

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 7<sup>TH</sup> NOVEMBER 2018, 7:30PM, IN THE MEETING ROOM, ABSON ROAD, PUCKLECHURCH.**

**PRESENT.** B. Symons – Chairman (BS), G. Boyle – Vice Chair (GB), L. English (LE), L. Putt (LP), C. Phillips (CP), S. Reade - District Councillor and J. Bailey – Clerk.

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

T. Symons (TS)  
R. Dunning (RD)  
B. Stokes – District Councillor

**NO. 2. DECLARATIONS OF INTEREST**

Cllr. Symons declared a non-pecuniary interest in agenda item 9b.  
Cllrs. Symons and Phillips declared a non-pecuniary interest in agenda item 9c.

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

The minutes of meeting on 17<sup>th</sup> October 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 from the Good Neighbour Scheme. They wanted to bring the Council up to date on what they have achieved and to thank both the Parish Council and District Councillors for supporting them financially through their grant schemes. Their application for the Member Awarded Funding (MAF) Scheme was supported and they received £446.00 which will see them through until next year so they will not need to apply for a grant through the Parish Council grant scheme this year.

The scheme was started in 2009, so they will be celebrating 10 years of service in the New Year. The purpose of the scheme is to provide support to our neighbours. Anyone can use the scheme but they are aiming their support at those who are more vulnerable within the community like elderly residents or single parents. Good neighbours do not replace services already provided by local service providers or organisations, Volunteers will be happy to pop round and spend time with someone, help fill in forms, put bins out and check and change batteries in smoke alarms. It may be that someone is lonely and would like to spend half an hour having a cup of tea with a new friend or the support provided may be on a more practical level. Volunteers will also be able to help people get in touch with services that are provided by other organisations. They receive lots of calls regarding gardening and have blitzed several gardens in the Parish to make them more manageable for the residents to maintain.

They now have the ability to take on more people in the Parish so have started to advertise their services. They had a stall in the Church during the Scarecrow Trail and a stall at Revel. Posters have been printed and they have been handing out pens with their details printed on them to raise awareness of the scheme.

**ACTION:** Clerk to add a copy of the Good Neighbours poster to the noticeboards at Shortwood and the Community Centre.

## **NO. 5. CORRESPONDENCE**

### **5a St Thomas a Becket Church.**

Invitation to the Service of Remembrance taking place on Sunday 11<sup>th</sup> November at 10:45am.

**ACTION:** Cllrs. B Symons and G. Boyle to attend the service and lay the wreath.

**ACTION:** Clerk to respond to the invitation and notify the Church of who is attending.

### **5b SGC - Doing More Together Focus Group Event.**

Invitation to attend a morning event on 19<sup>th</sup> November 2018 at the Longwell Green Community Centre Shellards Rd, Longwell Green, Bristol BS30 9DU, to discuss the principals behind the initiative and to form groups on the day and get your feedback on your local priorities, issues and concerns that will feed into the development of the project.

**Noted**

### **5c SGC Planning Enforcement Weekly List.**

**Noted**

### **5d Email from The Brandon Trust.**

Grant monitoring form attached and request for further grant funding.

**Noted** – funding to be applied for through the grant scheme.

### **5e SGC - Reporting of Graffiti.**

At a recent SGC Regulatory Committee meeting the issue of graffiti and how to report it has arisen. The Chair of the Regulatory Committee has asked that they raise awareness of SGC's approach to graffiti and how this should be reported, and this is shown below.

- *All graffiti should be reported to the Council.*
- *Graffiti on public property will be removed in 3 days.*
- *Offensive/hate crime graffiti is removed within 1 day.*
- *Graffiti can be reported online here:*  
<http://www.southglos.gov.uk/environment-and-planning/street-care-and-cleaning/graffiti/>
- *Graffiti on private property is the responsibility of the property owner.*
- *The Council will report graffiti on utility boxes to the utility provider.*

Circulated to Community Groups.

**Noted**

### **5f Better Care Stronger Communities Grants Consultation.**

From 7<sup>th</sup> November SGC will be consulting, for 12 weeks, on the level of funding reduction and the process for award of the reduced funding envelope for some voluntary sector funding and the Better Care Stronger Communities Grants. The results of the consultation will inform our final decision, which will be taken in March 2019.

Circulated to Community Groups.

**ACTION:** Clerk to investigate to see if the consultation has been cancelled further to an email received 07.11.18.

### **5g ALCA Oct in short**

**Noted**

### **5h SGC Council Budget and Savings Programme for 2019 – 2020 Consultation**

SGC is currently consulting on its budget, council tax levels for next year and its overall savings plan. The council asks council tax and business rate payers their views each year before agreeing its budget and council tax. As a key stakeholder this is your opportunity to comment on the council's priorities, its council tax and proposals to improve services and

increase efficiency. Please cascade the information to any other interested parties.  
Comments welcome between 15<sup>th</sup> October and 31<sup>st</sup> December 2018.  
Circulated to Community Groups.

**Noted**

**5i Support the Flood Action Campaign 2018/19.**

The Environment Agency runs an annual campaign to encourage people to know what to do to protect themselves and their property in a flood. This year, the campaign is aimed at young people aged 18 to 34, particularly renters and young families, and we need trusted voices like you to support us on social media to help make the campaign a success.  
Circulated to Community Groups.

**Noted**

**5j Notice of Intent - Temporary Traffic Order - Cleeve Lane, Lodge Road and Rock Road, Abson - Temporary Road Closures (PT.6079).**

This order will be to close, temporarily, to vehicles, foot passengers and pedal cycles the lengths of road specified in the Schedule to this notice. This order is required in connection with the likelihood of danger to the public consequent upon drainage works on or adjacent to the highway and will be operative from the 19 November 2018 for a maximum period of eighteen months. Circulated to Community groups.

**Noted**

**5k SGC November Calendar of Events**

**Noted**

**5l Estimate of Rough Sleepers in South Gloucestershire.**

Every year SGC carries out an estimate of the number of rough sleepers in South Gloucestershire. We do this to ensure that we know how many rough sleepers there are in the district, so we can develop the appropriate services to support this client group. We are asking you to complete the enclosed form on ONE DAY ONLY from 9am on Thursday 8<sup>th</sup> November to 9am on Friday 9<sup>th</sup> November 2018.

Circulated to Community groups.

**Noted**

**NO.6. PLANNING**

**6a PK18/4053/ADV Unit 9 Pucklechurch Trading Estate Pucklechurch South Gloucestershire BS16 9QH.**

Display of 3no. non-illuminated fascia signs.

Notice of decision: Approve

**Noted**

**6b PK18/4328/F Meadow View Shortwood Road Pucklechurch South Gloucestershire BS16 9PQ.**

Erection of 2 no. stable buildings, associated access road and hard standings.

With reference to SGC POLICY PSP30 HORSE RELATED DEVELOPMENT this site sits within the Bristol/Bath Green Belt. PSP paragraph 7.45 says that Green Belt development should preserve openness and not conflict with the purposes of including land within the Green Belt. PPC does not consider that the construction of two substantially sized stable blocks at this site preserves the openness of the land and is therefore harmful to it.

Furthermore, PSP paragraph 7.49 says that horse related development often also results in horse jumps and equestrian equipment, horse boxes, van bodies and farm machinery in and around the site. Where this leads to semi-permanent or regular use of land for such

purposes it can have negative impacts on visual amenity, openness and the quality of the rural landscape. No information has been supplied about how ancillary but associated equipment or vehicles will be stored and located on site and in any case, this would also be harmful to the Green Belt.

No information has been supplied as to the impact the use of these stables would have on traffic and transportation and no landscaping plan has been supplied to show how the negative visual impact of the site would be mitigated against with planting.

The proposed stables will add to the cumulative negative impact of on the visual amenity of the Green Belt in this area given the proximity of the site to the mobile home and supporting structures that sit alongside it, which themselves are now highly visible since the mature hedgerow along Shortwood Rd has been removed. Indeed PPC believes that latter is a breach of the planning permission that was granted for this site since the approved landscaping scheme states that the existing boundary hedgerows on site are to be retained, that new hedgerow tree planting was to take place and that any tree, hedge or shrub that is removed, uprooted, destroyed or dies or, in the opinion of the local planning authority, become seriously damaged or defective, was to be replaced by another of the same species and size as that originally planted unless otherwise agreed in writing by the local planning authority. SGC's agreed landscape strategy for this area also seeks to avoid the introduction of solid fencing in rural areas, due to landscape impact and lack of biodiversity value: the hedgerow has been replaced with a solid wooden fence to the detriment of the rural street scene.

The proposed stables appear to be of excessive size and capable of accommodating 12 horses yet the land that is approved for equestrian use on which they would stand only has approval for 3 (in the interest of the welfare of horses and to accord with the guidance of the British Horse Society, and to accord with Policy PSP30 of the South Gloucestershire Local Plan: Policies, Sites and Places Plan (Adopted) November 2017).

**RESOLVED:** Objection

**ACTION:** Clerk to post objection comment on the SGC website and request that the application be added to the Circulated Schedule.

Further to the enforcement complaint reference Meadow View, Shortwood Road, BS16 9PQ PPC believes that SGC's enforcement officers have misunderstood the detail of the complaint made with regard to the removal of the mature hedgerow along Shortwood Road that; PPC believes that latter is a breach of the planning permission that was granted in 2016 since the approved landscaping scheme states that the existing boundary hedgerows on site are to be retained, that new hedgerow tree planting was to take place and that any tree, hedge or shrub that was removed, uprooted, destroyed or died, in the opinion of the local planning authority, had become seriously damaged or defective, was to be replaced by another of the same species and size as that originally planted unless otherwise agreed in writing by the local planning authority. SGC's agreed landscape strategy for this area also seeks to avoid the introduction of solid fencing in rural areas, due to landscape impact and lack of biodiversity value: the hedgerow has been replaced with a solid wooden fence to the detriment of the rural street scene and biodiversity.

**RESOLVED:** To send the above statement to SGC Planning Enforcement to point out the details of the breach.

**ACTION:** Clerk to send the above statement to SGC Planning Enforcement cc. Brian Glasson.

## NO. 7. REPORTS

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

Cllr. Dunning was unable to attend tonight's meeting however submitted the following report prior to the meeting:

The Prison have made a considerable number of bird and bat boxes, which Huw Morgan will place around the parish during winter. A request was made to sanction an official letter to the prison thanking Pete Barnes, his staff, the prisoners and SERCO for their generosity.

**ACTION:** Clerk to write the letter of thanks to send as above.

Cllr. L Putt has submitted her resignation to the Chair of the Neighbourhood Planning Steering Group. A note of thanks for all Cllr. Putts hard work on the Neighbourhood Plan to date was received.

### 7b To RECEIVE Report from District Councillor(s)

District Councillor Steve Reade was in attendance.

He has received a call from a resident regarding an update on the action/proposals for inconsiderate parking in the village.

District Cllr. Reade was seeking clarification that the Pariah Council had resolved not to proceed with any additional works and that the matter was closed until a wider scheme is forthcoming in the future.

**ACTION:** Clerk to refer back to the minutes of meeting and forward decision to Dist. Cllr. Reade for clarification.

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

- Submitted objection comments on SGC website for planning application PK18/1556/F 68 Main Road, Mangotsfield 20.10.18. Minutes 17<sup>th</sup> October item 6b.
- Submitted no objection comment on SGC website for planning application PK18/4434/TCA 9 Shortwood Road, Pucklechurch 20.10.18. Minutes 17<sup>th</sup> October item 6c.
- Submitted objection comment on SGC website for planning application PK18/4218/RVC 1-6 Beaufort Trade Park, Pucklechurch 22.10.18. Minutes 17<sup>th</sup> October item Other Planning Matters.
- Submitted no objection comment on SGC website for planning application 23 Parkfield Road, Pucklechurch 20.10.18. Minutes 17<sup>th</sup> October item Other Planning Matters.
- Re-sent doodle poll to GB 22.10.18. Minutes 17<sup>th</sup> October item 7c.
  - I am still awaiting responses from TS and CP.**ACTION:** Clerk to re-circulate doodle poll.
- Wrote Guidance for Volunteer Litter Pickers policy 25.10.18 and added to tonight's agenda item 9g. Minutes 17<sup>th</sup> October item 7c.
- Requested direct debit mandate forms for all three accounts at EDF energy 24.10.18, these are to be signed off by two signatories this evening agenda item 8b. Minutes 17<sup>th</sup> October item 7c.

- Ordered new HP Officejet 6950 printer for £79.99 which includes 3 months free ink trial 20.10.18. The printer came with free ink and the Instant Ink contract won't begin until I start using the ones they have provided. I have started on a contract of £3.49 per month for 100 pages but can amend the quantities once I know how many prints I do. Minutes 17<sup>th</sup> October item 7c.
- Wrote to Liv West to ask them to relocate the dog waste bin at Oaktree Avenue to the other side of the development 24.10.18. Minutes 17<sup>th</sup> October item 9a.
  - John Vailes has been in contact and is organising this to be relocated as soon as possible.
- Informed Chris Harris that the Parish Council were unable to identify two problematic crossing points 22.10.18. Minutes 17<sup>th</sup> October item 9c.
  - I have received an out of office reply until 05.11.18
- Informed Greg Evans that the Parish Council resolved to agree the precept at the meeting on 19<sup>th</sup> December. Minutes 17<sup>th</sup> October item 9e.
- Wrote to our solicitor 24.10.18 to ask them to challenge the fees set but PCSL for the transfer of land to PPC. Minutes 17<sup>th</sup> October item 9f.
- Wrote to Deborah White at ALCA and asked her to look into Burial Ground water risk assessments and report back to us 24.10.18. Minutes 17<sup>th</sup> October item 9g.
- Reported fly tipping to fixmystreet at the bus stop in Homefield Road 22.10.18.ref 1041218.
- Ordered Remembrance Poppy Wreath for £50.00.
- PK18/4150/F Grove Farm comments were not appearing on planning portal 21 days after sending them, chased SGC and cc'd Brian Glasson who will investigate 25.10.18.
  - These were still not showing when I checked again on the 5<sup>th</sup> November so I chased Brian Glasson again and received an email back from Helen Ainsley – Principle Planning Officer apologising for the delay in making our comments public but that this had now been done.
- Chased PCSO Sam Derrick for dates she can attend a Parish Council meeting.
  - I have received a response informing me that PCSO Sam Derrick and the new Beat Manager PC James Rochford will attend our meeting on 5<sup>th</sup> December 2018.  
**ACTION:** BS to pen some key questions to ask the Police when they attend the meeting on the 5<sup>th</sup> December.  
**ACTION:** Clerk to make an agenda item on 5<sup>th</sup> December.
- Cllr. R Dunning has received complaints from residents regarding the following:
  - All the footpaths that link Parkfield with the amenities of the village of Pucklechurch have been ploughed up (this corresponds to footpaths LPU24, LPU133, LPU23 & LPU21). All walking routes to the school have also been ploughed making it difficult to walk there. He has written to PROW to see if there is any action, they can take to both remedy this and to ensure it does not recur.
  - The footpath from the children's play area (LPU8) is overgrown and impassable meaning pedestrians have to use the narrow lane adjacent.

- Grant monitoring form received from Brandon Trust, which has been circulated to council.
- We have had another cheque go missing in the post so I have had to cancel it with the bank and re-issue it. Perhaps the Parish Council may want to consider internet banking in the future?  
**ACTION:** Clerk to write to Deborah White at ALCA to enquire as to the legal implications of internet banking for Parish Councils when two signatories are required currently to sign cheques.
- Raised PCA Rent Invoice for £5, Scout Hut Rent for 2018 £1.00, Football Rec Hire for £459.00 and Cricket Rec Hire for £367.00.
- Chased Kevan Hooper SGC again for an update on the Spar Signage 02.11.18.  
**ACTION:** Clerk to write to Brian Glasson regarding the outstanding enforcement which has been going on for two years.

#### Update from Huw Morgan

- Bird/bat boxes have been picked up from the Prison, he will find suitable sites for them in the Woodlands and St Aldams and has also suggested contacting the school to see if they want him to put one up there as we have so many. He will update us on the locations in due course.  
**RESOLVED:** For Huw Morgan to decide on the locations of the bird/bat boxes and liaise with the school directly regarding siting one there.
- Heater and external green light not working at PVSSC defib, Allied Electrical looking into this the heater parts and labour will be £50.00 + VAT.
- Further to this he has also discovered that the Community centre heater does not appear to be working and the Café has no internal light or working heater. Allied Electrical will look into these as well.
- He has spoken to Sally Pattison re: trees, she has left him a voucher at Landcare. He has visited the nursery and is assessing good places for the trees and will update us in due course. One suggestion is the rough bit of ground at St Aldams by the fallen tree sculpture.  
**RESOLVED:** For Huw Morgan to decide on the location of the trees, providing they are planted on Parish Council owned land.
- We have received an update from Sam Garland as below ref. 33 Partridge Road - Curtilage extended with fence on public land. Ref No: COM/18/0542/OD:

*Our investigation has been concerning the extension of residential curtilage of the above-named property without the benefit of planning permission.*

*The planning enforcement team previously wrote to the registered landowner of the property requiring the unauthorised extension of the residential curtilage of the property to cease within a 2-month timeframe. This was required as we considered the unauthorised change of use would unlikely obtain retrospective planning permission from the Council.*

*Re-visits undertaken to the property have confirmed the fencing remains in situ and the Councils requirements have therefore not been complied with.*

*In order to progress this investigation, we are currently drafting a legal document to serve against the registered landowner. This document will contain a formal timeframe for the unauthorised change of use of the land to cease.*

*If you require further clarification please do not hesitate to contact us.*

- I have received an email from Tom Osborne – Site Manager at United Living who has reported that the grass area to the west of the site entrance, has a lot of debris in the grass i.e. cans, paper, and others. He assures us that this has not come from site personnel as he has witnessed locals discarding their waste. I have reported this to SGC Streetcare 05.11.18.
- I have posted the latest edition of Huw’s Muse to Shout Out Pucklechurch and on the PPC Website.

## **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
Huw Morgan	To replace cheque 002634 lost in the post.	£1590.00	2642
Anna Chelmicka	Litter Picking October 2018	£350.00	2643
EDF Energy	Millennium Stone Light – Electric	£86.07	2644
EDF Energy	Eagle Crescent Defib Electric	£22.31	2645
PCA	Meeting Room Hire October 2018	£62.40	2646
Lemon Gazelle CIC	Neighbourhood Plan	£650.00	2647
<b>Total</b>		<b>£2760.78</b>	

### **8b To Sign the EDF Direct Debit Mandates for electricity supply.**

Eagle Crescent Defibrillator

Parkfield Defibrillator

Millennium Stone Light

**RESOLVED:** All three direct debit mandates were signed by two signatories at the meeting.

**ACTION:** Clerk to return signed direct debit mandates to EDF Energy.

## **NO. 9. AGENDA ITEMS**

### **9a To CONSIDER allocating funds to the Community Grants Scheme and AGREE amount.**

To include amount to be allocated to the scheme and launch date/deadline for applications.



**RESOLVED:** To accept the proposal to allocate £6000.00 to the Community Grant Funding Scheme. Agreed for scheme to start now with a deadline of the 31<sup>st</sup> January 2019.

**ACTION:** Clerk to check the application form and circulate to Community Groups, add to the PPC Website and Shout Out Pucklechurch page.

**9b To CONSIDER supporting the request for funding to enhance the sports provision at Pucklechurch Primary School and AGREE next steps.**

The Schools main priority is to upgrade the 'Daily Mile' track.

**RESOLVED:** To respond to the school to inform them that any requests for funding need to go via the Community Grant Scheme.

**ACTION:** Clerk to inform the school and send them a grant application form.

**9c To AGREE a response to the Schools and SEND Budget 2019-2020 Consultation.**

SGC is consulting the public on its Schools and Special Educational Needs and Disabilities Budget for 2019-2020. The Council has come up with three proposed options for reducing overspending on schools, and is seeking views on the preferred option before making a decision in Feb'19. Further details can be found at:

<https://consultations.southglos.gov.uk/consult.ti/SchSEnDBudget/consultationHome>

Deadline for comments 25<sup>th</sup> November 2018.

**RESOLVED:** Not to answer the consultation questions but to respond directly to [consultations@southglos.gov.uk](mailto:consultations@southglos.gov.uk) with the following statement:

PPC believes this consultation is flawed, to which is unable to make an informal decision, however, PPC does not support the reduction in school provision in any form.

**ACTION:** Clerk to respond as above.

**9d To REVIEW the decision regarding the relocation of the Rec bin to Eagle Crescent and AGREE a way forward.**

Further to Standing Order item no. 7a. A resolution shall not be reversed within four months, except where a special item is placed on the agenda bearing the names of at least two councillors, and is considered and approved by the Council.

This request to review the decision has been made by Councillors Rick Dunning and Lesley Putt.

**RESOLVED:** To reverse the decision to relocate a bin from the Rec to Eagle Crescent.

**RESOLVED:** To purchase a new standard litter bin to be located at Eagle Crescent by the garages. This bin is to be added to the Localism Contract with SGC for emptying.

**ACTION:** Clerk to arrange for the new bin to be purchased through SGC and added to the contract.

**9e To REVIEW the Special Expenses for 2019/20 and AGREE a response if necessary.**

Attached Special Expenses information for 2019/20 any questions to be received by Greg Evans SGC no later than Wednesday 21<sup>st</sup> November 2018.

**RESOLVED:** Not to respond.

**9f To AGREE to the request from The Revel Committee to use the Recreation Field for Revel 2019.**

They will require the Recreation Field for set up of the Marquee and arena on the 13<sup>th</sup> and 14<sup>th</sup> June and taking down the marquee on the 16<sup>th</sup> and 17<sup>th</sup> June.

Revel weekend will be running from: Friday 14<sup>th</sup> June - Sunday 16<sup>th</sup> June, 2019.

**RESOLVED:** To agree to the dates for Revel, however the Parish Council has issues with the other requests such as heavy machinery entering onto the Rec.

**ACTION:** Clerk to invite the Revel Committee to attend a future Council meeting to discuss the specifics for use of the field.

### **9g To ADOPT the Guidance for Volunteer Litter Pickers policy.**

**RESOLVED:** To accept the Guidance for Volunteer Litter Pickers Policy.

**ACTION:** Clerk to add the date adopted and add to the PPC website.

### **9h To REVIEW the Action tracker and AGREE any further actions where necessary. To include the removal of items that have been completed.**

The action tracker was circulated prior to the meeting and each line was addressed individually during the meeting. The following was **RESOLVED:**

Item No. 13 – Memorial Garden - The deeds have been checked and the memorial garden is not owned by PPC. **ACTION:** BS to meet with the resident to discuss a way forward.

Item No. 28 – Assets of Community Value - Ongoing

Item No. 89 – Transfer of Land at St Aldams to PPC – Ongoing

Item No. 100 – Forward Planning – **ACTION:** Clerk to remove.

Item No. 101 – BT Phone Box – Ongoing. **ACTION:** GB to inspect the phone box.

Item No. 127 – Pennymead COM/17/0492/OD – **ACTION:** Clerk to write to Sam Garland cc. Brian Glasson for an update.

Item No. 128 – Spar Signage – **ACTION:** Chase Brian Glasson for an update as Kevan Hooper has not responded on two separate occasions.

Item No. 129 – Parish Council Decision making Process – **ACTION:** Remove, Completed.

Item No. 130 – Social Media Policy – **ACTION:** Remove, Completed.

Item No. 132 – Local Council Award Scheme – Foundation – **ACTION:** Remove, Completed.

Item No. 136 – Bird/Bat Boxes – **ACTION:** Remove, Completed.

Item No. 139 – Councillor Vacancies – **ACTION:** Remove, elections in May 2019.

Item No. 141 – Standing Orders – **ACTION:** Remove, Completed.

Item No. 142 – GDPR – Ongoing – **ACTION:** Data Breach Policy/Shredding of files inline with Retention and Disposal policy.

Item No. 143 – Fencing around Rec Play Area – Ongoing.

Item No. 145 – Parkfield Noticeboard – Ongoing.

Item No. 147 – SGC Planning Process – Ongoing.

Item No. 148 – Bio Diversity Action Plan – Ongoing.

Item No. 149 – Parkfield Fencing – **ACTION:** Remove, Completed.

Item No. 150 – Grass Cutting – **ACTION:** Remove, no further action.

Item No. 151 – Police attendance at PPC meeting – **ACTION:** Remove, Completed.

Item No. 152 – Allotment Plot 21a – Ongoing.

Item No. 153 – NALC Star Council Awards 2018 – **ACTION:** Remove.

Item No. 154 – ANPR Speed System – **ACTION:** Remove, no further action.

Item No. 155 – SpeedWatch Group – **ACTION:** Clerk to post on Shout Out Pucklechurch.

Item No. 156 – Future Planning – Ongoing.

Item No. 157 – Allotments – Ongoing.

Item No. 158 – Quality Council – Ongoing.

Item No. 159 – Huw Morgan Contract – **ACTION:** Remove, decision to be made item 9j.

Item No. 160 – Informal meeting – Doodle Poll – Ongoing.

Item No. 161 – Shortwood Road Gypsy Site – **ACTION:** Remove, response as per item 6b.

Item No. 162 – Changes to Planning Process – **ACTION:** Remove, article in Puck News.

### **9i To CONSIDER items for inclusion in the December Pucklechurch News.**

Deadline 10<sup>th</sup> November 2018.

The following list of items were RESOLVED to be included in the Chairs Report for the December edition of the Pucklechurch News:

- Merry Christmas
- Good Neighbours Scheme.
- Community Grants Funding Scheme – deadline 31<sup>st</sup> January 2019.
- PPC achieving Quality Council Foundation Award.
- Council Elections.
- Planning Process Changes.
- Bird/Bat Boxes – note of thanks to the Prison.
- New Trees being planted around the Parish.
- Call for Volunteers for Speed Watch Group.
- Neighbourhood Plan Survey and the importance to respond.
- Fly tipping/litter.

**ACTION:** Clerk to ask Liv West to write an article for the Pucklechurch News regarding what they can offer the Community.

**9j To CONSIDER the increased costs to the annual Maintenance Contract for Huw Morgan and AGREE to add this to the budget from April 2019.**

Annual maintenance costs to be included:

- St Aldams conifer hedge £250.00.
  - Scout Hut hedge - 2 cuts per year at £150.00 = £300.00
  - Hill View Blackthorn - £120.00.
  - The Woodlands - £600.00 – Huw will liaise with PPC if and when extra maintenance is required.
- Total = £1270.00 per annum.

Huw Morgan is currently attending to the areas listed above and invoicing the Parish Council on an ad-hoc basis. By increasing his annual contract by £1270.00 we are able to spread the maintenance costs equally over the year which helps the Parish Council to streamline their budget.

**RESOLVED:** For the annual cost of Huw Morgan's Maintenance Contact to increase by £1270.00 from 1<sup>st</sup> April 2019.

**ACTION:** Clerk to inform Huw Morgan and use the revised contract figure when producing next years budget.

**Next Meeting will be held on Wednesday, 21<sup>st</sup> November 2018 at 7:30pm in the Meeting Room, Abson Road, Pucklechurch.**

The Council meeting closed at 21:01.