

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 5 JUNE 2013, 7pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** R. Symons Chairman, Mrs G. Boyle Vice Chairwoman, E. Aze, Mrs Lori-Anne Button, Mrs L. English, Mrs J. Hawkins, M.C. Smith, M.S. Watson.

Debra Duke (Clerk)

**NO 1. APOLOGIES FOR ABSENCE.** Councillor Green

**DECLARATIONS OF INTEREST:** None

**NO 2. LOCALISING OF HIGHWAY AND STREET SCENE SERVICES**

Mark King, Head of Street Care Services, South Gloucestershire Council, attended to discuss the changes being considered to the provision of street care and street scene services. There were two drivers for the changes, localism and cost savings. Some of the services provided were discretionary and parish councils also received different levels of service. It was proposed to return to providing a core service with any additional services above the core service being bought by parish councils from SGC or other contractors. Discussions between councils would take place until September.

One thing to note was that dog waste was no longer collected within a different waste stream and savings could be made by reducing any areas where a dog and litter bin were maintained.

Another area being considered was grass cutting. Highways grass was cut two times a year and amenity grass as required. Some highways grass had changed to being cut to amenity grass standards and this would be rectified. Highways visibility splays would be maintained to the required standards. A request for an amenity grass map of the parish was made and it could be provided. SGC would be able to provide some help with any consultation that the council wanted to undertake.

In response to questions about promoting wildflowers along highways verges, Mark King replied that SGC did have a Biodiversity Action Plan. However, it did take time and work to encourage wildflowers. There were some areas where work was being undertaken and this may be extended in the future.

Mark King also addressed the traffic survey undertaken (minute number 8a). The recommendation for a formal crossing along Shortwood Road would be assessed within the capital programme for 2014/15. Schemes within the programme would be selected by the Kings Forest Area Forum.

**RESOLVED:** To arrange a workshop to discuss the proposals and then make a recommendation to council.

**NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON WEDNESDAY 15 MAY 2013**

**RESOLVED:** the minutes of the meeting held on 15 May 2013 were agreed as an accurate record and signed by the Chairman.

*Councillor Aze left the meeting at this point*

#### **NO.4. PUBLIC PARTICIPATION**

A presentation was made to Diane Bailey who after 20 years as the Clerk to Pucklechurch Parish Council had retired. All councillors thanked her for her work and invaluable knowledge, it had been a pleasure to work with her.

The Council was informed about the sad death of Roy Wiltshire. Roy was an active member of the Council for over 30 years. Pucklechurch Parish Council offered their condolences to the family.

#### **NO. 5 PLANNING APPLICATIONS**

**No.5a. PK13/1482/F Elizabeth Shaw 12 Becket Court BS16 9QG, Change of use from B1 (office) to D1 (GP Surgery) as defined in Town and Country planning (Use Classes) Order 1987 (as amended). Installation of new rear entrance door.** Some discussion was held about the pedestrian access to the site particularly from Oaktree Avenue which only had pavement along one side.

RESOLVED: No objection to be raised, but that there might be implications for pedestrian access particularly crossing local roads. **DD**

**No.5b. PK13/1614/PNA Gingells Farm 126 Shortwood Hill BS16 9PF, Prior notification of the intention to erect an agricultural building for the storage of fodder and machinery**

This was for a new barn, not a replacement for one damaged by fire.

RESOLVED: No objection to be raised. **DD**

**No.5c. PK13/1698/F 200 Westerleigh Road BS16 9PY, Erection of two storey side and single storey rear extension to form additional living accommodation.** The plans showed a large extension and concerns were raised about the percentage increase in the building's volume.

RESOLVED: No objection in principle to an extension but query the volume increase because it looks like it was more than 30 per cent. **DD**

**No.5d. PK13/0907/F, 51 Oaktree Avenue BS16 9SF, Alterations to roofline of detached garage to form first floor and facilitate conversion to residential annexe**

Noted result- approved with conditions. The annex to the main residence would not be permitted to be a separate dwelling.

**No.5e. PK13/1076/MW, Existing Landfill Site Shortwood Quarry, Variation of condition 33 attached to planning permission PK03/1545/F to amend the operational working hours of the landfill site to include for Public Holiday working between 07:00 and 16:00**

Noted result received- approved with conditions

## **NO.6. FINANCE**

The finance working group and the clerk had met to discuss the budget and finance worksheet. Further discussions would take place as required and work would start in September on the budget for 2014/15.

## **NO.7. REPORTS**

### **No.7a. Parish Councillors written reports**

None

### **No.7b. Councillors report from Parish Council Surgery**

The report had been circulated. Issues about parking on the village green, Oaktree Avenue, had been raised. South Gloucestershire Council owned the land and should be contacted about this issue.

Fly tipping of garden waste had been taking place along Back Lane. This would be reported to SGC and could be included within the next Chairman's report. It was also suggested that residents be written to, asking them to be aware of fly tipping and to report any instances of it. SGC would prosecute fly tippers.

RESOLVED:

1. To contact SGC about parking on the village green, Oaktree Avenue **DD**
2. To write to all houses in Dyrham Close and 46 to 51 Oaktree Avenue asking them to report any instances of fly tipping **DD**

### **No.7c. report from Boyd Valley Councillors.**

None

### **No.7d. Verbal report from the Clerk**

A number of bus complaints had been received recently which would be passed on to SGC.

## **NO.8. AGENDA ITEMS**

### **No.8a. Proposals formed after a speed watch/volume survey on Shortwood Road**

Councillors were pleased with the proposal that some form of pedestrian crossing would be considered within SGC's 2014/15 capital programme.

### **No.8b. South Gloucestershire's Landscape Character Assessment and Renewables SPDs**

A response had been formed when the initial consultation had taken place. A workshop of all councillors had reviewed all of the documents and this response would be revisited.

RESOLVED: Delegated the formulation of a response to Councillors Boyle and Symons. **RS/GB**

**No.8c. Issues relating to future development in the area and whether the Council would like to take forward Neighbourhood Planning or work with SGC on the Policies, Sites and Places Development Plan Document**

Neighbourhood plans were proving an expensive and time consuming option for parish councils to undertake. The final stage of these plans was a referendum, so the plan was not guaranteed to be adopted.

The option of working with SGC on the Policies, Sites and Places Development Plan Document would be a more suitable way to affect their policies. SGC would be contacting parish councils over the next month about the next steps.

RESOLVED: To work with SGC on their Policies, Sites and Places Development Plan Document.

**No.8d. update for Emergency Planning.**

Councillor Hawkins updated members about progress to date. A plan had been drafted for the project. The document would be a live document even when it was published, processes to trigger reviews of the plan would be in place. The parish council would manage the plan. Volunteers to provide an emergency planning response team would be required and would be advertised for at the Revel.

**No.8e. next steps for the Community Hall makeover**

The next steps for the makeover would be discussed at the next meeting of the PCA.

**No.8f. Pucklechurch village clean up**

Councillor Hawkins would attend at 10am outside the Scout Hut.

**No.8g. corporate response to the South Gloucestershire Homelessness review and Strategy 2013**

RESOLVED: No response necessary.

**No.8h. use of Herbicide by SGC Street Care and to decide on the course of action**

The parish council had previously agreed to ask SGC to not use herbicide but this had started again.

RESOLVED: To contact Mark King, SGC, about this. **DD**

**NO.9. DATE OF NEXT MEETING**

The next Parish Council meeting would be held on Wednesday 19 June 2013, at 7:30pm.