

MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 17 JULY 2013, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

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

PC Ken Hill
PCSO Ian Taylor
Police Cadet Jemima Suffolk
Debra Duke (Clerk)

NO 1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Councillors Aze, Green and Hawkins.

NO 2. DECLARATIONS OF INTEREST

There were no declarations of interest but it was noted that Councillors Symons, Smith and Button were now members of the Youth Club Management Committee, with reference to minute number 10h.

NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 3 JULY 2013

RESOLVED: The minutes of the meeting held on 3 July were approved as a correct record and signed by the Chairman.

NO.4. PUBLIC PARTICIPATION

None

NO.5. LAW AND ORDER

PC Ken Hill attended the meeting and updated the council on recent activities. Since the beginning of July there had been three motor vehicle thefts, one commercial burglary and one dwelling burglary. Crime was lower than the previous month. A recent issue had been the theft of catalytic convertors from new Mercedes vans. The police were providing marking kits to owners of these vehicles.

It was suggested that the village website and the mailing list be used by the police to pass news on and raise awareness of issues. It was noted that the perception of crime in the parish was higher than the actual.

Residents had commented favourably about the mobile police station that had been available at the same time as the parish drop-in sessions. However it was not always available due to shift patterns of officers. It was also noted that should no one be able to attend the parish council meeting that information would be passed on via the clerk.

It was noted that the police would carry out door to door calls of 20 houses either side of a house that had been the victim of a crime. This was often done in the daytime because demands on officer time increased in the evenings.

NO.6. FINANCE

No.6b. Sign Cheques

It was noted that HMRC had sent the council the first part of the tax refund payment made to the clerk. It was also noted that the gazebo purchased by Councillor Hawkins for the Revel Day stand had been irreparably damaged by the high winds on the day and had been disposed of.

RESOLVED:

Invoices were checked and the following cheques were signed:

HMRC- National insurance- £11.28

Recresco- £84.00

South Glos Council- dog bins- £115.68

GB Sport and Leisure- £51.60

Grant Thornton- £360.00

Playsafety- 78.00

EDF- £27.66

Anna Sharpe- £178

Jayne Hawkins (for purchase of a gazebo for the Revel day stand)- £19.00

Gavin Ashby (salary plus mileage and expenses)- £638.78

Debra Duke (salary, tax refund and expenses) - £708.72

No.6b. Council to join CPRE for a further year

RESOLVED: For the council to join the Council for the Protection of Rural England for a year at a cost of £29.00. A cheque was written and signed for this amount.

NO.7. CORRESPONDENCE

Councillor Watson was not in the room for this item

No.7a. NALC Consultation - A New Future: developing the Strategy

The consultation was on the draft future strategy for the National Association of Local Councils (NALC). As part of the consultation a spreadsheet outlining the functions of NALC with a list of possible providers (including NALC committees, NALC executive, individual parish councils) was circulated for completion.

RESOLVED: To include an agenda item at the next council meeting to agree a response to the consultation by the deadline date of 30 August.

Councillor Watson returned to the meeting

NO.8. REPORTS

No.8a. Parish Councillors written reports

It was noted that the council had been successful in its grant application to the Positive Activities Fund for the youth club funding. There were conditions attached to the funding and a periodic report needed to be produced as one of these. The parish council had received a thank you card from members of the youth club for gaining this funding on their behalf.

No.8b. Councillors report from Parish Council Surgery

Councillor Button reported that the mobile police van had not been in attendance on 6 July 2013.

An issue of vegetation encroaching on the pavement on Westerleigh Road had been reported. This had been reported to SGC before and would be again.

It was requested that an agenda item about Speedwatch be considered at the next meeting.

RESOLVED:

To report vegetation encroaching along pavement on Westerleigh Road to South Gloucestershire Council **DD**

To contact the Speedwatch Coordinator **MS**

No.8c. report from Boyd Valley Councillors.

Apologies had been received from Councillors Reade and Stokes due to attending a full Council meeting of South Gloucestershire Council.

No.8d. Verbal report from the Clerk

The clerk gave an update on various pieces of work. At the recent Parish Charter Working Group she had been made aware of a consultation on SGC's Policies, Sites and Places Development Plan Document that would run from the end of July until September. It had also been agreed to rename the group Parish and Town Council Forum and to clarify the membership as all clerks and one councillor from each council.

NO.9. PLANNING APPLICATIONS

No.9a. PK13/2413/TCA, Land South East Of 40 Parkfield Road Pucklechurch Bristol South Gloucestershire BS16 9PS, Works to various trees to reduce by a maximum of one metre clearance around the BT line to allow access for essential maintenance works, situated within Pucklechurch Conservation Area

This was work that needed to be carried out to allow maintenance to take place. Therefore as long as consultation was undertaken with the SGC Tree Officer the parish council had no objection.

RESOLVED: No objection subject to consultation with SGC Tree Officer. **DD**

No.9b. PK13/2428/F;15 Eagle Crescent Pucklechurch BS16 9SE; Erection of front porch.

RESOLVED: No objection **DD**

No.9c. PK13/2187/ADV; Lyde Green Emersons Green BS16 7NT; Display of 3no. non-illuminated information/directional signs.

RESOLVED: No objection **DD**

No.9d. PK13/2321/F80; Hawkridge Drive Pucklechurch BS16 9SW; Erection of rear conservatory.

RESOLVED: No objection **DD**

No.9e. PK11/3976/F; 85A Parkfield Road BS16 9PS; Change of use of land to gypsy and traveller caravan site to facilitate the retention of 1no. existing mobile home and 1no. amenity unit.

Since the publication of the agenda this application had been disposed of by South Gloucestershire Council. The agent had been granted six months to provide further information about the application but had not done so. The parish council were concerned that the site was still being used in breach of planning and would write to the SGC enforcement team.

RESOLVED: To contact SGC Enforcement Officers about the continued breach of planning on this site. **GB**

No.9f. Planning application results received.

One approval with conditions had been received for:

- PK13/1698/F, 200 Westerleigh Road Pucklechurch Bristol South Gloucestershire BS16 9PY

The parish council had submitted no objection in principle to the proposed extension but had queried the volume increase because it looked like it was more than 30 per cent.

NO.10. AGENDA ITEMS

No.10a. Submission for the Local Sustainable Travel Fund

A draft application for funding of £50,000 towards the Pucklechurch-Shortwood shared path was presented. Information had been used from the Community Plan and Mangotsfield School Travel Plan to support the application. It was suggested that further amendments be made to highlight the following:

1. Other employers, such as MOD Abbey Wood, encouraged cycling to work;
2. The economic benefits of the provision of the path;
3. The path would help provide access to places of entertainment (such as Longwell Green) although the bus service from Emersons Green was not the most direct; and
4. That the exact route had not yet been finalised but that alternative routes to alongside the road would need to be done in one go and funding would not be available for that.

RESOLVED: To update the application as discussed and to submit to South Gloucestershire Council for consideration before the deadline of 26 July. **DD**

No.10b. Nomination to the Neighbourhood Policing Awards

Councillors discussed the reasons that they would like to nominate PCSO Sam Paterson for a Neighbourhood Policing Award.

RESOLVED: It was agreed to make the following submission, before the deadline date of 4 August.

Pucklechurch Parish Council would like to nominate PCSO Sam Paterson for the following reasons:

1. She goes out of her way to be part of the community and has good local knowledge.
2. She is personable and remembers people's names.
3. She is felt by the community to be 'one of us'
4. She is level headed and endeavours to see both sides of a situation
 - a. For example when residents at St Aldams were concerned about ASB she made sure that everyone understood the issues and dealt with the situation with equanimity
5. Her knowledge and memory of pertinent facts are invaluable.
6. She is pragmatic and logical, does not deal with hearsay.

No.10c. Response to the Update on the Core Strategy consultation.

The Core Strategy stated that 66 dwellings would be built in Pucklechurch between now and 2020. Councillors agreed that this was in line with the demand shown in the housing needs survey and was a sustainable number for the village. Councillors felt that they did not have any particular comments on this consultation.

RESOLVED: To reply to SGC that Pucklechurch Parish Council does not have any comments at this stage. **DD**

No.10d. Respond to SGC consultation on Review of Local Engagement Mechanisms and Decision Making

RESOLVED: To delegate completion of the response on behalf of the council to the group as previously agreed.

No.10e. respond to the consultation on the proposed changes to South Gloucestershire Council's Local Planning Application Requirements

South Gloucestershire Council had removed one requirement from the list because this had been superseded by the National Planning Policy Framework.

RESOLVED: To respond to SGC that Pucklechurch Parish Council acknowledges the information but has no comments to make. **DD**

No.10f. To CONSIDER any comments for street trading application for a mobile ice cream van.

RESOLVED: No objection **DD**

No.10g. To CONSIDER a response to the Castle Road area - Proposed 20mph speed limit and waiting restrictions review

The proposal introduced yellow lines into Pucklechurch. Concerns were raised about how these parking restrictions would be enforced. Comments were also made about how much the residents of Castle Road knew about the proposed scheme. Councillors welcomed the efforts that SGC had made and that the reduction in speed

was welcomed, but concerns over how the parking restrictions would work were voiced.

RESOLVED: To respond to SGC's consultation with the following comments:

- The parish council welcomes the efforts of South Gloucestershire Council in forming this scheme.
- The parish council believes that the scheme will help to ameliorate the speed problems in the area but is unsure about the effect the scheme will have on parking issues.
- The parish council would also like to know how the waiting and parking restrictions were going to be monitored and enforced. **DD**

No.10h. Set aside previously Participatory Budget allocated funds to grant funding available to all Youth Groups in the Parish

In 2012/13 £8000 had been allocated for participatory budgeting. This amount had not been spent and had been carried over into 2013/14. No additional funds for 2013/14 had been made to this budget heading. It would not be possible to undertake participatory budgeting in this financial year because of the work and time that was involved.

In allocating this fund to youth groups some discussion was had about whether it could encompass projects to benefit young people that were not run by an established youth group or were run by a group whose members were of other ages too.

The funding would have to be carefully monitored to ensure it was spent in the correct manner. It was likely that established youth groups would have an advantage in preparing a bid for the fund and then showing accountability.

To clarify the funds available it was suggested that the finance working group meet, especially as the councillors on that group were not members of any youth group or committee.

RESOLVED:

- That the proposal in principle was acceptable; and
- That the finance working group identify the funds that were available and present an agenda item at the next meeting. **DD/MW/LE/JH**

No.10i. Working group to propose an amount, application process and communication format to enable the Youth Group Grant Funding

To be discussed once the funds had been agreed.

No.10j. To CONSIDER the process by which the Council manages the Positive Activities grant for the Youth Club.

The Parish Council had established a management committee for the youth club. The management committee would become responsible for managing the finances including the Positive Activities grant. However, work still needed to be done as the only members of the committee were parish councillors and young people, the committee did not yet have terms of reference.

In the short term the parish council had taken the lead to retain the youth club. In the longer term the youth club management committee would become properly established. In this transition stage a method for managing the grant achieved and other funds needed to set up.

RESOLVED: To request the funding and to establish management of the funds

RS/DD

No.10k. To CONSIDER a funding request from the Good Neighbours Scheme

On 16 May 2012 the council had granted the Good Neighbours Scheme funding to help with advertising the scheme. A new request had been received requesting funding of £200 to help pay for the group's public liability insurance. The Good Neighbour Scheme coordinators were looking at assessing demand for the scheme in other local villages. There was some concern about how this would be financed because grants made by parish councils could only be made to benefit their residents.

RESOLVED: To postpone consideration of the grant until the next meeting when a Good Neighbour Coordinator would be able to attend to answer questions.

No.10l. To CONSIDER and AGREE whether to hold one or two meetings in August

Due to consultation deadlines for planning applications it was agreed to retain two meetings in August.

NO.11. DATE OF NEXT MEETING

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