

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 17th May 2017, 7:30PM, IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

PRESENT. B. Symons - Chairman (BS), T. Symons (TS), L. English (LE), R. Dunning (RD), L. Putt (LP), C. Stephens (CS), Ellen Kenny – Clerk (EK).

NO. 1. APOLOGIES FOR ABSENCE

Apologies received from Cllrs. Boyle and Phillips.

NO. 2. DECLARATIONS OF INTEREST

None declared.

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

Minutes of the meeting on 3rd May 2017 were accepted as a correct record of the meeting and signed by the Chairman.

NO. 4. PUBLIC PARTICIPATION

Mr Whittock in attendance, expressed thanks to Cllr. Lesley Putt for visiting and talking to senior citizens at the Poplars. Mr Whittock advised members he would be replacing the bulbs that had gone over in the near future on Shortwood Road.

NO. 5 CORRESPONDENCE

5a Resident – a thank you email received from the resident who reported the fact that drivers were inadvertently using Orchard Road as a cut through because the work to erect a No Through Road sign had been completed.

Noted

5b Playground equipment supplier – promotional email with the added suggestion that assistance could be given to help secure funding.

Noted – file for future reference.

5c Conservation Volunteers – offer of a team of volunteers for clearing scrub etc at a small charge.

ACTION: add to June agenda for further consideration.

5d Joint Local Access Forum – notification membership is open to individuals.

Noted – members to make own individual arrangements.

5e GPFA – notification of newly appointed Secretary and change of contact details.

Noted.

5f South Glos Council – First World War Project and War Memorial Website.

Noted.

5g ALCA – to request members to provide comments on LAIS' consultation on keeping parks free to use.

Noted – members to respond individually.

5h ALCA – In Short – news items.

Noted.

5i Town & Parish Council Forum – draft minutes of meeting held 25th April, 2017.

Noted – Chair commented that these meetings were proving to be of value and suggested that, as two members are allowed to attend, this should be considered. Currently awaiting information of date and venue of next meeting.

NO.6. PLANNING APPLICATIONS

6a PK17/1819/TCA - Fleur De Lys

12 Shortwood Road Pucklechurch

Works to 1no Leylandii hedge to crown reduce to 4.2 metres. hedge situated within Pucklechurch Conservation area.

No objection.

6b PK17/1827/NMA - 11 Cherrytree Court Pucklechurch BS16 9BF

Non-material amendment to planning application PK16/1481/F - changes to front elevation double door access to single door access.

No objection.

6c. PK17/1670/F – Bell House, Shortwood Road Pucklechurch BS16 9PQ

Erection of single storey extension to south elevation to replace existing conservatory and provide additional living accommodation.

Objection – the proposed extension would appear to amount to a disproportionate addition to a property that sits within the green belt on a prominent site on the edge of Siston Conservation area.

Bell House has existed since at least the 19th century. Property details found online dated June 2016 <http://www.zoopla.co.uk/property-history/bell-house/shortwood-road/pucklechurch/bristol/bs16-9pq/40742868> state that the property has already been extended into its current configuration. Permission was granted for a 2 storey rear extension and conservatory in 1999 that increased the property by at least 25% (P99/4538). There are also existing outbuildings within the curtilage. The question that must be asked is how much has already been added to the property since 1948 and whether or not the addition would be disproportionate. PPC believes this is likely to be the case and requests SGC officers assess the property and associated records to ascertain what the % volume has been added since 1948.

Planning Notices of Decision

6d DPD Bristol

Off Jenner Boulevard Emersons Green

Consent to display of 3 no. static non-illuminated totem signs and 8 no. non-illuminated fascia signs

PK17/0773/ADV

Approve.

6e 121-124 Lyde Green Parcel 9 And 10 Emersons Green

Amendment to previously agreed landscaping scheme adjacent to plots 121-124 to facilitate the change from public to private residential land.

PK16/6665/RM

Approve with Conditions.

NO. 7. REPORTS

7a To RECEIVE pre-submitted reports from Councillors

Cemetery Wall

BS advised members that the Cemetery wall backing on to a residents' property had been vandalised and was deteriorating and youths had entered the resident's garden causing distress. BS advised that ownership and therefore responsibility for the wall was unknown.

ACTION: Clerk to arrange for Huw Morgan, Contractor to visit the site to assess the damaged wall in terms of safety.

ACITON: Clerk to contact Land Registry to enquire about registered ownership of the boundary wall of the Cemetery and rec.

PCA meeting minutes

TS brought to the attention of members the comments expressed at the meeting that the problem of litter had reduced. TS proposed a letter of thanks be sent to the litter pickers and Huw Morgan, Contractor in appreciation of the good work they do.

ACTION: Clerk to send letters of thanks.

7b To RECEIVE Report from District Councillor(s)

Nothing received.

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

Ref: 3rd May, 2017 meeting:

Item 2b Standing Orders and Financial Regulations – approved, unchanged - re-dated.

Item 6f – Emerson Green Town Council – invitation to attend Annual meeting - apologies sent.

Item 7 – Planning:

PK17/1491/F 53 Oaktree Avenue Pucklechurch – no objection - comments lodged.

PK17/1592/FDI Grid reference 370205 175867 – no objection – comments lodged.

Item 8c - Clerk's report

Allotments – plot 16 re-let – awaiting payment and return of tenancy agreement.

Mrs Tovy – letter to advise details removed from waiting list.

Item 10a – Financial Risk Assessment and Council Risk Assessment Schedule – amended to reflect members approved changes.

Item 10d – Deeds and Leases review – added to Action Tracker.

Item 10e - Allotment Risk Assessment – example provided to Tina Symons.

Update, other matters:

- Eagle Crescent play area – ball games. Spoke to Sam Derrick, PCSO regarding the complaint made about ball games. She acknowledged it was difficult as generally the age of the children prohibited them from crossing roads to play anywhere else. She will make a point of visiting the play area after school and in the holidays. When she visits the school, she will include in her talk that no ball games are allowed near houses.

- Tree survey - Huw Morgan confirmed he is working his way through the tree survey report to assess which tasks he could undertake himself.
- Training log – updated to reflect Gail Boyle’s training completed.
- Community Centre bin – lock has been fixed.

NO. 8. FINANCE

8a TO AGREE and sign cheques

The following cheques were agreed and signed by two signatories.

Name		Amount Paid	Cq Number
Auditing Solutions	Internal Audit	£504.00	2444
Greenfield Garden Services	Zip Wire tightening	£82.80	2445
PCA	Room Hire	£48.30	2446
Huw Morgan	Maint. Contract. Car park step & Stationary	£1,160.82	2447
J Bailey	Wages	£1,027.24	2448
E Kerry	Wages	£607.94	2449
Neighbourhood Plan	Petty Cash	£500.00	2450
Parish Council	Petty Cash	£100.00	2451
Instant Landscaping	Grass Cutting Recreational Ground & St Aldams	£1,017.60	2452
AON UK Limited	Parish Council Insurance	£789.22	2453
Total		£5,837.92	

8b To RECEIVE an update from the Finance Working Group.

None received.

8c Members to receive Internal Audit report following completion of internal audit of 2016/17 accounts.

TS advised members that following a thorough and comprehensive audit the internal auditor found no issues and therefore the 2016/17 accounts passed internal audit without any recommendations. Members thanked TS and the Finance Working Group for their diligence.

NO. 9. Agenda Items

9a Storage facilities – a cupboard has become available at Pucklechurch Community Centre.

Members gave consideration to the benefit offered of renting the storage space at a cost of £7.20 per month.

ACTION: approval was given for TS to arrange to rent the storage facility commencing 1st June, 2017.

10. Date of next meeting

Wednesday 7th June, 2017 at 7:30pm in the Meeting Room, Pucklechurch Community Centre.

The Council meeting closed at 19:55