activity should take place on site. PPC relies on the local residents to inform us of any breaches to this regard.

ACTION: Clerk to make this an agenda item at the next meeting.

ACTION: Clerk to add a link to the minutes of meeting to the Policies, Sites and Places DPD which can be found below:

<http://www.southglos.gov.uk/environment-and-planning/planning/planning-local-plans/policies-sites-places-dpd/policies-sites-and-places-dpd/>

NO. 5 CORRESPONDENCE

5a Temporary Closure Siston Lane

This closure is required in connection with street cleansing works and it is anticipated that the works will occupy from 9.30am until 2.30pm on 02/03/2016 within the Statutory Notice Period of five days. Circulated to community groups for information.

Noted

5b Email from Street Runners Limited

Fund raising for 'Jessie May Trust' they are looking for new sites to place their clothing banks so they can generate more publicity for the charity and help them raise much needed funds to support the vital work of the hospitals.

Circulated to community groups.

Noted

5c South Gloucestershire Library consultation

Writing to give advance warning of this consultation which starts on 22nd February (after full council has approved the budget and savings target). This stage of the consultation will last for 12 weeks (until 13 May). Circulated to community groups.

Noted

5d Adult Social Care Charging Policy Review Consultation

South Gloucestershire Council is consulting on proposed changes to how we charge for Extracare Housing services. Comments welcome between 3 February and 30 March 2016
Circulated to community groups.

Noted – Individual councillors to respond

5e Letter received from Pucklechurch CA Social Club thanking the Parish Council for the recent grant funding

Noted

5f Event Safety Training for South Gloucestershire

Free event on 7th March 2016 where you will have the opportunity to find out more about how the South Gloucestershire Safety Advisory Group can help you to independently organise safe and successful events. Circulated to community groups.

Noted

5g Agenda for Kings Forest Area Forum

Monday 22nd February 2016 at 7.00pm. Meeting venue: Council Chamber, Civic Centre, High Street, Kingswood

Noted. Councillor J Cotterell to attend

5h Letters from Chris Harris and Chris Skidmore MP regarding Feltham Road

Noted

5i Historical Towns Forum Annual Report 2015 and February update

Circulated to community groups.

Noted

5j Local Green Space Designation Consultation

ALCA are conducting a survey and our input would be appreciated

ACTION: GB to complete questionnaire regarding process.

NO.6. PLANNING APPLICATIONS

6a PK16/0355/NMA Land At Emersons Green East Land To East Of Avon Ring Road South Of M4 Motorway

And North West Of Disused Railway Line

Non Material amendment to PK04/1965/O to vary condition 9 to remove the requirements to meet the Code of Sustainable Homes relating to parcel 13 and 14.

Noted

6b PK16/0458/F Churchmead Farm Hodden Lane Pucklechurch Bristol South Gloucestershire. Re-consultation. Change of use of Agricultural Barn to storage (B8) use with ancillary office space (B1) as defined in Town and Country Planning (Use Classes) Order 1987 (as amended) with associated external alterations. As well as the formation of passing bays to enable a suitable access via Hodden Lane. Deadline for comments 1st March 2016.

As with the previously refused application PK15/5035/PNFU, Councillors reiterate their concerns about the exact nature of the volume of traffic that will be generated on this single track lane by this proposed change of use. In particular they are not convinced that the passing places as shown will solve the issue of potential conflict between vehicles on the Hodden Lane stretch of road by the residential properties since they do not believe these spaces can be seen from the junction with Abson Road. The passing places will also not address the comments made by SGC's traffic officer regarding the narrowness and enclosed nature of Hodden Lane which also makes it uncomfortable for pedestrians and cyclists to pass vehicles and that the probability of this occurring would increase with additional traffic generated by the proposal. Any increase in traffic will still have the potential to cause goods vehicles reversing onto Abson Road from the lane. Since the application proposes the provision of 5 additional parking spaces associated with the change of use, Councillors can only assume that this in some way reflects the regular number of additional vehicles that are anticipated to be travelling along 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.

Finally Councillors are also concerned about the future impact on residents of permitted development rights that may be conferred on the property should this change of use to B8 be allowed.

ACTION: Clerk to submit the objection comment as above to SGC.

NO. 7. REPORTS

7a To RECEIVE pre-submitted reports from Councillors

Allotments – a letter had been previously circulated by the clerk to the council which was amended during the meeting.

ACTION: Clerk to send the revised letter to the allotment holder of plots 21a and 21b.

Maintenance Contract for Village – the contract has been previously circulated to the council. The contract works out as an average of 15 hours per week for a period of 48 weeks. A deadline of 11th March was agreed for the quotations to be received by the clerk.

ACTION: Clerk put the contract out for tender to Huw Morgan Landscapes, Instant Landscapes, Stuart Bailey Landscape Services and Grounds and Gardens (Brandon Trust)

ACTION: Clerk to make an agenda item for 16th March to agree on the successful tender.

7b To RECEIVE Report from District Councillor(s)

There were no district councillors in attendance, apologies were received by Steve Reade and Ben Stokes. A report was previously circulated regarding the appeal decision for

planning application PK14/2889/F Land at Shortwood Road, Pucklechurch, Bristol BS16 9PQ which was discussed within item 4 above.

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

- Received permission from the resident to forward their email onto First Bus regarding the X49 bus service, this was sent to Simon Ford on 05.02.16. Agenda 3rd February item 5a.
 - Circulated response received from Simon Ford First Bus to council 05.02.16
- Updated Diane Bailey with the council's decision regarding the application of lawfulness and that no amendments to the comments will be made. Agenda 3rd February addition planning comments.
- Emailed Chris Harris the Feltham Road Traffic Survey for DOC15/0194 Ring O' Bells Farm 05.02.16. Agenda 3rd February item 7c.
 - Response received from Chris Harris 10.02.16 informing us that he has passed the report on to Darren Davison in their Asset Management Team as the survey data will be very useful in determining when to carry out any remedial works along this road.
- Requested re-quote for resurfacing Parkfield from Green Trees Surfacing 04.02.16. Agenda 3rd February item 7c.
 - Green Trees have revisited the site on 10th February and will submit a new quotation.
- Circulated quotation from South Gloucestershire Council for Parkfield to council 05.02.16
- Wrote to Allotment Plot 1 regarding the fallen fence at the allotment site. Agenda 3rd February item 9a.
 - Email received 06.02.16 informing us that a temporary repair has been made and they will effect a permanent repair once ground conditions improve.
- Circulated a draft letter to council for approval 17.02.16 regarding plots 21a and 21b giving 6 months' notice to clear the site of all items that are not directly associated with the cultivation of the allotment.
- Emailed Sally Johnston with apologies for the next Joint Cycleways Group meeting on 13th April. Agenda 3rd February item 9b.
- Emailed Ensign Print requesting a copy of the last Pucklechurch News to add to the website. I also requested to be added to the mailing list for a copy to be emailed to me every quarter. Agenda 3rd February item 9e.
 - Winter 2015 Pucklechurch News added to website 10.02.16
- Sent letter to Mr Hall asking to extend the lease on Shortwood Play area. Agenda 3rd February item 9f.
- Responded to the email from Emerson's Green JFC advising them to contact the Men's Football Club directly to arrange an agreement. Agenda 3rd February item 9g.

- Circulated email from Kevan Hooper regarding the land at Redford Lane to council 04.02.16. The email included pictures of the site and was reported that the land is considerably tidier than when they last visited in December 2015.
- Circulated Joint Cycleway Group Press release to council 04.02.16
- Circulated Chris Harris's email regarding Feltham Road to council 04.02.16.
- Circulated winners of the Royal Garden party to council 05.02.16
- Reported broken glass on cycle path by policeman's corner to fixmystreet reference number: 350029 05.02.16
- Reported fallen tree blocking the path at Millennium Park to fixmystreet 09.02.16 reference number: 353872.
- Instructed Branch Walkers to remove a fallen tree in St Aldams for a price of £1200.00 + VAT 10.02.16.
 - The resident who reported the fallen tree is very happy with the work that Branch Walkers have carried out; however they have now put in a request for the council to trim back the two cherry trees directly in front of their house. They have reported that the branches are overhanging their property and interfering with the neighbour's telephone line. Although they do not require this work to be done immediately they have pointed out that there is some deadwood so can this be checked in April when the tree inspections are carried out?
ACTION: Councillors to attend the site in St Aldams to view the trees at 7.00pm before the council meeting on 16th March 2016.
- Reported fallen tree at St Aldams to the insurance company and opened a claim 10.02.16.
- Chased insurance claim for the stolen defibrillator that I reported on 6th January 2016, I was told they had no record of this. Started new claim 10.02.16 with Annette.
- Our registration as a data controller under the Data Protection Act will expire on 17/03/2016. A direct debit is already in place and the fee of £35 will be taken on or around the 17.03.16.
- Received an apology from Simon Spedding – Group Manager and an explanation from Marcus Gill Streetscene Technician apologising for the errors and confirmed that the mistake was made when the bins were added to the system. The bin at Pomphrey Hill was added as a South Gloucestershire bin and a revised estimate has been requested and should be with us by the end of next week.
 - Chased up the contract 11.02.16
 - Contracts sent again 11.02.16 and 12.06.16 which are still incorrect
 - Email received 15.02.16 from Gary Meddick with responses to my queries and a new contract which appears to be correct.
ACTION: Clerk to add the localism contract to the agenda on 2nd March.
- Action Tracker:

- Item no. 32 - Chased Stuart Bailey for confirmation the skateboard park has now been removed and the scrap metal value which will be deducted from the invoice 12.02.16.
 - Diane confirmed it has now been removed and the scrap value was £36.80
 - Item no. 37 - Chased SGC for results of Universal Youth Budget Consultation 12.02.15
 - Item no. 39 – Chased Anne Joseph 12.02.16 for a response to the email sent on 13th January 2016 informing them that the tree at 11a Lansdown Road belongs to the Parish Council and that we would have expected to have been contacted regarding any works.
 - Response received 12.02.16 ‘As I stated in my previous email, comments regarding the work to the tree were given by our professional and fully trained arboriculturalist who expressed no objection to the scheme and as such I believe the proposed works would not be harmful to the tree. Nevertheless I will try to make certain that the ownership of trees is thoroughly checked in future so this situation does not arise again.’
 - Item no. 41. Chased Mark King/Alison Richards SGC for the ‘eyes’ dog fouling posters 12.02.16
 - Response received 12.02.16 informing me that Alison chased Keep Britain Tidy yesterday and the signs are currently being printed.
 - Item no, 44. Only one grant monitoring form received so far from St Thomas a Becket Church
 - Item no. 45. As reported earlier I have emailed Chris Harris the Feltham Road Traffic Survey for DOC15/0194 Ring O’ Bells Farm 05.02.16
 - Item no. 46. Circulated complaint acknowledgement letter from Dawn Russell SGC Planning Enforcement to Council 04.02.16. Ref. COM/16/0094/OD breach of planning control – Land at Shortwood Road next to temporary gypsy/traveller site.
- Emailed councillors the action tracker to complete any actions before the meeting on 2nd March.
 - Added another resident to the waiting list for the allotments 14.02.16 making the total 10.
 - Circulated ALCA Area Group agenda for 7th March 2016 to council 17.02.16

NO. 8. FINANCE

8a TO AGREE and sign cheques

The following cheque was agreed and signed by two signatories.

Ensign Print	Pucklechurch News	£440.00	2269
PCA	Room Hire	£51.90	2270
Anna Chelmicka	Litter Picking	£350.00	2271
AED Locator (EU) Ltd	Battery/pads for PVSSC defibrillator	£125.88	2272

Wages/HMRC	Wages/NI	£1316.20	2273/2274
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8b To RECEIVE an update from the Finance Working Group

The budget spreadsheet and bank reconciliation has been circulated prior to the meeting, both reports discussed and figures agreed by the council.

The budget spreadsheet is showing a balance of £58,630.89 at the year end. This figure includes £30,000 reserves, £14,000 operational funds and £14,000 to carry forward to keep the precept increase down.

NO. 9. Agenda Items

9a To AGREE a position of development in the Parish of Pucklechurch

This item has been deferred

ACTION: Clerk to add to the agenda on 2nd March 2016

9b To REVIEW the email received from Pucklechurch Youth Club regarding the change of use for grant funding and **DECIDE** next steps

As a parish council we have to ensure that public money is spent legally. The change of use was used to benefit a small group of children and hasn't demonstrated a wider community benefit therefore breaching the terms of the application.

RESOLVED: To reclaim the grant funding of £250.00

ACTION: Clerk to write to the Youth Club informing them of the council's decision

9c To CONSIDER renewing the Fastsms virtual mobile number

RESOLVED: To renew the contract for another year

ACTION: Clerk to inform Fastsms of this decision

ACTION: Clerk to make communication, text messaging service and bus stop notice boards an agenda item for 2nd March.

9d To RECEIVE a report from Councillor T Symons as the CA representative on their new pricing structure and **CONSIDER** any actions the council might wish to take.

Report previously circulated by Councillor T Symon informing the council that the PCA pricing structure was discussed at the Council and Exec PCA meeting the decision was made to go back to the drawing board

10. Date of next meeting

Wednesday 2nd March 2016 at 7:30pm in the Meeting Room, Pucklechurch Community Centre

The Council meeting closed at 21:02