

MINUTES OF THE ANNUAL ASSEMBLY OF THE PARISH COUNCIL HELD 18TH MAY 2011 IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRTE, ABSON ROAD.

PRESENT. Mr. O.A. Beg, Mrs. G. Boyle, Mrs. L.P. English, P.J. Green, D.A.E. Holder, M.C. Smith, R. Symons, M.S. Watson.

Stephen Reade Cllr. for Boyd Valley.

Mr. Beg being the retiring Chairman opened the meeting with a welcome.

NO.1 APOLOGIES FOR ABSENCE. Inspector Kevin Thatch, P.C. Simon Topps.

NO 2. TO SIGN COUNCILLORS DECLARATION OF OFFICE. Councillors signed their declarations of Office.

NO 3. TO ELECT A CHAIRMAN. Mr. Beg asked for nominations for Chairman. Mr. Smith proposed Mr. Symons, seconded by Mr. Holder

There were no other nominations for Chairman.

Voting Mr. Symons. Unanimous.

Mr. Symons was elected Chairman for the ensuing year.

Mr. Symons signed the Chairman's Acceptance of Office.

Mr. Symons thanked colleagues for their confidence saying he looked forward to working with them and hoped the next 4years would be productive. He thanked Mr. Beg for his years of service indicating he was a good role model to follow.

NO 4. TO ELECT A VICE CHAIRMAN. Mr Symons asked for nominations for Vice Chair. Mr. Watson proposed Mr. Smith, seconded by Mrs Boyle.

Mr. Symons proposed Mr. Holder, seconded by Mr. Smith.

Voting for Mr. Smith – 3.

Voting for Mr. Holder – 2.

Mr. Smith was elected Vice Chairman for the ensuing year. He thanked Councillors for their confidence and Mr. Holder for his past service as Vice Chair.

NO 5. TO APPOINT SUB COMMITTEES. The role on sub-committees was explained and Members agreed as follows:

Open Spaces, Burial Ground, Allotments.

Mrs. Boyle, Mr. Holder,

Mr. Symons.

Boyd Link.

Mr. Green.

Twinning.

Mr. Smith.

A.L.C.A.

Mr. Symons, Mr. Watson.

Waste Management.

Mr. Green, Mr. Symons.

S.G. Heritage Forum.

Mrs. Boyle, Mrs. English.

Finance.

Mr. Holder, Mr. Symons.

Planning.

Mrs. Boyle, Mrs. English.

Parish Charter.

Mr. Holder, Mr. Watson.

Community Plan (Next Stage)

It was agreed to leave until new
Members had been co-opted.

Joint Cycle Group.

Mr. Smith.

Shortwood Landfill Site.

Mr. Green.

Public Transport.

Mr. Smith.

Safer Stronger Community Group.

Mr. Holder.

Kings Forest Forum.

Mr. Watson.

NO 6. TO INSPECT DEEDS IN CUSTODY OF THE COUNCIL. The Assets Register was inspected as all deeds are stored with the Solicitor at Chipping Sodbury with the exception of St. Aldams Drive open space land. These deeds will be returned to the Solicitor for safe keeping once the work to complete the Play Garden is complete.

NO 7. ARISING. Mr. Smith asked for the Community Plan to be an agenda item for next month.

Cllr. Reade advised that either he or Cllr. Ben Stokes would attend Parish Council Meetings.

NO 8. TO AGREE AND SIGN MINUTES OF PREVIOUS MEETING. (12) Clerk confirmed the Cricket Club had arranged a rota to trim the area under the site screens.

(14) Clerk has asked about the possibility of the cardboard re-cycling bags being made available at Revel but has not yet received a reply.

Action: Clerk to contact S.G.C.

Cycle path between Pucklechurch and Avon Cycleway. Mr. Smith asked for this to be an agenda item for next month.

Action: Clerk to approach Landowner.

NO 9. PUBLIC PARTICIPATION. The Chairman invited Chris Bowering to speak. Mr. Bowering said he lives in Cedar Way and is concerned that there is no footpath from Dyrham View and Oaktree Avenue to the new Play Garden on St. Aldams Drive. He believes there was a plan to introduce one as part of the planning application for the proposed development on Oaktree Avenue but is concerned it could take for ever.

NO 10. LAW & ORDER. PCSO Sam Pattison sent apologies Mr. Watson advised neighbours had called the Police about Eagle Crescent play area as children were playing football, cricket and golf. Sam has noticed the sign says 'No Hard Ball Games' and recommends it is changed to 'No ball games except Basket Ball'

Mr. Smith reminded Councillors there was not enough formal or informal play areas in the parish and questioned the feasibility of having a 5-a-side enclosed area somewhere.

Mr. Smith has included an alert with his monthly email for the web site to warn of a con-man targeting the elderly. Mr. Watson suggest we should mention to Inspector Thatcher that this is the second meeting with no police presence.

Reference the problem at the play area in Shortwood - Mr. Watson confirmed he has a supply of boxes for disposal of needles.

NO 11. RESPONSE TO PUBLIC PARTICIPATION. Councillors confirmed Mr. Bowerings observation was correct in that the building work would have provided a path and this may still happen. The Community Plan has identified a lack of pavements which will need to be addressed. Mr. Watson said he agrees there is a need for the pavement on Oaktree Avenue to go all the way up on the side of the houses; there is also a second very possible need for a short section leading from the proposed Doctors Surgery to the fence near St. Aldams Drive. The provision of a pavement is outside the Parish Council's budget. We need and should make representation to S.G.C. through our Councillors. We may also be able to move this forward through Kings Forest Forum, Safer Stronger Community Group, S.G.C. Jackie Ward.

Mr. Symons said Councillors are as concerned and thanked Mr. Bowering for coming.

NO 12. FINANCE. Mr. Symons explained that the accounts are made up of a variety of spreadsheets to form the £42,000.00. income and that the budget is based on spend over the last 3years. This year we budgeted to spend £31,000.00. leaving £11,000.00. unallocated. Actual spend against budget is reviewed every month. Running costs are fixed and a surplus was deliberately precepted for this year.

Quotation.

Clerk had a quotation from Complete Weed Control to supply and apply weed and feed to the recreation field. Cost £440.00. plus V.A.T. Councillors agreed to accept the quotation.

Action: Contact Complete Weed Control.

NO 13. MEMBERS MATTERS. Mr. Watson reported as follows:
Fencing and drainage work appears to be happening on Abson Road, just outside the parish boundary. (Wick & Abson Parish Council are aware and monitor).

Homefield Road – a resident expressed concern about a neighbour keeping pigeons. Councillors suggested Environmental Health may be able to help.

Homefield Road – a resident’s garden abuts a field with a Willow Tree which shades her garden. The farmer does not object to her having the tree pruned but she is not able to undertake the work. Councillors suggested she contact the Good Neighbour Scheme for help.

Homefield Road – Pavement has moss growing on it which could be slippery in wet weather.

Action:- Clerk to contact S.G.C.

Hedges in the parish are growing and obscuring signs. Information needed.

Mr. Watson asked if Parish Council would host the A.L.C.A. Executive meeting. The cost for the use of Meeting Room is being £15.00. After discussion Mr. Watson proposed Pucklechurch host the meeting, seconded by Mr. Smith. All agreed.

Mr. Watson advised he has detailed information reference the enquiry into the Gypsies Traveller Site at Parkfield. During the enquiry he was made aware of old cars and caravans dumped in a field next to the site. The site Greenacres is at the back of Parkfield Rank, at the top of the hill and is an eyesore.

Action: Contact S.G.C.

Mr. Holder suggests Councillors look at changing the agenda for meetings and come prepared rather than read minutes.

Mr. Holder advised Parish Council was the only group using the Village Hall to want a wireless connection and he proposed that subject to quotations the Council fund the cost of installation. He also proposed Parish Council fund the cost of a screen to project onto.

Action: Mr. Smith to provide budget figures for next month.

Mrs. Boyle expressed concern about the path from by the new Play Area advising it is overgrown by the car park and floods.

Action: Clerk to clarify if path is to be re-done.

Mrs. Boyle expressed concern that there is a need for Parish Council to be more visible about what it does and how it communicates and believes talking is best. Councillors were in complete agreement saying that the St. Aldams Play Garden had identified the problem. She also raised concern about the proposals for the Village Hall saying the group was doing its best but believes going to the community is paramount.

Mrs. English said she has noticed a lot of lorries parking in Becket Court in the evening. Mr. Smith said the Council has written to Segro about parking on the street and not being able to get emergency vehicles through he has also spoke to a guard and was told lorries were only allowed into the Industrial Estate at night if it was their home base. Mr. Smith suggested residents call the Police if a lorry would prevent access to a Fire Engine and they will move them on.

Mr. Watson said there is an increase in lorries accessing the Trading Estate from the traffic lights at top of Westerleigh Hill.

Mr. Smith raised concern with Cllr. Steve Reade about SGC planning process he has just found out that an application on the circulated schedule should have been 'called in' by to-day and he is concerned as to why the Parish Council did not receive notification as they had objected. The application was for stables on the brow of the hill between Pucklechurch and Abson and during the planning process S.G.C. had agreed with us but told them to put up screening. We objected because the country side is blighted with unfinished stables. Once again we have been let down by S.G.C. rarely do they communicate with us. Also during the housing development proposed for Oaktree Avenue both the Conservative and Lib Dem Councillors were asked to call in the application both refused because of repercussions over the Doctor Surgery. Steve Reade said as a new Councillor he has received the circulated schedule but it may be too late for this one, he is an advocate of openness and will ask for the notification go to Parish Clerks at the same time.

Mr. Smith advised he has concerns about the proposal for a Nuclear Power Station at Oldbury and believes in view of recent flooding events in Japan that there should be evacuation plans available.

Action: Mr. Smith to circular interim report.

Mr. Smith suggested the contact for parish-on-line and parish matters should be circulated also it would useful to have Councillors mobile numbers and a spare bulb for the projector.

Action: Clerk

Mr. Smith proposed Councillors adopt a 'zero tolerance' on graffiti seconded by Mr. Watson, all agreed.

NO 14. REPORTS. Mr. Watson had attended the following meetings. ALCA Executive and reported progress satisfactory.

Mr. Watson explained that Mrs. Palmer handed over the proposal for the Doctors Surgery to him; he has been in contact with Dr. John and understands they are waiting for revised Heads of Terms and have been put on a holding pattern awaiting the outcome of the Village Green application. Mr. Watson said he has discussed the possibility of them withdrawing their current application for the new surgery that incorporates the proposed access road through the housing development and submitting a replacement planning application for the surgery with direct access across Oaktree Avenue over Mr. McGill's land. This would separate their application from Sovereign so that they could progress development independently and in addition would lessen their open ended S106 contributions. The Doctors are in negotiation with SGC to purchase the land Mr. Watson believes a price has been agreed. One problem with the Doctors Surgery having direct access over Oaktree Avenue is that there is no pavement on that side of Oaktree Ave.

Action: Parish Council write to Doctors supporting an early application for outline planning and following Mr. Watson's conversation offer support for outline with direct access over Oaktree Avenue.

Mr. Watson advised midwifery services have been withdrawn from rural areas and confirmed Link and other avenues are fighting hard to have them re-instated.

Post Office Mr. Watson met Mrs Hall and her husband who advised they wanted to be out by September, they still have the business on the market as a going concern but other venues are being looked at. The Fleur de Lys, Walkers Newsagent, Village Store and Café but this is now closed. The Manager of the Fleur de Lys has been spoken to and has no objection in principle and Mr. Walker in the Newsagent is very interested. The stumbling block seems to be over 'Goodwill'. Mr. Whittington (Post Watch) has been emailed but he has not yet replied. Mr. Watson will pursue and report next month.

Mr. Watson apologised saying he was unable to attend the Western Power Meeting.

Travellers Site at Parkfield - Mr. Watson expressed concern that it was not very helpful for S.G.C. to arrange the planning Appeal on the same day as the elections. Mr. Watson attended the Appeal and spoke but SGC was represented by a Planning Officer and the Travellers by Matthew Green a very skilled advocate. Mr. Watson is concerned that each time there is an appeal S.G.C. send along a Planner who is no match for a skilled advocate he believes it is absolutely essential that S.G.C. employs a Barrister.

Mr. Watson is not optimistic about the outcome he believes the Travellers will stay, the only grounds for objection was 'Green Belt.' S.G.C. had a window of enforcement in July 2006 but did not take action. One resident commented 'Pucklechurch is surrounded by travellers'.

Action: At the next appeal write to S.G.C. and send copy of letter to Steve Reade.

Mr. Holder reported that the Make-Over Team had made a presentation to the P.C.A.

Mr. Smith said the Community Plan has been printed and he is looking for volunteers to deliver it.

NO 15. PLANNING APPLICATIONS FOR CONSIDERATION. PK11/1342/F demolition of existing bungalow to facilitate the erection of 1no. detached dwelling with associated works (Resubmission of PK10/2374/F) Pennymead, Cattybrook Road, Mangotsfield. No objection.

PK11/1390/F erection of detached Garden Room/Playroom/Log Store, 5 Shortwood Road. Mrs. English declared an interest. No objection.

PK11/1406/F erection of 1no detached dwelling, garage and associated works. 150 Westerleigh Road, Pucklechurch. No objection.

PK11/1436/F erection of single storey rear extension to provide additional living accommodation. 48 Birch Drive, Pucklechurch. No objection.

PK11/1140/NMA 188 Shortwood Hill for non material amendment to P96/4561 to change first floor gable from solid masonry with bedroom window to part fully glazed gable in green oak frame. (Noted).

NO 16. It was agreed Clerk would email Job Description for Parish Orderly.

NO 17. CORRESPONDENCE. A letter was received from the Pucklechurch Heartstart Project asking if Parish Council would be willing to sponsor the first defibrillator for the village. The cost of the defibrillator, cabinet & installation would be up to £2,100.00. and would be placed centrally in the village. The cabinet would acknowledge the sponsor. They would also like to approach the Council to support annually the maintenance and upkeep of 4/5 defibrillators placed in the village. The total annual cost would be a maximum of £600.00.

They are working to promote awareness of early defibrillation in sudden cardiac arrest and plan to produce leaflets and have an area on the main field on Revel Day in which to launch details. Members will give demonstrations of the defibrillator and show how easy they are to use. They will also be launching fund raising ideas.

In addition and separate to the defibrillators they have six members who have either qualified as First Responders or who are waiting to undertake their training. Each of these First Responders will give approximately 6-12hours of their time on a weekly basis.

Mrs. English declared an interest being treasurer of the Heartstart Project. After discussion it was proposed by Mr. Holder and seconded by Mr. Watson that Parish Council fund the cost of the first defibrillator in the village. The cost of annual maintenance to be discussed when budgeting for next year's precept.

NO 18. A letter was received from Apre Surfacing Ltd reference bus shelter and road sign cleaning service. Letter to be discussed at next month meeting.

NO 19. A request was received for a grant towards the running costs of the S.G. Senior Citizens Forum. After discussion it was proposed that a grant of £65.00. be awarded seconded by Mr. Holder, all agreed.

NO 20. N.A.L.C. Communities in Action Conference & Exhibition on the 15th June at the Grand Thistle, Broad St., Bristol. Mr. Symons, Mr. Watson & Mr. Smith had already expressed a willingness to attend. Mr. Symons thought it was important that someone attended. It was agreed to book two places for Mr. Watson & Mr. Smith.

NO 21. A letter was received from S.G.C. confirming they will arrange a trim of all the back-up areas first and then will apply their usual herbicide. They appreciate Parish Councils comment about a 'light touch' and will pass on the message.

NO 22. A letter was received from S.G.C. reference kerbstones at the entrance to former Garage Site advising they have looked at the site and compared it to the planning application. Looking at the two there would seem to be alterations required to the frontage by the developer, this may include kerbing but the planning application is unclear. Before any site works can be carried out the developer will need to consult with Highways. At this time SGC will consult with their Asset team to see if they are aware of any pending works by the developer.

NO 23. A letter was received from Angela Hallett inviting Councillors to attend the Revel Thanksgiving Service on Sunday 12th June at 6.30pm at St. Thomas a Becket Church. The results of the Art Competition held by the school will be given and the art pieces displayed. The Guides and Scouts will also be attending and there will be refreshments after the service.

NO 24. A letter was received from Pucklechurch Sports AFC (seniors) to use part of the recreation field to host a 5-a-side tournament on Saturday 13th August. The tournament should involve around 10 teams playing 5-a-side matches across 2 or 3 pitches towards the Star end of the field. Players will hopefully have full access to the changing rooms in the community centre and the day will conclude with a small presentation and barbeque in the Star (permission pending). Clerk advised she has contacted the Cricket Club and understands the clubs are working together on some fund raising events the only problem could be with use of the changing rooms. After discussion Councillors agreed to the request providing they liaise with the Cricket Club, have adequate insurance and carry out a risk assessment.

NO 25. VILLAGE HALL PROPOSALS. Mr. Smith said he had replied as an individual to the questionnaire.

Councillors were concerned that not enough communication or community involvement has taken place. They agreed they needed an informal session so that there concerns/ observations could be discussed. Areas of concern are:

Is the Make-Over Group looking from a business view and ignoring user of the Hall.

The roof level will not support Badminton but the Badminton Club is a major supporter.

Option 3 would mean there is no Social Club for up to 9 months. A portacabin could be brought in but where would it be placed and has this been included in the costs.

Option 4 offers continuity but how will new business be attracted and has cost of refurbishing been included.

How will the questionnaires be quantified?

Reference Parish Council providing a regular maintenance (£25,000.00.) this will effectively double the precept.

Change of Management? Parish Council are underwriters but do not take on the running of the Hall.

It is clear the project will need the community, Parish Council and user's support.

Action: Clerk to arrange meeting.

NO 26. Mrs. Boyle said she thought the Council should respond to the A.L.C.A. Housing consultation regarding planning rules. Councillors agreed Mrs Boyle should reply on their behalf.

Mr. Symons suggested that for future meetings reports were written and pre-circulated.

There being no more business the Chairman declared the meeting closed.

Date of next meeting 15th June at 7.30pm