



PUCKLECHURCH PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 15TH JANUARY 2020 7:30PM, IN THE MEETING ROOM, ABSON ROAD, PUCKLECHURCH.

PRESENT. G Boyle (GB) Chair, R Dunning (RD) and L English (LE).
In attendance: Daphne Dunning (Clerk) and Ward Cllrs B Stokes and S Reade.

2020/01/15 NO 1. TO NOTE APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Putt and Phillips.

2020/01/15 NO 2. DECLARATIONS OF INTEREST

None.

2020/01/15 NO 3. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

The minutes of the extraordinary meeting on 7th January 2020 were accepted as a correct record of the meeting and were duly signed by the Chair.

2020/01/15 NO 4. PUBLIC PARTICIPATION

None.

2020/01/15 NO. 5. CORRESPONDENCE

2020/01/15 5a To note Gloucestershire Playing Field Association's latest newsletter and GPFA annual report for the financial year 2018-19.
Noted.

2020/01/15 5b To note B4465 Westerleigh Road Pucklechurch - Temporary Road Closure and agree any actions.

It was noted that South Gloucestershire Council had been chased for a decision on bollards at Westerleigh/Castle Roads junction.

Noted.

2020/01/15 5c To note Coxgrove Hill, Pucklechurch - Temporary Road Closure and agree and actions.

Noted.

2020/01/15 5d To note South Gloucestershire consultation - Cold Ashton - Proposed 20mph speed limit.

Noted.

2020/01/15 5e To note email from Huw Morgan.

Noted.

2020/01/15 5f To Note NALC legal advice on support for the Local Electricity Bill.

Currently <https://services.parliament.uk/Bills/2017-19/localelectricity.html> shows the Bill failed to complete its passage through Parliament before the end of the last session and will make no further progress.

Noted.

2020/01/15 5g To note South Gloucestershire consultation as Bristol and West AC wish to continue their monthly runs.
Noted.

2020/01/15 NO.6. PLANNING

2020/01/15 6A PANNING APPLICATIONS

2020/01/15 No.6ai P19/19817/F 2 Eagle Crescent Pucklechurch Bristol South Gloucestershire BS16 9SE.

Installation of pitched roof to existing garage.

Resolved no objection.

2020/01/15 No.6aii 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.

Resolved not to withdraw submitted objections but wish to make no further comments on the revised designs submitted. However, concerns remain that:

- the revised plans do not clarify what effects there will be on Coxgrove Hill - contrary to Policy PSP11. As previously stated Coxgrove Hill is *'subject to a height restriction of 3.6 metres (Coxgrove Hill Bridge) and for the most part is 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'*.
- It wishes to query the use of Common land. As previously stated, *'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.'*
- The council wishes to re-iterate its comments about the management of community facilities. There have still been no consultations by SGCs Community Spaces team with regard to priorities for enhancements/provision that would be supported by s106 contributions and the council seeks clarification with regard to the mechanism by which these sums would be administered and responsibilities transferred.
- The revised plans include newly acquired land for a new allotment site which lies in Westerleigh Parish. The council is concerned there are drainage issues and the field in question is prone to flooding.

2020/01/15 No.6aiii To note agreed submission for P19/18252/O Land Off Abson Road Abson Road Pucklechurch Bristol South Gloucestershire.

Erection of 15no. self-build dwellings (outline) with all matters reserved.

Noted.

2020/01/15 6B PLANNING DECISIONS

None

2020/01/15 6C PLANNING ENFORCEMENT

2020/01/15 6ci COM/19/0300/OD Ash Lodge 45 Shortwood Road Pucklechurch Bristol South Gloucestershire.

Replacement fence erected adjacent to the highway which is over 1m high.

Noted that actions have been taken.

2020/01/15 NO. 7. REPORTS

2020/01/15 7a To RECEIVE pre-submitted reports from Councillors.

None.

2020/01/15 7b To RECEIVE Report from District Councillor(s).

Cllr Reade passed on a commendation from Wick and Abson parish council for the quality of Pucklechurch's planning submission for P19/18252/O Land Off Abson Road Abson Road Pucklechurch Bristol South Gloucestershire.

2020/01/15 7c To RECEIVE and NOTE a verbal report from the Clerk.

- Resident in Birch Drive with fir trees adjacent to St Aldams queried ownership of boundary trees. Unable to trace definitive map for clarification. Resident has professionals lined up to reduce tree height but may need to access St Aldams. Meeting requested evidence of the work to be undertaken to demonstrate work will not damage the trees.
- Received planning application for P19/19409/RM White Stables -Plot C Emersons Green Bristol South Gloucestershire BS16 7NJ. Erection of two storey building to form Warehouse (Class B8), creation of car and lorry parking area and associated works with appearance, landscaping, layout, scale and access to be determined (Approval of Reserved Matters to be read in conjunction with Outline permission PK04/1965/O superseded by P19/09100/RVC).
Noted application which is in a neighbouring parish.
- Wrote to South Gloucestershire Council regarding the delay to changes to special expenses will not be actioned until 2021, minutes 2019/12/18 5c refers. South Gloucestershire council has responded that having discussed this further:
 - £478.50 will come off the amenity grass cut but the council omitted to inform the council that there will be additional charges for hard bound surfaces and paved areas at £0.12 per square meter so there will be an additional £198.00 (subject to final confirmation).
 - Overall there will be a reduction of £280.50.
- Letter of thanks sent to Huw Morgan minutes 2019/12/18 7c refer.
- Arranged removal of damaged tree at parish council allotments and informed allotment holder who raised the issue.
- Wrote to South Gloucestershire Council acknowledging the pressures on Planning Enforcement but to re-iterate that if these matters remain unresolved, the parish council will follow them up after the six-month period, letters acknowledged minutes 2019/12/18 9a refer.
- Wrote to Dyrham and Hinton parish council to accept offer of visit to view SID once installed. Received outline costs which will be brought to council, minutes 2019/12/18 9b refer. Councillors invited to attend meeting on 30th January at 7.30pm.
- Informed SGC that the council resolved to approve the Recreation Ground, Eagle Crescent, St Aldams open spaces and the allotments as potential sites for potential s106 monies related to P19/18252/O Land off Abson Road.
- Submitted council responses to the consultation on NALC strengthening police powers to tackle unauthorised encampments which has been acknowledged minutes 2019/12/18 9c refer.
- Tender pages on the website including notes on responses to queries. Spoke to suggested local companies to see if they wished tenders and issued 6 to interested parties. Agreed and submitted advert for Emersons Green Voice, which will be disturbed from 23rd January, minutes 2019/12/18 9d refer.
- Arranged extraordinary meeting.

- Submitted planning responses for:
 - P19/19005/F Fleur De Lys 12 Shortwood Road Pucklechurch minutes 2020/01/07 5aiv refer and
 - P19/19181/F 1 Meadow View Shortwood Road Pucklechurch minutes 2020/01/07 5av refer.
- Chased Marc Cashmore at SGC requesting a fully costed scheme if it is minded to progress the proposal for bollards at Castle/Westerleigh Roads junction.
- Moved all 2019 minutes to a dedicated web page.
- Reported slippery path at Dyrham View on behalf of a resident reference 1317437
- Reported blocked footpath at Kings Lane – reference SG438405.
- Church warden has offered help with burial ground black bin.
- Allotments: Responded to request, new resident on waiting list. Plot 12 has been given 4 months to improve allotment but if it proves too onerous, the allotment holder has been informed to contact the council.
- Chased SERCO over land transfer at St Aldams.

Circulated emails

Partnership Conference for VCSE Sector in South Gloucestershire

NALC spring conference 2020

Chief executive's bulletin

Members, what a year we've had – thanks for being part of it!

Doynton half marathon 19 January 2020

January 2020 Health bulletin

Naishcombe Hill

Expressions of interest please - Climate Emergency Action Day one day workshop

Community Engagement Forums

Surveillance Camera Commissioner reminds local councils of regulations

Highway Improvement Work 2020

Next Town & Parish Council Forum - 22nd January 2020

NALC chairman's open letter to all councillors

Nominations please - royal garden party 2020

Chief executive's bulletin

Wessex Flood Warden Newsletter - January 2020

NALC study tour 2020/21

Director's Bulletin

2020/01/15 NO. 8. FINANCE

2020/01/15 8A TO AGREE AND SIGN CHEQUES.

To note contractual payment omitted from December pay run - cheque signed by Cllrs Dunning and Putt.

Anna Chelmicka	litter picking December	£350.00	£0.00	£350.00	2780	open spaces act 1906 ss9&10
		£350.00	£0.00	£350.00		

Noted

Cheques for authorisation in January

Name	Description	Net	VAT	Amount Paid	Chq Number	Power
Salary	D Dunning January 2020	£987.82	£0.00	£987.82	2781	LGA 1972 s112

HMRC	tax & NI Jan 20	£429.13	£0.00	£429.13	2782	LGA 1972 s112
Anna Chelmicka	litter picking January 2020	£350.00	£0.00	£350.00	2783	open spaces act 1906 ss9&10
E Boulton	Parkfield play are grass cutting	£250.00	£0.00	£250.00	2784	open spaces act 1906 ss9&10
PCA	Meeting Room Hire	£48.70	£0.00	£48.70	2785	LGA 1972 s133
Allied Electrical Services	Defib light replacement Community hall	£97.45	£19.49	£116.94	2866	LGA 1972 s133
Bristol Tree Services	removal of tree Allotments	£120.00	£24.00	£144.00	2867	Open Spaces Act 1906 ss 9&10
G Boyle	Instant ink Oct 19 - Jan 20	£26.64	£5.32	£31.96	2868	LGA 1972 s111
Voice news and media ltd	Tender advert Emersons Green voice	£45.00	£9.00	£54.00	2869	LGA 1972 s 142
Total		£2,354.74	£57.81	£2,412.55		£2,412.55

Direct debits for January

Supplier	Description	Value		Timing	
O2	Mobile phones for Parish Clerk	£8.17	plus vat/calls	Monthly	Variable
Plusnet	Internet access	£12.50	plus vat	Monthly	
707 Resource Management	General Waste Bin - Community Centre	£30.45	plus vat	Monthly	
NEST	Pension Contributions	£58.12		Monthly	Variable
EDF Energy	Electricity for Eagle Crescent Defib	£9.00	plus vat	Monthly	
EDF Energy	Electricity for Parkfield Rank Defib	£11.00	plus vat	Monthly	
Sage	Sage 50 Accounts Essentials	£20.00	plus vat	Monthly	

Print screen of accounts

Budget	Oct		Dif	Nov		Dif	Dec	
	Budget	Actual		Budget	Actual		Budget	Actual
£129,975.53				£127,465.04			£123,679.89	
	£129,975.53				£127,465.04			£123,679.89
£417.00		£0.00		£459.00		£50.00	£0.00	£0.00
£5,433.00		£2,510.49		£4,989.50		£3,835.15	£6,489.50	£7,765.40
		£127,465.04					£123,679.89	£115,914.49
Reconciliation								
Reconciled with Bank up to 03-Jan-20								

Resolved to approve payment and the cheques were duly signed by Cllrs Dunning and English. Cllr Dunning declared an interest in cheque no 2781 which he had signed, meeting approved Cllr Dunning signing said cheque.

2020/01/15 8b. To approve amended budgets for 2020/21 budget.

Resolved to approve amended budgets.

2020/01/15 NO. 9. AGENDA ITEMS

2020/01/15 9a To approve legal costs to progress a new lease for the Community hall and agree any actions.

Resolved to commission solicitors to progress new lease and that the costs will be met from the Pucklechurch Community Association (PCA) reserve. It was noted there may be additional costs for suitable plans of the site. Solicitors to be notified that the deeds have not been traced. A joint inspection of the premises between council and PCA to be arranged.

2020/01/15 9b To consider South Gloucestershire Consultation - Proposed School Admission arrangements 2021-22 and agree any actions.

The consultation was reviewed at the meeting. **Noted**

2020/01/15 9c To consider South Gloucestershire Council consultation - draft Alcohol Strategy for 2020 to 2025 and agree any actions.

Ward Cllr Stokes gave a quick overview of the strategy which contains some shocking figures but should improve access to services and provide help to whole families.

Meeting agreed to review consultation and submit a response at the 19th February meeting.

2020/01/15 9d To agree programme for village maintenance until new contractor appointed.

Cllr English to undertake defibrillator checks for next week.

Resolved to approve informal interim arrangements until new contractor appointed.

2020/01/15 9e To agree article for Pucklechurch News

Agreed articles – thanks to former maintenance contractor, update on planning applications, budget and precept and council vacancies.

2020/01/15 9f To agree yearly calendar for meetings.

Resolved that meetings remain on first and third Wednesday of each month with Annual council meeting in May. Agreed the clerk should arrange the annual parish meeting for May at Pucklechurch primary school.

2020/01/15 9g To agree appointment of internal auditor.

Resolved to appoint Auditing Solutions Ltd.

2020/01/15 9h To agree date for evaluation of tenders and agree any actions

Resolved that all councillors will evaluate tenders on 11th February 2019.

2020/01/15 10. FUTURE AGENDA ITEMS.

None identified.

There being no further business the Council meeting closed at 21:00

Next Meeting will be held on Wednesday, 5th February 2020 at 7:30pm in the Meeting Room, Abson Road, Pucklechurch.

Signed:

Date:

APPROVED MINUTES SIGEND VERSION HELD BY CLERK