

## **MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 20<sup>TH</sup> JUNE 2018, 7:30PM, IN THE METHODIST CHURCH, MAIN ROAD, SHORTWOOD.**

**PRESENT.** B. Symons - Chairman (BS), G. Boyle – Vice Chair (GB), T. Symons (TS), L. English (LE), R. Dunning (RD), C. Phillips (CP) and J. Bailey – Clerk.

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

L. Putt (LP)  
S. Reade – District Councillor  
B. Stokes – District Councillor

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

There were no declarations of interest by any council members.

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

Minutes of the meeting on 6<sup>th</sup> June 2018 were accepted as a correct record of the meeting and signed by the Chairman.

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

There were two members of the public in attendance.

A request was made to change the stile that leads into Bluebell Wood on Cattybrook Road (opposite the farm gates) to a kissing gate. This stile is in need of maintenance as its loose and wobbles as you climb it. It is also becoming a problem for the older generation to use so a kissing gate would be a more suitable option.

**ACTION:** Clerk to send the request to the Public Rights of Way (PRoW) Officer to look into.

There is a grass verge at the side of the village where there is a rockery, garden, steps up to a seating area and then the rest is laid to grass which runs right up to the farm at the top. 10-15 years ago, the Chapel took on the licence to maintain this area as well as the bus stop. The gentleman that use to cut the grass has now moved out of the village and the Chapel is now finding it difficult to maintain this area. A request was put forward to see if the parish council would be able to add this piece of land to our grass cutting regime once a fortnight.

**ACTION:** Clerk to make an agenda item.

The issue of speeding through the village was raised, and a request was made for further speed restrictions to be put in place. The parking in the village has also become problematic and with it becoming dangerous to pull out of driveways due to the speeding traffic and poor visibility. A request was made for the same methods that are being applied to Pucklechurch to be applied to Shortwood.

This is not a role of the parish council however recommendations can be put forward to Chris Harris at SGC. There have been similar requests in Pucklechurch Village. This will be picked up later in the clerk's report as the response from Chris Harris will be discussed.

Litter and fly tipping have become a problem in Shortwood. Not just bags of rubbish being dumped but also littering of drinks cans etc. The resident provides a public service and litter picks the area every couple of weeks collecting on average two bags full of litter.

As this is a SGC Streetcare issue, the resident was advised to report this to SGC through fixmystreet where they can provide photographic evidence.

**ACTION:** Clerk to make littering an agenda item.

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

**5a** Update on the rollout of broadband across South Gloucestershire.

SGC are continuing to work with their partner BT Openreach to bring superfast broadband access to some of the more remote parts of South Gloucestershire where it isn't commercially viable for private companies to provide.

**Noted**

**5b** CPRE Newsletter

**Noted**

**5c** NALC Newsletter

**Noted**

**5d** ALCA In Short Newsletter June 2018

**Noted**

**5e** Email from a resident regarding the lack of bus service from Pucklechurch to Emersons Green.

The X49 currently goes through Pucklechurch onwards through Shortwood and Mangotsfield, it could detour at Pomphrey Hill through the housing estate stopping at Sainsbury's turning around and back to its normal route.

The clerk has provided the resident with the contact details for Lee Stockford Public Transport Officer.

**ACTION:** Clerk to make this an agenda item.

**5f** Citizens Advice June 2018 Newsletter

**Noted**

**5g** Environment Agency Flood Warden Newsletter Spring 2018

**Noted**

**5h** SGC Consultation on proposed changes to the healthy lifestyle and wellbeing services.

SGC - Our vision is for an integrated Healthy Lifestyle and Wellbeing service that supports people to improve their health by modifying the five leading risk factors that contribute to early death and reduced quality of life in South Gloucestershire. More details on how we plan to create this integrated service can be found on our [dedicated webpage](#) for this consultation. The consultation closes on Sunday 15<sup>th</sup> July 2018.

Circulated to Community Groups.

**Noted**

**5i** South Gloucestershire Health, Wellbeing and Social Care e-bulletin - June 2018

**Noted**

**5j** Winterbourne Medieval Barn Events

**Noted**

**5k** SGC Rights of Way Improvement Plan Consultation

South Gloucestershire Council, Bath and North East Council and Bristol City Council have jointly produced a new draft Rights of Way Improvement Plan (ROWIP) to cover the period up until 2026. Close date: 31<sup>st</sup> Aug'18. Circulated to Community Groups.

**ACTION:** Clerk to make agenda item.

**5l** Local Government (Miscellaneous Provisions) Act 1982 Application for a renewal Street Trading Consent in South Gloucestershire Re: A4174 Ring Road Bridge Road Mangotsfield South Gloucestershire Trading As: Istanbul Kebabs (2)

South Gloucestershire Council has received an application for the granting of a Renewal Street Trading Consent from Istanbul Kebabs (2). Consultation closes 21st June 2018

**Noted**

**5m** Southern Brooks Community Partnerships September Celebration Event  
Thursday 27<sup>th</sup> September 2018 1 – 4pm, Venue to be confirmed. Circulated to Community Groups.

**Noted**

**5n** SGC June 2018 Calendar of Events.

**Noted**

**5o** Letter from Seafarers UK

To raise awareness of our islands nation's reliance on seafarers and shipping by flying a Red Ensign ashore on Merchant Navy Day 3<sup>rd</sup> September 2018.

**Noted**

**5p** SGC Childcare Sufficiency Assessment Consultation

How easy is it to find accessible, affordable, high quality childcare in South Gloucestershire? This consultation closes 29<sup>th</sup> June 2018. Circulated to Community Groups.

**Noted**

**5q** SGC Youth Activities Offer.

Opportunity for partnerships and collaboration.

**Noted**

**NO.6. PLANNING**

**6a** PK18/1482/F Harvest Barn 5 Farlands Pucklechurch South Gloucestershire BS16 9PD.  
Erection of detached timber double garage with room above.

Application withdrawn.

**Noted**

**6b** PK18/2489/F Bell House Shortwood Road Pucklechurch Bristol South Gloucestershire  
Erection of two storey extension to South elevation to form additional living accommodation.

The proposal contributes to a cumulative disproportionate addition to a property that sits within the Green Belt on a prominent site on the edge of Siston Conservation area. PSP Policy 7 states:

*“that inappropriate development is harmful to the Green Belt and will not be acceptable unless very special circumstances can be demonstrated that clearly outweigh the harm to the Green Belt, and any other harm.”*

And:

*“Additions resulting in a volume increase of 50% or more of the original building would most likely be considered a disproportionate addition and be refused as inappropriate development.”*

PPC's previous comments relating to PK17/1670/F remain valid with reference to the current application. Bell House has existed since at least the 19th century. Property details found online dated June 2016 state that the property has already been extended into its current configuration:

<http://www.zoopla.co.uk/property-history/bell-house/shortwoodroad/pucklechurch/bristol/bs16-9pg/40742868>

Permission was granted for a 2-storey rear extension and conservatory in 1999 that has already increased the property by at least 25% by volume (P99/4538). The Circulated Schedule report (CIRCULATED SCHEDULE NO. 32/17 – 11 AUGUST 2017) calculates the original building as having a volume of approximately 473 cubic metres. The addition of the two-storey extension and detached garage added an additional 226.5 cubic metres equating to a 49% increase by volume to the property without taking the conservatory in to account. Since the proposed double-storey extension is not that dissimilar the previously added extension by volume this would equate to a cumulate total volume increase well in excess of 50-60%.

There are also several existing outbuildings within the curtilage – one to the east of the property (store) is not accounted for with regard to volume and since the previously approved scheme (PK17/1670/F) the roof line of the pre-existing largest outbuilding (the double garage) to the south of the main house has been raised by approximately 25%: compare Drawing number BEL/16/03 for application PK17/1670/F with Drawing number BEL/16/03 for this application. This outbuilding is now therefore also considerably larger by volume and has contributed to the overall mass of the buildings when read together in the landscape.

No elevations have been provided to show how the property would appear when viewed from the south but what is clear is that the proposed double storey extension adds considerable to the scale and mass of the building: PPC believes therefore that the cumulative total additions to the property since 1948 with the addition of a double-storey extension would be disproportionate. PPC requests SGC Officers assess the property and the recent changes to the largest outbuilding to ascertain what the % volume has been added since 1948.

**RESOLVED:** Objection

**ACTION:** Clerk to submit comments on SGC website.

**6c** PK18/2699/RVC Land Between Westerleigh Road at Kidney Hill and Broad Lane, Westerleigh.

Variation of condition 6 attached to planning permission PK10/0404/R3F drawing number T002-015-429.

Adjoining Parish

**Noted**

## **NO. 7. REPORTS**

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

### Grass Cutting

Cllr. G Boyle updated the council regarding the meeting she had with Gary Meddick of SGC regarding the grass cutting. Cllr. Boyle showed Mr Meddick around some of the problem areas in the estate and the frontages of houses where the quality was really poor. It was reported that Mr Meddick cut some of the grass areas personally with a mower.

During a conversation with Mr Meddick it was asked why PPC did not take on the responsibility and cut the grass ourselves? PPC had looked into this in the past however were told that SGC have rules and regulations about the standard of grass cutting etc and that we were not able to do this. We were also informed that the budget was stretched due to new builds and the areas of grass surrounding them requiring cutting but there has been no extra provision for this in the budget.

**ACTION:** Clerk to write to SGC to find out if this is true regarding the new builds affecting our service.

**ACTION:** Clerk to contact SGC to find out how we would go about cutting the grass ourselves and what we would require?

**ACTION:** Clerk to provide Instant Landscapes with the grass cutting map to include the public areas in Shortwood and request an approximate price for cutting those areas.

### Shortwood Meeting Venue

Cllr. Phillips wanted to discuss ways of raising awareness to residents when changing the meeting venue to Shortwood. As we had only given two weeks' notice of the venue change it was proposed that this is added to the Pucklechurch News the next time we decide to move the meeting to the Methodist Church.

**7b** To RECEIVE Report from District Councillor(s)  
There were no District Councillors in attendance.

### **7c. To RECEIVE report a verbal report from the Clerk**

- I have now arranged for the next person on the allotment waiting list take on the tenancy for Plot 9. An invoice has been raised and terms and conditions to be signed and returned. Minutes 2<sup>nd</sup> May item 9c.
- Wrote to the next person on the allotment waiting list to offer them either Plot 21b free of charge until 31.03.19 or Plot 19 for £20.00 20.06.18. Minutes 2<sup>nd</sup> May item 9c.
- Contacted the individuals on the allotment waiting list who live outside of the parish to inform them that the priority will go to residents of the Pucklechurch Parish. Minutes 2<sup>nd</sup> May item 9c.  
**ACTION:** Clerk to inform the individuals that Boxhedge Allotments in Henfield are currently letting allotments.  
**ACTION:** BS to add to Chairs report to advertise that we have allotments.
- Set up a closed group Facebook account in the name of Pucklechurch Parish Council and joined the Shout Out Pucklechurch Community page 15.06.18. Minutes 16<sup>th</sup> May item 9c.
- Wrote a Social Media Policy 15.06.18 for adopting at the 4<sup>th</sup> July meeting. Emailed to council for their views prior to the meeting. Minutes 16<sup>th</sup> May item 9c
- Set up a meeting between Cllr. Boyle and Gary Meddick - SGC on Tuesday 12<sup>th</sup> June at 8:00am regarding the poor grass cutting in the parish. Minutes 6<sup>th</sup> June item 5f.
  - Following the meeting we received the email below from Gary Meddick which has been circulated to council members:  
*Please pass this on and thank your councillor for meeting me this morning and for our frank and honest conversation. I do agree that we seemed to have missed some areas on our initial cut and though they have been now cut the long grass has not left the quality we desire. To alleviate this, I am personally taking a pedestrian mower up to both Cedar and Birch to re-cut the frontages to the properties, we will also trim around the bollards by the church. I did notice that there are the tailing from some spring bulbs and my supervisor informs me that a local resident normally cuts these so we will leave them at this time.*

*I am also discussing changing the mower type as the current cylinder mower is not suited to the grass type in your parish.*

*Whilst I cannot promise that we will never get to this situation again please be assured that we will do our best with what we have.*

- Responded to resident's emails complaining of the poor grass cutting in the parish and informed them that this is in hand and a meeting has been set up with a representative from SGC on Tuesday 12<sup>th</sup> June. Minutes 6<sup>th</sup> June item 5f.
- Signed and returned PCA room hire agreement form 08.06.18. Minutes 6<sup>th</sup> June item 5l.
- PK18/2104/F Units 1-6 Pucklechurch Trading estate submitted planning comments on SGC website 14.06.18. Minutes 6<sup>th</sup> June item 6a.
- PK18/2109/F Unit 7 Pucklechurch Trading Estate submitted planning comments on SGC website 14.06.18. Minutes 6<sup>th</sup> June item 6b.
- PK18/2261/TRE 25c Shortwood Road, Pucklechurch uploaded comment to defer to the SGC Tree Officer on SGC website 08.06.18. Minutes 6<sup>th</sup> June item 6d.
- PK18/0959/F Meadow View Shortwood Road uploaded comment on SGC website informing them that there is no change to our previous objection comments 08.06.18. Minutes 6<sup>th</sup> June item 6e.
- Responded to the email from the resident 07.06.18 who was enquiring as to how long we are to keep the banners and window stickers up for the M4 junction 18a campaign. I informed them that they are being displayed on private land but we are not out of the woods as yet as the Eastern A is still potentially on the table as Highways England still has to adopt the project. Minutes 6<sup>th</sup> June item 7c.
  - A further response was received as below:  
*Thanks Jodie, I was really looking for some guidance from the council as they are closer to what is happening than most residents. If we leave the banners etc. up they become dirty and faded but are still visible. If we take them down and then start the campaign again when decision time is close, it might have more of an impact. Just some thoughts.*
- Contacted Chris Harris regarding the parking issues raised by a resident on Shortwood Road, copied in District Councillor Steve Reade who had agreed to meet with Chris to discuss this in more detail.
  - Response received from Chris Harris 11.06.18:  
*Aside from advisory Keep Clear markings, which can only really be used on junctions and which are not enforceable, (so may or may not have the desired effect), the only way to prevent parking on Shortwood Road would be to introduce some enforceable waiting restrictions in the area(s) concerned – single or double yellow lines. It's not feasible to do this in the short term as we would need to enter a new parking scheme on the local transport priority list and then wait until it scores highly enough to go forward for funding as part of the SGC Capital Programme. This would normally involve proposing a parking scheme that covers a whole ward or parish, rather than just a single village or street. I am happy to meet up to look at this if there is concern about parking on junctions, in case there is value in considering installing*

*advisory Keep Clear lines - but these need to be used very sparingly to stand more chance of being effective.*

**ACTION:** Clerk to make Chris Harris's response an agenda item.

- Informed Huw Morgan that we are not going to replace the two vandalised bus stop noticeboards and that we have been authorised to purchase a laminator 07.08.18. Minutes 6<sup>th</sup> June item 9b.
  - Laminator £29.99 and laminating pouches £9.99 purchased through Huw Morgan's expenses.
- Returned the completed questionnaire on SGC Scrutiny Commissions Gypsy and Travellers Consultation to Andrew Griffiths 07.06.18. Minutes 6<sup>th</sup> June item 9c.
- Responded to email from Nikki Davies - Meeting Place Communications providing her with a copy of our responses to the Local Plan Consultation 08.06.18. Minutes 6<sup>th</sup> June item 9d.
- Responded to the email from a resident with regarding Development of Land Surrounding Lyde Green Farm 08.06.18. Minutes 6<sup>th</sup> June item 9e.
- Allotments:
  - Plot 3 - signed agreement and payment of £20.00 by BACS received.
  - Plot 12 - signed agreement and payment of £20.00 by cheque received.
  - Plot 19 – has paid £20.00 by BACS but has given his notice to end their tenancy on 04.06.18
  - Circulated email from Sue Thomas Allotment Plot 2 regarding the percentage of land cultivated not being specified in our terms.  
**ACTION:** Clerk to make the review of our allotment terms and conditions an agenda item at the next meeting.
- Reported tree branch overhanging the path on Oaktree Avenue Maple Walk 14.06.18 to fixmystreet ref. 962937.
- Wrote to SGC Planning department to find out if we require planning permission to erect our noticeboard at Parkfield Rank.
  - Since this email was sent Cllr. Boyle has taken this action further which will be picked up in the action tracker agenda item 9g later tonight.
- Wrote to Keith Burberry from Premier Custodial Services regarding the piece of land at St Aldams Drive to be transferred to PPC 15.06.18.
  - Automatic response email received informing me that he is out of the office until 25<sup>th</sup> June 2018.
- Huw Morgan maintenance update:
  - Huw has done some work to the rotten tree trunk on the rec to make it safe as bits of rotten wood had been thrown all around the rec. Cost £60.00.
  - Has attended the ROSPA Play Inspection course 20.06.18 which is valid for 3 years.
  - Greenfields are repairing the roundabout, roller and installing the new tree seat on the rec tomorrow 21.06.18.
  - Huw has sourced a quotation from Wizzard Landscapes to replace the fencing that was vandalised on the rec by the scout hut. This would be to remove existing posts, supply new 100mm x 100mm x 1500mm wooden posts concreted into the ground. Slide existing metal rails through the rebated

holes and fix for finish. The price is £300.00 + VAT which I would like to accept.

**RESOLVED:** Agreed to accept the quotation.

**ACTION:** Clerk to inform Wizzard Landscapes of the decision.

**ACTION:** Clerk to get Huw Morgan to look into the broken railings at the top of Lansdown Road by the big conker tree.

- Updated Action Tracker with all outstanding action from November 2017 until 6<sup>th</sup> June 2018.
- The land line telephone number that we have just had cancelled is shown on the top of the new Parkfield noticeboard and the ones already erected at the Community Centre and Shortwood. What does the council wish to do about this?  
**ACTION:** Clerk to arrange to have stickers printed showing the mobile telephone number to cover up the discontinued landline number.
- Circulated Neighbourhood Planning Protocol and Plan Production deadlines email from Jane Wormald to council. Deadline for response 27.06.18.  
**ACTION:** Clerk to request an extension to Thursday 5<sup>th</sup> July due to the Neighbourhood Planning Group not meeting until the beginning of July and out next council meeting not being held until 4<sup>th</sup> July.  
**ACTION:** Clerk to then add this to the agenda on 4<sup>th</sup> July.

## NO. 8. FINANCE

**8a** To AGREE and sign cheques

The following cheques were agreed and signed by two council members at the meeting:

Name	Description	Amount Paid	Cheque Number
PATA UK	Payroll Costs April - June 2018	£30.00	2586
Huw Morgan	Maintenance Contract, applying preservative to St Aldams, Rotten tree trunk on rec, expenses.	£2001.68	2587
HMRC/Wages	PAYE/Wages June 2018	£1300.96	2588/2590
J. Bailey	Petty Cash – stamps, stationery, Antivirus	£149.47	2589
G. Boyle	Re-imbusement for Parkfield Rank Play Area Plan associated with new noticeboard.	£9.60	2591
Instant Landscapes	Grass Cutting/Weed Control May/June 2018	£1176.20	2592
AED Locator	HeartSafe Smart Tag Monitoring Service for defibrillators.	£252.00	2593
<b>Total</b>		<b>£4919.91</b>	

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

**ACTION:** Deferred to the 18<sup>th</sup> July meeting, working group need to get together to hand over to the clerk.

## NO. 9. AGENDA ITEMS

**9a** To CONSIDER renewing the AED HeartSafe Smart Tag monitoring system for the Parish Defibrillators.



The free service of the HeartSafe Smart Tag monitoring system is due to cease on 30<sup>th</sup> June 2018. AED for a discounted price of £35.00 + VAT per annum per defibrillator, will be continue to provide a bespoke defibrillator reporting and monitoring system.

The clerk prior to the meeting had tried to contact the South West Ambulance Service to see if this was a service that they could provide directly, but unfortunately has had no response. Although there were different views from council members regarding the continuation of this service it was proposed and seconded to continue with this service which will give us time to explore other options.

**RESOLVED:** To continue with the smart tag monitoring service for one year through AED Locator.

**ACTION:** Clerk to inform AED Locator of the decision and raised a cheque to be signed by two council members at the meeting.

**ACTION:** Clerk to write to Kevin Dickens The Community Responder Officer for South west Ambulance Service.

**9b** To REVIEW the Annual Play Inspection Report from John Hicks Associates and AGREE next steps.

The Annual Play Inspection Report from John Hicks Associates was circulated to council prior to the meeting.

The report showed that there were only minor issues raised as Huw Morgan has been keeping on top of any problems as they arise. Huw Morgan has a copy of the report and has it in hand to rectify the issues raised.

**ACTION:** Huw Morgan to deal with the minor issues raised in the report.

**9c** To REVIEW the Allotment Report and email received from Plot 25 and AGREE next steps.

The review of the allotment site was not carried out prior to the meeting. Cllr. Dunning offered to carry out the review and it was recommended that a member of the allotment liaison group accompany him.

**ACTION:** Clerk to email Cllr. Dunning a copy of the Allotment map.

**ACTION:** Clerk to email the allotment liaison group to ask for their availability to accompany Cllr. Dunning in the review of the allotments.

The grass area at the end of Plot 25, has been allocated as a communal area for all allotment holders, therefore this needs to be maintained by them.

**ACTION:** Clerk to write to the allotment liaison group to request that this area is cut.

**9d** To CONSIDER the request to Complete the CIL Survey and AGREE next steps.

The parish council attempted to complete the questionnaire during the meeting however were unable to answer a majority of the questions.

**ACTION:** Clerk to inform ALCA that they were unable to complete the questionnaire.

**9e** To REVIEW the letter received from Pucklechurch Twinning Association and AGREE next steps.

Informing the council that at a recent AGM of the Twinning Association members decided, with regret, that it could no longer continue.

**ACTION:** Clerk to respond thanking them for their community engagement and wish them well in their new endeavours.

**9f** To REVIEW the letter received from a resident regarding advertising signs in the parish and AGREE next steps.

A letter was received from a resident complaining about the number of A-frame advertising boards on the 'green triangle' of land on the Westerleigh Road (at the junction of Parkfield Road).

**ACTION:** Clerk to respond to the resident suggesting that they write to SGC Planning Enforcement as the land belongs to SGC.

**ACTION:** Clerk to write to the Rose and Crown Pub regarding the A-frame advertising boards informing them that a complaint has been directed to SGC.

**9g** To REVIEW the Action Tracker and AGREE next steps if any.

The action tracker was circulated prior to the meeting and each item on the spreadsheet discussed one by one. All items that had been completed or are no longer necessary are to be removed.

The parish council **RESOLVED** the following:

Item No. 4 – **ACTION:** Remove

Item No. 13 – **ACTION:** BS to make contact regarding the overgrown memorial garden.

Item No. 24 – **ACTION:** Remove

Item No. 28 – Carry forward

Item No. 89 – Ongoing

Item No. 100 – Carry forward to June 2019

Item No. 101 – **ACTION:** GB to inspect

Item No. 122 – **ACTION:** Remove

Item No. 123 – **ACTION:** Remove

Item No. 124 – **ACTION:** Remove

Item No. 125 – **ACTION:** Remove

Item No. 126 – **ACTION:** Remove

Item No. 127 – Ongoing

Item No. 128 – **ACTION:** GB to write a paragraph to send to the clerk regarding the Spar signage and lights.

Item No. 129 – **ACTION:** BS to write an article for the Chairs Report for the Pucklechurch News to explain how corporate responsibilities work.

Item No. 130 – **ACTION:** Clerk to add Social Media Policy to agenda on 4<sup>th</sup> July 2018.

Item No. 131 – **ACTION:** Remove

Item No. 132 – There appear to be only two questions remaining to qualify for the Foundation stage of the Local Council Award Scheme. No. 12 – It's Action Plan for the year and No. 13. Evidence of consulting the community. **ACTION:** Clerk to update the website with evidence of an action plan and consulting the community.

Item No. 133 – **ACTION:** Remove

Item No. 134 – **ACTION:** Remove

Item No. 135 – **ACTION:** Remove duplicate

Item No. 136 – Ongoing – **ACTION:** RD to chase prison.

Item No. 137 – **ACTION:** Remove

Item No. 138 – **ACTION:** Remove

Item No. 139 – **ACTION:** GB to send an advert to the clerk for using to advertise the councillor vacancies which is to be printed on A3 so that it stands out on the noticeboards.

Item No. 140 – **ACTION:** Remove

Item No. 141 – Ongoing

Item No. 142 – GDPR – Ongoing **ACTION:** Clerk to work through ALCA checklist and liaise with GB with regarding process.

Item No. 143 – Ongoing

Item No. 144 – **ACTION:** Remove

Item No. 145 – GB has applied for the Parkfield Play Area Plan, the parish council **RESOLVED:** to consult all the houses in Parkfield Rank as to the positioning of the new noticeboard. **ACTION:** GB to write something to be posted through the letterboxes of all houses in Parkfield Rank and responses to be posted through the letter box at number 25.

Item No. 146 – **ACTION:** Remove

Item No. 147 – Ongoing

Item No. 148 – Ongoing

Item No. 149 – Ongoing

**Next Meeting will be held on Wednesday, 4<sup>th</sup> July 2018 at 7:30pm in the Meeting Room, Abson Road, Pucklechurch.**

The Council meeting closed at 21:37.