

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 19TH
OCTOBER 2016, 7:30PM, IN THE MEETING ROOM, PUCKLECHURCH
COMMUNITY CENTRE, ABSON ROAD.**

PRESENT. G. Boyle – Acting Chair, (GB), R. Dunning (RD), L. Putt (LP), J. Cotterell (JC), L. English (LE), J. Bailey (Clerk).

NO. 1. APOLOGIES FOR ABSENCE

B. Symons - Chairman (BS)
T. Symons (TS)
M. Watson (MW)
C. Stephens (CS)

NO. 2. DECLARATIONS OF INTEREST

There were no declarations of interest made by any Council members.

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

Minutes of the meeting held on 5th October 2016 were accepted as a correct record of the meeting and signed by Gail Boyle Vice Chair.

NO. 4. PUBLIC PARTICIPATION

Mr Chris Dawson – Development Manager from Knightstone Housing was in attendance to brief the council on the plans regarding the proposal to build 57 homes at Oaktree Avenue. Knightstone are holding a public consultation at Pucklechurch Community Centre on Tuesday 1st November 2016 4.00pm - 7.00pm to share information and give members of the public the opportunity to ask questions about the proposal.

They are seeking planning permission to build 31 new homes for rent and 26 for shared ownership over two sites, on land that is being sold by South Gloucestershire Council. 20 of these homes will be situated by the Industrial Estate where there is already consent for 9 homes (Site B). The other 37 will be situated next to the Listed Balloon Tether, where this piece of land received consent for development back in 1976 (Site A).

Knightstone want to work with South Gloucestershire Council and the local residents regarding local lettings and possibly a scheme where the affordable housing is offered to local residents first.

The plans will be available to view at www.knightstone.co.uk/pucklechurch from next week.

For more information, please contact:

Chris Dawson – Development Manager

Tel: 01934 526 173 Email: chris.dawson@knightstone.co.uk

NO. 5 CORRESPONDENCE

5a Children and Young People's Mental Health and Emotional Wellbeing Strategy Consultation.

SGC are keen to receive feedback to ensure the strategy captures all the main issues relating to children and young people's mental health and emotional wellbeing in South Gloucestershire and to identify any improvements to the strategy or whether you feel there is anything missing. The consultation period is open between 11th October 2016 and 6th December 2016.

Circulated to community groups.

Noted

ACTION: Clerk to email consultation information to Councillor TS who may be interested in responding.

5b Email from Citizens Advice South Gloucestershire regarding grant funding.

ACTION: Clerk to make this an agenda item on 2nd November for the council to decide when to launch the next round of community grants.

ACTION: Clerk to update Citizens Advice that the launch date will be decided at the next council meeting.

5c Positive Activities Subsidy (PAS) Grants

PAS is a grant scheme for voluntary and community sector organisations and Town and Parish Councils who can deliver youth programmes and activities in South Gloucestershire. Funds are available to support the provision of positive activities for young people aged 13 - 18 years in South Gloucestershire, supported by appropriately qualified or trained staff. Revenue funding is available over a 2-year period commencing 1st April 2017 and with activities complete by 31st March 2019. The PAS application process for 2017 – 19 is now open and the specification and application form are listed on ProContract. The link below should take you to the relevant page.

<https://procontract.due-north.com/Advert?advertId=f6366894-c18b-e611-8114-000c29c9ba21&p=696a9836-1895-e511-8105-000c29c9ba21>

The closing date for applications is Wednesday 16th November 2016 at 9am.

Circulated to community groups.

Noted

5d Consultation for mobile street trader

LI16/2615/STM - Drive Aroma Ltd to trade throughout the South Gloucestershire Area.

Comments on this licence application welcome by 1st November 2016.

ACTION: Clerk to object to this application based on the limited information provided. There is no detail on the trading activity and where the trading will take place. Plus, there is the uncertainty of how many vans that may trade in the Pucklechurch area which could have a negative impact on other business in the area.

5e Gloucestershire Playing Fields Association Annual Report 2015/16

Noted

5f Email from allotment tenant of plot 11

ACTION: Clerk to inform the tenant of plot 11 that the Parish Council agrees to extend the deadline until the end of November for them to cultivate their plot.

5g Community Based Services Re-commissioning consultation

SGC is consulting on the re-commissioning of Community Based Services. These services include homecare and 1:1 support to access the community. The Council currently commissions around 16,000 hours of community based support per week and the contracts between the council and the current support providers expire at the end of January 2018. The council wanted to explore whether there was a different way of buying the support that would be better for the residents of South Gloucestershire, for providers and for the council. We have looked at how other councils buy their services and we have been working with providers, service users, social care professionals and Clinical Commissioning Group (Health) colleagues to develop a new model. We now have a proposal for a different way to organise support and we want to hear everyone's views on it to make sure that we take everything into account before finalising it.

The consultation period is open between 5 October 2016 and 5 January 2017.

Circulated to community groups.

ACTION: Clerk to make this consultation an agenda item on 7th December 2016.

5h Rural North Eastern South Glos Community Engagement Forum

Tuesday 25th October at 7pm, Marshfield Community Centre. Circulated flyer to community groups and added to notice boards.

Noted

5i BT Phonebox Removal Consultation

South Gloucestershire Council is consulting on BT's proposed removal of 93 payphones in South Gloucestershire. The removal concerns those phone boxes identified as unnecessary, whilst retaining public payphones that are either still in use or have been categorised as providing a social need. The list of phone boxes being considered for removal can be found in the full consultation document on our webpage for this consultation:

<https://consultations.southglos.gov.uk/consult.ti/BTPhonebox/consultationHome>

This consultation process also gives local communities the opportunity to adopt a traditional red 'heritage' phone box and make them an asset that local people can enjoy. This costs £1 and can be done on the following webpage:

<http://business.bt.com/phone-services/payphone-services/adopt-a-kiosk/>

The consultation period for any comments is open between 12 October 2016 and 7 November 2016. After 7 November we will issue an initial decision on the removal of phone boxes, which we will open to further consultation for 4 weeks, before considering responses and issuing a final decision to BT on 15th December.

Noted – Pucklechurch is not listed on the list of proposed payphones for removal.

NO.6. PLANNING APPLICATIONS

6a PK16/0672/F The Meadows Parkfield Pucklechurch Bristol South Gloucestershire

The change of use of land for the siting of 1 no Gypsy caravan with 1 no. day room. Erection of relocated stable block.

Committee Meeting

This planning application is to be considered by the Development Control (East) Committee at The Civic Centre, High Street, Kingswood, South Gloucestershire, BS15 9TR on 20th October 2016, starting at 3.00 pm.

Circulated to community groups.

An update was given to the council following the last committee meeting held on Friday 7th October for The Meadows planning application. Mrs Williams was not in attendance at the committee meeting but her daughter was who reported that she wanted to keep their family together. The report from the Officer reads as below:

"Notwithstanding the fact that the Williams' are a long established gypsy family, the applicant's agent has submitted the following information to demonstrate that both Lana Williams and her fiancé Mitchell Carter are gypsies under the above definition: Both Lana and Mitchell travel to gypsy fairs including Appleby Horse Fair, Stonewall and Kettleworth. Mitchell works as a construction worker. Usually he is working in the surrounding areas, but will travel as far as London if work is available. Generally, he is away during the week and comes back for the weekend. Lana is a trained cosmetician. She mainly works at gypsy weddings doing make-up and fake tanning as well as selling cosmetics, she will travel all around the region, where work is available. She has recently been to Wales to work.

OFFTEM

Having considered the above, on balance officers are satisfied that both Lana and Mitchell meet the definition of gypsies.

Following this report, it was resolved at the council meeting for Councillor Lesley Putt to attend the committee meeting tomorrow and read out the following statement on behalf of the Parish Council:

Pucklechurch Parish Council has taken note of the report supplied by SGC officers but maintains its objection to this application. Since gypsy status now appears to be focused upon 'nomadism' rather than 'ethnicity' your officer has supplied no direct evidence and certainly no record to support the applicant's nomadic way of life for work purposes. PPC does not agree that what has been described constitutes a nomadic lifestyle especially when compared to the settled population – surely the travel for work described in the report is similar to what the rest of us do and is certainly not quantified here relative to the amount of time spent away from home and has been expressed only in very general terms. The Planning Definition requires Gypsies and Travellers to have a nomadic habit of life, which the courts have clarified means travelling at least part of the year for an economic purpose. Travelling around the region and going to Wales to work would be common amongst many of our residents and we cannot assume that this type of work requires stays away from home on a regular basis.

RESOLVED: For Councillor Lesley Putt to attend the committee meeting tomorrow and read out the above statement on behalf of the Parish Council:

ACTION: LP to attend the committee meeting tomorrow and read out the above statement.

ACTION: Clerk to phone Mr Paul Johnson – Committee Clerk to inform him that Councillor Putt will be attending the meeting and wishes to speak.

6b PK16/4624/CLP Rock Villa 47 Main Road Mangotsfield Bristol South Gloucestershire
Application for a Certificate of Lawfulness for the proposed erection of outbuilding to include a gym/office area, together with a workshop/garage, for uses incidental to the enjoyment of the existing dwelling

Notice of decision: Approve with Conditions

Noted

6c PK16/5492/F Little Green 25 Shortwood Road Pucklechurch Bristol South Gloucestershire
Erection of 1no. detached dwelling and garage with associated works. (Resubmission of PK15/2490/F).

Pucklechurch Parish Council reviewed this application and does not believe that the measures taken will mitigate the issues that are noted in the appeal decision, namely:

1. The drive would be enclosed by fences with no separate footway for pedestrians. A bend, or kink, part way along its length would limit forward visibility between drivers at opposite ends of the drive.
2. Even though a pedestrian route would be demarcated along one side of the surface of the drive it would still be shared by all users.
3. Whilst the swept path analysis shows that two cars may physically fit side by side at the road junction it is still impossible for them both to pass each other at the narrowest point which is very close to the junction itself – PPC considers that on the balance of probability vehicles would still wait in the road or have to reverse back into it or the pedestrian foot path along Shortwood Road itself.
4. There is no swept path analysis to show the impact of cars attempting to turn right, which is significantly more difficult.

RESOLVED: To object to the application as per the points raised above.

ACTION: Clerk to submit objection comment on the SGC website.

Additional Planning Applications

PK16/5633/NMA Pennymead, Cattybrook Road Mangotsfield Bristol BS16 9NJ
Non-material amendment to the planning permission PK14/1959/F to have the original drawing numbers included as a condition.

There has been no formal notification of this planning application. It was picked up on the planning weekly list circulated by SGC on 17th October with a consultation expiry date of 27th October which falls before our next council meeting.

RESOLVED: To request more information from the planning officer to get clarification of the impact of this non-material amendment and what this amendment will mean for the application going forward.

ACTION: Clerk to write to the planning officer as per the above.

NO. 7. REPORTS

7a To RECEIVE pre-submitted reports from Councillors

A report was circulated by Councillor Boyle providing background information on Oaktree Avenue. It included a copy of the Circulated Schedule report for the last major application at Oaktree Avenue which had been withdrawn.

The report is intended to give councillors an idea of the scale of what is potentially being proposed and what at the time was considered appropriate for s106 consideration.

Things to bear in mind:

1. We are currently being told that the proposal is for 57 dwellings – the previous application was for 56 and a surgery but spread over a much, much larger area of land.
2. There are things we can deduce from the outline permission granted for the area – the bund, the s106 etc. required to mitigate issues raised by just 9 dwellings.
3. The Core strategy has been adopted since the last application - so there will be a new set of policy implications to consider – but also definitions relating to dwelling amenity space, parking etc. that are now much more obviously defined.
4. The Village Green element of the overall area might mean no compensation for loss of public open space since it is protected and in the immediate vicinity of the proposals.

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

- I have now received two recommendations of Solicitor firms from ALCA, these are Thrings and Lyons Davidson. I have contacted both for fee estimates as per the list agreed on 21st September agenda item 9b.
- Informed the committee clerk Paul Johnson that Councillor Malcolm Watson wishes to speak at the sites inspection meeting for The Meadows 06.10.16. Agenda 5th October item 6a.
- Informed the committee clerk Paul Johnson that Councillor Malcolm Watson wishes to speak at the sites inspection meeting for 37 Parkfield Rank 06.10.16. Agenda 5th October item 6c.

- PK16/4948/F Northleaze 140 Westerleigh Road – objection comment submitted on the SGC website 12.10.16. Agenda 5th October item 6e.
- PK16/5138/F Land North East of Courtney Cottage – no objection comment, providing conditions are met, uploaded to SGC website 12.10.16. Agenda 5th October item 6f.
- PK16/3708/F 1 Cedar Way - uploaded no objection comment to SGC website 12.10.16. Agenda 5th October item additional planning applications.
- Advertised that Chris Harris is attending the meeting on 2nd November to discuss pedestrian crossings/speed tables on the website, bus stops, doctor's surgery and school noticeboards 12.10.16. Agenda 5th October item 7a.
- Chased PCSO Sam Derrick for the article for the Pucklechurch News 14.10.16. Agenda 21st September item 5b and 5th October item 7c.
 - Response received from PCSO Sam Derrick 18.10.16 informing me that she and PC Ken Hill will be working on the article this week.
- Started an insurance claim for the vandalised hedge and fence at the burial ground 13.10.16. Agenda 5th October item 7c
 - Claim reference number 5046824.
- Accepted Huw Morgan's quotes for trimming back the conifer hedge at St Aldams (£250.00) and blackthorn bush at Lansdown Road (£120.00) 12.10.16. Agenda 5th October item 7c.
- Sent an invoice to Pucklechurch Cricket Club 06.10.16 for the season 1st May 2016 to 31st August 2016 and also another Seasonal Hiring Agreement that wasn't returned when originally sent on 06.05.16. Agenda 5th October items 7c.
- Sent Seasonal Hiring Agreement to Pucklechurch Football Club 13.10.16. Agenda 5th October item 7c.
- Reported engine oil on seats and walls at the burial ground to SGC's Environmental Department 13.10.16. Agenda 5th October item 7c.
- Phoned NatWest Bank and cancelled cheque 2310 for £492.00 Auditing Solutions 13.10.16. Agenda 5th October item 8a.
- Circulated council a link to the SGC website confirming that the Community Right to Bid process is still current 13.10.16. Agenda 5th October item 9c (Action Tracker item 28).
- Wrote letters to all successful grant applicants reminding them to return the grant monitoring form or we will require a refund of the grant money. Agenda 5th October item 9c.
- Left messages for Resolution Signs to call me back regarding a quotation for dog fouling signs 13.10.16 and again 19.10.16. Agenda 5th October item 9c.
ACTION: The 'We're Watching You! Eyes' poster has been removed from the gate at St Aldams, clerk to inform Huw Morgan and arrange another one to be erected.
- Circulated Forestry Commission event invitation to Council and Huw Morgan 6.10.16.

- Added information regarding the proposal to build 57 new homes at Oaktree venue to all noticeboards and website 12.10.16.
- Huw Morgan has reported an increase in fly tipping of grass etc. around the village. I have circulated photographs to council 13.10.16 of the following areas: Abson Road side of Eagle Crescent /Hawkridge Road, between Hawkridge drive and the lower end of Partridge Road, opposite Kestral Drive where it opens onto Oaktree Avenue and Parkfield play area.
ACTION: Clerk to write to the contractor who cuts the grass at Parkfield and enquire where the grass cuttings are disposed to.
- Ordered a remembrance poppy wreath from the Royal British Legion Poppy Appeal for £50.00 14.10.16.
- Wrote a letter to NatWest bank to change the address and contact details held on file for the parish council. The letter requires two signatories to authorise the change which I have arranged at tonight's meeting.
- Allied Electrical have fixed the green light above the Community Centre defibrillator for a fee of £39.50 + VAT including materials 18.10.16.
- I have received a report that more vandalism of gravestone flowers/flower pots has taken place at the burial ground. I have instructed them to report this to the police as advised by PCSO Sam Derrick last month 19.10.16.

NO. 8. FINANCE

8a TO AGREE and sign cheques

The following cheques were agreed and signed by two signatories.

Name	Details	Amount	Chq No.
Complete Weed Control	Apply selective weed control to rec	£357.00	2366
PCA	Meeting room hire September 2016	£32.20	2367
Instant Landscapes	Grass Cutting rec and St Aldams Aug-Oct'16	£1264.00	2368
Huw Morgan Landscapes	Maintenance Contract and Allotment fence	£1750.84	2369
The Royal British Legion	Remembrance Poppy Wreath	£50.00	2370
HMRC/Wages	Ni/Tax, Wages	£1333.03	2371/2372
PATA Payroll Fees	Payroll Fees July – Sept 2016	£30.00	2373
Mrs J Bailey	Petty Cash	£121.43	2374
	Total	£4938.50	

8b To RECEIVE an update from the Finance Working Group

This item was deferred due to handover.

NO. 9. Agenda Items

9a To AGREE a response to the Library Service Review Consultation and AGREE councillor attendance at the meeting on 26th October.

SGC is reviewing the library service in order to deliver savings of £500k. At the Environment and Community Services Committee, which met on September 7th the Council agreed to consult on some preferred options to achieve the Library Service's Council Savings target. This consultation will commence on 10th October until 2nd January 2017.

As these options will impact on all areas within South Gloucestershire we want to listen to the views of town and parish councils and explore how we can work with local councils in continuing to deliver library services. For rural areas one of the options is to replace the mobile library service with a network of community centre based libraries and we are holding a meeting on Wednesday 26th October 2.00pm at Yate Library to explain this option and discuss how this could work. Other options include potential funding from local councils to deliver additional staffed hours. A summary of the proposals and details about the proposal to establish community centre based library network.

RESOLVED: Not to comment on the consultation at this time, but to defer the item until December once a representative from the council has attended the meeting on 26th October.

ACTION: Councillor Putt to confirm her attendance at the above meeting and report back to council.

ACTION: Clerk to make the consultation an agenda item on 7th December.

9b To AGREE a response to the 2017/18 Local Government Finance Settlement: Technical Consultation

Under the Localism Act 2011, Government can make an annual decision on whether to introduce automatic precept referendums where they deem precept increases to be 'excessive' for local councils. Government is able to decide what the threshold will be for triggering referendums and to which councils this trigger will be applied. Although these referendums have been applied to other types of local authorities, Government has threatened to apply them to local councils but, to date, has not done so. This however, could be all about to change with plans outlined in 2017/18 Local Government Finance Settlement: Technical Consultation Paper which was published on 15 September 2016. Deadline for responses 28th October 2016 <https://www.surveymonkey.co.uk/r/583WBQL>

The survey monkey consultation was completed during the meeting with the following responses:

Q1 – No comment

Q2 – No comment

Q3 – No comment

Q4 – No – referendum principles should not be extended for the following reasons:

- Unitary authorities are reducing their costs by cutting back services and parish councils may feel obliged to cover the costs.
- The cost of the referendum could far outweigh the precept increase and would lead to a further increase to pay for it.
- With a reduction of the LCTS grant, year on year, parish councils need to increase the precept to cover its loss.
- Pucklechurch Parish Council supports ALCA's statement as follows:
*Local parish and town councils are an important part of communities and local democracy, and should be able to get on with the job of improving quality of life and well-being without central government interference.
It is vital local councils continue to have the freedom and flexibility to raise the resources they need to invest in local services, especially at a time when they are taking on services and assets from principal councils, often much valued services which would otherwise cease completely and which communities want to see continue.*

The ALCA members are therefore extremely concerned about a consultation published by the government on 22 September which includes proposals to extend council tax referendums to some or all local councils.

Local councils in Avon are doing a brilliant job improving their areas; whether it's by building community resilience, increasing house building through neighbourhood planning, providing local transport solutions, supporting the local economy and businesses, organising community events and festivals, helping meet social care needs and making places dementia friendly or giving grants to help local groups and organisations – all this and more for an average cost to residents of just over a pound a week.

ALCA also notes that local councils account for just 1.7% of the £26 billion raised through council tax in England and have demonstrated fiscal responsibility in recent years with overall increases in precepts going down, rising this year by just 6 pence per week as a result of local councils taking on services from principal councils and funding not being passed on to them.

Given their important and growing role, local councils should be celebrated and supported, not hindered by central government.

Q5 – No

Q6 – No

Q7 – Yes, see above

Q8 – No comment

Q9 – No comment

Q10 – No

Q11 – No comment

10. Date of next meeting

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

The Council meeting closed at 21:17