

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 7 AUGUST 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, P.J. Green, Mrs J. Hawkins, M.C. Smith, M.S. Watson.

Ben Stokes - South Gloucestershire Councillor for Boyd Valley  
Debra Duke (Clerk)

**NO 1. APOLOGIES FOR ABSENCE.** Apologies for absence were received from Councillor Aze.

**NO 2. DECLARATIONS OF INTEREST**

None

**NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 17 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**

Ross Goodison attended to talk about the Good Neighbours Scheme and to answer any questions in relation to their request for funding.

Last year the Good Neighbours Scheme had used parish council funding to provide information leaflets, leaflet wallets and leaflet dispensers. This year they requested funding to pay their public liability insurance, which had been £174 for the previous year. They would also like some funding towards the cost of the dedicated mobile phone.

In the submission to the council they had said that they were looking at expanding the scheme into other villages. They were reminded that funding from Pucklechurch Parish Council had to benefit residents of Pucklechurch parish. Councillors suggested that they contact other parish councils, where they found a demand for the scheme, soon in order to secure funding through their budgets for 2014/15.

It was proposed that agenda item 9a be considered at this point.

**NO.5. CORRESPONDENCE**

**No.5a. Home Energy Efficiency Information Update from SGC**

Councillors requested that this be brought forward as an agenda item for a meeting in September. It was also requested that officers from the Home Energy Advice Team be invited to attend and present home energy efficiency data relevant to the parish, as the offer within the email.

RESOLVED: To schedule an agenda item for one of the meetings in September once confirmed which meeting Home Energy Advice officers can attend. **DD**

**No.5b. Response from SGC Traffic Engineer about the Castle Road scheme**

Following the meeting on 17 July comments about the Castle Road traffic scheme were submitted. A SGC Traffic Engineer had replied about the concerns with enforcing the parking restrictions, that there would be a visible presence of civil enforcement officers to reinforce the new restrictions.

RESOLVED: To note the reply.

**No.5c. Letter from South Glos Over Fifties Forum**

A letter had been received from the South Gloucestershire Over Fifties Forum. It mentioned that the organisation would like financial help but gave no details of the services it provided to Pucklechurch residents.

RESOLVED: To note the letter and to reply requesting more information if financial assistance was being sought. **DD**

**NO.6. PLANNING APPLICATIONS**

Councillor Boyle said that it would be very difficult for the parish council to make detailed informed comments on the Emersons Green East applications since they required more expertise, professional planning knowledge and a better overview of the detail of the development in relation to the master plan. Reading correspondence from SGC officers it was clear the level of detail and knowledge that was required. These letters also suggested that there would be further negotiations and amendments to the schemes which may then not relate to any comments made by the parish council. It was suggested that where an application for Emersons Green East fell within Pucklechurch parish boundary it would be commented on if there were any specific details that councillors felt needed to be addressed, otherwise no comment would be submitted. Some of the applications were within Mangotsfield Rural parish but had been sent to Pucklechurch Parish Council for consultation as the neighbouring parish.

**No.6a. PK13/2648/RM, Parcel 2 Land At Emersons Green East South Gloucestershire BS16 7AQ, Erection of 86 residential units with associated road, landscape and parking (Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK04/1965/O)**

RESOLVED: To submit no comment. **DD**

**No.6b. PK13/2649/RM, Parcel 9 And 10 Land At Emersons Green South Gloucestershire BS16 7AQ , Erection of 137 units and associated road, landscape and parking (Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK04/1965/O)**

No comments to make, this application was within Mangotsfield Rural Parish Council's boundary. Pucklechurch Parish Council had been consulted as a near neighbour.

**No.6c. PK13/2646/RM, Parcel 3 Land At Emersons Green East South Gloucestershire BS16 7AQ, Erection of 58no. dwellings, garaging, parking, landscaping and associated works. (Approval of reserved matters to be read in conjunction with outline planning permission PK04/1965/O).**

No comments to make, this application was within Mangotsfield Rural Parish Council's boundary. Pucklechurch Parish Council had been consulted as a near neighbour.

**No.6d. PK13/2647/RM, Parcel 8 Land At Emersons Green East Emersons Green South Gloucestershire BS16 7AQ, Erection of 81 no. units and associated roads, landscaping and parking. Approval of reserved matters to be read in conjunction with planning permission PK04/1965/O**

No comments to make, this application was within Mangotsfield Rural Parish Council's boundary. Pucklechurch Parish Council had been consulted as a near neighbour.

**No.6e. PK13/2602/RM, Emersons Green East Bristol South Gloucestershire BS16 7AH, Construction of road 2A, including carriageway and footway. Construction of steps (down to road 1A) and associated landscaping. Approval of reserved matters to be read in conjunction with outline planning permission reference PK04/1965/O.**

RESOLVED: To submit no comment DD

**No.6f. PK13/2630/FDI, Land Adjacent To Hallen Farm Howsmoor Lane Emersons Green South Gloucestershire BS16 7AQ, Diversion of footpath PMR/8**

No comments to make, this application was within Mangotsfield Rural Parish Council's boundary. Pucklechurch Parish Council had been consulted as a near neighbour.

**No.6g. PK13/2627/FDI, Diversion of footpath PMR/11, Land Adjacent To Rosary Roundabout A4174 Emersons Green East Bristol South Gloucestershire**

No comments to make, this application was within Mangotsfield Rural Parish Council's boundary. Pucklechurch Parish Council had been consulted as a near neighbour.

**No.6h. PK13/2621/F, 85A Parkfield Road Pucklechurch Bristol South Gloucestershire BS16 9PS, Change of use of land to gypsy caravan site comprising of 1 no. mobile home and amenity unit**

The planning department at SGC required more plans and information before the application could be validated and considered. Consultation on this application would begin again once the application was validated.

**No.6i. PK13/2770/F, and PK13/2791/LB The Stables Court Farm Pucklechurch, Erection of single storey front extension to provide additional living accommodation**

The application related to a barn that had been converted. It was within the conservation area but did not have listed status itself. Looking at the plans it was clear that the extension's roof was lower than the main dwelling. Because the extension was at 90 degrees to the main dwelling the extension's roof was higher than adjacent buildings. This was not an objection but a point to be considered.

RESOLVED: To submit no objection to the extension but note that whilst the roof line of the extension is subservient to the main dwelling it is higher than the roof line of buildings that it is in line with. **DD**

**No.6j. To NOTE planning application results received.**

Two approvals with conditions had been received:

- PK13/1951/F 18 Parkfield Rank Parkfield Road Pucklechurch Bristol South Gloucestershire
- PK13/2173/CLP 38 Oaktree Avenue Pucklechurch Bristol South Gloucestershire BS16 9TE

The parish council had not submitted objections to these.

**No.6k. Urgent item PK13/2799/RVC, Greatwood Coxgrove Hill Pucklechurch, Variation of conditions 2, 3 and 6 attached to PK09/0668/F to allow the use of the premises by Willowbank Care Ltd for use of the facilities by adults with learning difficulties, to allow the keeping of 5no. ponies/horses and 4no. donkeys on site and to allow the stationing of a portable building as staff facility and summerhouse . (Retrospective).**

Notification about this planning application had been received once the agenda had been dispatched. It was a resubmission of an application that the council had objected to on 2 May 2013. It was proposed that the same objection be submitted for this application.

RESOLVED: To resubmit the objection for PK13/1068/RVC

Pucklechurch Parish Council object to this application believing the conditions were attached to the original application for good reasons. They object on the grounds of: Road safety as it is only a single track road. The porta cabin is detrimental to the visual amenity of the green belt.

**NO.7. FINANCE**

A meeting of the finance working group had taken place particularly about funding a grant scheme raised at the meeting on 17 July. This would be considered later in the meeting. There were no issues with finance and discussions about budget and precept for 2014/15 would start in late September.

**NO.8. REPORTS**

**No.8a. Parish Councillors written reports**

The Chairman updated councillors about the topics his report in the next Pucklechurch news covered.

**No.8b. Councillors report from Parish Council Surgery**

Councillors English and Boyle had attended.

Dumping of green or garden waste over garden fences had been reported. This was still fly tipping although awareness of this did not seem high. Using the text

messaging service was a useful method of reporting because it could be done as you came across the problem.

A request had been made in May to meet with various parties about flooding in Hill View Road. A further request was made to set this meeting up. The clerk informed members that an email had been sent to the Senior Engineer (Drainage) at SGC. He had been waiting on information from the residents of Hill View Road. However, there was a reasonable amount of this information and was not in an electronic format. It was suggested that the Senior Engineer (Drainage) be contacted again.

Another resident had brought in a letter from the planning department that they did not understand. Once it had been explained there were no problems, but the language needed to be simpler.

Further issues about litter, residents had been asked to contact SGC Streetcare directly.

Some camping had been undertaken on the Village Green on Oaktree Avenue. This land was owned by SGC so should be reported directly to them. Upon checking camping was not allowed on public land without permission.

**RESOLVED:**

1. To include information about fly tipping within the next Pucklechurch News **RS**
2. To contact Senior Engineer (Drainage) SGC about arranging a meeting regarding flooding in Hill View Road **DD**
3. To pass on comments about technical language being used in communications to the public back to SGC **DD**

**No.8c. report from Boyd Valley Councillors.**

Councillor Stokes reported that prosecutions for dumping waste had been successful and fly tipping had decreased. Fibre optic broadband would result in 100km of new cable and 50 new cabinets across South Gloucestershire.

Parish councillors asked to be informed if providing fibre optic broadband would result in roads being dug up. They also said that it would be useful if SGC could inform the parish council if they were told about any works to highways by utility companies in advance.

Agenda item 9d was considered at this point.

**No.8d. Verbal report from the Clerk**

A meeting had been requested between Wessex Bus company, Steve Webb MP, SGC officers, the parish council and interested residents for end of September, beginning of October. Availability of the main hall would be checked and an article submitted for Pucklechurch News, deadline 8 August.

Streetcare had replied about using herbicide in Pucklechurch and had agreed not to.

The application for the Sustainable Travel Fund had been submitted and would be considered at a meeting of the Planning, Transport and Strategic Environment Committee on 4 September.

Planning application PK09/5583/F would be considered at a Development Control (East) meeting on 15 May. A councillor could attend and address the committee if available. Councillor Watson said that he was able to attend and present the previous submitted objection.

RESOLVED:

1. To check hall availability for the meeting about the bus service **DD**
2. To register Councillor Watson to attend and speak at the Development Control (East) Committee **DD**

## **NO.9. AGENDA ITEMS**

### **No.9a. To CONSIDER request from Good Neighbours Scheme for funding towards Public Liability Insurance**

Following the public participation presentation and questions councillors agreed to contribute £250.00 to the costs of public liability insurance and the mobile phone for the Good Neighbours Scheme.

RESOLVED: To award a grant of £250.00 to the Good Neighbours Scheme for purchase of public liability insurance and mobile phone costs.

### **No.9b. To AGREE to allocate a total of £4,000 grant funding for youth groups and £4,000 grant funding for older persons groups.**

Councillor English presented the recommendation from the finance working group. The recommendations were:

1. To provide up to £4,000 grant funding for youth groups
2. To provide up to £4,000 grant funding for older persons groups
3. To draft a grant funding application form to be presented at the meeting on 21 August 2013
4. To advertise to relevant groups in the next Chairman's Briefing that funds were available.
5. To write to relevant groups that funds were available.

Those who could apply would have to be a group because they would need a constitution and an auditable method of managing the grant awarded. A report and recommendations about a grant application form and other details would be presented to the next meeting.

In principle the recommendations were agreed with but the grant for older persons groups was questioned. It was agreed that setting an age limit might be difficult and that it would be simpler to award grants to other groups.

Vote: 6 For            1 Against            1 Abstention

RESOLVED:

1. To provide up to £4,000 grant funding for youth groups
2. To provide up to £4,000 grant funding to other groups

3. To draft a grant funding application form to be presented at the meeting on 19 August 2013
4. To advertise to relevant groups in the next Chairman's Briefing that funds are available.
5. To write to relevant groups that funds are available.

**No.9c. Update the log**

The log had been established to capture actions undertaken by the clerk that did not need to be reported to meetings. The log had since become out of date and needed to be reviewed. Some actions were outstanding and some had not had information updated that the work had been completed. A list of those actions that needed more information had been circulated and all were asked to look at these. The log could then be continued afresh.

RESOLVED: To review the list of log items **All**

**No.9d. The content of the latest Conservative newsletter**

Parish councillors expressed their disappointment with the lack of acknowledgement to the parish council and other groups and individuals within the newsletter. The articles were not inaccurate but it was agreed that the overall tone did not fully acknowledge the help provided by other organisations. The parish council were grateful for the work and support of the SGC councillors.

A method of redressing this would be to promote and publicise the work of the parish council. It seemed that there was a larger communication issue, for example, some of the visitors to the drop in session the previous Saturday had not realised that the parish council ran one until that day.

Councillor Stokes said that the newsletter was a way of communicating what had been achieved and it was a political document. He said that he would put a more detailed response in writing.

RESOLVED: To establish a Communications Working Party of the following members: Councillors Boyle, Button, Hawkins and Symons

**No.9e. Project Subway to be undertaken on 29 and 30 August 2013**

The project undertaken in 2012 had been a success but some of the paint was peeling. It had been proposed to sand and repaint some of the images over two days in August. The parish council could not give permission, because the land and structure were SGC property. However, the project was supported and it was suggested that a donation of up to £100 was provided for materials.

Vote: 7 For                      1 Against

RESOLVED: That subject to the necessary permissions being granted by South Gloucestershire Council, that a grant of up to £100 be awarded to purchase materials for the project.

**No.9f. Complaint received regarding noise at St Aldams Play area**

A noise complaint about St Aldams play area had been passed from SGC. The noise was not at a level that the Environmental Health team could enforce against and the police had responded to calls relating to anti-social behaviour. A sign was already at the play area asking people not to use the equipment after dark, but in the summer this was late in the evening.

RESOLVED: To contact the complainant that the parish council had been made aware of latest complaints and situation.

**No.9g. Quotes received for works to allotment site**

Deferred until 21 August 2013

**No.9h. Response to SGC Affordable Housing and ExtraCare SPD - Informal Consultation Issues and Options Paper**

Deferred until 21 August 2013

**No.9i. Spread sheet response to NALC Consultation - A New Future: developing the Strategy**

A draft had been circulated prior to the meeting for comments, following the agreement to submit a response at the 17 July meeting.

RESOLVED: To submit the spread sheet to the NALC consultation – A new future: Developing the Strategy **DD**

**NO.10. DATE OF NEXT MEETING**

The next Parish Council meeting would be held on Wednesday 21 August 2013, at 7:30pm.