

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 5<sup>th</sup> July, 2017, 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), Steve Reade – District Councillor, Ben Stokes – District Councillor and Ellen Kenny – Clerk (EK).

DUE TO THE LARGE NUMBER OF RESIDENTS (APPROX 100) ATTENDING THE MEETING IN ORDER TO QUESTION MEMBERS ABOUT THE M4 JUNCTION 18A PROPOSALS, BS DETERMINED THAT PUBLIC PARTICIPATION SHOULD BE THE FIRST MATTER ADDRESSED.

BS informed residents that:

He had attended meetings of Parish Councils and the South Glos Council Project team but that the Westerleigh option of the siting of the proposed Junction had never been mentioned until the most recent of these meetings. This new information was reviewed by members at the last full council meeting held on 21<sup>st</sup> June when members decided to invite the SGC Project Team to attend a future council meeting to discuss this new proposal and discuss intended plans with regard to the public consultation process. BS informed residents that the Project Team had responded and confirmed they would meet with members but not in an open public meeting setting.

BS confirmed that the Parish Council had informed the Neighbourhood Plan Group.

BS confirmed that the Community Centre had been booked for a public meeting about the proposal and public consultation process on 12<sup>th</sup> September by which time all relevant information should be available.

The current Junction 18a proposals are a draft and therefore subject to change prior to the public consultation process. SGC are issuing no further information at this time.

BS assured residents that members would, at tonight's full council meeting, as planned, be discussing and laying out a communication strategy to ensure maximum coverage with the aim of reaching all residents of Pucklechurch and Shortwood.

BS welcomed questions from residents. Specific questions about the proposal could only be speculated on but residents were informed that, as with other successful outcomes following public consultations, making objections known in large numbers was the key.

BS was provided with a document written by Marilyn Palmer, Alderman, South Gloucestershire Council which, it was felt, summarised and echoed residents' concerns and provided valid objections on the proposal which he read to residents:-

**ASSESSMENT OF THE IMPACT ON PUCKLECHURCH OF THE PROPOSED NEW JUNCTION 18A ON M4 – BY Marilyn Palmer (Alderman, South Gloucestershire Council)**

'My initial reaction on the reading the proposal was complete disbelief – the proposed route could not possibly be more disruptive. It appears to be an inexplicably long link road to the Ring Road that will have a major impact on Pucklechurch. Yet the arguments put forward by Chris Skidmore MP were for a new junction to serve the Science Park. Adjacent to the Science Park, the M4 and the Ring Road are practically adjoining.

The proposed route makes no sense at all.

**Reasons for objection:**

**Loss of Green Belt** – it will be entirely within the Green Belt and the visual impact of the proposal on the character and appearance of the rural landscape will be significant. It is inevitable that this will lead to more land being opened up for development in the Green Belt.

**Impact on the designated Conservation Village of Pucklechurch.** The legislation controlling Conservation Areas is found in the Planning (Listed Buildings and Conservation Areas) Act 1990. It makes the important point that 'Special care should be taken to ensure that views into and out of the Conservation Areas remain unspoilt'.

**Impact on Listed Buildings.** The proposed route in the vicinity of Kings Lane would impact on several significant Listed Buildings eg the Grey House and the Moat House plus Dennisworth Farm (Shortwood Road) and the Tumulus and the Moat. The route is through the oldest, most historic part of the village.

**Rights of Way** – several footpaths cross the area, including Kings Lane which is a Green Lane. It will disturb ancient bridleways. Natural and peaceful zones should be preserved.

**Parkfield** – Parkfield would be cut off from Pucklechurch village. There would be significant loss of visual amenity for Parkfield residents who already suffer noise pollution from the M4.

**Syston is also a Conservation village** which will be impacted – why does one of the route options unnecessarily ruin the important Green Belt countryside between Syston and Shortwood? Syston Court is a very important listed building.

**Impact on Shrubbery Lodge,** Shortwood Road (opposite Siston Lane). Would this be the subject of a Compulsory Purchase Order?

There is of course, also the extensive underground reservoir behind Shrubbery Lodge.

**Impact on houses close to the proposed junction** – 200 Westerleigh Road (the Pet Crematorium and Garden of Rest) and numbers 160-166 Westerleigh Road and the site known as 'Moor Paddock'.

**Weight limit** – there is currently a weight limit of 7.5 tonnes on Westerleigh Road.

**Impact on the Westerleigh Crematorium** – including access during construction.

**Light pollution at night** – into previously unlit areas of countryside.

**Air quality** - the effect of pollution on children's health is a concern as the proposed junction is in close proximity to Pucklechurch School.

**Noise pollution** – this will particularly impact Homefield Road residents.

**Disruption during construction** – there would be massive disruption on Westerleigh Road during the long construction period – this is a much used route between Pucklechurch and Yate/Sodbury. Similarly, disruption on Shortwood Road at junction with Siston Lane. Whichever way parishioners tried to leave the village we would be delayed. The impact on the X49 bus service which uses both roads would be huge.

I trust that the Parish Council will, from the outset, object in the strongest possible terms to this crazy proposal.

**Marilyn Palmer.**

At 20.00 hrs the public participation was closed with thanks extended to all by BS for attending the meeting to express their concerns and for the strong show of support in objecting to the proposal.

THE COUNCIL MEETING RESUMED at 20.05 hrs.

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

Received from Cllrs. Stephens and Phillips.

#### **NO. 2. DECLARATIONS OF INTEREST**

None declared.

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

Minutes of the meeting on 21<sup>st</sup> June 2017 were accepted as a correct record of the meeting and signed by the Chairman.

#### **NO. 4. PUBLIC PARTICIPATION**

Mr A Bhatia – to observe.

Mr N Yeoman – to observe.

**Agenda item 9b** brought forward - Liz Gray – proposal to establish Beckett Court Mews, St Aldams as a residence for supported living for adults with learning difficulties and the elderly. Ms. Gray presented her vision and proposal to members providing ideas on how the money generated from the sale of land owned by Pucklechurch Parish Council adjacent to Beckett Court Mews could be used to benefit residents.

Members advised Ms Gray that the sale of the land would not be considered for a number of reasons:

1. Covenant covering the land
2. The land was a designated green space
3. The land would be more valuable and necessary in the future due to the loss of a large amount of open space that will result from the development of Oaktree Avenue

#### **NO. 5 CORRESPONDENCE**

**5a Resident** – to advise of instances of disorderly behaviour near the basketball hoop at the rear of their property.

**Action.** Clerk to advise resident that any instances of disorderly behaviour should be reported to the police.

**Action.** Clerk to add as an agenda item 20<sup>th</sup> July in order for members to discuss and consider the requested removal of the basketball hoop.

**5b SGC** – Equality issues in rural areas. Members reviewed the request for information and examples of relevance that could be put forward for consideration by South Glos Equality Forum at future planned conference.

**Action.** Clerk to add as an agenda item 20<sup>th</sup> July in order for members to fully review and give consideration to specific instances of inequality that could be affecting residents.

**5c** Dogs Trust – request to forge links with local service and authority's. Members reviewed the request but felt the nature of support sought/offered was unclear.

**Noted.**

**5d** SGC – MAF advice sessions.

**Action.** Clerk to forward to Community Groups.

## **NO.6. PLANNING**

### **6a Planning Application – adjoining parish**

**Emersons Green East** Emersons Green South Gloucestershire

Laying out of public open space and provision of play areas associated with Phase 5; including a Neighbourhood Equipped Area for play (NEAP), a number of Local Areas for Play (LAP), informal open space, bridges, landscaping and all associated works. (Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK15/4232/RVC (formerly PK04/1965/O).

**PK17/2725/RM**

**Noted.**

### **6b Planning Application**

**6 Parkfield Road** Pucklechurch BS16 9PN

Works to crown reduce 1no Hazel tree by 3metres and crown reduce other various species by 2metres. trees situated within Pucklechurch Conservation Area.

**PK17/2812/TCA**

**Action.** Members are content to defer decision to SGC Tree Officer.

### **6c Planning Notice of Decision**

**46 Parkfield Rank** Parkfield Road Pucklechurch

Erection of a three storey and a single storey rear extension to form additional living accommodation. Demolition of existing porch and erection of replacement front porch. Extension to existing outbuilding to form detached garden office.

**PK17/0693/F**

**Approve with conditions.**

**NB** As no Decision Notice had been received regarding the Oaktree Avenue development site, Clerk to write to Planning Dept, SGC to enquire why the Planning Website has not been updated and why PPC have not been informed of the decision reached in the normal way.

## **NO. 7. REPORTS**

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

**RD – Marsh Farm.**

RD explained he had been contacted by an agent acting on behalf of a developer asking to engage in the Neighbourhood Planning process suggesting working together to help deliver benefits to the community at the proposed Marsh Farm development. GB stated that no engagement with developers was permitted during the Neighbourhood Planning process.

**Action.** GB to forward a response to the agents' enquiry to the Clerk in order for this to be sent on behalf of PPC.

### **GB – Green Belt briefing – in relation to M4 Junction 18a proposal**

GB provided members with a copy of a slide presentation used to explain the current green belt policy at a recent Neighbourhood Plan meeting drawing members' attention to slides 6, 7, 8, 9 which assessed the contribution of the parcels of green belt in between Pucklechurch and Emerson's Green. The Policy, Sites and Places and Joint Spatial Plans had assessed the Green Belt and its value – Green Belt should be the land of last resort for development.

GB stated that these Green Belt areas were exactly where the Eastern proposed line of the M4 link road had been drawn.

### **RD – allotment site visit**

RD explained he had met with Darren Packer and Huw Morgan to assess the wood and its location to the allotment site plus the use of material from the wood to aid security at the site.

**Action.** Item to be added to 20<sup>th</sup> July agenda to enable a full review by members.

## **7b Report from District Councillor(s)**

Steve Reade – offered praise to the Chair for his handling of the earlier public participation session saying that the information provided was factual and at the right level.

Ben Stokes – regarding the M4 Junction 18a proposal advised members that the options had been produced by an independent agency not by South Glos Council and that much more detail was needed.

~~Ben Stokes thanked GB for her report on Green Belt – support ref travellers? – didn't catch the gist of this I'm afraid BoB – can you fill in the relevant info?~~

Steve Reade – mentioned the Adult Social Care funding was showing a positive impact for Pucklechurch residents.

Ben Stokes – requested to receive the meeting agendas and supporting documents.

**Action.** Clerk to arrange.

## **7c Clerk's Report**

Clerks Report  
05/07/17

Update on actions from 21st June, 2017 meeting:

### **Correspondence**

**5a bus services & 5h road closure notice** – Clerk provided details to Huw Morgan for placing on noticeboards.

**5g resident enquiry re. why ball games not allowed on Eagle Crescent play area** –

Clerk replied to resident explaining complaints had been received in the past and, due to the close proximity to homes, damage had been caused.

### **Planning**

**9b Ferndale, 37 Main Road, Shortwood** – Clerk lodged members objection to the planning application as per the comments provided by GB within deadline.

### Reports

**7a unkempt area at Lansdown Road** – Clerk wrote to Merlin to advise that the area that previously housed garages had become overgrown and thick with nettles and that this was used as a cut through by children going to school. Clerk requested Merlin arrange for this area to be cleared and made accessible.

### Agenda items

**9a Review of Policy documents** – amended and re-dated documents forwarded to GB for replacing previous versions on website.

### **9b Allotments**

Clerk liaised with Darren Packer and Huw Morgan about arranging a site visit between them and RD with a view to Huw talking through work underway in the wood and to review use of wood already cleared and identify trees that may be removed with a view to using this to provide a natural barrier to help to secure the allotment site. Huw Morgan will liaise with Darren and RD by phone to organise a meeting for a mutually convenient Saturday morning. Site visit has now taken place – RD to comment at 5<sup>th</sup> July meeting.

Clerk advised Darren Packer that members had authorised that he purchase 2 spare combination locks of reasonable quality and to reclaim the expense via TS so they may be used in the event of any future break-ins at the site. Darren welcomed this arrangement.

Clerk forwarded Revel Grant Funding request form to Darren Packer.

### **9c M4 Junction 18a briefing**

Clerk invited Senior Officer, SGC to attend a PPC meeting – response received, included as agenda item 05.07.17.

Clerk scanned and forwarded slides used at briefing attended by BS to all members.

### Other matters

**Allotments** – plot 3 – request to clear wood stored on plot. Tenant has started to clear the wood but has asked for members to ‘bear with them’ and hope that removal ‘little and often’ would be acceptable. After seeking advice of CP & TS, Clerk wrote to ask if the tenant could provide a date that they could work towards to complete the removal for members to consider. Reply received – will move more wood next week and should then be in a better position to give a date when it is likely all wood would have been removed.

**Localism Contract** renewal – Clerk requested breakdown of charges and location of dog and litter bins and grass verges – information forwarded to TS 22.06.17.

**Resident** – enquiry about moving dog bin number 438 from outside property. Clerk awaiting breakdown of dog/litter numbers from SGC which PPC is responsible for in order to provide evidence to the resident that the bin in question is not the responsibility of PPC, requested 27.06.17, chased 4<sup>th</sup> July.

**Land Registry** – reply to enquiry regarding ownership/responsibility for boundary walls in village – response forwarded to BS:

‘Thank you for your letter dated 13 June 2017.

The Land Registry may hold certain information about who owns or who is responsible for boundaries. However, this information will only be available if the deeds sent to Land Registry at the time of registration mention this. Most do not. If the property is not registered, the Land Registry will hold no information. You will need to refer to your title deeds to see if they mention any information regarding boundaries.

In order to establish whether or not the property is registered, you will need to do a search of the Index map. You may find our Practice Guide 10, [Index map: official search](#) useful. This guide gives details of the information held on the index map and advice on how to apply for an official search. It is aimed at conveyancers and members of the public.

If you decide to do a search you will need to add a plan with the whole of the area edged or coloured precisely so that we are sure that the land searched, relates exactly to the land you are interested in.

Yours sincerely

Liesl Beagles  
HM Land Registry'

**Action.** BS to contact the resident in order for the deeds of their property to be viewed in the hope responsibility for the boundary wall is specified.

#### **Coummunty Centre room and storage hire**

The continued hire of the meeting room and storage cupboard has been arranged for 2017.

**NB** TS advised that the hire should also be arranged to allow for the Neighbourhood Plan meetings held on the 1<sup>st</sup> Monday of every month 19.30 – 21.30 hrs. Clerk to arrange.

#### **NO. 8. FINANCE**

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

The following cheques were agreed and signed by two signatories.

TS advised members that a cheque had been raised for the Gloucestershire Playing Fields Ass. which required review by members with a view to gaining approval.

**Action.** Members approved the membership renewal and cheque raised for signing.

Name		Amount Paid	Cq Number
Instant Landscape	Replace Cheque 2452 lost in post	£1,017.60	2465
<del>Gloucestershire</del> Gloucestershire Playing Field Ass	Membership	£50.00	2466
Instant Landscape	Grass Cutting	£892.40	2467
PCA	Room Hire	£49.20	2468
Anna Chelmicka	Litter Picking	£350.00	2469
<b>Total</b>		<b>£2,359.20</b>	

## **NO. 9. Agenda Items**

**9a Review of Policy documents** - members reviewed and discussed the following:

1. Disciplinary Policy
2. Financial Reserve Policy
3. Memorial Bench Policy

**ACTION.** Members approved all documents as viewed without amendment. Clerk to amend adoption date on each document and forward to GB for inclusion on PPC website.

**9b** Item received under Public Participation

**9c** Members considered the residents' recommendation for a roundabout for better management of traffic flow in the village. Steve Reade confirmed that as this matter was raised at the Community Engagement Forum the matter would receive attention from Highway's Officers. The resident had been advised to consult with PPC but had not done so to date. Steve Reade said he would keep members informed of any action taken in relation to this by Officers.

**9d** ALCA – constitutional change. Members reviewed the request from ALCA to comment on proposed constitutional change which would allow South Glos representatives' seat on ALCA County Committee if vacant, to be filled by non -South Glos based representative.

**Action.** Members supported the request for a constitutional change. Clerk to respond.

**9e** SGC – M4 Junction 18a proposal. Members considered the response received from Highways with regard to the invitation extended by PPC to attend a council meeting with the particular aim of appraising members of understanding the intended public consultation process with a view to determining how to proceed.

Members determined that the first matter to be dealt with was to register the council's view on the proposed Eastern options a & b.

**Action.** Members unanimously objected to the proposal for Junction 18a to be sited at Westerleigh.

Members took the opportunity to ask the District Councillors for their views on the proposal:

Steve Reade – opposes the Eastern option proposal.

Ben Stokes – felt much more information was needed but that it was likely he would oppose the proposal.

GB stated that the substance of the objections would be of paramount importance and that residents should be informed on how to respond effectively.

Members agreed that it must be ensured that the consultation process is fit for purpose – Steve Reade offered his assistance with this.

**Action.** It was agreed that a Working Group be set up – BS, GB, RD and Steve Reade.

**Action.** Clerk to arrange an early morning or late afternoon meeting with the SGC Project Group.

**Action.** GB to setup a page on the PPC website dedicated to the proposal as a means of keeping residents informed.



**Action.** Luke Hall MP and Chris Skidmore MP – send early invitation to attend 12<sup>th</sup> September Public Meeting so date can be secured in diaries.

Following the Working Group meeting with the SGC Project Team:

**Action.** Leaflets and posters and other forms of communication will be arranged.

**Action.** Facebook users to be asked to assist in communicating with residents.

**Action.** Residents will be sought to help in circulating information material.

**Action.** Press release – to announce PPC opposes both proposed Eastern options.

**9f** Huw Morgan carried out assessment of works required to address issues reported in:

a. Silverback - tree survey

b. Hicks - playground survey

Members considered the recommendations made:

Works in relation to the tree survey:

**Rec / Burial ground :**

T11, Huw will remove ivy.

T19 Oak on rec. is fine - no dead wood visible to Huw

T10 it appears the gravediggers have been dumping soil at the base – advise this must stop.

**St. Aldams**

T12 & T19, T24 & T50 Huw can do the work at an additional cost

Chestnut in "Rebecca's (memorial) garden" ~~-(this sounds like a private garden—is there a different way to describe it?)~~ needs crown raising which Huw can arrange.

The above works will cost around £ 275.00

T25 - the stem is not dangerous. Huw asks if members have considered employing the services of a tree sculptor to make a feature of it?

T21 – Ash. Huw is unable to do the works as it requires the services of a tree surgeon. Huw offered to contact a contractor to arrange a quote.

Regarding future costs to maintain and manage the woodlands, Huw suggests an initial figure of £1250.00 to thin out, clear etc and then an ongoing annual amount of about £850.00 to do winter works.

Members asked if money was available for the work, TS confirmed there was.

**Action.** Members approved the cost of £275.00 and the initial cost of £1,250.00 to thin and clear woods.

**Action.** On-going maintenance of the woods to be considered when setting 2018/19 budget.

Works in relation to the play inspection:

Cattybrook – Huw will continue to monitor.

Eagle Crescent - Huw can change shackles and raise height of seats but will need to hire a bolt cutter and buy new shackles - cost approximately, £70.00.

St Aldams – Huw will continue to monitor.

Parkfield – Huw will fill in gaps and monitor rust.

**Action.** Members approved the works.

**10. Date of next meeting**

**Wednesday 20<sup>th</sup> July, 2017 at 7:30pm in the Meeting Room, Pucklechurch Community Centre.**

The Council meeting closed at 21.38