

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 7TH AUGUST 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), District Councillor Steve Reade (SR) and J. Bailey (Clerk).

NO. 1. TO NOTE APOLOGIES FOR ABSENCE

L. Putt (LP).

NO. 2. DECLARATIONS OF INTEREST

Councillor LE declared that she lives in close proximity to the memorial garden that will be discussed in agenda item 9i this evening.

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

The minutes of meeting on 17th July 2019 were accepted as a correct record of the meeting and signed by the Chair.

NO. 4. PUBLIC PARTICIPATION

There were no members of the public in attendance.

NO. 5. CORRESPONDENCE

5a Email from a member of public regarding Rebekka's Memorial Garden

ACTION: To be discussed in agenda item 9i this evening.

5b NALC Newsletter.

Noted

5c SGC Enforcement Weekly Lists.

Noted

5d Email from Dave Rayner.

Who is currently working in association with the Charity Scope, helping to find new locations for, and to further expand their network of textile recycling banks. They are looking to explore the opportunity of possibly finding new locations in Pucklechurch for the public to donate their old clothes, to help support and raise funds for Scope.

ACTION: Forward to the PCA.

5e A4174 Lyde Green Roundabout, Emersons Green - Resurfacing Works.

Major Maintenance Works 12 - 24 August 2019 will be carried out on the A4174 Lyde Green Roundabout, Downend. The road will be closed and works will involve the planing off of the existing surface of the carriageway and the laying of a new surface. The work will start at 8.00pm and remain in place until approximately 6.00am. These works will create a significant amount of noise.

Circulated to Community Groups.

Noted

5f Winterbourne Hill, Winterbourne - Resurfacing Works

Major Maintenance Works 19 - 28 August 2019 will be carried out on Winterbourne Hill, Winterbourne. The road will be closed and works will involve the planing off of the existing surface of the carriageway and the laying of a new surface. The work will start at 8.00pm

and remain in place until approximately 6.00am. These works will create a significant amount of noise.

Circulated to Community Groups.

Noted

NO.6. PLANNING

6a P19/2770/RVC Plot 3 Meadow View Shortwood Road Pucklechurch Bristol South Gloucestershire.

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

Notice of Decision: Approve with conditions.

Noted

6b P19/5011/F Harvest Barn 5 Farlands Pucklechurch South Gloucestershire BS16 9PD

Erection of 1 No. detached double garage.

Notice of Decision: Refusal.

Noted

6c 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.

Notice of Decision: Approve with conditions.

Noted

6d 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.

Notice of Decision: Approve with conditions.

Noted

6e P19/09011/TCA Land to The Rear of Lansdown Road Pucklechurch Bristol South Gloucestershire BS16 9RG.

Works to 1 no. Chestnut tree to reduce to achieve a clear two-meter clearance from building, from all angles. Tree situated in the Pucklechurch Conservation Area.

Noted – This application has been submitted by Pucklechurch Parish Council.

6f P19/09100/RVC Land at Emersons Green East Land to East of Avon Ring Road South of M4 Motorway and North West of Disused Railway Line.

Variation of condition 14 attached to PK15/4232/RVC to amend wording as submitted on the applicants covering letter dated 4th July 2019. Adjoining Parish.

Noted

6g Consultation for mobile street traders LI19/2895/STM & LI19/2898/STM Sandwich Direct.

To trade throughout the South Gloucestershire Area.

Noted.

ADDITIONAL PLANNING MATTERS

Due to the deadlines expiring before our next meeting the following two planning applications were reviewed at tonight's meeting:

P19/7933/RVC - Land at Emersons Green East Bristol South Gloucestershire. Variation of conditions 5 and 6 relating to Road 5. To be read in conjunction with reserved matters permission PK16/4926/RM - Construction of road 5 and adjoining roads, including carriageway and footway. Construction of Pond C4 and reprofiling of Lyde Green Watercourse. Approval of reserved matters - appearance, landscaping, layout and scale; to be read in conjunction with outline planning permission PK15/4232/RVC, formerly PK04/1965/O). And planning permission PK15/4232/RVC - Urban extension on 99 hectares of land comprising of: - Residential development of up to 2550 dwellings; up to 100,000m2 of B1, B2, B8 and C1 employment floorspace. Up to 2,450 m2 of small scale A1, A2, A3 A4 and A5 uses. One, 2 - form entry primary school, a land reservation for a second 2 - form entry primary school and a land reservation for a secondary school. Community facilities including a community hall and cricket pavilion (class D1). Transportation infrastructure comprising connections to the Folly roundabout on Westerleigh Road and the Rosary roundabout on the Ring Road and the construction of the internal road network. A network of footways and cycleways. Structural landscaping. Formal and informal open space. Surface water attenuation areas. (Outline) with means of access to be determined. Variation of Condition relating to trigger for construction of Tiger Tail on M32 attached to approved Outline application.

Noted

P19/09621/RVC - Shortwood Quarry Landfill Cattybrook Road North Shortwood Pucklechurch Bristol.

Variation of condition no. 25 attached to planning permission PK03/1545/F to now read "Not later than 17 September 2023 landfilling shall have ceased and the site, excluding the clay stockpile area, shall be restored in accordance with drawing no. SWQ014b"

RESOLVED: To object to an extension of that length of time as believe that this is detrimental to the continued health and wellbeing of the numerous local residents that now live in close proximity to the site.

NO. 7. REPORTS

7a To RECEIVE pre-submitted reports from Councillors

A report was circulated prior to the meeting from Cllr. Dunning informing the Council that on the SGC Weekly Enforcement list there was a recent complaint in at St James Place Mangotsfield ref: COM/19/0645/OD regarding parking in a front garden without there being a dropped kerb. The question was asked whether we could ask SGC to do something similar about the parking on the green at Castle Road?

On further investigation it was noted that you have to apply for planning permission to install a dropped kerb but believe it may be illegal to mount a kerb and drive across a pavement to access a property which suggests this is likely to be in contravention of the Highways Act.

See Section 184 here: <http://www.legislation.gov.uk/ukpga/1980/66/section/184/data.pdf>

See also: <https://www.southglos.gov.uk/transport-and-streets/streets/road-and-traffic-management-information/dropped-kerbs/>

An article in a newspaper piece suggested that "The continuous driving over pavements can lead to the damage of a footway creating uneven surfaces which can also lead to trip hazards."

RESOLVED: For the Clerk to write to enforcement regarding the parking on the grass verge at Castle Road, reporting that they are in breach of the Highway Act 1980, Chapter 66.

ACTION: GB to send the wording to the Clerk for forwarding to SGC Enforcement.

A resident contacted the Parish Council in my absence regarding the works to fell 2 no. Cypress Hedges, both situated in the Pucklechurch Conservation Area at the Fleur De Lys Pub - Planning ref: P19/5994/TCA.

ACTION: Clerk to add this to correspondence at the next meeting.

7b To RECEIVE Report from District Councillor(s)

District Councillor Steve Reade was in attendance. He has received a complaint from a resident who claims the light from the new LED Street Lights is keeping him awake at night as it shines into his house. Steve Reade is going to investigate this further.

7c To RECEIVE report a verbal report from the Clerk

- Uploaded comments onto the SGC website for planning applications P19/8097/LB and P19/8101/F Harwood Farm, Castle Road 19.07.19. Minutes 17th July items 6b and 6c.
- Wrote to Lee Hayward - SGC cc. Marcus Gill to chase up when the rest of the verges at Cedar Way will be cut and to also report that there is a similar issue at the end of St Aldams Drive 19.07.19. Minutes 17th July item 7c.
 - Received the below response from Marcus Gill 19.07.19:
I've spoken with Lee and they will endeavour to get it cut. They are up there at the moment. The problem they are having is parking on the grass in and around Oaktree at the moment with all the building work going on. Any problems let me know.
- Reported to SGC Enforcement that works are being carried out to the verge outside Meadow View 19.07.19. Minutes 17th July item 7c.
 - Provided more information to Daniel Williams SGC – informing him that viewing this from the road, a very large square section of grass to the right-hand side has been dug up, removed and a top level of soil laid. This contrasts the natural wild flower landscape of this location, the verge itself and surrounding area. This was done using a small digger.
 - Received an update 29.07.19 informing me that this has been passed onto Streetcare to look into as these works do not appear to amount to a planning breach - Reference Number 1229172.
- Contacted Martin Jones the Deputy Director of HMP Ashfield and asked for more information regarding the wooden cross they wish to donate to the Parish Council and advised them that this will be on the agenda on 7th August. Minutes 17th July item 7c.
- Wrote to the Cricket Club officially informing them that their application for a Memorial Bench has been agreed 19.07.19. Minutes 17th July item 9a.
 - I have received a response informing me that a contractor will be laying the concrete base on 26th July and the bench will be fitted on 24th August before the event on the 25th.

- I have also received an email from the Cricket Club informing me that the pitch is in desperate need of some professional maintenance and upkeep, especially the wickets. These repairs/maintenance costs exceed any budget that they currently have but realise they need to invest in the works to secure the club/pitches future, so they have asked if we are aware of any possible grants or funding available.
 - I have provided her with DC Steve Reade's contact details and informed her that the Parish Council may hold a community grant scheme early next year if we have the funds left in the budget.
- Responded to the resident's request for a green bin at the memorial garden 19.07.19. Minutes 17th July item 9b. Further information has been brought to light and this will be discussed in agenda item 9i this evening.
- Updated the Allotment Liaison Group on the decisions made further to their report received 19.07.19. Minutes 17th July item 9d.
 - I received a call from the allotment liaison group 26.07.19 who informed me that they are arranging for an invoice to be raised for the gate, which will be sent through to me shortly.
They have set up a meeting with someone from the Allotment Society as they have secured a Chair, Treasurer and Secretary. The representative from the Allotment Society will come along to look at the site and make suggestions for a way forward. They will be required to pay a small membership fee but they have now secured over the £300 in fund raising so have some money of their own to play with.
- Informed Greg Evans – SGC S106 & CIL Officer that dwellings at the Oaktree Avenue Development are now being occupied and for him to provide me with details of the process surrounding payment and clauses for the spends 19.07.19. Minutes 17th July item 9d.
 - Mr Evans emailed me with the S106 Agreements which I have forwarded to Council today.

ACTION: Clerk to make this an agenda item at the next meeting.
- Informed Greenfields that their quotes for play equipment repairs were agreed 19.07.19. Minutes 17th July item 9e.
- Wrote to the Revel Committee and Pucklechurch Primary School regarding VE Day celebrations 19.07.19. Minutes 17th July item 9f.
- Wrote to St Thomas a Becket Church to enquire if they have any plans for the VE Day celebrations 19.07.19. Minutes 17th July item 9f.
 - Response received as below:
There is talk of having a service in Church on the 8th May. We have decided to do the Scarecrow Competition and Trail on Sat 9th & Sun 10th. When further information namely time of Service comes to hand, I will let you know.
- Sent agreement and invoice to new tenant of plot 4 20.07.19. They won't however be able to clear the plot until the Autumn due to other commitments.

- Phoned Beaufort Montague Harris Solicitors 25.07.19 who are holding documentation for the Council however they Don't have any record of any deeds being held for the Community Centre. The files are kept in an offsite storage facility so they will investigate and put together a list of what they hold for us.
 - Received an email informing me that they have now visited their archive centre and checked their electronic files and do not hold any Deeds for the Community Centre (Village Hall) on the Abson Road. They do however, hold Deeds for Land at Parkfield Rank, Pucklechurch. Furthermore, they checked the original card index file held by Montague Harris (before computers!) and there is no record of them ever holding these Deeds.

- Gloucestershire Archives have deeds relating to the Recreational Ground but not the Community Centre. Kate has investigated and there have been no deposits made since 1999.
ACTION: Clerk to inform the PCA that we are still trying to locate the deeds for the Community Centre.
ACTION: GB/LE to meet up to go through the files in the cabinets.

- The contractor that cuts the grass at Parkfield Rank play area has reported that people keep parking their vehicles in front of the gate which is preventing him from gaining access to the field.
ACTION: Clerk to make this an agenda item to discuss the possibility of adding a 'No Parking' sign on the gate.

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	Chq Number
Anna Chelmicka	Litter Picking August 2019	£350.00	2739
PCA	Room/Storage Hire July'19	£48.70	2740
Total		£398.70	

NO. 9. AGENDA ITEMS

9a To CONSIDER the proposals regarding security at the Allotment Site and AGREE next steps.

RESOLVED: To defer this item as the report has not yet been received from the Allotment Liaison Group.

9b To CONSIDER what further action can be taken with regards to vehicles driving over the green at Woodpecker Crescent and AGREE next steps.

Emails/Photos circulated prior to the meeting. Already reported to SGC.

RESOLVED: To add this to the Chair's report for the Pucklechurch News, informing residents that this is an offence against the Highways Act and should be reported to the police.

ACTION: Clerk to update the resident on the Parish Councils action.

9c To REVIEW the email from a resident regarding Recreational Field Improvements and AGREE next steps.

Residents are keen to understand the plan to fence off the playground and improve facilities.

RESOLVED: To respond to the resident informing them that repairs to the roller ball are in hand and that we will investigate when the play equipment was last painted and request quotations for this to be carried out. The money for the fencing was raised by a third party which has not been passed over the Parish Council and that we are still waiting for their final proposal. The longer-term plan for this area will be influenced by funding through S106 contributions.

ACTION: Clerk to respond to the resident as above.

ACTION: Clerk to investigate when the play area was last painted and if it forms part of Huw Morgan's contract. If not Clerk to obtain a quotation from Huw Morgan to carry out the works.

9d To CONSIDER accepting the donation of a Wooden Cross from HMP Ashfield and AGREE next steps.

Photographs were circulated of the cross prior to the meeting.

RESOLVED: To thank HMP Ashfield for the kind offer of donating the Wooden Cross to the Parish Council, but on this occasion, this is not something that we wish to take ownership of. Clerk to provide contact details for Reverend Stuart Young – St Thomas a Becket Church and Alex Capel – Headteacher at Pucklechurch Primary School to see if they would be interested to take ownership.

ACTION: Clerk to respond to HMP Ashfield as above.

9e To CONSIDER the request from a former Allotment Tenant to reclaim Allotment plot 21a and AGREE next steps.

According to item 7a in the Parish Councils Standing Orders 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 item bears the names of Councillors Lynne English and Lesley Putt who at the meeting on 3rd July item 9b requested the Council revisit the decision made to evict the tenant of plot 21a.

Councillors have reviewed photographs and visited the plot on separate occasions. A substantial amount of work has been carried out inside and a greater amount outside of the plot which is now completely clear.

RESOLVED: The Council agree to reinstate the tenancy to the end of the Financial Year 31st March 2020, subject to continuing substantive improvement and removal of materials from the plot.

The Parish Council are minded to give a final opportunity to rectify the condition of the allotment. If there is no improvement by March 2020 the tenancy will not be renewed and the plot will be let to the next person on the waiting list.

ACTION: Clerk to write to the tenant informing them of the decision and draw up the new tenancy agreement.

ACTION: Clerk to ask Huw Morgan to take photographs of the plot which can be used as a comparison in March 2020.

9f To AGREE a response to the Better Care Stronger Communities Funding Consultation.

SGC are engaging around their proposed changes to Better Care Stronger Communities (BCSC) Funding. They're looking at the potential impact of saving reductions that will be made against BCSC Funding and specified voluntary sector activities, with effect from 1 April 2020.

RESOLVED: To write to the Commissioning Manager Sue Jacques informing her that Pucklechurch Parish Council reviewed the survey and attempted to complete it, however as we do not provide a service the structure of the survey would not enable us to provide the feedback we wanted to.

9g To AGREE content for the Pucklechurch News.

Deadline 10th August.

RESOLVED: For the following items to be included in the Chair's report for the Pucklechurch News:

- Introduce the new Council
- Plea for Co-option of new Council members.
- Kerbs/Parking
- Speed Watch Volunteers
- Quality Council
- Fixmystreet.com – point of interest.

ACTION: GB to submit the Chair's report by the deadline of 10th August to the editor of the Pucklechurch News.

9h To REVIEW the fees for hire of the Recreation ground for the period 2019-20 for the Cricket Club and Football Club and AGREE next steps.

Current fees:

Cricket Club - £367.00

Football Club - £459.00

RESOLVED: To increase the fees in line with the precept as there has been no increase for several years.

New charges to be billed in 2020 are as follows:

Cricket Club - £375.00.

Football Club - £470.00

ACTION: Clerk to notify the Cricket Club and Football Club of the increase in fees for next year.

9i To REVIEW the documentation regarding Rebekka's Memorial Garden and AGREE a way forward with regards to the maintenance of this land.

On reviewing past minutes and solicitors documents it has been proven that Pucklechurch Parish Council do own the land, but there is a covenant that states the land must be used as a memorial garden.

RESOLVED: To respond to the resident apologising for the error and that we have looked back through past minutes from a previous Council and discovered that Pucklechurch Parish Council does own the land. We have not come across any paperwork that shows the

resident has any responsibility to maintain this area, and therefore if they are able to forward this documentation to the Council for our records, we would be most grateful.

PPC would like to take over the maintenance of the memorial garden but require the resident to relinquish responsibility for the maintenance by putting it in writing to the Clerk.

ACTION: Clerk to write a letter to the resident, to be passed by the Chair before sending.

ACTION: Clerk to contact Diane Bailey to ask her if she recalls what happened at the time with regards to the memorial garden and maintenance thereof.

Next Meeting will be held on Wednesday, 21st August 2019 at 7:30pm in the Meeting Room, Abson Road, Pucklechurch.

The Council meeting closed at 21:16.