

**MINUTES OF THE PARISH COUNCIL MEETING HELD 20<sup>TH</sup> JULY 2011 IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRESENT.** R. Symons Chairman, M.C. Smith Vice chairman, Mrs. G. Boyle, Mrs. L.P. English, P.J. Green, M.S. Watson.

Inspector Thatcher, P.C. Simon Topps.

**NO 1. APOLOGIES FOR ABSENCE.** Cllr. for Boyd Valley Steve Reade, Cllr. for Boyd Valley Ben Stokes.

**NO 2. TO AGREE MINUTES OF PREVIOUS MEETING.** The minutes had been pre-read and were agreed a true record and signed. The arisings/actions were checked and the following comments made.

Mrs. Hall did not want a meeting reference extension to cycle/footpath between Pucklechurch and the Avon Cycleway, she is aware of the land requirement and will consider offers.

Cllr. M. Smith provided the following budget figures for installation of wi-fi for the Village Hall. £216.08 first year cost, £180.00. subsequent years. It was proposed by Cllr. M. Watson and seconded by Cllr. G. Boyle to progress the installation. All agreed.

**Action: Arrange for installation of wi-fi for Village Hall.**

Cllr. M. Smith provided cost of screen for projector. Screen size 2m x 1.5m from £100.00. 3m x 2.25m from £270.00. After discussion Councillors agreed to provide the more expensive screen so that could be used in the Hall as well as the Meeting Room subject to C.A. approval.

**Action: Clerk to contact C.A.**

Cllr. M. Smith confirmed the report reference Nuclear Power Stations had been circulated. Cllr. M. Smith suggested that in line with Government policy an evacuation plan should be put in place in the event of an emergency. Councillors also suggested Merlin Housing should be asked if they have an action plan. Cllr. R. Symons suggested if it could form part of our Risk Assessment. This was proposed by Cllr. M. Smith, seconded by Cllr. M. Watson.

**Action: Include as part of Risk Assessment. Clerk to write to Merlin Housing.**

Cllr. M. Watson confirmed he had spoken to Mrs. Hall at the Post Office as directed at last months meeting.

Meeting with Village Hall Make Over Group. It was agreed clerk would ask them to provide calendar of dates of when their team is not available.

**Action: Clerk to contact Make Over Team.**

A.L.C.A. Housing consultation. Cllr. G. Boyle advised the consultation was out of time.

New sign for Eagle Crescent Play Area. Clerk confirmed the sign was being produced.

Clerk confirmed two copies of the Community Plan had been passed to P.C. Simon Topps.

Clerk confirmed the order for the repairs to safety surfacing at Shortwood Play Area had been placed.

Clerk confirmed Cllr. M. Smith had marked overgrown hedge of parish-on-line mapping system and the problem has been reported to South Gloucestershire Council.

Meeting with S.G.C. Planning Department - Clerk confirmed she has received an acknowledgement.

Cllr. M. Smith advised the visit to Pucklechurch Primary School would be arranged during the first week of the new school year.

Contact list of local groups and associations – clerk confirmed she had contacted Angela Hallett and she has agreed to provide the information.

**Action: Clerk to compile contact list.**

**Action c/frd. clerk to circulate letter from Brian Glasson.**

Maple Walk amenity grass clerk confirmed she has advised the Parish Council would like to see the amenity grass protected.

**Amenity Grass c/frd.**

**NO 3. PUBLIC PARTICIPATION.** Cllr. R. Symons invited Mr. Graham Judd to speak. Mr. Judd raised concern at the ongoing problems at St. Aldams Play Garden. He reported noise and vandalism with foul language until late at night. The zip wire, gate, and plants have been vandalised and rubbish is left everywhere. He thought the equipment was for 8 – 13yr olds but it is attracting 14year plus youngsters who are swearing and making racists remarks, he rang the Police and was told there was no-one available. Drugs are being used in the area and kids are lighting fires in the trees. He has been told that in a similar park a youngster sustained a serious injury on a zip wire and suggested the zip wire should be adequately monitored. Comments were made about past and some present Councillors which were of a personal nature. Cllr. R. Symons asked Mr Judd for a copy of his statement.

Mr. Beck brought photographs of stones that had been thrown into the road to the Parish Council. He also said that when walking guide dog puppies he had seen kids rip out plants from an elderly couple's garden, they were being comforted by neighbours.

Inspector Thatcher asked if he could reply. He advised it was of the greatest importance that residents obtain log numbers when reporting crime so that the details are passed to the local Beat Manager and this particularly important if the police are not available to attend. Inspector Thatcher said that although the local beat team give out their mobile telephone numbers they cannot always respond and it is important to ring the 0845 no or 999.

Mrs. Judd said she lives opposite the play area and has compiled a diary of events for the month. She was not pleased that it took three weeks to receive personal contact from the police and questioned who is responsible for injury. Councillors advised their Insurance Company would be once the post installation check had been carried out and the area handed over.

A question was raised about bad language to which Inspector Thatcher confirmed it was a public order offence and should be reported.

Cllr. R. Symons thanked the residents for attending the meeting and advised Councillors would need time to consider the issues before responding.

**NO 4. LAW & ORDER.** Inspector Thatcher and P.C. Simon Topps introduced themselves. Simon Topps said he was the local beat manager, he gave reported crime figures. In Pucklechurch over a three month period there had been 55 reported crimes of which a significant number were linked to the Prison bringing the figures down to 7% which is slightly higher than Marshfield at 6%. Police recently successfully arrested and prosecuted a bugler and another person responsible for crime.

With regard to St. Aldams park he understands residents frustrations but explained the police have to prioritize, their records indicate 8 calls in relation to disorder at the new park which is not a massive amount.

Councillors accept that some residents are having problems but there have also been many favourable comments, particularly from mums who use the park with their children. With regard to rocks being thrown clearly this is not acceptable and the rubble should not have been dumped in the trees. Litter is a problem, there are no litter bins but there are plans to employ a Parish Orderly. The rubble needs removing and A.S.B. looked into.

Cllr. M. Watson was concerned this was not the first time a complaint raised through Avonmouth had not been passed to the local team at Staple Hill, he asked what the mechanism was when a call was logged. Inspector Thatcher said 0845 calls are routed to a call handler, the calls are graded (there are three gradings) and the caller is given a log number. Calls with incident numbers definitely go through to Staple Hill and are searchable.

Cllr. M. Watson said Safer Stronger Community Group is carrying out a review of policing priorities. Vandalism and anti social behaviour is a target for South

Gloucestershire and surely this is an incentive for ASB to be looked into. Inspector Thatcher said ASB is a priority for the Police but they have to balance it with 999 calls.

Cllr. G. Boyle asked if it would be possible to compare figures between other recently installed play parks that were similar to St. Aldams. Inspector Thatcher said he would need a list of parks; he indicated there had been problems at Page Park, Staple Hill (opposite the Police Station) when the new equipment was first installed but problems have subsided.

**Action: Cllr. G. Boyle to send list.**

**NO 5. FINANCE.** Cllr. R. Symons advised the budget spend for the month had been £4189.00. but the actual spend was £5211.00. this was due to the cost of the defibrillator and the pruning of the hedge on St. Aldams Drive.

The following cheques were agreed for payment and signed. Pucklechurch Revel £981.00. grant for the main arena events. Town & Country Services £170.40. skip changeover in Burial Ground. E.D.F. Energy 1 Ltd. £58.50. unmetered supply. S.G.C. £175.00. uncontested election expenses. P.C.A. £90.23. Annual Parish Meeting, Parish Council Meeting and 5 sessions of youth club. Complete Weed Control £528.00. supply & apply selective weed control and fertilizer to recreation field. S.J. Aplin Playgrounds Ltd. £133.50. Emergency visit to replace damaged swing seat at recreation field. Instant Landscapes £654.00. grass cutting. Anna Sharpe £178.00. Mrs. D. Bailey £345.72. being salary £319.97. + stamps £5.35. + £20.40. box of envelopes.

Clerk read a letter from the Community Association advising they have been fortunate in securing a grant of £2850.00. for the installation of cavity wall insulation for the Village Hall. The only condition being that 10% of the grant has to come from a third party and be paid directly to South Gloucestershire Environmental Body. The PCA is asking that instead of a grant of £3000.00. that £285.00. be held back to fund the 10%. Following discussions about the lease and the building and it's importance to the community Councillors agreed to the request and a cheque was signed for £2715.00.

**NO 6. MEMBER MATTERS.** Cllr. G. Boyle raised concern about the steps to St. Aldams Drive Play Garden. Clerk confirmed S.G.C. had spent all the Play Builder/ Lottery funding. After discussion it was agreed clerk would obtain quotations to re-surface the steps.

**Action: Clerk to obtain quotations.**

Cllr. M. Watson advised A.L.C.A. was holding an all day training course for New Councillors at Poole Court on the 24<sup>th</sup> September, two evening sessions for existing Councillors, a Clerks course at Pease Down St. John and a financial course later in the year. A.L.C.A. is also looking for suggestions for courses.

Cllr. M. Watson advised that regarding the enquiry about the stone gateway between Wick & Abson and Pucklechurch that it has been checked by S.G.C. but they are not minded to take any action. Cllr. M. Smith said that two strips of land unused for some

time have been fenced and all indications are that the land will be used for the keeping of horses.

Cllr. P.J. Green raised concern that the hedge in the middle of Shortwood was pushing vehicles towards the centre of the road. Clerk confirmed she has reported this to S.G.C.

Cllr. P.J Green also raised concern that on Friday 15<sup>th</sup> July the 15.39 pm 689 bus did not run. It was agreed Cllr. Green would give details to clerk to report to S.G.C. Transport.

**Action: Clerk to contact S.G.C. Transport.**

Cllr. M. Smith reported problems on the Redford Lane bridleway/footpath at the top of Abson Road on the south side of hedge where stables have been erected. A kissing gate has been installed in the middle but there is no access at the top or bottom, it is also difficult to pass by the kissing gate because of an electric fence. Cllr. Smith to give details to Cllr. Watson as the path is in the parish of Wick & Abson.

**Action: Take to Wick & Abson Parish Council.**

Cllr. M. Watson advised he had received a telephone call from Mrs. P. Bradley who was trying to find a map that identified the village boundary, and that, since he did not have one, he suggested she contact Cllr. Smith. Mrs. Bradley is also looking for people to speak at the Hearing. Cllr. Watson has agreed to attend as an individual not a Parish Councillor. Councillors agreed to include as an agenda item for discussion at the August meeting.

Cllr. M. Watson confirmed he had circulated an email from LINK demanding to know why midwifery services have been withdrawn from rural areas.

Cllr. R. Symons advised he is now on the Avon accreditation panel for N.A.L.C.

**NO 7. REPORTS.** Cllrs. M. Smith & M. Watson had attended the Core Strategy pre enquiry investigation it had been interesting but there was nothing to report.

Community Plan - Cllr. M. Smith thought it was important to move forward but no one outside the Parish Council has come forward to join the Steering Group. Cllr. Smith to check dates and arrange a meeting.

**Action:- Cllr. Smith to arrange a meeting.**

Cllrs. M. Smith & M. Watson had circulated a report from the N.A.L.C. Communities in Action meeting. Of particular interest was Participatory Budgeting a process whereby Parish Councils manage the framework and set out the options and involve the community in the process of prioritising and setting budget levels.

Cllr. M. Smith had circulated a report of the Joint Cycle Group Meeting it was noted that the Pucklechurch to cycle path link has now been included on the 'Longer Term' projects list. Cllr. Smith informed the Joint Cycle Group that one of the land owners was not willing to sell. Cllr. M. Watson proposed that we write to S.G.C. and ask them to move

forward on the project and suggest that if going down the route of compulsory purchasing it should be applied to both land owners. Seconded by Cllr Green. All agreed.

**Action: Clerk to write to S.G.C.**

Cllr. M. Smith put on screen his proposal for updating the calendar.

Cllr. P.J. Green had attended the Boyd Valley Link meeting but had nothing to report other than that Wick Quarry was closed.

Cllr. P.J. Green had attended and circulated the minutes of the Cory Landfill Site Liaison Meeting. Cllr. Smith wondered if it would be possible when we have a full council to arrange a site visit.

**Action: Clerk to contact landfill site visit to arrange visit after co-option.**

**NO 8 UNITARY AUTHORITY REPORT.** Clerk had received and read the report from Cllr. Steve Reade (attached). Reference item 1 Councillors agreed he had given an account of procedure but felt he missed the point that the Parish Council was concerned that SGC always used a planner against an advocate rather than employ a barrister at Hearings. Item 3 Cllr. Reade advised the Speed Watch Team has funding for the erection of 'Speed Watch' signs but are having difficulty purchasing them from the Police and he is trying to resolve the problem. He understands the team works independently of the Parish Council and thinks it would be helpful when he is next at a meeting to discuss the relationship. Councillors agreed there had been issues in the past and decided that rather than write to the group Cllr. Smith would contact the Chair and talk to him.

**Action: Cllr M. Smith to talk to the Chair of Speed Watch.**

**NO 9. CO-OPTION.** To enable Councillors to discuss the applications the Chairman declared the meeting closed. The clerk had received five applications to fill the vacancies for three Parish Councillors. After discussion it was agreed clerk would invite the candidates to an informal meeting, voting would take place by secret ballot.

**NO 10. JOB DESCRIPTION.** Cllr. R. Symons had prepared a job description in preparation for advertising for a Parish Orderly. This was looked at in detail and one or two alterations made. Councillors agreed the job description should be shown to Mrs. Anna Sharpe, as she may want to increase her hours, before sending it for inclusion in the next edition of Pucklechurch News.

**Action: Email copy of job description to Anna Sharpe and place advertisement in next edition of Pucklechurch News.**

**NO 11. COMMUNITY NOTICE BOARD.** Clerk had received offer of 2 free Community Notice Boards the details of which had already been circulated. Clerk has contacted 'Talk Talk' to discuss the offer and talk about time scale as depending where new signs are erected it may be necessary to apply for planning permission. There is no restriction on time scale but they would like confirmation of interest. Councillors agreed to accept the offer. It was suggested one could be erected near the entrance to the car park (depending on C.A. approval) and one on The Estate.

**Action: Clerk to accept offer.**

**NO 12. PLAY GARDEN REVIEW.** Cllr. R. Symons iterated members do not make decisions as individuals. A member of Council noted that they had previously objected to the scheme, not to the land being used as a play area and thought the comments made were out of order. After discussion it was agreed Councillors would arrange an extra ordinary meeting, open to the public, to look at the range of complaints and agree a management plan. The meeting to be held Wednesday 24<sup>th</sup> August at 7.30pm in the Meeting Room. Agenda items to be St. Aldams Play Garden, Participatory Budgeting, Annual Parish Meeting, Risk Assessment, Saturday Morning Surgery and Communication.

**NO 13. CHAIRMAN'S REPORT FOR PUCKLECHURCH NEWS.** Councillors agreed the following information should be included in the report: Cycle/footpath link between Pucklechurch and the Avon Cycleway network. Notice Boards. St. Aldams Play Garden. Doctor's Surgery update, moves to re-instate antenatal services and Co-option.

**NO 14. PLANNING.** The following applications were considered and observations made: PK11/2040/F erection of 2no. semi detached dwellings and detached cart barn with associated works. Creation of new access, 8 Westerleigh Road. Councillors commented that the building materials/colour should be in keeping with the conservation area.

PK11/1877/F for erection of single storey side extension to provide additional living accommodation. Replacement pitch roof to existing garage, 4 Edmund Court, Pucklechurch. No objection.

PK11/1778/ADV display of 1no illuminated community art sign (retrospective) Pucklechurch Community Centre, Abson Road. No objection.

PK11/1944/F installation of solar PV panels to rear flat roof, Rose Cottage, 42 Abson Road. No objection.

PK11/2233/EXT for demolition of existing buildings and redevelopment of the site to provide 6 units in two blocks for commercial/industrial use (Class B1 (c) B2, B8) with ancillary office space, car parking, landscaping and associated works including the erection of an acoustic fence. (Resubmission of PK08/0418/F) (Consent to extend time limit implementation for PK08/2278/F) 22 – 27 Pucklechurch Trading Estate. No objection.

PK11/2207/F erection of detached timber outbuilding to facilitate garden office, 61 Main Road, Shortwood. No objections.

**NO 15.** A review of the log was carried out.

**NO 16. CORRESPONDENCE.** A letter was received from S.G.C. advising Pucklechurch will not be used as a distribution point for bags for recycling cardboard.

**NO 17.** An email was received advising that from 28<sup>th</sup> June 2011 R. Symons is resigning his trusteeship in the Lease agreement between the Parish Council and Community Association.

**NO 18.** An email was received from S.G.C. regarding request for sign in the middle of Pucklechurch to direct vehicles towards the Industrial Estate & HMP & YOI Ashfield. S.G.C. advise there is a sign at the junction opposite the Fleur De Lys to HMP & YOI Ashfield, they will remove the Shortwood sign underneath, which is duplicated, and replace it with one saying 'Indl Estate'. Unfortunately due to limited budgets this will be very low priority as it is not classed as a road safety issue.

**NO 19.** An email from S.G. Transport confirmed they will update the bus stop flags on Oaktree Avenue to show that buses go to Bristol.

**NO 20.** An email was received from a resident advising that under a scheme made by the Secretary of State from the 1<sup>st</sup> October 2011 any private sewer (excluding pumping stations & highway drains or sewers) and private lateral drains situated within Wessex Water's sewerage area will be transferred to Wessex Water.

**Action: Clerk to contact Wessex Water reference drains serving St. Aldams Drive.**

**NO 21.** A letter was read from Pucklechurch Sports Football Club asking for permission to use the recreation field for matches for their 1<sup>st</sup> Team Reserves and Junior Teams for the 2011/12 season. Councillors were happy to grant permission.

**Action: Clerk to confirm Councillors agreement.**

**NO 22.** An email from Angela Hallett 'Heartstart Project' was received thanking the Parish Council for the very generous sponsorship of the first Defibrillator and confirming it is now fully operational.

**NO 23.** A letter was received from the Treasurer of the Pucklechurch Mums & Minors advising they have been closed for a year and would like to donate the money left in the account for the purchase/repair of children's play equipment.

**Action: Clerk to thank Mr Walker for the donation.**

**NO 24.** A letter was read from a Sub Committee for the Pucklechurch Sports & Social Club who are fund raising for the youth football teams asking for permission to use the recreation ground over the summer to hold various events including BBQ's, face painting and a penalty shoot out. After discussion Councillors agreed they could not give 'carte blanche' permission, they needed to receive specific information including dates/times. It is also important that they liaise with the Cricket Club.

**Action: Clerk to reply.**

**NO 25.** A letter was read from Mr. Hillier who lives opposite the St. Aldams Play Garden asking what action to review the decision to proceed and build has been taken in view of complaints already received which have involved the Police.

**Action: Clerk to reply that Councillors have agreed to have a separate meeting to look at and discuss what measures need to be implemented for future management of the site.**

**NO 26.** An email was read from S.G.C. Enforcement regarding land at Greenacres, Parkfield advising they have received a formal response from the Land Registry and have written to the landowners to request the scrap vehicles, caravans and waste material is cleared from the land within 28 days or that they otherwise make contact to explain the reasons for siting them on the land.

**NO 27.** A letter was received from residents opposed to the Playbuilder Area. The letter was unsigned and the Parish Council is unable to respond.

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

Date of next meeting. 17<sup>th</sup> August at 7.30pm.