

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 20<sup>TH</sup>  
MARCH 2019, 7:30PM, IN THE MEETING ROOM, ABSON ROAD,  
PUCKLECHURCH.**

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

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

All Council members were in attendance.

**NO. 2. DECLARATIONS OF INTEREST**

No declarations of interest were made by Council members.

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

The minutes of meeting on 6<sup>th</sup> March 2019 were accepted as a correct record of the meeting and signed by the Chairman.

**NO. 4. PUBLIC PARTICIPATION**

There was one member of the public in attendance from Green Community Travel Limited. Jenny Bright attended to inform the Council that they provide a safe, affordable and accessible travel service for individuals and groups who are unable to use public transport and would otherwise have no other way of getting around. Any voluntary or community group which meets within the South Gloucestershire area can join their Group Travel System and make use of their services. They provide a ring and ride service, voluntary car, hospital transport and also arrange day trips. They can also transport scooters and manual/electric wheelchairs. They have already been in contact with the Good Neighbours Scheme and will be contacting the editor of the Pucklechurch News to advertise their services.

**NO. 5. CORRESPONDENCE**

**5a Green Community Travel Ltd**

Providing a transport service which includes; Ring and Ride, Day Trips, Voluntary Car, Hospital Transport and Group Transport!  
Circulated to Community Groups.

Jenny Bright attended the meeting to provide more information on the service they offer.

**ACTION:** Clerk to display poster on the GP noticeboard.

**5b Great Western Air Ambulance Charity – requesting financial help with their lifesaving missions in 2019.**

This year, they need to raise over £3million to run their lifesaving service. They receive no day-to-day Government funding and rely totally on voluntary donations to make sure that they can be there for whoever needs us, whenever they need us.

Circulated to Community Groups.

**ACTION:** Clerk to inform them to keep an eye on our website as we do provide Community Grants but they have just missed the deadline for this round. Also, to suggest they contact the District Councillors who can offer grant funding.

**5c Swift Sports Coaching.**

Express their interest in offering further sporting opportunities to the local community for children within the Parish. Delivering football fun days and sport event days for Primary aged children using allocated funding from the Parish, offering these events to all children for free.

It has been a priority to ensure healthy exercise is accessible for all children and families in the local area.

**ACTION:** Clerk to inform them to keep an eye on our website as we do provide Community Grants but they have just missed the deadline for this round. Also, to suggest they contact the District Councillors who can offer grant funding.

#### **5d Public Rights of Way Issues resolved report.**

Attached for information.

**Noted.**

5e Submission of the Joint Spatial Plan – Technical Evidence Work.

Following the recent Joint Spatial Plan – Technical Evidence work consultation (November 2018), they are writing to let us know that the responses to the consultation, along with the Key Issues Reports incorporating the West of England officer initial responses, have been submitted to the independent Planning Inspectors and are available online at

[www.jointplanningwofe.org.uk](http://www.jointplanningwofe.org.uk)

**Noted.**

#### **5f Calor Rural Community Fund.**

The Calor Rural Community Fund has returned for 2019, bigger and better than before! Home energy provider, Calor, is offering deserving community projects the chance to win a total of 21 grants, with prize pots ranging from £1,000 to £5,000.

Circulated to Community Groups.

**ACTION:** Clerk to forward details to Swift Sports Coaching and Great Western Air Ambulance Charity.

#### **5g Community Engagement Forum Minutes.**

Attached for information.

Circulated to Community Groups.

**Noted**

#### **5h ALCA March in Short Newsletter.**

Attached for information.

**Noted**

#### **5i BBC2 Back in Time Series - Casting**

For our new *Back in Time* series, we are looking for a family to immerse themselves in the past world of rural village life. We're filming the series in the region over the school summer holidays 2019 and are looking for a new family to take part and go back in time. We're very keen to get the word out to families in South Gloucestershire, particularly those with memories of, or connections to, the countryside and village life.

Circulated to Community Groups.

**Noted**

#### **5j Live exercise at HMP Ashfield Wednesday 10th April 2019.**

HMP Ashfield are holding a Live exercise on Wednesday 10<sup>th</sup> April which will involve a number of external partners, i.e. Police, Fire Services etc. There may be lots of activity outside of the establishment so they wanted to advise the Community of this to allay any fears on the day.

Circulated to Community Groups and added to website and Shout Out Pucklechurch.

**Noted**

### **5k Letter from Ministry of Housing, Communities and Local Government.**

Changes the Government has introduced to the rules applying to local government elections which are now in force, in relation to publication of councillors' and candidates' home addresses.

**Noted**

### **5l Enover – Shortwood Quarry Liaison Group Meeting Minutes.**

Attached for information.

**Noted**

## **NO.6. PLANNING**

### **6a P19/2135/F 2 Hillview Road Pucklechurch Bristol South Gloucestershire BS16 9RQ.**

Demolition of existing garage and erection of non-residential outbuilding.

**RESOLVED:** No objection in principle, however this property has benefitted from extensions in the past (see P86/1328 Erection of front entrance porch and two storey side extension to form dining room and playroom with two bedrooms over.) as well as the addition of a small brick built 'sun room' not shown on the plans to the rear (<https://www.zoopla.co.uk/property-history/2-hillview-road/pucklechurch/bristol/bs16-9rq/43546253>). The extensions have increased the number of bedrooms to 4 – this proposal will reduce the capacity for off-street carparking by removal of a garage space. The new outbuilding has no specified use. PPC requests that SGC's planning officer checks that the property retains the capacity for two cars to be parked on site as per POLICY PSP16 Parking Standards. PPC would also request that should this application be approved that a condition be placed on the permission that limits the use of the outbuilding for purposes ancillary to the main dwelling house.

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

### **6b P19/1275/F Land at Lyde Green Farm Emersons Green South Gloucestershire.**

Erection of 398 no. dwellings, including 139 affordable housing units. Alteration of existing vehicular access off Henfield Road. Provision of public open space, landscaping, sustainable urban drainage and related infrastructure and engineering works.

Deadline extended to 21<sup>st</sup> March for comments.

This development sites wholly within Pucklechurch Parish to the east of the Dramway and south of the M4. It surrounds Lyde Green farmhouse and its associated outbuildings.

**RESOLVED:** PPC accepts the principle of residential housing development at this location but **objects** to the application in its current form for the following reasons:

- Failure to minimise the harm to the setting of a designated heritage asset contrary to Policy PSP17

Pucklechurch Parish Council concurs with the comments submitted by Historic England with regard to the setting of Lyde Green Farmhouse, which is a Grade II\* listed building and therefore objects to the current design of the properties that are considered detrimental to its setting.

- The potential negative impact that the design of the proposed acoustic screening measure will have on the health and wellbeing of residents, particularly of the apartment block, contrary to Policy PSP21.

The National Planning Policy Framework (NPPF) recognises that well designed environments promote good health and wellbeing. Pucklechurch Parish Council

understands from the Noise Impact Assessment that habitable rooms in the apartment block and houses “will require closed windows to achieve suitable internal noise levels; hence alternative means of ventilation and consideration to the thermal design may be necessary to prevent excess heat build-up.” SGC’s PSP Plan (8.69) says that “developers will be expected to demonstrate good design standards in terms of access to fresh air and daylight”. PPC is not convinced that the plans for the apartment blocks and houses demonstrate this - providing ‘fresh air’ via a ventilator is not the same as being able to open a window. The amount of daylight available to the rear of the habitable rooms in the apartment block is not referenced. The Noise Impact Assessment also states that the acoustic screening will “assist in reducing noise levels in external amenity areas and at ground floor level” but makes no mention of bedrooms which are usually situated on upper floors.

- Traffic and transport impact contrary to Policy PSP11 Transport Impact Management

PPC understands that direct vehicular access to Pucklechurch will be restricted in the future as it is proposed that Henfield Road will eventually be subject to TRO’s and physical restrictions preventing the through movement of traffic. However, the Short-Term Access Arrangements described in section of the Transport Assessment says that:

*“Prior to the delivery of the proposed long term transport loop via Road 5 (Ref: PK16/4926/RM) and Road 1b (Ref: PK15/1380/RM), vehicular access to the application site will be provided via a priority T-junction at the location of the existing Lyde Green Farm access, with development traffic accessing the wider highway network via the Westerleigh Road crossroads to the north **and Coxgrove Hill to the south.**”*

This is not acceptable. Coxgrove Hill is subject to a height restriction of 3.6 metres (Coxgrove Hill Bridge). It is for the most part a single-track lane with few passing places and the level and nature of traffic that would be generated by allowing such access would far exceed the level of traffic currently associated with this route. The additional traffic would be detrimental to the road safety of residents and users – particularly to those that use it to access the equestrian facilities it services, who ride along it on horseback or those who cycle along it as part of National Cycle Route 17.

Furthermore, until such time as the facilities are built as listed in Table 3.1 (which is used to illustrate that the application site will be located within walking and cycling distance of ‘a good range of local services and amenities’) they will be unable to do so. More than 50% of those facilities proposed for Emerson’s Green East do not currently exist. This means that until such time as they do, it’s likely that the occupants of the proposed housing would necessarily be reliant on car travel to access their equivalents.

With regard to transport infrastructure Section 4.11 of the Transport Assessment says “It is proposed that any common land acquired to accommodate the proposed transport loop will be reallocated within the proposed development.” Reduction of the Common is not supported by Pucklechurch Parish Council and it is not clear how or where the reallocation of such land, along with its associated rights, could be accommodated.

- Shortfall in public open space requirements with reference to SGC Core Strategy Policy CS24

PPC notes that the applicant wishes to “Support the existing children’s play area and sport facilities which are accessible to the existing community” but those to which it alludes are not located within Pucklechurch Parish. With the exception of Shortwood Play Area, PPC owns and is responsible for the upkeep and maintenance of all children’s play areas within the parish; it is also responsible for maintaining communal open spaces and the provision of allotments. It is not clear as to which local authority will assume responsibility for those open

spaces being provided. It is acknowledged that the applicant has provided a high-quality landscape scheme and that it has not been possible to provide all the open space requirements within the site boundary. PPC also notes that Table 3 at paragraph 6.124 of the Planning Statement sets out the proposed quantum and typology of public open space it will provide at the site as well as the shortfall. The assumption within the Planning Statement is that some of these facilities will be provided within the EGE development and proposes a financial contribution to off-site public open space to address the on-site shortfall identified in the table. PPC has not as yet been consulted by SGC's Community Spaces team with regard to priorities for enhancements/provision that would be supported by s106 contributions and seeks clarification with regard to the mechanism by which these sums would be administered and responsibilities transferred. Furthermore Appendix 5 of SGC's Core Strategy assumes a total open space provision of 4.7ha/1000 population total, but this is on the basis that that provision for children and young people can be located within informal recreational open space. The requirement in Table 3 is shown as 4.5ha but the individual elements are not referenced so as to be consistent with those SGC standards as set out in the Core Strategy and it not clear that the required provision for children and young people (equipped areas) has been accounted for.

**ACTION:** Clerk to upload the above comments to the SGC website and email them to Helen Ainsley the Planning Officer who provided us with the extension to submit our comments.

**6c LI19/1129/STM – Mobile Street Trader Application.**

Tony's Super Whippy to trade throughout the South Gloucestershire Area. Deadline for comments 2<sup>nd</sup> April.

**Noted.**

**Additional Planning Comments**

P19/2770/RVC Plot 3 Meadow View Shortwood Road Pucklechurch

Variations of conditions 2 and 3 attached to PK12/2288/F to allow the building to be used by anyone and remain permanent.

**RESOLVED:** That as absolutely no information whatsoever has been offered as to why either of these two conditions should be removed that PPC objects to the changes. The conditions as they currently stand say:

*2. The utility/day room building hereby permitted shall only be occupied by Michael and Mary Cash and their dependent children and grandchildren while they are dependent. The building shall only be used for purposes ancillary to the use of the plot as a residential caravan site and shall at no time be used as overnight sleeping accommodation.*

*For the avoidance of doubt this covers visitors to plot 3 whilst occupied by Michael and Mary Cash.*

*Reason*

***To accord with the "Very Special Circumstances" demonstrated and to accord with Policy GB1 of the South Gloucestershire Local Plan (Adopted).***

*3. When the land ceases to be occupied by those named in Condition No 2, the building hereby permitted shall be removed. Within 3 months of that time the land shall be restored in accordance with a scheme previously submitted to and approved in writing by the local planning authority.*

*Reason*

***To accord with the "Very Special Circumstances" demonstrated and to accord with Policy GB1 of the South Gloucestershire Local Plan (Adopted).***

The site is an authorised safeguarded Gypsy and Traveller site - the utility/dayroom was adjudged to have been reasonably required by the family and that the very special circumstances put forward by them outweighed the harm by reason of inappropriateness of the development within the Green Belt. However, no information has been provided that supports the retention of this structure as what would then amount to being a permanent structure within the Green Belt. Condition 3 was designed to mitigate against permanent harm that would be done to the openness of the Green Belt by requiring for it to be removed at a future point in time.

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

**RESOLVED:** The Parish Council also resolved to note and raise with Enforcement that the native tree and shrub planting on the grass verge to the immediate south of the site that was required to help screen and soften the impact of the development has recently been removed. Similarly, the area where visiting caravans would be stationed appears to be regularly being used for the parking of vehicles and machinery associated with a business. We have also received complaints regarding the detrimental visual impact on the local area since the hedgerow has been removed.

**ACTION:** Clerk to report the above to Enforcement.

## **NO. 7. REPORTS**

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

Cllr. Dunning circulated an Action Plan Toolkit on Ash Die Back.

**ACTION:** Clerk to forward the report to SGC for information.

**ACTION:** Clerk to make an agenda item to consider appending the Action Plan Toolkit to our Tree Safety Management Policy.

Cllr. B. Symons reminded the Council of the deadline of Wednesday 3<sup>rd</sup> April 2019 to deliver the nomination papers for the Election.

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

District Councillor Ben Stokes was in attendance. He informed the Council that he has reported the various road closures at Feltham Road, A420 through Wick etc to Streetcare as it has been causing chaos in the local area. The Abson road remedial works to the drainage system should now be complete however it was noted that there are still traffic lights in operation.

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

- PK18/6348/F 21 Shortwood Road - submitted no objection comment on SGC website 08.03.19. Minutes 6<sup>th</sup> March item 6c.
- Added Shortwood Road crossing to the Action Tracker for the new Council to consider options such as the possibility of part funding 08.03.19. Minutes 6<sup>th</sup> March item 7b.
- Informed Huw Morgan that the council left the decision with him regarding the playground inspections and for him to let me know who he chooses to go with 08.03.19. Minutes 3<sup>rd</sup> March item 7c.

- Huw has chosen to stay with John Hicks Associates, he reported that through his training and regular maintenance/inspections of the play equipment he has a built-up extensive knowledge and experience on how to maintain the play equipment. Therefore, with Huw's knowledge alongside John Hicks inspections, this level of service is sufficient and therefore we have a good system in place.
- Informed John Hicks that his quotation is successful 14.03.19.
- Provided Hannah Payne's at Creative Youth Network with Phil Spicks contact details 08.03.19. Minutes 6<sup>th</sup> March item 7c.
  - Hannah thanked us for the information and will keep us updated.
- Informed John Kay at PCA that the Parish Council resolved to pay for the external doors at £1153.00 per door 08.03.19. Minutes 6<sup>th</sup> March item 9a.
  - An email of thanks was received from the PCA.
- Completed the Newquay Town Council National Parking Enforcement Survey 08.03.19. Minutes 6<sup>th</sup> March item 9b.
- Responded to the Consultation on How do you look after yourself informing them that it is inappropriate for the target audience 08.03.19. Minutes 6<sup>th</sup> March item 9c.
- Wrote to the tenants of Plot 5 and gave them 1 months' notice to vacate the plot 08.03.19. Minutes 6<sup>th</sup> March item 9f.
- Contacted the next person on the Allotment waiting list and enclosed a picture of Plot No. 5 asking if they want to take on the challenge as of 8<sup>th</sup> April 2019.
  - Plot 5 has been leased to the next person on the waiting list and the invoice will be sent out with the annual invoices at the end of the month.
- Wrote to the tenant of Plot 11 asking them to cultivate their plot. They were a new tenant as of August 2018 08.03.19. Minutes 6<sup>th</sup> March item 9f.
- Emailed ALCA for guidance on evicting an allotment holder 08.03.19. Minutes 6<sup>th</sup> March item 9g.
  - Sent a letter to the former tenant of Plot 21a 15.03.19 and gave a copy to Huw Morgan to hand deliver to them. I sought advice from the SGC Allotment Officer, ALCA and The National Allotment Society and a letter has been sent requesting they remove all goods and personal belongings by Monday 8<sup>th</sup> April 2019. Minutes 6<sup>th</sup> March item 9g.
- The yellow and black ASL bin has finally been removed from the Community Centre carpark.
- Updated received from Sam Garland – SGC regarding Ref No: COM/18/0542/OD 33 Partridge Road, Pucklechurch - description: Residential / domestic use of public / amenity use land by enclosing same behind a 1.8m close boarded fence as below:
  - *The planning enforcement team are continuing to review the legal document drafted. This document will formally require removal of the fence and for the land to be returned to its former condition. If you require any further information, please do contact us.*

- Wrote a Health and Safety Policy and Scheme of Delegation to meet the criteria for the Quality Council Award which are on the agenda tonight for adoption item 9h and 9i.
- Completed the Quality Council application form inserting weblinks to the documentation on our website and added to tonight's agenda item 9j.
- Chased Jayne Hall – SGC for an update on 1 Cedar Way 13.03.19.
  - Still no response so chased Jayne Hall again, received out of office response for forwarded my email to Enforcement cc. Kevan Hooper 20.03.19.
  - Received a response from Kevan Hooper informing me that it was his understanding that it was going to be reopened as a new case and a new site visit was needed. He did not have any more information than that so will speak to Jayne about it tomorrow.
- Kevan Hooper – SGC provided an update on the Spar Signage as below 20.03.19:
  - *I have agreed the new signage this week and a revised plan has been received and been agreed with the Councils Conservation Officer - I should have a decision notice out early next week. You will be able to view the plan on line by the end of the week PK18/0314/ADV refers.*
- The Internal Audit is booked for Thursday 2<sup>nd</sup> May.
- I have sold a cremation plot RG60 in the new burial ground.
- Huw has purchased 8 bags of top soil to fill in the cracks in the recreation field. There was some left over which he has used in the burial ground.
- I have completed and returned the Year End Final Payments Submission paperwork for PATA payroll for them to produce my p60.
- Huw has reported that the Shortwood Noticeboard is in need of repair. I have contacted Jerry at Signs now to see if we are under warranty and if not, to find out if they can repair the noticeboard rather than replacing the whole thing.
- Uploaded Huw's Muse to the website and Huw will add to Shout Out Pucklechurch 20.03.19.
- We have received a response from the Chair's Community Awards - Following our nomination for the Good Neighbours Scheme. They have advised that unfortunately our nomination did not get through to the final stages.
- I have received the following email from a resident regarding the Verge on Castle Road:
  - *I wonder if it is possible for the parish council to ask South Glos if they can do anything to protect the verge at the junction of Castle Road/Westerleigh Road. It is in an appalling state due to vehicles parking on it and driving over it. The green in front of the houses is also being ruined.*  
**ACTION:** Clerk to report this to SGC and ask for wooden bollards to be installed on the verge to prevent cars parking on it.

- I have started producing the Allotment invoices and tenancy agreements for 2019-20.  
**ACTION:** Clerk to issue Plot 4 with an invoice for £20.00 but write the agreement to the 21<sup>st</sup> June 2019 as they have been given 6 months to turn the plot around on 21<sup>st</sup> December 2018.

## 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
ALCA	ALCA/NALC Subscriptions 2019/20	£509.59	2693
AS Hall & Son	Shortwood Play Area Maintenance	£420.00	2694
C Hall	Shortwood Play Area Rent	£90.00	2695
SGC	Dog Bins/Grass Cutting Jan - Mar'19	£1946.12	2696
PATA (UK)	Payroll Services Jan – Mar'19	£30.00	2697
HMRC/Wages	PAYE/Wages March'19	£1534.26	2698/2699
Huw Morgan	Maintenance Contract March'19	£1200.00	2700
<b>Total</b>		<b>£5729.97</b>	

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

The finance spreadsheet was circulated prior to the meeting and has been reconciled up to 5<sup>th</sup> March 2019.

**RESOLVED:** To accept this as a true representation of the Parish Councils finances.

## NO. 9. AGENDA ITEMS

### 9a To AGREE a response to the Pucklechurch Oaktree Ave - Proposed Footway consultation.

The purpose of this scheme is to build a new footway to connect separate sections of existing footway, informal crossing points and bus stops to create a continuous footway link for pedestrians along the length of Oaktree Avenue, Pucklechurch. Deadline for comments 29<sup>th</sup> March 2019.

[https://consultations.southglos.gov.uk/consult.ti/OaktreeAve\\_Footway/consultationHome](https://consultations.southglos.gov.uk/consult.ti/OaktreeAve_Footway/consultationHome)

Circulated to Community Groups.

**RESOLVED:** The consultation was completed during the meeting in agreement with the proposal.

### 9b To CONSIDER the request from Vulcan Explorers to hold an end of year BBQ next to the Scout Hut on Thursday 18<sup>th</sup> July and AGREE next steps.

The BBQ will not be set up on the recreation ground, but to the side of the hut. It will be solely for the use of the Explorers and their families. No alcohol will be provided but it is likely games will be played on the rec.

**RESOLVED:** To agree in principle, however, all other users of the rec such as the cricket/football clubs must be consulted and be in agreement before proceeding. All fire safety precautions must be adhered to.

**ACTION:** Clerk to inform them of the above decision.

**9c To AGREE a response to the South Gloucestershire Homelessness Strategy (2019-2024) consultation.**

The draft version of South Gloucestershire's Homelessness Strategy (2019-2024) sets out the council's strategic direction and specific priorities to prevent and tackle homelessness in South Gloucestershire. [consultation webpage](#)

Deadline for Comments 21<sup>st</sup> March 2019.

**RESOLVED:** PPC recognises homelessness as an issue but resolved for individual Councillors to complete the survey if they so wish.

**9d To REVIEW the Parish Councils Community Engagement methods and AGREE on ways to improve it.**

This is following the poor numbers who have opted in to receive information via the Community Groups email list.

**ACTION:** GB to work with the clerk to set up Pucklechurch Parish Council with a Facebook group which can be linked to the Shout Out Pucklechurch page.

**ACTION:** Clerk to make a regular agenda item which identifies what and how to communicate appropriately, with the Community

**ACTION:** TS to approach the PCA to consider adding a note to their communications that people should contact the Parish Council to ensure that they are on the comms list.

**9e To AGREE to support the resident in their request to reduce the light pollution affecting the Siston Conservation area and AGREE next steps.**

The delivery company on the Trading Estate has been contacted previously by the resident but no changes have been made. Photograph attached.

**RESOLVED:** To write to SGC asking them to review the light pollution from the Trading Estate to include HMP Ashfield.

**ACTION:** Clerk to write to SCG as above.

**9f To AGREE to request a Community Governance Review of the Parish Boundary, in light of the proposed new housing development P19/1275/F Land at Lyde Green Farm that sits within our current boundary.**

The triangle of land at Lyde Green is still under the Boyd Valley District Boundary.

**RESOLVED:** To request a Community Governance Review of the Parish Boundary.

**ACTION:** Clerk to inform Natalie Carr – Democratic Services of the decision.

**9g To AGREE a response to the Draft Joint Local Transport Plan consultation.**

West of England Draft Joint Local Transport Plan 4 consultation is now open until 20 March 2019 and we are inviting people to give their views on the vision for the future of travel and transport across the West of England up to 2036. The consultation documents can be found at [www.travelwest.info/JLTP4](http://www.travelwest.info/JLTP4) and we are encouraging people to complete the West of England Transport priority Simulator <https://transportplan.prioritysimulator.com/> to share their views on where they feel investment in transport should be focussed.

**RESOLVED:** That PPC has nothing further to add at this stage and agreed not to respond.

**9h To AGREE to adopt a Health and Safety Policy.**

**RESOLVED:** To adopt the Health and Safety Policy.

**ACTION:** Clerk to add the date adopted and agenda item number to the policy and post on the website.

**9i To AGREE to adopt a Scheme of Delegation.**

**RESOLVED:** To adopt the Scheme of Delegation.

**ACTION:** Clerk to add the date adopted and agenda item number to the policy and post on the website.

**9j To CONFIRM by resolution that Pucklechurch Parish Council meets the criteria set by the Local Council Award Scheme to gain Quality status.**

The application form which includes the list of criteria that we have and publish online was circulated with the agenda. This includes weblinks on where to find the relevant documentation on our website.

**RESOLVED:** The Parish Council confirms by resolution that it meets the criteria set in the application form to achieve Quality Council status.

**ACTION:** Clerk to submit the application form to ALCA.

**9k To CONSIDER cancelling the meeting on 1<sup>st</sup> May 2019 which falls the day before the Elections.**

**RESOLVED:** To cancel the full council meeting on 1<sup>st</sup> May 2019.

**ACTION:** Clerk to update the website and cancel the meeting room with the PCA.

**Next Meeting will be held on Wednesday, 3<sup>rd</sup> April 2019 at 7:30pm in the Meeting Room, Abson Road, Pucklechurch.**

The Council meeting closed at 21:10.