

**MINUTES OF THE PARISH COUNCIL MEETING HELD WEDNESDAY 5 JUNE
2013, 7:30pm, IN THE MEETING ROOM PUCKLECHURCH COMMUNITY
CENTRE, ABSON ROAD.**

PRESENT. R. Symons Chairman, Mrs J. Hawkins, M.C. Smith, M.S. Watson.
Steve Read- South Gloucestershire Councillor for Boyd Valley
Debra Duke (Clerk)

NO 1. APOLOGIES FOR ABSENCE.

Apologies for absence were received from Cllrs Boyle and English

NO 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

**NO.3. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 19 FEBRUARY
2014**

RESOLVED: The minutes of the meeting held on 19 February 2014 were approved as a correct record and signed by the Chairman.

NO.4. PUBLIC PARTICIPATION

None

**NO.5. PRESENTATION FROM KAREN WILKINSON ABOUT COMMUNITY
ENERGY**

Councillor Watson arrived during consideration of this item.

Karen Wilkinson gave an update about the progress of the Marshfield Community Energy project.

Thermal imaging of the village had been undertaken. Through the parish plan Marshfield had found there was strong support for renewable energy. A bid for funding was being prepared to undertake a feasibility study into three technologies; wind, solar and anaerobic digestion.

Community energy projects would provide an income to the parish and increase resilience, particularly as funding from other sources was decreasing. Community consultation was important to explain the benefits to residents and design a scheme that was acceptable.

There were a lot of organisations providing advice and some funding but this was a new area of work and practical help was more difficult to find. An event hosted in Marshfield in 2013 had been extremely well attended, with Vince Cable MP as the key note speaker.

It would be useful to work with other parishes and areas to improve the attraction of the area for investment.

RESOLVED: To discuss next steps and actions for Pucklechurch at the 19 March 2014 council meeting

NO.6. FINANCE

No.6a. To RECEIVE budget update

There had not been additional spending since 19 February. Bank statements had been reconciled.

An underspend was anticipated. The anticipated spend on the roundabout and the first round of grant funding had been below budget.

No.6b. To CONSIDER the underspend for 2013-14

The finance working group would be meeting on 17 March to consider proposals to recommend to council.

NO.7. CORRESPONDENCE

No.7a. The Centre for Sustainable Energy's communities team is offering support to groups who want to apply to the Rural Community Energy Fund

This information would be provided as background information to the agenda item on 19 March considering actions for community energy projects.

No.7b. SGC Changes to grants application, assessment and awards process 2014

The consultation had only provided the full report for SGC as background information. A shorter summary of the changes would have been useful. The report was lengthy and in places confusing.

RESOLVED: To respond to SGC that the report was not helpful in determining a response to the consultation.

No.7c. Size of lorry and trailer using Feltham Road

A resident had passed on an email sent to SGC Cllr Stokes about problems encountered with a large lorry on Feltham Road/Castle Road. The parish council noted the concerns and that the issue had been raised with the Highways Authority. If there were further issues then the parish council would like to be kept informed and could help liaise with different the parties if required.

No.7d. Bus re-tender consultation

South Gloucestershire Council were going out to tender for various bus services and were currently considering not supporting service 948. This service ran from Pucklechurch to Kings Oak Academy, Grange School and Sir Bernard Lovell School. It was currently used by 9 students.

The council felt that only focussing on the current use then removed the option for the service to be used by more people because it removed the option of attending these schools. By removing the service it could result in an additional 36 vehicle movements a day in the area (two return journeys a day per pupil). The removal of the service would increase the rural isolation of Pucklechurch, there was no alternative public transport and the distances made other methods of transport to car unviable. It was also suggested that encouraging the public to use the service may improve the service's viability.

RESOLVED: To respond to the consultation with the following comments:

1. This service provides an important service to the parish of Pucklechurch.
2. Although the consultation focuses on the current 9 users the future use has not been considered.
3. Removing the service removes the option to attend Bernard Lovell School or Kings Oak Academy for residents of Pucklechurch.
4. There are no other public transport options for this route.
5. The distances and roads are likely to prohibit cycling to the schools.
6. Removing the service could result in up to 36 extra vehicle movements per day (9 cars with two return journeys a day to and from schools and Pucklechurch)
7. If the service was open for public use it may become more viable.
8. Removing the service will increase the isolation of the rural parish of Pucklechurch.

No.7e. First Bus response to questions about the new service

Various questions had been asked of First Bus group which had been responded to. It was suggested that a meeting of the Traffic and Transport Community Plan Action Group be held with a representative of First attending. A representative of First could also attend the Annual Parish Meeting.

RESOLVED:

1. To ask a representative of First to attend a meeting of the Traffic and Transport Community Plan Action Group (date to be agreed) **DD**
2. To ask a representative of First to attend the Annual meeting of the Parish to be held on 14 May 2014. **DD**

NO.8. PLANNING APPLICATIONS

No.8a. PK14/0312/PNH; Elm View 61 Main Road Mangotsfield Bristol South Gloucestershire; Erection of single storey rear extension which would extend beyond the rear wall of the original house by 5.00m , for which the maximum height would be 3.45m and the height of the eaves would be 2.80m.

RESOLVED: To submit no objection.

No. 8b. PK14/0638/F; Pennymead Cattybrook Road Mangotsfield Bristol South Gloucestershire; Demolition of existing bungalow and erection of 1No. detached dwelling with associated works. Amendment to previously Approved scheme PK11/1342/F

A plan to build a property the same volume as that which was demolished was previously approved with conditions. The bungalow had been demolished and the replacement dwelling was nearing completion.

Normally a 30 percent increase was deemed to be acceptable for a dwelling within the green belt. However, the new build had had permitted development rights removed to preserve the openness of the green belt. The amended proposal would increase the volume of the new property by 40 percent.

RESOLVED: To object to the application for the following reason- Notwithstanding the fact that permitted development rights for the new property were removed by condition in order to preserve the openness of the green belt, to extend

this property by another 40percent would be beyond the 30percent guideline for properties in the green belt and would constitute overdevelopment of the site.

NO.9. REPORTS

No.9a. Parish Councillors written reports

Councillor Boyle had submitted a proposed response to the Landscape Character Assessment consultation.

It was also noted that Councillor Boyle had presented the Parish Council's objections at the Development Control (East) Sites Inspection Committee held on Friday 28 February.

Administration for next year's allotment rents and tenancy agreements had been undertaken by Councillor Hawkins.

RESOLVED:

To submit the Landscape Character Assessment response as circulated **DD**

No.9b. Councillors report from Parish Council Saturday Open Morning

Councillors English and Watson had attended.

No.9c. Report from Boyd Valley Councillors.

Councillor Reade reported that he had secured another £20,000 of funding for the Pucklechurch to Shortwood path. It was suggested that the parish council should also apply for more grants for the project.

He had offered to undertake a litter pick for the Big Spring Clean and would publicise a date at the beginning of next week.

RESOLVED: Date of litter pick to be confirmed **SR**

No.9d. Verbal report from the Clerk

An email had been received about the South Gloucestershire & City of Bristol Gypsy and Traveller Accommodation Assessment (GTAA) 2013. A presentation on the findings of the report would be held on 25 March at **2.00pm – 3.30pm** at Kingswood Council Chamber, Civic Centre. This was an opportunity to understand more about the contents and findings contained within the GTAA report and ask any questions you may have to the Consultants who conducted this piece of work for the Council.

Recresco had written to the council to say that they were removing the plastics recycling bank from the Community centre car park.

RESOLVED:

1. To send event details to all councillors about the South Gloucestershire & City of Bristol Gypsy & Traveller Accommodation Assessment presentation **DD**
2. To advertise to residents the removal of the plastics recycling bank **DD**

NO.10. AGENDA ITEMS

No.10a. To CONSIDER the Streetcare contract

Presentation slides from the Localism Agenda presentation held on 20 February had been circulated.

The level of the service had been agreed at the council meeting held on 2 October 2013. The council discussed the options and agreed that the contract would be signed for a one year period and reviewed during the year to determine the level of service required and the performance of the contract.

The council requested that the services not being provided to Pucklechurch from the specification. The council had previously requested that no herbicide be used within the parish and suggested that this was included within the specification.

A question would be asked about the grass requiring cutting more than 10 times per annum. Within the specification there was mention of work not being able to be undertaken due to weather but not that more work might be needed because of the weather. There was a consensus that the two shrub beds be looked at and removed/replaced. Over the next year the council would also review the types of bins within the parish.

The council also asked how customer comments/complaints about the contract would be reported to the parish council. There would be two joint inspections per annum, but it was not clear if this would include a report of any contact made by residents to SGC.

RESOLVED:

1. The Clerk as the Proper Officer can sign the contract on the council's behalf.
2. To ensure that monitoring of the works was included within the Village Orderly's work lists **DD**
3. To review the contract and service required during the year **ALL**
 - a. To review the types of bins required
 - b. To review the shrub beds
4. To request that the specification is amended to
 - a. Remove any services not being contracted by Pucklechurch Parish Council
 - b. State that no herbicide is to be used within the parish
5. To clarify how the council received information about customer contact with SGC regarding the service **DD**

No.10b. To COMPLETE the pro-forma for the Community Governance Review Implementation

In May 2013 South Gloucestershire Council had approved the review of boundaries that would result in some of the parish of Pucklechurch moving to the parish council currently named Mangotsfield Rural Parish Council. SGC had therefore requested that any council responsibilities held by Pucklechurch Parish Council within this area be listed in order to complete the implementation.

The clerk reported that a check of leases and agreement documents held by the council had not revealed any council responsibilities within the Lyde Green area. There was some historical documentation about Lyde Green Common that would be passed to the new parish council.

RESOLVED: To respond to SGC that there were no parish council responsibilities within the area concerned but that some historical documentation about the area would be passed on **DD**

No.10c.To CONSIDER the placement of a fourth defibrillator for Pucklechurch
Councillor Smith presented a map that showed a range from each defibrillator that equated to 3 minutes walking at a speed of 100metres per 1 minute. From this diagram it was suggested that the most useful place for the fourth defibrillator would be in or near Eagle Crescent play area. The parish council did not have an electricity supply to the area. An approach would be made to South Gloucestershire Council about any alternatives, such as the street lighting.

RESOLVED: to contact SGC about possibilities for using street lighting electricity supplies for a defibrillator **DD**

No.10d.To CONSIDER the Speed watch group

The parish council was keen that there was an active Speedwatch group within the village. However the current group had not been active for some time. It was suggested that the parish council advertise for new volunteers to form a group and once established pass on the equipment from the old group to the new one.

RESOLVED: to advertise in Pucklechurch News for Speedwatch volunteers **RS**

No.10e.To CONSIDER log items that had been reported to 5 February meeting

A number of actions on the list had been allocated to the Open Spaces Working Group to report back to council with recommendations. It was therefore suggested that as required council meetings be themed to address similar issues on one agenda.

Contact had been made with SGC officers about a meeting for Hill View Road residents and would be progressed.

It was noted that Streetcare replied with a log number following a reported problem but do not reply when the action had been undertaken.

There were some other items on the log that were still open and would need to be actioned.

RESOLVED:

1. To arrange a council meeting agenda to consider open spaces reports and actions
 - a. Seating at St Aldams play area
 - b. Signage at St Aldams Play area
 - c. Review of play equipment at St Aldams play area
 - d. Skate park

- e. Perimeter fence at the woodland
 - f. Consider future management of the woodland
2. To undertake actions for the following:
- a. Contact SGC to reinstate the kerb outside the old garage site **DD**
 - b. Update about enforcement action at the Stables, Redford Lane **MS**
 - c. Westerleigh Road SGC log no- 26323 **DD**
 - d. Hill View Road meeting **DD**
 - e. Check if three trees at St Aldams play area need replacing
 - f. Consider additional noticeboards for the parish **DD**
3. To note that all other items had been closed.

No.10f.To CONSIDER items for the Chairman's report in Pucklechurch News

RESOLVED:

That the following be covered within the Chairman's report:

- 1. Speedwatch group
- 2. Sustainable Community Energy
- 3. Annual meeting of the Parish agenda items
- 4. Emergency Plan
- 5. Pucklechurch to Shortwood pathway- consultation on this is expected in June 2014
- 6. Litter pick- arranged by Councillor Steve Reade

No.10g.To CONSIDER and APPROVE a quote for the grass cutting within the burial ground

A quote had been received from the normal contractor. The council had not gone out to tender for this work, but the amount quoted was over the normal requirement when three quotes were required.

RESOLVED: To waive financial regulations to appoint Mr D Gay as the contractor to maintain the grass at a cost of £686, within the burial ground as he was the normal contractor for this area of work.

NO.11. DATE OF NEXT MEETING

The next Parish Council meeting would be held on Wednesday 19 March 2014, at 7:30pm.