

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 15<sup>th</sup> November, 2017, 7:30PM, IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** B. Symons - Chairman (RS), G. Boyle – Vice Chair (GB), T. Symons (TS) L. Putt (LP), C. Stephens (CS), R. Dunning (RD), C, Phillips (CP), L. English (LE), District Cllr S Reade (SR)

Minutes taken by Cllr T. Symons

**NO. 1. ABSENCE NOTED**

District Cllr Ben Stokes. (BS)

**NO. 2. DECLARATIONS OF INTEREST**

None declared.

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

Minutes of the meeting on 8<sup>th</sup> November 2017 were accepted as a correct record of the meeting and signed by the Chairman.

**NO. 4. PUBLIC PARTICIPATION**

Anna Chelmicka, attended regarding concerns relating to the new junction, as a member of rural England, Mrs Chelmicka attended a recent meeting and spoke to the representative for this area. This Rural England representative suggested to Anna that the junction would be built through Pucklechurch, when referring to an engineering motorway manual. Anna wanted to suggest that we oppose on the grounds that no junction is needed we need to oppose on a number of other grounds.

No further action on public participation

**NO. 5  
CORRESPONDENCE**

**5a** South Gloucestershire councils request to log Rough Sleepers Date of data collection 16<sup>th</sup> - 17<sup>th</sup> November 2017

**Action:**

Noted

**5b** South Gloucestershire Council Budget Survey. To decide if council would like this as an agenda item [www.southglos.gov.uk/budget](http://www.southglos.gov.uk/budget)

**Action:**

Councilors to fill out individually

**5c** ALCA and NALC GDPR information.

**Action:**

Noted

**5d** ALCA right Home Consultation. - To decide if council would like this as an agenda item

**Action:**

Noted

**5e** Closure of Feltham Road.

**Action:**

Noted

## **NO.6. PLANNING**

**6a** PK17/3143/F Cranford Farm Castle Road Pucklechurch Bristol South, Gloucestershire  
Construction of access track

**Decision** : Approved with Conditions <http://developments.southglos.gov.uk/online-applications/>

**6b** PK17/3654/F Grove Farm Coxgrove Hill Pucklechurch Bristol South Gloucestershire  
Demolition of existing stables and erection of replacement stable block.

**Decision** : Approved with Conditions <http://developments.southglos.gov.uk/online-applications/>

## **NO. 7. REPORTS**

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

Information received from Dog Warden - Ask people to report incidents to the Parish Council who will then report this to the Dog Warden. Huw Morgan is now in contact with the Dog Warden

Please find the following information that I hope will be useful should the Parish receive reports/concerns regarding dog behaviours:

The Council can take action against dog owners where there continues to be a persistent nuisance caused by dogs that are not under control e.g. dogs not on leads, chasing and attacking animals, running over gardens, approaching/jumping up at people, regular straying etc. Under the Anti-social behaviour act, new powers have been introduced that enable the Council to serve Community Protection Notices (CPN) on an owner should the nuisance persist and an owner fails to keep their dog under control.

The Council does have to comply with strict guidelines and procedure in order to comply with issuing a CPN:

Phase 1 - First visit to the owner to discuss report received and allow offender to rectify any actions that they have previously taken.

If the above phase resolves the report, no further action required, if no progress:

Phase 2 – CPN Warning sent to owner

If above resolves no further action, if no progress and evidence obtained (statement, photograph or video evidence) documenting continued nuisance

Phase 3 - Official CPN sent to owner, if this notice is breached owner can face fixed penalty, fine or Court action.

Sent to Parish Council by Dog Warden for future use:

Please feel free to use the following in Parish Newsletters:

South Gloucestershire Council Dog Wardens receive a high volume of reports regarding dog fouling within the district. The irresponsible dog owners who do not clear up after their dogs give good dog owners a bad name.

Dog fouling patrols are most effective when residents have been able to provide information on regular dog walkers who do not clear up after their dogs, rather than the dog wardens carrying out random patrols. Please do inform the Council of any specific information regarding times witnessed, description of owner and dog, addresses if known, names of owners. Please report owners who know are responsible for this offence. The Council encourages residents within the community to report information that can be useful to help combat this offence.

Should we witness an owner not clearing up after their dog, The Council will prosecute under the dogs fouling of land act. Residents can provide a statement to the Council, which enable the Council to prosecute owners. We can place temporary no dog fouling stencil markings in known hot spots area, where dog fouling is persistent.

## **7b Report from District Councillors**

Policies Sites and Places has been discussed, Pucklechurch's input was accepted.

JSP has gone through for consultation - looking to improve consultation process.

SR is now Chairing the Scrutiny committee of SGC, one of the roles is to put forward policies, SR has put forward the policy for Gypsy and Travellers and Homeless people and is looking for the policy to be more transparent and will make reference to areas of land to be used as transit sites. There has been a recent debate in parliament looking for stronger laws in this area. For information Avon and Somerset police are also looking at this area. The definition of a gypsy or traveller was again raised and clarification is hoped for within the policies

Siston want to take action against unlawful camping by digging an area around Siston common to restrict access for gypsy's parking. They wrote to Secretary of State for permission and were informed that it is for SGC to agree

## **7c To RECEIVE and NOTE a verbal report from the Cllr T. Symons in the absence of a clerk.**

6. Planning comments submitted to South Gloucestershire Council.

Bus stop and Parkfield notice boards now received, Bus stop notice boards given to Huw Morgan to put up – Awaiting planning permission for Parkfield sign.

Quotes will then be obtained once permission is received.

Responses received from enforcement and circulated re Pennymead

8c Email sent South Gloucestershire in regards to Special Expenses and areas charged for.

Dog Warden has started monitoring dog walkers in Pucklechurch.  
 JB and RS are having a Keeping in contact meeting and will discuss Burial ground, emails, the Web Page, and other areas identified in discussion.

## **8 Finance**

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

LE and LP instructed to sign the following cheques:

Name		Amount Paid	Cq Number
J Bailey	wages	£580.67	2511
PCA	Cameras for village hall	£876.00	2512
Allied Electrical Services	testing of defib box at Pucklechurch Social Club	£84.00	2513
<b>Total</b>		<b>£1,540.67</b>	

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

### **9a Local Council Award Scheme - To review state of play regarding foundation status**

#### **Action:**

Councillors reviewed Local Council Award Scheme Foundation application form.  
 Link to be put on website to link to councillor's register of interest, with SGC. (GB)  
 TS to send GB list of assets  
 JB to update minutes on website from draft to agreed documents.  
 Training register sent to JB needs to circulate to all councillors to populate and also include 12 cpd training points for herself, for the past 12 months.

All other areas are available on the website JB/RS to complete application form once all information is received and uplifted to web site.  
 It was resolved that PPC would go for foundation status.

### **9b Request from Siston resident Group for funding for their campaign against M4 J18A - Council to consider request total asked for £423**

Various points were made by some councillors that it wasn't appropriate for parish funds to be given to a neighbouring group when their recourse should be to Siston Parish Council. This was countered by other councillors that the group had worked very hard on involving the neighbouring parish and that Siston PC had made a contribution to their costs. There was a discussion on setting a precedent for this if the council took a decision to allocate some funds. A suggestion was made for the group to apply for a grant, however it was noted that the current grant system could not accommodate them in its present form.

#### **Action:**

Clerk to send application for to Siston resident group.

### **9c To review Grant Scheme and decide on deadlines - To review current guidelines** Discussions were had within the meeting regarding accepting retrospective applications 'retrospective grants may be considered for projects that have commenced between the 1<sup>st</sup> April 2017 and the 31<sup>st</sup> March 2018'. This will amend item 10 on page 4

**Action**

The change, was proposed and seconded –agreed that the grant form would be changed and published - application forms to be sent out now and cut off point for applications will be 31<sup>st</sup> January 2018

**9d.** To respond to South Gloucestershire's Food Plan Consultation - <https://consultations.southglos.gov.uk/consult.ti/FP2017/consultationHome>

**Action:**

Councillors to complete this individually.

**9e** Town and Parish Council Forum Charter between TPC and South Gloucestershire Council - To consider signing up to charter

**Action:**

Discussions regarding benefits to signing the TPC and South Gloucestershire Council were had it was proposed and agreed that we would sign the charter.

**9f** To review Action Tracker

**Action**

Item 81 removed await for next JSP consultation

Item 84 Huw has done this and it is an ongoing update

Item 101 to write to BT with regards to their responsibility to look after listed building (GB) to send Clerk a paragraph to include in the letter

Item 102 Emergency Plan removed no further action

Item 119 this related to gypsy and travel sites clarification now superseded by SR policy

Item 120 Completed

Item 6 on Long term plan covered on Oaktree Avenue

**9g** Allotment report - To review and agree actions

Review of report of allotments recommendations regarding letter to allotment holders agreed.

Discussed proposal for removal of trees for recycling area on corner of allotments, it was agreed that GB and LP would meet with Darren to review what trees they would like removed, the area's use, and possible re planting.

Strong opposition was voiced to the felling of any trees.

Councillor Dunning left the meeting.

**Action**

Clerk to send letter to all allotments holders asking them if they intend to renew next year so that if anyone says no we can get new tenants in.

Letter to be sent to Plot 4 and Plot 19 to remind them of terms of lease and cultivation.

Letter to Plot 9 informing them that we will not be renewing lease as not cultivation on site.

Site meeting with allotment holders to mark-up trees for GB and LP agreed

**Wednesday 6<sup>th</sup> December, 2017 at 7:30pm in the Meeting Room, Pucklechurch  
Community Centre.**

The Council meeting closed at 21.56