

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 17th January 2018, 7:30PM, IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

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

NO. 1. ABSENCE NOTED

District Cllr Ben Stokes. (BS), L English (LE)

It was announced by the Chairman that Mr C Stephens has resigned as a Parish Councillor and would like his details removed from all future correspondence and publications.

NO. 2. DECLARATIONS OF INTEREST

Cllr GB declared an interest in Public participation in relation to Metal Detecting

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

Minutes of the meeting on 20th December 2017 were accepted and signed by the Chairman.

NO. 4. PUBLIC PARTICIPATION

Mr Skidmore attended with concerns regarding traffic going through the village he feels the main problem is the traffic lights at Westerly Hill which cause a bottle neck within the village at the shop, this also increases the pollution which is particularly bad in the morning and evening with traffic coming from Yate through to the industrial estate. The issue is also compounded by cars parking around the area of the shop.

Mr Skidmore would like to suggest that we consider his proposal for a mini roundabout in the T Junction to allow a smoother flow of traffic.

Steve Read has approached, Chris Harris to have a tentative look at the proposal.

Action

Agenda item for next meeting

Mr Bawn attended regarding the historic awareness of Pucklechurch and would like to set up a project for the parish. It was suggested that Mr Bawn look on South Gloucestershire Web site in the area called 'Know your place'. It was also suggested that Mr Bawn speak to Cllr GB with regards to setting up a project.

Action

Mr Bawn will arrange a meeting with GB to discuss future projects.

**NO. 5
CORRESPONDENCE**

5a Town and parish Council Forum agenda and supporting information for the 22nd January 2017. For Information and councillor attendance if available

Action:

Noted

5b Proposal to amend the Home Choice Rehousing Policy consultation from 12.1.18 – 6.4.18 Change to the ranking system relating to priorities housing applications to consider this for an agenda item at a future meeting.

Action:

Noted may be an agenda if councilors request it in the future.

5c NALC in short information relating to GDPR – DCLG Par Homes consultation- ALCAs recommendation for new locum list – Norfolk and NALC concerns regarding second home ownership.

Action:

GDPR review as an agenda item in First meeting in April, data protection policy review at the beginning of May 2018

5d Invitation to attend Community Engagement Forum meeting 8th February 7pm – 9pm Warmly Community Centre. Councillors invited to attend if available, invitation circulated to community groups.

Action:

Cllr RS will be attending.

5e South Gloucestershire Council Waste Brief Notice, giving notice of smaller bin rollout. To consider councils response, Information circulated to community groups.

Action:

Noted

5f Information from Wessex Flood Resilience Team regarding flood warden changes information resources and guidance Information circulated to community groups for Information.

Action:

GB to put information on Pucklechurch Web Site.

5g Western Power Distribution invitation to attend workshops for long term priorities and building electricity networks for the future Local event Bristol Pavilion 1st Feb 2018 for councillors to attend if available.

Action:

Noted.

5h Dates for next Community Engagement Forums Thursday 8th February 7 – 9pm Warmly Community Centre, Wednesday 23rd May 7 – 9 pm Marshfield Community Centre.

Action: For councillors to attend if available. Information circulated to community groups
Noted

5i First Bus notification of contactless payment on buses, Information circulated to community groups.

Action:

Noted

5j Notification from South Gloucestershire Street Care regarding reinstatement of a kissing gate in Parkfield footpath (LPU8/23/24).

Action:
Noted

5k Notice that South Gloucestershire Council will be increasing their basic council rates by 2.99% with an additional increase level of 3% to support care for older people equating to an increase of £4.53 per month for a band D household. For council to consider if they would like this as an agenda item.

Action:
Noted

5l Offer of woodchip for allotment holders. Email fwd. to Huw Morgan and Darren Parker to share with allotment holders.

Action:
Noted

5m South Gloucestershire Council – Councillors Calendar of events for 2018. Training and awareness events for information and attendance if councillors are free.

Action:
Noted

5n Emersons Green Running Club consultation regarding request to hold half marathon at Doynton.

Action:
Request information regarding Traffic Management plan. Clerk to send email.

5o Monthly South Gloucestershire Council Community Spaces Consultation and information form.

Action:
Noted

5p Response from Street Care regarding additional closures to Feltham Road. The road will be closed for a two week period commencing 15.01.18 for inspection and patching of additional works that were not initially anticipated.

Action:
Noted

5q The provisional 2018-19 local government finance settlement, Council to consider if they wish to respond to the consultation.

Action:
Agenda item for 2nd meeting in Feb.

5r Provisional Local Government Finance Settlement 2018/19 Consultation The government have confirmed that they will be deferring setting referendums principle for town and parish councils for 3 year.

Action:
Noted

5s Health watch GP Service Questionnaires to be completed by Friday 2nd February 2018, circulated to community groups.

Action:

For councillors to complete individually

5t BEIS consultation on a new National Policy Statement relating to the development of nuclear new build power stations (Fwd. by SGC), Information circulated to community groups.

Action:

Noted

5u South Gloucestershire Information regarding symbols and images used by extreme far right groups with advice on who to contact available on:

<http://www.southglos.gov.uk/documents/Far-right-symbols-public-guide.pdf>

The document highlights the symbols and images used by extreme Far Right groups, including proscribed groups (those that are banned in law). It contains advice about what to look out for, the importance of reporting such material to the Police, and how to do so.

Action:

To fwd. information to Community groups and GB to put information on the web site.

5v South Gloucestershire Councils Climate Change Strategy for 2018-2023 consultation ends 12th March 2017.

Action:

RD to review climate change strategy and will return to council for an agenda item.

5w Healthwatch Accessible information [survey](#) . Circulated to community groups.

Action:

Councillors to complete.

NO.6. PLANNING

6a PK17/5464/TCA 4 Castle Road, Pucklechurch, South Gloucestershire. BS16 9RF
Work to fell 1no Cherry tree and 2no Conifer trees. Crown lift, 1no Yew tree by 3 metres. Crown lift 1no Plum tree to 3 metres and reduce crown to leave a finish height of 5 metres and radial spread of 3.5 metres. Crown reduce 1no Plum tree to leave a finished height of 5 metres and radial spread of 3.5 metres. Crown lift 1no Maple tree to 3 metres, thin crown by 10% and reduce crown to leave a finished height of 6 metres and radial spread of 3.5 metres. Trees situated within the Pucklechurch Conservation Area
<http://developments.southglos.gov.uk/online-applications/>.

Decision:

No Objections

6b PK17/5464/TCA 4 Castle Road, Pucklechurch, South Gloucestershire. BS16 9RF,
Information from South Gloucestershire council outlining process regarding legislation of tree work within a Conservation Area.

Action:

Letter of response to be sent to Conservation officer pointing out the trees were identified on the planning application as being part of a conservation order, which is the reason the parish council commented.

6c: PK17/5404/RVC 25C Shortwood Road, Pucklechurch, South Gloucestershire. BS16 9PL
Variation of condition 10 attached to planning permission
PK17/1021/F to substitute approved drawing with A606P7a-PL- 713a, A606P30j-PL701B,
A606P30j-PL-702B with additional information for materials A606
<http://developments.southglos.gov.uk/online-applications/>

Action:

This application has been called in as some residences have objected.

6d: PK17/5129/F 25 Lansdown Road, Pucklechurch Bristol South Gloucestershire BS16
9RG Erection of single storey rear and side extension to form additional living
accommodation
<http://developments.southglos.gov.uk/online-applications/>

Decision:

Approve with Conditions

6e: COM/17/0492/OD Pennymead, Cattybrook Road, Mangosfield, Bristol South
Gloucestershire. BS16 9NJ
Further update information from Planning enforcement - Retrospective planning application
has been received by SGC on the 29th November awaiting council awaiting further
information from the applicant so cannot be validated until received.

Action:

Council will review this in one month.

Regarding Spar Lighting – letter to be sent to enforcement requesting an update on lighting.

For information Hero's although it has a change of use from a shop to a dwelling, it was noted by the council that the building has now opened again as a hairdressers. The council have queried if the previous designation of a shop is still valid.

Action:

Cllr GB to review this status.

NO. 7. REPORTS

7a To RECEIVE pre-submitted reports from Councillors

Bus stop signs are being vandalised - to consider an agenda item and ask H Morgan to suggest most appropriate action and possible replacement.

7b Report from District Councillors

Final Recommendation of the final ward boundaries have been submitted, Cllr Reade's area will increase greatly. The constituent boundaries are due to be released soon.

District Councillors grants are still available please encourage groups to apply. If the money is not donated it will be lost.

Chairman encouraged District Councillors to use the term Parish instead of village when writing articles.

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

Planning comments from 06.12.17 were all registered prior to the meeting on the 20.12.17

Letter to South Glous Council confirming that the council are happy to be an example of a Parish that has not allowed the use of pesticides for some time; as per mins 06.12.17.

Email sent to Edward Ware Homes regarding residential development at Lyde Green Farm inviting them to present to the Council, awaiting response to how long the presentation would take, and when they would like to attend. Have suggested 7th Feb

Email sent to Workman LLP regarding abandoned vehicle at trading estate; explaining that this was not the Parish Councils responsibility and advised the administrator to contact the owner of the estate.

Email sent to Mr Bawn inviting him to present at public participation on the 1st or 3rd Wednesday of each month at the Parish Council meeting with a time and location in regards to his request for council to allow him to carry out metal detection within the Parish.

Letter sent to Mr Parker Bowels HMP Ashfield thanking them for the ballot boxes.

Email sent to Chris Dawson Knightsone inviting them to present at 7pm on 7th February outline of works and building to be carried out at Oaktree Avenue once confirmation received adverts will be put up in bus stop and notice boards for public interest.

Letter sent to allotment holder Plot 4 and copy of outstanding invoice for £10.00 chasing payment. Payment now received.

Letter sent to Majestic Gym giving councils support for gym to remain open.

Email sent to CSET regarding web site link in relation to over subscription criteria for school admissions, thanks received.

Response received from allotment holder who has been given notice regarding why they should keep the plot.

Action:

Clerk to invite allotment holder to attend public participation for council to consider her comments.

Jodie will return in March 14th 2017.

Two speakers are due at the next meeting we will be giving each group half an hour and will advertise the Oaktree Avenue briefing on the web site, bus stops and notice boards.

Need to second two new councillors - adverts to go in Pucklechurch News, notice boards, web site

8 Finance

8a To AGREE and sign cheques

RS & TS were instructed by the council to sign all checks

Name		Amount Paid	Cq Number
Anna Chelmicka	Litter picking	£350.00	2519
South Glous council	Bin and Dog Waste	£1,840.83	2520
PCA	Room Bookings	£49.80	2521
EDF Energy	Defib Elec Eagle Crescent	£26.22	2522
Huw Morgan	Maintenance Contract	£1,000.84	2523
Wages	Wages	£520.73	2524
Total		£3,788.42	
	Agreement was taking for payment for December for Huw Morgan Maintenance Contract plus Hedges at St Aldams		1450.84
	Cheque was signed by Cllr R Symons & T Symons		Cq Number :

8b. To RECEIVE an update from the Finance Working Group, and for council to agree current financial figures.

The council will have approx. £90,000 at the year end. Budget should be £54,000
The underspend is due in part to savings the council has made by carrying out the Clerks duties for the past year, which has saved approx. £20,000. Some project reserves have also not been drawn down for various reasons.

The council have a standard reserve of £30,000 £14,000 for working capital ongoing, a reserve of £10,000 for play equipment. It was proposed and agreed that the play equipment reserve would increase to £20,000 and we would ask Huw Morgan to review the play equipment and look at any replacements that are needed. It was noted that the Neighbourhood plan would need approx. £15,000 to complete its project and it is hoped that some grant funding could be applied for to cover some of this. There is also £5,000.00 that should be reserved for the improvements for the Village hall

The financial proposed spend was agreed by the council, and working figures presented accepted.

8c To Agree next years proposed budget and precept as previously reviewed
Council agreed presented figures and the decision was taken not to increase the precept this year. Projects were reviewed and it was agreed that no additional reserve would be included, but it was noted that as a council we may require more secretarial support.

8d Council has authorised RS to complete South Gloucestershire Council Precept return with agreed figures.

NO. 9. Agenda Items

9a To consider creating a path at the Oaktree side of St Aldams play area.

Action:

RD Proposal to employ a company to put together a plan that can be reviewed by the council, Clerk to make enquiries.

9b To consider revised quotation from Neighbourhood plan group in relation to Lemon Gazelles Pucklechurch Neighbourhood Plan Stage 1 support. Overall cost for stage one £5000.00 Council to consider accepting quote.

It was proposed and all council agreed to fund Lemon Gazelle to support stage 1.

Action:

GB to talk to Lemon Gazelle asking them to draw up an agreement that will be reviewed by the Neighbourhood plan and authorised by the Parish Council which will include the schedule of payments.

9c Request regarding Pucklechurch Parish Council's input on potential builds on a build on land on the edge of Pucklechurch.

Action

GB to compose a reply to this request and send to Clerk, explaining to the parishioner that we do not have the information requested. Development in the parish is governed by the core strategy and PSP, DPD any development outside of Pucklechurch may involve the greenbelt which is protected. Or interested parties it was noted that information can be gained from South Gloucestershire Planning.

9d Concerns have been raised regarding windblown litter on the trees on the footpaths around the tip, and in adjoining woods. It was noted that in the bad winds the footpaths around the tip were littered with plastics, this has now been cleared, however they have not addressed the woodland that runs along the path.

Action:

Email to be sent to South Gloucestershire environmental highlighting councils concerns regarding litter in the woodland area.

9e To consider request from Parishioner to apply to South Gloucestershire council for drop Kerbs to support wheel Chair access around the village, Email sent to parishioner requesting more detail on which kerbs they would like considered.

Action:

RS to take this to the community forum,

9f To consider nominations to the Queens Garden Party on the 5th June 2018
Proposed RS and GB all agreed.

Action

Clerk to inform AICA

9g Information regarding South Gloucestershire Spring Clean 2018 with will take place 13th Feb – 14th May.

Action

Noted

**Wednesday, 7th February 2018 at 7:30pm in the Meeting Room, Pucklechurch
Community Centre.**

The Council meeting closed at 21.31