



**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY  
18th MARCH 2020 7:30PM, IN THE MEETING ROOM, ABSON ROAD,  
PUCKLECHURCH.**

PRESENT. G Boyle (GB) Chair, C Phillips (CP), L English (LE) and L Putt (LP)  
In attendance: D Dunning (Clerk) and 1 member of public.

Due to the ongoing situation relating to the coronavirus, council business was kept to a minimum.

**2020/03/18 NO 1. TO NOTE APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr R Dunning (RD) and ward councillor S Reade

**2020/03/18 NO 2. DECLARATIONS OF INTEREST**

None.

**2020/03/18 NO 3. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meetings on Tuesday 11th and Wednesday 19th February 2020 were accepted as a correct record of the meetings and were duly signed by the Chair.

**2020/03/18 NO 4. PUBLIC PARTICIPATION**

A member of the public raised concerns over the planned Edward Ware development at Lyde Green including flooding, no acoustic barrier, noise pollution, damage to Grade II\* listed buildings including the setting, density and becoming segregated from Pucklechurch. Written details were passed to the clerk.

It was pointed out that the council had formally objected on two occasions and would not be withdrawing the objections.

**2020/03/18 NO. 5. CORRESPONDENCE**

**2020/03/18 5a** To receive and note notification of parish/town council precepts for 2020/21.

**2020/03/18 5b** To note South Gloucestershire Council is delaying the start of grass cutting due to bad weather.

**2020/03/18 5c** To note South Gloucestershire Council needs to move the dog waste bin to the back of the new footway on Oaktree Ave opposite Partridge Road as this is the site of a new bus stop.

**2020/03/18 5d** To note South Gloucestershire Council's notice under Section 123 of The Local Government Act 1972 to disposal of various parcels of Open Space land within South Gloucestershire

**2020/03/18 5e** To note The National Association of Local Councils (NALC) and the University of Plymouth (UoP) are to undertake ground-breaking research on dementia in local (parish and town) councils.  
All correspondence was noted

## **2020/03/18 NO.6. PLANNING APPLICATIONS**

**2020/03/18 6a P20/02521/RM** Land at Emersons Green East South Gloucestershire BS16 7JZ (adjacent parish).  
Details of layout, scale, landscaping and appearance, in respect of a proposal for a Public Bridleway, (Outline) (Approval of Reserved Matters to be read in conjunction with outline permission PK04/1965/O). Noted

**2020/03/18 6ai P20/04358/TCA** The Vicarage Westerleigh Road Pucklechurch South Gloucestershire BS16 9RD.  
Works to reduce back 1 no Beech tree to previous points leaving approx 11m height and 6m in spread and crown reduce by up to 2m leaving 18m spread and approx 25m in height 1 no. Sycamore situated within the Pucklechurch Conservation Area. **fer to tree officer. Noted**

**2020/03/18 6aii P20/04054/RVC** 85A Parkfield Road Pucklechurch South Gloucestershire BS16 9PS.  
Variation of condition 7 attached to permission PK18/4015/RVC to allow up to 3 no. mobile homes and 3 no. caravans on the site. (PK18/4015/RVC-Removal of condition 9 attached to planning permission PK14/1477/F to make the travellers site permanent.) (PK14/1477/F-Change of use of agricultural land to Gypsy and Traveller Site (1 pitch), erection of access gates and installation of cess pit (Retrospective). Retention of amenity building. Resubmission of PK13/2621/F)  
Resolved to object as inappropriate development of the Green Belt.

**2020/03/18 6aiii P20/04417/TCA** 30 Homefield Road Pucklechurch South Gloucestershire BS16 9QD.  
Works to fell 1 no. Robinia tree situated within the Pucklechurch Conservation Area  
Defer to tree officer. Noted

**2020/03/18 6aiv P19/18252/O** Land Off Abson Road Abson Road Pucklechurch Bristol South Gloucestershire BS16 9SD.  
Revised plans for erection of 15no. self-build dwellings (outline) with all matters reserved. New plans and the developer's responses were noted. Pucklechurch parish council has the right to comments and resolved that all the submitted objections remain unchanged with the new plans.

## **2020/03/18 6B PLANNING DECISIONS**

None

## 2020/03/18 6C PLANNING ENFORCEMENT

None

## 2020/03/18NO. 7. REPORTS

### 2020/03/18 7a To RECEIVE pre-submitted reports from Councillors.

*Report on actions to respond to the coronavirus submitted by Cllr Boyle was considered.*

Resolved to:

Suspend public meetings for the foreseeable future.

Operate in accordance with the published Scheme of Delegation giving delegated authority to the Parish Clerk to undertake the following matters on behalf of the Council:

The day to day administration of services, together with routine inspection and control.

Day to day supervision of all contractors/ staff employed by the Council.

Authorisation of routine expenditure within the agreed budget.

Emergency expenditure up to £1000 outside the agreed budget.

appoint a committee comprising any three 'well' councillors' to deal with extreme emergency situations, if required.

Approve an initial grant of £500.00 for Pucklechurch & Shortwood Good Neighbours Scheme to enable it to manage volunteers and to publicise its services.

use PPC's website and noticeboards to publicise Covid-19 advice provided by for example the Government /NHS.

### 2020/03/18 7B TO RECEIVE REPORT FROM DISTRICT COUNCILLOR(S).

None

### 2020/03/18 7C TO RECEIVE AND NOTE A VERBAL REPORT FROM THE CLERK.

Council resolved to delegate to the clerk all arrangements for the annual playground inspections.

## 2020/03/18 NO. 8. FINANCE

### 2020/03/18 8a To AGREE and sign cheques.

PUCKLECHURCH PARISH COUNCIL CHEQUE RUN							
MEETING DATE			18.03.2020				
Cheques for authorisation in March 2020							
Name	Description	Net	VAT	Amount Paid		Chq No	Power
D Dunning	Salary March 2020	£983.22	£0.00	£983.22	£1,050.95	2877	LGA 1972 s112
	Expenses Stamps £22.40 Paper £7.98 mileage £37.35	£66.40	£1.33	£67.73			LGA 1972 s111

HMRC	tax & NI Mar 20	£429.13	£0.00	£429.13		2878	LGA 1972 s112
Anna Chelmicka	litter picking March2020	£350.00	£0.00	£350.00		2879	open spaces act 1906 ss9&1 0
Ensign Print	Pucklechur ch newsletter Spring 20	£388.00	£0.00	£388.00		2880	LGA 1972 s142
PCA	Meeting Room Hire	£69.30	£0.00	£69.30		2881	LGA 1972 s133
PATA	payroll Jan- Mar	£30.00	£0.00	£30.00		2882	LGA 1972 s112
		£2,316.05	£1.33	£2,317.38			
In accordance with its powers under section 137 and 139 of the Local Government Act 1972, agree to incur approved expenditure which, in the opinion of the Council, is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with expenditure detailed							
Great Western Air Ambulance	Grant	£1,750.00		£1,750.00		2883	LGA 1972 s137
Pucklechurch primary school	Grant	£1,595.00		£1,595.00		2884	LGA 1972 s137
1st Pucklechurch Brownies	Grant	£148.35		£148.35		2885	LGA 1972 s137
1st Pucklechurch Scouts	Grant	£800.00		£800.00		2886	LGA 1972 s137
Tower playgroup	Grant	£879.88		£879.88		2887	LGA 1972 s137
VE Day committee	Grant	£512.97		£512.97		2888	LGA 1972 s137
Revel	Grant	£781.68		£781.68		2889	LGA 1972 s137
Cricket club	Grant	£950.00		£950.00		2890	LGA 1972 s137
10k committee Pucklechurch school PTA	Grant	£498.06		£498.06		2891	LGA 1972 s137
	Sub total S137	£7,915.94		£7,915.94			
St Thomas Becket	Grant	£1,000.00		£1,000.00		2892	LGA 1972 s144
CAB	Grant	£850.00		£850.00		2893	LGA 1972

							s142 (2a)
	Sub total other grants	£1,850.00		£1,850.00			
	Total payments	£12,081.99	£1.33	£12,083.32		£12,083.32	
Direct debits for March							
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 - £14.00 per lift	£30.45	plus vat	Monthly			
NEST	Pension	£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			

Payments were approved and cheques signed by Cllrs English and Boyle.

**2020/03/18 8b To receive latest spending against budget and agree any actions.**

Deferred

**2020/03/18 NO. 9. AGENDA ITEMS**

**2020/03/18 9a** To consider any response to letter received on behalf of Edward Ware Homes, responding to the Parish Council's comments on the above planning application at Lyde Green Farm.

Noted. Objection stand.

**2020/03/18 9b** To consider update and costings for bollards as part of Speed table scheme at Westerleigh Road and agree any actions  
Council was informed that South Gloucestershire Council has placed this scheme on hold due to current crisis.

**2020/03/18 9c** To consider concerns raised by residents over poorly lit areas of pavements in the village and agree any actions  
Resolved to raise concerns with South Gloucestershire Council.

**2020/03/18 9d** To consider notification of deep ruts being formed at the edge of the play area in Eagle Crescent due to vehicles mounting the grass and agree any actions

Plans indicate that the land in question does not belong to the parish council and is not part of the designated green space. Land may be owned privately or by South Gloucestershire Council. Clerk to respond to the member of public.

**2020/03/18 9e Grants:**

*To receive further information from Scouts to support their application and agree any actions.*

In accordance with its powers under section 137 and 139 of the Local Government Act 1972, resolved to incur expenditure of £800.00 which, in the opinion of the Council, is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the detailed expenditure.

To receive revised grant application from church and agree any actions.  
Resolved to grant £1000.00 to support local tourism in Pucklechurch.

*To note letter from Pucklechurch Playgroup*  
Noted

**2020/03/18 9f Allotments review**

To receive request from Pucklechurch Allotment Association (PAA) to move to self-management of the allotments and received advisory report to aid discussions and agree any actions.

Deferred

Subject to i) above,

Review and update annual tenancy agreement and consider any related issues and agree any actions.

Deferred but agreed 2020/21 tenancy letters will be issued and that payment will constitute agreement with the terms and conditions. Further agreed that the informal arrangement to split plot 4 into 2 can continue but will be subject to formal discussion at part of the council's allotment review.

**2020/03/18 9g** To receive request from the Revel 2020 Committee to use of the Pucklechurch Recreation field from: Thursday 18th June – Monday 22nd June 2020 and agree any actions.

No decision taken as may be subject to cancellation due to coronavirus crisis.

**2020/03/18 9h** To consider email from resident regarding woodland and old skate park and agree any actions.

Noted. Meeting reiterated its desire to develop the woodland as a natural resource.

**2020/03/18 9i** To consider proposal by the clerk for community engagement for projects relating to S106 contributions from Oaktree Avenue developments  
Agreed the clerk may undertake informal community engagement if this is possible during the current difficulties.

**2020/03/18 9j** To agree format for annual parish meeting booked for 21st May 2020 and agree any actions.

Booking to remain at present although coronavirus crisis may result in this meeting being cancelled /rearranged.

**2020/03/18 9k** To consider whether to support the local community engagement forum's proposal to change its name from 'North Eastern South Gloucestershire CEF' to 'Boyd Valley' CEF

Resolved to support change of name to 'Boyd Valley' CEF.

**2020/03/18 10. FUTURE AGENDA ITEMS.**

None

There being no further business the Council meeting closed at 8.30pm

Further meetings are currently suspended

Signed:

Date:

APPROVED MINUTES SIGNED COPY HELD BY CLERK