

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 5<sup>th</sup> June 2019, 7:30PM, IN THE MEETING ROOM, ABSON ROAD, PUCKLECHURCH.**

**PRESENT.** G. Boyle - Chair (GB), L. English – Vice Chair (LE), R. Dunning (RD), C. Phillips (CP), L. Putt (LP) and J. Bailey (Clerk).

**NO. 1. TO RECEIVE THE SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FOR COUNCILLOR L. PUTT.**

**RESOLVED:** Councillor L. Putt signed the Declaration of Acceptance of Office which was witnessed by the Clerk prior to the start of the meeting.

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

District Councillor Steve Reade.

**NO. 2. DECLARATIONS OF INTEREST**

Cllr. L English declared a non-pecuniary interest in agenda item 6g.

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

The minutes of meeting on 15<sup>th</sup> May 2019 were accepted as a correct record of the meeting and signed by the Chair.

**NO. 4. PUBLIC PARTICIPATION**

No members of the public were in attendance.

**NO. 5. CORRESPONDENCE**

**5a Public Engagement on the Aust Ferry Improvements Proposals.**

SGC is currently seeking feedback from the public on its proposals for the Aust Ferry Improvements. Deadline for comments Tuesday 9<sup>th</sup> July.

[Consultation Homepage - Aust Ferry Improvements 2019 - South Gloucestershire Online Consultations.](#) Circulated to Community Groups.

**Noted**

**5b Public Consultation on the addition of Highways Maintenance onto the South Gloucestershire Council Community Infrastructure Levy Regulation 123 List.**

SGC would like to use the Community Infrastructure Levy (CIL) receipts on Highways Maintenance. This will significantly increase the amount of funding they can use maintaining highways infrastructure to accommodate the increased impact on the highways network arising from new developments. To do this they need to add 'Highways Maintenance' to the CIL Regulation 123 list following consultation. If 'Highways Maintenance' is not added to the Regulation 123 list they will not be able to spend CIL receipts on Highways Maintenance.

<https://consultations.southglos.gov.uk/consult.ti/CILREG123/consultationHome>

Deadline for comments 9<sup>th</sup> July. Circulated to Community Groups.

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

**5c South Gloucestershire Permit Scheme for Road Works and Street Works Consultation.**

Deadline for comments 5<sup>th</sup> July.

[https://consultations.southglos.gov.uk/consult.ti/SG\\_Permit/consultationHome](https://consultations.southglos.gov.uk/consult.ti/SG_Permit/consultationHome)

Circulated to Community groups.

**Noted**

#### **5d SGC Enforcement Weekly Lists.**

**Noted**

#### **5e Community Engagement Forum.**

Thursday 6<sup>th</sup> June, 7:00pm Wick Village Hall.

Circulated to Community Groups.

**Noted**

#### **5f 75th Anniversary of VE Day**

8th through to the 10th May 2020

[www.veday75.org](http://www.veday75.org)

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

#### **5g Email from Sally Pattinson – SGC Biodiversity Department regarding Wildflowers, insects, allotments and road verges.**

Invitation to visit Avon Wildlife Trust's wildflower nursery in Frenchay on 25<sup>th</sup> June.

She is also asking parish councillors to consider the number of road verge cuts necessary.

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

**ACTION:** RD to attend the wildflower nursery on 25<sup>th</sup> June.

**ACTION:** Clerk to contact SGC to query the grass cutting as it appears the amenity grass has not been cut properly, parts appear to have been strimmed whilst other parts left uncut.

#### **5h CVS Showcasing Event: Meet your local organisations.**

Invitation for Clerks and Councillors to attend this event to meet potential voluntary sector partners. Chipping Sodbury Town Hall 27th June.

Please find the Eventbrite for the Showcase event <https://www.eventbrite.co.uk/e/showcasing-event-meet-your-local-organisations-tickets-61992392916>

**Noted**

#### **5i Email from a resident who wishes to join the Community Speed Watch group.**

Email forwarded to Cllr. Phillips to contact the resident.

**ACTION:** GB to add a post to Shout Out Pucklechurch to see if there is anymore interest in joining the Speed Watch Group.

#### **5j Sodbury Sportive 2019 - Sunday 11 August 2019**

The annual Sodbury Sportive will be held on Sunday 11 August. About 1000 cyclists of varying abilities will be leaving Chipping Sodbury Rugby Club between 0800 hrs and 0930 hrs on four routes that involve 25, 50, 75 and 100 mile rides. The routes, to varying degrees, involve the roads in your local area and this is the first year we have used these particular routes. [www.sodburysportive.co.uk](http://www.sodburysportive.co.uk)

Circulated to Community Groups.

**Noted**

#### **5k Gipsy Patch Lane road closure - commencing 3 June 2019**

Roadworks are currently taking place on Gipsy Patch Lane, Stoke Gifford, in preparation for construction of the Cribbs Patchway metrobus extension which is expected to start later this year. The next phase of BT's preparatory work will require Gipsy Patch Lane to be closed to all vehicles at the railway bridge for approximately four weeks. This closure is due to commence on Monday 3 June 2019. The existing footway under the bridge will be kept open for pedestrians and dismounted cyclists during the June closure. Circulated to Community groups.

**Noted**

**5I Invitation to NHS Bristol, North Somerset and South Gloucestershire (BNSSG) Clinical Commissioning Group's (CCG) Annual General Meeting (AGM)**

We have been invited to the AGM on Thursday 27 June from 6.30pm at [Bristol and Bath Science Park](#), Emersons Green. Circulated to Community Groups.

**Noted**

**NO.6. PLANNING**

**6a P19/2891/TRE Brimstones 22 Westerleigh Road Pucklechurch Bristol South Gloucestershire.**

Works to reduce eastern lateral limb to 1 no. Walnut tree by 1.5m and removal of south west lateral limb to 1 no. Walnut tree with removal of deadwood. Covered by TPO 25A, dated 30/11/1970 and in the Pucklechurch Conservation Area.

Notice of decision: Approve with conditions.

**Noted**

**6b P19/1850/TCA 17 Westerleigh Road Pucklechurch Bristol South Gloucestershire BS16 9RB**

Works to crown reduce 1 no. Robinia tree to leave a finished height of 9 metres, radial spread of 6 metres and crown thin by 25%. Tree situated in the Pucklechurch Conservation Area.

**RESOLVED:** To defer to SGC Tree Officer.

**6c P19/4155/F Sloeswell Paddock Westerleigh Road Pucklechurch South Gloucestershire BS16 9PY**

Siting of 1no static caravan and associated day room.

This site sits within the Bristol & Bath Green Belt: it is not a safeguarded Gypsy & Traveller site. Habitation of the site was allowed by Appeal – with reference to application PK09/5583/F The use of land for stationing of a mobile home for residential purposes together with the formation of hard standing and utility building ancillary to that use. | Sloes Well Paddock Westerleigh Road Pucklechurch Bristol South Gloucestershire BS16 9PY. safeguarded Gypsy & Traveller site.

PPC notes there appears to have been two separate application forms submitted for this proposal – the first, an application for non-material amendment dated 05/04/2019 PP-07764670 is attached to the original application online. This form states that the reason for the application is that *“Because now disabled and struggles to get to permitted location. Services to expensive too.”* (sic)

The permitted location has not changed – it is the nature of the development upon it that is proposed to change.

The second application to which this is a response is P19/4155/F, the detail of which proposes a much larger building to replace that which currently exists. This is at odds with what is expressed on the application form in which the applicant describes the proposal as *“Just change of position.”*

The plans which accompany the application shows no substantial change in location. The floor and elevation plans which are labelled in the legend as ‘new building’ show a building that does not conform to the legal definition of a caravan/static mobile by way of excessive dimensions as articulated in the Caravan Sites Act 1968 Section 13 – definition of twin unit caravans as amended by the Caravan Sites Act 1968 and Social Landlords (Permissible

Additional Purposes) (England) Order 2006 (Definition of Caravan) (Amendment) (England) Order 2006. This says:

*For the purposes of Part 1 of the Caravan Sites and Control of Development Act 1960, the expression “caravan” shall not include a structure designed or adapted for human habitation which falls within paragraphs (a) and (b) of the foregoing subsection if its dimensions when assembled exceed any of the following limits, namely—*

*(a) length (exclusive of any drawbar): 65.616 feet (20 metres);*

*(b) width: 22.309 feet 6.8 metres);*

*(c) overall height of living accommodation (measured internally from the floor at the lowest level to the ceiling at the highest level): 10.006 feet (3.05 metres).*

In this respect what is proposed is not a caravan/mobile home and would constitute inappropriate development within the Green Belt. The method of construction, whether modular or not, is not referenced nor is a suitable landscaping scheme. The plans provided do not demonstrate continuing provision for the on-site car parking of 4 vehicles as noted on the application form. The paddock itself sits adjacent to Feltham Brook and no information is supplied with respect to the potential effect on the wider biodiversity of this area.

**RESOLVED:** Objection

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

**6d P19/4212/F Meadow View Shortwood Road Pucklechurch South Gloucestershire BS16 9PQ. Erection of stable block.**

The block plan, as provided, does not adequately reflect the current layout of the sites that sit adjacent to this field – it is not clear that direct access can be gained to the site from the Shortwood Road as shown by the red line, without removing hedgerows and potentially also being in conflict with residential users. (Compare with plans provided for PK18/4328/F). No forecast of the number of vehicular movements associated with the site has been provided. The proposed location immediately to the north of an occupied pitch may be also be harmful to residential amenity. No information has been submitted to demonstrate that there is safe and convenient access to bridleways or riding routes.

**RESOLVED:** Objection.

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

**ACTION:** Clerk to query with Enforcement – what permissions exist for the plot of land that sits to the south of Plot 3 at Meadow View? This is in light of the new mobile home that has been stationed on this site where none has existed before.

**6e P19/5011/F Harvest Barn 5 Farlands Pucklechurch**

Erection of 1 No. detached double garage.

Pucklechurch Parish Council’s position on previous applications to build a double garage at this location have been “no objection in principle, however since this addition sits within the immediate vicinity of a designated heritage asset Councillors would prefer to defer to the comments of South Gloucestershire Councils Listed Building & Conservation Officer as to whether or not this is an addition appropriate to the setting” and also “No objection in principle, but to defer to the SGC Listed Building and Conservation Officer as per the previous application.”

In light of the fact that this application appears to be no different to that which was recently refused (PK18/3847/F) Pucklechurch Parish Council supports the extensive comments made by SGC’s officer with reference to PK18/1482/F, which were then reiterated with

regard to PK18/3874/F. PPC therefore objects to this proposal because of the harm that has been identified it would cause to heritage assets comprising the Grade II listed host dwelling (Harvest Barn), the adjacent Grade II\* listed 'The Moat House', and Pucklechurch conservation area.

**RESOLVED:** Objection.

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

**6f P19/5516/LB 15 Westerleigh Road Pucklechurch Bristol South Gloucestershire BS16 9RB**

Repainting of section of exterior wall on rear elevation.

**RESOLVED:** No objection.

**ACTION:** Clerk to submit no objection comment on SGC website.

**6g P19/5520/LB Unit 10 Pucklechurch Trading Estate Pucklechurch South Gloucestershire BS16 9QH**

External alterations to include siting of 5no. external condensers and 5no. extract vents. Internal works to include creation of compartment offices and vehicle spaces on ground and mezzanine floor and installation of machinery.

**RESOLVED:** No Objection

**ACTION:** Clerk to submit no objection comment on SGC website.

The following application was received after the agenda had been published, therefore in light of the next meeting being cancelled was considered at this meeting:

P19/6047/F Unit 10 Pucklechurch Trading Estate Pucklechurch South Gloucestershire BS16 9QH.

Installation of 5no. external condenser units and 5no. extract grills to facade.

**RESOLVED:** No Objection

**ACTION:** Clerk to submit no objection comment on SGC website.

**6h P19/5549/RM Gingells Farm 126 Shortwood Hill Mangotsfield South Gloucestershire BS16 9PF**

Erection of 1no. Agricultural workers dwelling with appearance, landscaping, layout and scale to be determined. (Approval of Reserved Matters to be read in conjunction with outline permission PK18/3919/O).

This application meets all the outline permissions and is set back behind buildings. The appearance is a traditional Cotswold stone farmhouse.

**RESOLVED:** No objection.

**ACTION:** Clerk to submit no objection comment on SGC website.

**6i LI19/2035/STS Istanbul Kebabs (2) Street Trader Application.**

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).

**Noted**

**ADDITIONAL PLANNING MATTERS**

The following two applications were received after the agenda had been published, therefore in light of the next meeting being cancelled they were considered at this meeting:

P19/5721/CLE Fleur De Lys 12 Shortwood Road Pucklechurch  
Continued use as restaurant (Class A3).

This is an application for a Certificate of Lawfulness in respect of the above premises. The Certificate is sought on the grounds that the existing use within the site began more than ten years before the date of the application. Where a Certificate is issued by the Planning Authority, the uses defined become "immune" from enforcement action.

**RESOLVED:** No objection.

**ACTION:** Clerk to submit no objection comment on SGC website.

P19/5994/TCA Fleur De Lys 12 Shortwood Road Pucklechurch  
Works to fell 2 no. Cypress Hedges, both situated in the Pucklechurch Conservation Area.

These hedges provide habitat in the middle of the conservation area. They also provide a green screen against the commercial property and a noise barrier from the pub car park for the local residents. PPC believes the hedges should be managed not removed completely.

**RESOLVED:** Objection.

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

## **NO. 7. REPORTS**

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

There were no reports received from any Council Members.

### **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**

- Updated the review date on the Standing Orders and Financial Regulations policies and uploaded to the website. Minutes 15<sup>th</sup> May item 2b.
- Informed BHIB Insurance that we wish them to continue supplying our insurance for the next three years 22.05.19. Minutes 15<sup>th</sup> May item 2c.
- Updated Working Groups Spreadsheet and amended website. Minutes 15<sup>th</sup> May item 2d.
- Updated meeting dates spreadsheet showing the revised time for the meeting on 5<sup>th</sup> June to 8:00pm and the meeting on 1<sup>st</sup> January 2020 which will be cancelled. Minutes 15<sup>th</sup> May item 2e.
- Our Standing Orders state: *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.*

The following decisions have been made regarding Allotment Plot 21a:

- Minutes 06.03.19 item 9g - Resolved to take back possession of the plot and commence due process to evict the tenant.
- Letter sent to the tenant 15<sup>th</sup> March 2019 giving them until 8<sup>th</sup> April to remove

- all personal belongings.
  - Minutes 03.04.19 item 9g - Resolved for Huw Morgan to work with the group at the allotments to try and clear plot 21a.
- P19/4788/F 41 Partridge Road uploaded no objection comment to SGC website 22.05.19. Minutes 15<sup>th</sup> May item 7h.
- Chased Streetcare for Asset Team contact details to chase up the adopting of the road at Parkfield 22.05.19. Minutes 15<sup>th</sup> May item 8c.
  - Received the below response from Darren Davison:  
*Apart from new developments, South Gloucestershire Council will not take on any existing areas for adoption due to the liability and future maintenance this brings.*
  - ACTION:** Clerk to write back to the resident informing them of the response received from SGC.
- Emailed Council reminding them of the Annual Meeting of the Parish which is being held on Thursday 23<sup>rd</sup> May. Minutes 15<sup>th</sup> May item 8c.
- Informed Tower Playgroup that the Council have agreed for them to spend the funding on indoor storage. Minutes 15<sup>th</sup> May item 8c.
- Informed Tina Symons of the Councils decision regarding emailing of the agenda's through the Community Groups mailing list. Minutes 15<sup>th</sup> May item 8c.
- Uploaded Internal Audit Report to website 22.05.19. Minutes 15<sup>th</sup> May item 9b.
- Made amendment to Financial Risk Assessment Policy, added date reviewed and uploaded to the website. Minutes 15<sup>th</sup> May item 10a.
- Contacted Cricket Club, Football Club, Revel, Scouts and PCA and requested a copy of their insurance documentation 22.05.19. Minutes 15<sup>th</sup> May item 10a.
  - Received from:
    - Revel
    - Scouts
  - PCA will send it to us next month when John Kay returns from his holiday.
  - I have not received a response from the Cricket or Football clubs.
  - ACTION:** Chase Football Club and Cricket Club for insurance documentation.
- Updated Training Record and uploaded to the website 22.05.19. Minutes 15<sup>th</sup> May item 10b.
- Emailed Greg Evans Section 106 Officer asking for clarification on what the CIL payment can be used on 22.05.19. Minutes 15<sup>th</sup> May item 10d.
  - Response received as below:  
*The CIL Neighbourhood portion can be spent on:*
    - *The provision, improvement, replacement, operation or maintenance of infrastructure; or,*
    - *Anything else that is concerned with addressing the demands that development places on it.*

*Parishes have spent CIL on a wide range of items, including play equipment, footpaths, benches, public toilets, community buildings, signage, etc.  
If at any time you are not sure whether the project you have in mind is suitable please do not hesitate in asking me.*

- Sent all Year End paperwork by email to PKF Little John the External Auditors 31.05.19 and uploaded to the website. Completed the Notice of Audit and displayed on the noticeboards and website. Minutes 15<sup>th</sup> May item 10e.
- Informed Huw Morgan of the decisions made regarding the tree report and that his quotations amounting to £360 have been agreed. Minutes 15<sup>th</sup> May item 10g.
- Wrote to SGC Tree Officer for some advice on the Horse Chestnut Tree on the Rec ref. T20 in the Silverback Report. Minutes 15<sup>th</sup> May item 10g.
  - Response received 22.05.19 from Lea Bending - Arboricultural Officer as below:  
*The Arboricultural report recommends crown lifting to give 2m clearance from the building as a number 3 priority which is non-urgent. The Arb consultant is qualified and competent to inspect the tree and make recommendations on his findings, the fact that the above is his recommendation it implies that there is no concern at this time regarding health and safety matters relating to the tree. Most older Horse chestnuts are diseased but can live and contribute for many years. I would recommend that you put in an application for tree works in accordance with the recommendations within your Arboricultural report.*  
This is an agenda item tonight item 9d.
- Provided GB with the dimensions of the noticeboard for Parkfield. Minutes 15<sup>th</sup> May item 10h.
- Spoke to Sage and set up the direct debit for the new Sage 50 Cloud Essentials package for £20.00 + VAT per month. Minutes 15<sup>th</sup> May item 10i.
- Achieved Quality Council Status in the NALC Local Council Award Scheme. Changed signature on my emails and added new logo to the website.
- We received a report on 20<sup>th</sup> May that there were 3 small fires in the Shortwood play area on the afternoon of Sunday 19<sup>th</sup> May. They were put out by a local resident. Thankfully there was no serious damage and Huw has gone down and tidied up the area and made it safe. I have reported this to the police under Crime ref. 5219119774.
- Grant monitoring forms have been received from Tower Playgroup and Pucklechurch Scouts.
- I have received an invoice from AED Locator for the defibrillator smart tag monitoring system. Last year there were talks surrounding us moving to South West Ambulance Service for this service which is free of charge. I have added this to tonight's agenda item 9i and have provisionally booked a meeting with Sharon Cohen Thursday 6<sup>th</sup> June 9:30am depending on what decision is made this evening.
- The playground inspections took place 30.05.19 by John Hicks and Associates, I have sent the report to Council and Huw Morgan who has commented saying:
  - *It's the usual low risk culprits, I'll take care of minor issues and continue monitoring others. The report will be added to the agenda on 3<sup>rd</sup> July.*

- Stuart Bailey has repaired the gate post at Shortwood play area for a cost of £45.
- Greenfields sent an engineer to repair the zip wire but unfortunately the timbers are under so much tension that they couldn't get them to touch so the new bolts could be fitted. They will arrange for 2 engineers to be sent but if that doesn't work, they will have to rethink.
- Martin Booth is the new Contract Director at HMP Ashfield, he had contacted BoB Symons to arrange a meeting as he believed he was still the Chair. Mr Booth lives in the village so can be flexible on times if anyone is willing to meet with him.  
**ACTION:** Clerk to respond informing Mr Booth that the Chair Gail Boyle is happy to meet with him after she returns from annual leave on 26<sup>th</sup> June.
- I have been unable to complete the Bank mandate to add/remove signatories via the online method so this will be discussed under agenda item 8a this evening.

## NO. 8. FINANCE

### 8a To AGREE and sign cheques

It has been noted that following the Election we only have 3 cheque signatories. A proposal was made and seconded for Councillors G. Boyle, R. Dunning and C. Phillips to be added as cheque signatories and for B. Symons and T. Symons to be removed from the mandate.

**RESOLVED:** To accept the proposal above and for the Clerk to arrange for the bank mandate to be updated.

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

Name	Description	Amount Paid	Chq Number
South Gloucestershire Council	Grass Cutting/Dog bins April-June'19	£1995.08	2717
HMRC/Wages	PAYE/Wages June 2019	£1429.90	2718/2719
Huw Morgan	Maintenance Contract/Expenses June'19/Shortwood Grass Cutting	£1447.19	2720
PATA (UK)	Payroll Cost April – June 2019	£30.00	2721
NALC	Quality Council Award Registration Fee	£48.00	2722
ALCA	Being a Good Councillor Course LP/CP	£120.00	2723
Anna Chelmicka	Litter picking June 2019	£350.00	2724
John Hicks & Associates	Annual Playground Inspection	£360.00	2725
PCA	Meeting Room Hire May 2019	£26.80	2726
<b>Total</b>		<b>£5806.97</b>	

## NO. 9. AGENDA ITEMS

### 9a To AGREE to cancel the Full Council Meeting on 19<sup>th</sup> June 2019.

This is due to Councillor holidays and not being quorate.

**RESOLVED:** To cancel the meeting on 19<sup>th</sup> June.

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

**9b To CONSIDER a response to the Department of Transport Licensing consultation and AGREE next steps.**

The Department for Transport has issued a new [consultation on the vehicle operator licensing system](#) which is due to come into force by 1 April 2020. Deadline for comments 11<sup>th</sup> June 2019. Circulated to Community Groups.

**RESOLVED:** Not to comment on the consultation as a Parish Council, but to respond individually if applicable.

**9c To AGREE a way forward regarding the underspend on grant funding provided to Tower Playgroup for £37.95.**

We have been approached by the Playgroup regarding the amount of £37.95 which is an underspend following their grant application.

**RESOLVED:** To respond to Tower Playgroup asking them to provide suggestions on what they would spend the remaining funds on or as a part payment towards. The proposals must be in line with the grant application procedure.

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

**9d To REVIEW the email from the SGC Tree Officer regarding the Horse Chestnut Tree on the Rec and AGREE next steps.**

The Arboricultural report recommends crown lifting to give 2m clearance from the building as a number 3 priority which is non-urgent. The Arb consultant is qualified and competent to inspect the tree and make recommendations on his findings, the fact that the above is his recommendation it implies that there is no concern at this time regarding health and safety matters relating to the tree. Most older Horse chestnuts are diseased but can live and contribute for many years. I would recommend that you put in an application for tree works in accordance with the recommendations within your Arboricultural report.

**RESOLVED:** For the clerk to request quotations to carry out the works specified in the report and make this a future agenda item.

**ACTION:** Clerk to request quotes for crown lifting as per the tree report and bring this back to council at a future meeting.

**9e To CONSIDER the request from a resident to take action regarding vehicles parking on Castle Road verge and AGREE next steps.**

SGC have been contacted but are only willing to monitor the situation.

Following the request from the resident we are unable to take direct action as the land does not belong to PPC.

It was suggested that if we were to provide the posts/planters/rocks/trees as examples it will help to deter people from parking in this area.

**RESOLVED:** For the clerk to write to SGC cc. Sally Pattinson – Bio Diversity Department to explore the possibility of the Parish Council providing posts/trees/planters etc. on this land.

**ACTION:** Clerk to write to SGC and Sally Pattinson as above.

**9f To CONSIDER the request from the former tenant of Allotment Plot 21a and to AGREE a way forward.**

A letter has been received from the former tenant and was circulated prior to the meeting.

As we are bound by our Standing Orders, we are unable to reverse any decisions until July.

**RESOLVED:** For the clerk to contact the former tenant to inform them of the process and that this will be made an agenda item on 17<sup>th</sup> July.

**ACTION:** Clerk to make this an agenda item on 17<sup>th</sup> July.

**ACTION:** RD to take photos of the plot prior to this meeting for discussion.

9g To CONSIDER the request to relocate a dog bin from Hawthorn Close and AGREE next steps.

This dog bin has been previously moved from Partridge Road approx. 18 months ago.

**RESOLVED:** To request Huw Morgan to move the bin onto the green as per his recommendation.

**ACTION:** Clerk to respond to the correspondence advising them of the decision made.

**ACTION:** Clerk to inform Huw Morgan of the decision.

**9h To CONSIDER the request from a resident regarding the Oaktree Avenue Signage and AGREE next steps.**

Regarding placement of the "Oaktree Ave 51-57" signboards at the new build entrance off Oaktree Ave.

**RESOLVED:** To report this to SGC Streetcare Department as this is their responsibility.

**ACTION:** Clerk to inform the resident of the decision and report this to SGC with their permission.

**9i To AGREE the way forward regarding the smart tag monitoring system for our defibrillators and any further action if necessary.**

This service is currently being provided by AED Locator at a cost of £252.00. South West Ambulance Service provide the same service free of charge and the Clerk has set up a provisional meeting for tomorrow morning at 9:30am.

**RESOLVED:** To move to South West Ambulance Service for the monitoring of our defibrillators. This however is subject to the agreement with South West Ambulance Service panning out as expected following tomorrows meeting. Should there be any complications with the agreement it has been agreed that we will revert back to AED Locator providing the service at a fee of £252.00.

**ACTION:** Clerk to meet with South West Ambulance Service to start the process of moving the defibrillator monitoring service over to them.

**ACTION:** Clerk to notify AED Locator that we will not be continuing the service through them.

**9j To REVIEW the information on the bus stops noticeboards.**

**RESOLVED:** To display a poster informing residents that we have achieved Quality Council status so why don't they come and join us! The content of the poster should also include that we have 5 councillors but should have 9 so this limits what the Parish Council are able to achieve going forward.

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

The Council meeting closed at 21:45