



PUCKLECHURCH PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 6TH NOVEMBER 2019, 7:30PM, IN THE MEETING ROOM, ABSON ROAD, PUCKLECHURCH.

PRESENT. L. English – Acting Chair (LE), C. Phillips (CP), R Dunning (RD), L Putt (LP)
In attendance: Daphne Dunning (Clerk), Ward Cllr Steve Reade and three members of the public.

2019/06/11 NO 1. TO NOTE APOLOGIES FOR ABSENCE

Apologies were received and accepted from G. Boyle (GB)

2019/06/11 NO 2. DECLARATIONS OF INTEREST

Cllr R Dunning declared a non-pecuniary interest in item 6a ii as he lives in the locality.

2019/06/11 NO 3. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

The minutes of meeting on 16th October 2019 were accepted as a correct record of the meeting and signed by the Chair.

2019/06/11 NO 4. PUBLIC PARTICIPATION

Members of the VE Day committee outlined their plans for celebrations on 8th May 2020 involving the whole community. A programme of proposed activities was presented including a 'museum', bunting making and other linked activities and VE Day themed bake off. Event will include the nation-wide last post, toast and bell ringing for peace around the world, with music and entertainment for the evening. The committee is looking for further support and monetary assistance. Suggestions included approaching Kingswood Museum and Cllr Reade suggested putting in an application for Member Awarded Funding.

2019/06/11 NO. 5. CORRESPONDENCE

2019/06/11 5a To note Gipsy Patch Lane Traffic Management Update
Noted.

2019/06/11 5b To note draft minutes from ALCA AGM
Noted.

2019/06/11 5c To receive a request to support the national community energy campaign

Agreed to make this an agenda item at the next meeting.

2019/06/11 5d To receive information on VE Day celebrations in Pucklechurch and an update from SSAFA the Armed Forces Charity

Noted and informed by public participation. Agreed to make this an agenda item..

2019/06/11 5e To receive an appeal from Emersons Green running club for specialist helpers

Noted. Council noted the Pucklechurch.org website appears to be no longer working.



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2019/06/11 5f To note minutes of Pucklechurch Community Association meeting on 14/10/19

It was noted that item 5 under matters arising of the minutes states *The Parish Council have approved our choice of cladding colours in principle.* This does not accurately reflect the decision taken by the council at its meeting on 18th September 2019 where Pucklechurch parish council resolved that *'PPC has no objection in principle but concur with the views of the Conservation Officer and therefore request that the PCA works in conjunction with them before a final proposal is made. PPC would like to see a computer-generated image (GGI) of the proposed colour scheme in order to be able to see the full affect and would also like to be notified of the final colour scheme before it is approved.'*

Resolved to write to Pucklechurch Community Association to reiterate council's decision and request that the council's decision is presented accurately.

2019/06/11 NO.6. PLANNING

2019/06/11 6a P19/14813/F 35 Kestrel Drive Pucklechurch Bristol South Gloucestershire BS16 9SX.

Erection of single storey side extension and first floor front extension over existing porch to provide additional living accommodation.

PPC has no objection in principle to the volume or positioning of the extensions that are proposed but it has concerns about the overall visual appearance of the front elevation of this property that would result from these additions and how it reads within the street scene. This is largely because it would introduce a large expanse of flat plain brick wall to the front of the property that is not in keeping with the local distinctiveness of the area and therefore contrary to Policy PSP1. PPC believes that one solution to resolve this issue would be to re-position the door to the front wall of the property, i.e. perpendicular to that which is currently proposed.

Resolved to recommend: Objection

2019/06/11 6ai P19/13910/F 8 Parkfield Road Pucklechurch Bristol South Gloucestershire BS16 9PN.

Erection of front porch.

As per comments made with regard to the adjacent property (No 6) by South Gloucestershire Council's Conservation Officer with reference to application PK12/3420/F, 8 Parkfield Road *"is an undesignated heritage asset located within the Pucklechurch Conservation Area. It is a traditional, semi-detached stone-built cottage which is shown on the 1880 OS map as sharing with no.6 Parkfield Road a large rectangular garden that extends down to the corner of the present road junction. It is potentially 18th century in origin and sits perpendicular to the road, facing towards the church."*

The design and materials of the proposed porch do not echo the architectural character of these cottages, of which No 8 is one of a pair, and would substantially alter its front elevation to the detriment of its historic character. Notwithstanding changes that have taken place to the rear of these properties, to all intents and purposes their front elevations retain many original characteristics and the two still read within the street scene as a pair – this would not be the case should the porch



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be constructed. This would be detrimental to the visual amenity of the conservation area and contrary to provisions made within the Pucklechurch Conservation Area SPD and Policy PSP17 in that it would not “preserve or, where appropriate, enhance those elements which contribute to their special character or appearance”.

Resolved to recommend: Objection

2019/06/11 6a ii P19/15337/RVC The Meadows Parkfield Pucklechurch Bristol South Gloucestershire BS16 9NS.

Removal of condition 1 attached to planning permission PK16/0672/F, to allow permanent use of the site. (PK16/0672/F-The change of use of land for the siting of 1 no Gypsy caravan with 1 no. day room. Erection of relocated stable block.)

PPC objected to application PK16/0672/F on the grounds that the development is inappropriate development in the Green Belt and very special circumstances were not been demonstrated to exist so as to outweigh the harm arising from the inappropriate development. It still considers that the development has a detrimental impact on the visual amenity and the openness of the Green Belt and amounts to encroachment in the Green Belt. South Gloucestershire Council also considered that this represented inappropriate development in the Green Belt in its report to DCE on 20th October 2016 (5.25) and permission was only been granted given the personal circumstances of Ms. Lana Williams. PPC believes that the scant information supplied in support of the applicant’s request to make this a permanent permission does not amount a demonstration of the very special circumstances required to override the permanent harm to the Green Belt that would arise. Personal circumstances are not material planning considerations and from the limited description supplied in the application, what is described is not particularly unusual or special when compared with those experienced with the settled population. PPC would also query whether or not the individuals continue to meet the definition of a Gypsy or Traveller as per that expressed in the latest version of Planning Policy for Traveller Sites since it would follow that someone who is undertaking the role a fulltime Carer is likely to have ceased to travel.

Resolved to recommend: Objection

2019/06/11 6a iii P19/15630/F 32 Hillview Road Pucklechurch Bristol South Gloucestershire BS16 9RQ.

Erection of two storey side extension to form additional living accommodation.

PPC has no objection in principle to the volume or positioning of the extensions that are proposed but it is however concerned about the current and future provision of parking for the property: the additions will result in the creation of a four-bedroom property and no information has been provided by the applicant how as to how many spaces are currently present at the property nor how it will comply with the parking standards required by Policy PSP16.

Resolved to recommend: Objection



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2019/06/11 6aiv P19/13689/RM. Lyde Green Cricket Pavillion Emersons Green South Gloucestershire BS16 7NT. Neighbouring parish.

Erection of cricket pavilion and associated works with appearance, landscaping, layout, scale and access to be determined. (To be read in conjunction with Outline Planning Permission PK15/4232/RVC, formerly PK04/1965/O).

No comments.

2019/06/11 6av To note applications for a new premises licence under the Licensing Act 2003.

Huboo Technologies Ltd, Unit 1 Vertex Park South, Oakwood Drive, Bristol BS16 7LB

Noted.

2019/06/11 6B PLANNING DECISIONS

2019/06/11 6bi P19/8097/LB Harwood Farm Castle Road Pucklechurch South Gloucestershire BS16 9RF.

Internal and external works to include conversion of existing barn to form residential annex including reinstatement of part of original first floor, new doors and windows, erection of new timber and glazed link extension to farmhouse, various minor works to existing farmhouse to include installation of conservation rooflights and replacement of dining room window with french doors.

Approved with conditions

Noted.

2019/06/11 6bii P19/12762/F 45 Homefield Road Pucklechurch Bristol South Gloucestershire BS16 9QA.

Erection of a single storey rear extension to form additional living accommodation.

Approved with conditions

Noted.

2019/06/11 6biii P19/8764/F Woodside Parkfield Pucklechurch South Gloucestershire BS16 9NS.

Demolition of existing garage. Conversion of existing structure to form 1 no. garage (Retrospective).

Approved with conditions

Noted.

2019/06/11 6biv PK17/1112/F Land South Of Lyde Green Emersons Green Bristol BS16 9NN. Neighbouring parish.

Erection of 115 dwellings, associated infrastructure, construction of vehicular access, parking, landscaping, allotments and public open space. Approved Subject to Section 106

Noted

2019/06/11 6C PLANNING ENFORCEMENTS

2019/06/11 6ci. COM/19/0884/COU Court Farm 49 Westerleigh Road Pucklechurch Bristol South Gloucestershire.

Change of use from residential to a salon.

Noted



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2019/06/11 6cii. COM/19/0842/O Pucklechurch Village Sports and Social Club St Aldams Drive Pucklechurch Bristol South Gloucestershire.

Takeaway service being operated from the Club.:

South Gloucestershire Council has decided there is a breach of planning control but has determined that *'this investigation is 'not high risk' in planning enforcement terms and as such, we are unable to pursue this investigation further at this time.'*

Resolved to write to South Gloucestershire Council expressing the council's strong objections that no action is being taken against breaches not deemed high risk as this undermines enforcement and is setting a precedent which could open up the possibility of wider breaches. Meeting agreed enforcement needs further discussions.

2019/06/11 NO. 7. REPORTS

2019/06/11 7a To RECEIVE pre-submitted reports from Councillors

Item 9c was brought forward. Cllr Dunning and Ward Cllr Reade reported on the speed table meeting and further concerns raised with South Gloucestershire Council (SGC). Key points:

- The location of the speed hump is very difficult to alter.
- Both PPC and SGC would like to see this is a pre-cursor to 20 mph throughout Pucklechurch.
- SGC will move 'flashing' sign towards Parkfield triangle and locate it on one of the existing double posts where there is a bend sign (church side). The bend sign is not required and together with the second post will be removed.

Signage:

- Need to have a double sign on Westerleigh Road (speed hump/pedestrians).
- Parkfield triangle will have a speed hump and school sign.
- Will keep all existing school signage.
- SGC happy to reconsider multiple signage on the Parkfield triangle (including sign post, 7.5T restriction etc) removing un-necessary signage.

Although not part of the scheme, SGC also willing to remove black and white bollards on Parkfield triangle (at parish council's expense) and replace with square wooden posts (cost to parish council approximately £300/post fitted). A question was raised over installation of these square wooden posts on the SGC green at the junction of Castle Road. Informally suggested this is possible at parish council's expense

Recently felled trees were discussed and SGC will write saying that the trees will be 'replaced' with 4 (2 die back resistant ash, 1 oak and 1 chestnut) 2-3 metre young trees as these have the best chance of establishing themselves. Cllr Reade confirmed he has requested liaison with the tree officer in choosing the most appropriate trees and size, but new trees will require careful maintenance in the first few years and the council may wish to include 'care' in their maintenance contract or find a community group to oversee.

It was noted that if committing to making a 'contribution' the council should clearly identify the proportion it will pay up to a maximum amount to avoid any misunderstandings.

2019/06/11 7b To RECEIVE Report from District Councillor(s)

Covered above.



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2019/06/11 7c To RECEIVE and NOTE a verbal report from the Clerk

Productive handover with former clerk on first day.

Actions from last meeting

Reminded Cllr Dunning of WERN AGM

No parking signs on gates at Parkfield play area – action tracker updated.

Allotments

Plot 3 - Letter issued confirming plot is in need of improvement.

A report on Plots 4, 9, 12 & 19 will be presented to council on 20th November 2019

Familiarisation with council systems and processes.

Introduced myself to Huw, Anna, Ben and Steve.

Dealing with three memorial requests in the cemetery.

Submitted annual CIL statement to SGC.

Updating contact details with suppliers and organisations

Arranging NEST pension.

Met with Huw Morgan and agreed to post agendas to notice boards, keys provided. Huw advised Shortwood noticeboard hard to lock. Council agree the clerk can work with Huw to see if any adjustments are possible to rectify the problem.

Started preparing first draft of budget for next meeting

Attended SLCC regional seminar and will provide a report to council next meeting.

Circulated emails:

A brighter future for our National Parks?

A432 Badminton Road, Old Sodbury - Resurfacing Works

South Gloucestershire Online Consultations Dodington area

Chief executive's bulletin

Libraries annual report

South Gloucestershire Heritage Partnership Meeting on 29th October 2019

Join us for launch of exciting new Starry Skies project!

NALC and LGA launch new guide to tackle loneliness

NALC newsletter.

2019/06/11 NO. 8. FINANCE

2019/06/11 8a To AGREE and sign cheques

Name	Description	Amount Paid	Chq Number	Power
Ensign Print	Autumn newsletter	£250.00	2764	LGA 1972 s142
Total		£250.00		

Resolved to approve payment and the cheque was duly signed by Cllrs Dunning and Phillips.

2019/06/11 8b. To approve and sign new bank mandates to reflect change of clerk and contact details

Resolved the authorised signatories in the current mandate for the account detailed in section 1.3 be changed to reflect new address details in accordance with sections authorised signatories. Signed by Cllrs English and Putt.

Resolved the authorised signatories in the current mandate for the account detailed in section 1.3 be changed to approve the removal of former clerk and addition of new clerk to the banking mandate in accordance with section authorised signatories. Signed by Cllrs English and Putt.



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2019/06/11 NO. 9. AGENDA ITEMS

2019/06/11 9a To RECEIVE information from ALCA on preparing for the website accessibility regulations and agree any actions

Resolved Cllr Boyle and the clerk will undertake initial checks and report to council.

2019/06/11 9b To RECEIVE notification of South Gloucestershire Council's public consultation: Annual Council Budget and agree any actions

Resolved all councillors to prepare possible responses so the council can collectively complete the consultation before 5th January 2020.

2019/06/11 9c To receive update on speed table meeting and to note further concerns raised with South Gloucestershire Council by a resident and agree any actions

See 7a

2019/06/11 9d To consider and agree Pucklechurch news article for December Edition

Agreed to include:

1. New Clerk plus thanks to Jodie
2. Road closures, path works etc – who does what
3. Update on speed table and investigations
4. Note on the JSP and local development plan
5. Note on M4 J18a
6. Update from allotments (if available) - the clerk to contact the allotments group for information.

2019/06/11 9e To consider request for office equipment for the new clerk and agree any actions

Resolved to authorise purchase of filing cabinet and appropriate office chair as outlined in submitted report.

2019/06/11 9f To consider request from South Gloucestershire council to estimate the number of rough sleepers in South Gloucestershire and agree any actions

Cllr Dunning to undertake.

Additional agenda items for next meeting – Neighbourhood plan.

The Council meeting closed at 20:31

Next Meeting will be held on Wednesday, 20th November 2019 at 7:30pm in the Meeting Room, Abson Road, Pucklechurch.

Signed:

Date: