

**MINUTES OF THE PARISH COUNCIL MEETING HELD 16<sup>TH</sup> NOVEMBER 2011 IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.**

**PRE MEETING TO LOOK AT AND DISCUSS PROPOSED PLANS FOR NEW DOCTORS SURGERY.** The chairman opened the meeting with a welcome and invited Mr. Tim Scruton to speak. Mr. Scruton gave Councillors a presentation on the proposed new Doctors Surgery. The Councillors were delighted to see that real progress at last seemed to be being made and re-emphasised their wholehearted support for the project and their willingness to do anything that they could to support its satisfactory early completion.

Cllr. Symons thanked Mr. Scruton for attending.

**PRESENT.** R. Symons Chairman, Mrs. G. Boyle, Mrs. L. English, P.J. Green, W. Prewett, Lori-Anne Scantlebury, M.S. Watson.

Ben Stokes Cllr for Boyd Valley.

**NO 1. APOLOGIES FOR ABSENCE.** Apologies were accepted from M.C. Smith Vice Chairman and E. Aze.

Cllr. for Boyd Valley Steve Reade.

**NO 2. TO SIGN MINUTES.** The minutes of the meeting dated 19<sup>th</sup> October 2011 previously circulated were agreed a true record and signed.

**NO 3. PUBLIC PARTICIPATION.** None.

**NO 4. LAW & ORDER.** As there has been no Police presence for the last 3 meetings it was agreed clerk would invite the new Inspector to attend the next meeting.

**Action: Invite Inspector Reece to attend December meeting.**

**NO 5. LOG.** The open items from the previous meeting were checked and the following actions taken.

Emergency Planning – Clerk to contact S.G.C. and arrange for presentation at December meeting.

Village Hall Make-Over Group – Clerk to contact Chairman to confirm date of meeting.

Contact list for village groups – Cllr. Scantlebury may be able to provide details.

Speed Watch – open.

Consider providing gates for gaps in fence on Hill View Road side of recreation field - open.

Greenacres – See correspondence.

Stables Redford Lane, Possible breach of Planning consent - An Enforcement Officer had attended, the length and width were actually slightly smaller than approved but at the

time he was unable to get an accurate measurement of height. In light of Parish Councils concerns he will call again with their laser measure.

The Stables, Redford Lane – COM/11/0899/OD - they will also look again at the PROW concern.

**NO 6. CALENDAR.** Precept - It was confirmed that the N.A.L.C. view was that the revenue reserve for emergency funding should be equivalent to 9 month expenditure. Cllr Watson raised the question of the Queens Diamond Jubilee – it was decided that although the Council did not anticipate organising events they would support requests from local groups. Cllr. Watson confirmed the Localism Bill became an Act on the 14<sup>th</sup> November and there is now a possibility that the Precept could be capped. It was agreed that the Finance Committee would meet and bring recommendations to the December meeting.

**Action: Cllrs. Symons & English to meet with Clerk.**

**NO 7. FINANCE.** The Financial Report had been previously circulated - there were no questions arising.

The following cheques were agreed and Councillors Green & Watson instructed to sign. Glasdon UK Ltd £620.21. for supply of two litter bins (clerk reported that the new bin installed by the teen shelter had been destroyed by young people) It was agreed we should look at purchasing a stronger bin (concrete). P.C.A. £79.00. use of Meeting Room for 1 Parish Council Meeting, 1 Interview Meeting, 4 Youth Club sessions and storage. Ensign Print £247.00. printing of Pucklechurch News. Town & Country Services £260.40. installation of new litter bins and skip changeover for Burial Ground. S.G.C. £572.83. emptying of dog bins June – October 2011. Mrs. A. Sharpe £178.00. Mrs. D. Bailey £372.27. being salary £319.97. + stamps £2.30. + tel. £30.00. + Poppy Wreath £20.00. Pucklechurch Parochial Church Council £12.00. use of Church room for interviewing.

**NO 8. PLANNING.** Application PK11/3417/F for erection of single storey rear extension to provide additional living accommodation. 61 Main Road, Shortwood was considered. Councillors had no objection in principle providing the size of the proposed extension was acceptable in the green belt given consent had recently been granted for a timber outbuilding to be used as a garden office.

**NO 9. CORRESPONDENCE.** A notice was received from S.G.C. advising temporary closure of footpath LPU18 at Laurel Farm. Councillors had no objection.

An invitation was received from Cory Environmental to attend the Liaison Meeting on 12<sup>th</sup> January 2012 the meeting starting at 2.30pm with a walk around the landfill site. Clerk asked if any Councillor would like to attend. Cllr Green is already on the liaison committee and will attend. Cllr Watson would like to attend and possibly Cllr Smith.

**Action: Clerk to contact Cory Environmental to confirm.**

An email was received from S.G.C. apologising for the excessive application of herbicide the instruction to keep spraying to an absolute minimum was lost in a change of personnel between areas, they appreciate this is not a satisfactory answer. The areas will recover before next season and they will ensure that any spraying they carry out next spring will be kept to a minimum as agreed.

A letter was received from Mr. Humphrey thanking the Parish Council for their letter and confirming it is pleasing to hear that the investigation is still proceeding. He advised his front garden, path and the pavement outside is still deteriorating and he looks forward to a successful conclusion to the problem.

An email was received from S.G.C. Enforcement Officer regarding Greenacres, Parkfield, advising they have received a full response to the PCN which confirms one of the caravans will be removed very shortly, the other two are to be retained for purposes ancillary to the keeping of horses on the land. The response states that the lorry body has been on the land for ten years and is used for the storage of agricultural equipment. Based on the available evidence it would appear that the caravans and lorry body are being used in accordance with a lawful use of the land. The scrap cars and one further caravan had been removed and the owners have indicated that it is their intention to continue to tidy the condition of the land.

A request for help with funding was received from the South Gloucestershire Citizens Advice Bureau. Council was unable to help on this occasion.

**NO 10. PARISH ORDERLY.** The advisory committee met with 5 applicants, a list of questions had been prepared and applicants were asked the same questions. The advisory committee felt that all 5 applicants would have been able to do the job but after much deliberation agreed to recommend Tristan Bawn. Tristan has recently moved into Pucklechurch and was very interested in village life. He is an outdoor person with engineering experience and fully aware of undertaking risk assessments. Cllr Watson proposed the Council accept the recommendation and thanked the advisory committee for their work. Seconded by Cllr Symons.

**Action: The job of Parish Orderly to be offered to Tristan Bawn on a 3month probationary period subject to receiving referees. Councillors agreed to reimburse the Parish Orderly for fuel used for travel between play areas and to delegate the purchasing of protective clothing and litter clearance equipment to the Cllr Symons and the clerk.**

**NO 11. 30 ST. ALDAMS DRIVE.** Cllrs. English, Prewett & Scantlebury declared an interest. Councillors have received much concern about the use of the property as a half way house for young people coming out of care before going into independent flats. The main concern is that there is a young person living there who has recently been released from HMP & YOI Ashfield and Councillors do not believe it is appropriate to house someone from Ashfield in Pucklechurch. There are prison officers living in the area who could be put in a vulnerable position also it does not allow fair rehabilitation opportunity

for the young person as others will know what he has done. Concern was also raised that no planning consent for change of use has been applied for.

**Action: Clerk to arrange a meeting with Premier Care Trust and ask Enforcement to investigate and clarify the legitimacy of the occupancy. Cllrs. Boyle, Green, Symons & Watson agreed to attend.**

**NO 12. GRAFFITI.** Cllr. Symons proposed that a zero tolerance approach to graffiti be adopted by the Council. All agreed. Clerk confirmed S.G.C. has been asked to remove the graffiti from the Village Hall wall, teen shelter and wall on lane leading into the Estate.

**NO 13. REPORTS.** Cllrs. Watson & Boyle attended the Parish Charter Review and following views were established: 1. it is easy for S.G.C. Officers to forget they are party to the Charter and 2. it was clearly stated that Parish Councils should be consulted on licensing issues. It was agreed clerk would contact S.G. Licensing to enquire why they are not consulting. The Parish Charter Working Group is changing and a system introduced whereby only 10/12 people will represent urban, rural, small and large parishes. A request for nominations will be sent out for selection. Councillors would be interested to know the criteria for the selection process.

Cllr. Watson advised the A.L.C.A. secretary, who has been off sick for an extended period, had resigned and A.L.C.A. will be formulating a plan to cover her departure. Cllr. Watson has a large document about financial planning that Councillors will need to see regarding the effects of the Localism Act. Cllrs. Symons, Boyle and Prewett expressed an interest in seeing the document.

Unitary Authority Report. Cllr. Ben Stokes confirmed he supported the application for a Doctors Surgery and said he and Cllr. Reade were in consultation with S.G.C. to try to get them to move the bus stop closer to the proposed surgery.

Clerk read the following report from Cllr. Steve Reade. "I attended the public exhibition of the proposed new surgery. I discussed the proposal with the Architect, Project Manager and the Doctors. I was very impressed by their openness and with the way they considered and dealt with the concerns of the residents that were present. I feel the scheme is very much needed for the community and will give it my support where I can. I understand it is their intention to submit a planning application in the next few weeks. I've asked that I be kept informed of progress and any issues that arise.

I attended the Hall Association meeting as requested by a resident. A vote was held regarding the mural and I feel the matter was dealt with in a balanced way. At the same meeting the issue of drug taking behind the hall was raised. I suggested that it be discussed at the next Safer Stronger meeting and have asked that it be put on the agenda".

**NO 14. MEMBERS MATTERS.** Cllr. Prewett reported that the part night lighting was switching off at 11.20pm in Hawkridge Drive rather than 12 o'clock.

**Action: Clerk to contact Street Care.**

Cllr. Scantlebury reported street lights not working on Oaktree Avenue.

**Action: Cllr. Scantlebury to report fault through 'fixmystreet.com'**

Cllr. Green asked if it was the intention of the Parish Council to write to Mrs Hall about the Post Office. Councillors advised that in their view Mrs. Hall had given a presentation suggesting the Parish Council had said she wanted money to support the sell of the Post Office. The statement was incorrect the only reference the Parish Council had made was to goodwill and as the Council was not able to assist individuals there appeared to be no further help they could offer.

Cllr. Symons proposed setting a date for holding the first Parish Council Surgery. A date of 7<sup>th</sup> January 2012 from 10am – 12o'clock was agreed, the agreed criteria that Councillors will listen to residents concerns, make notes and if necessary refer the problem for discussion at the following Parish Council Meeting as an agenda item. It was agreed Cllrs. Symons, Scantlebury & Watson would be available in Pucklechurch and Cllr. Green and the clerk in Shortwood. The surgeries to be held in the Community Centre Meeting Room in Pucklechurch and in The Vestry behind the Methodist Church in Shortwood.

**Action: Clerk to book the venues.**

Pucklechurch Village Sport & Social Club - Cllr. Scantlebury declared an interest. S.G.C. Licensing Authority has received a complaint of noise nuisance and anti social behaviour against the Club, the allegation was sent via Steve Webb MP. A meeting with the Social Club, the Police, Environmental Health and the Licensing Officer was set up and areas of concern discussed. A summary of actions arising from the meeting are as follows:

- Notices displayed requesting members and their guests leave quietly and have respect for local neighbours.
- Log all incidents in an occurrence book with date, time and incident.
- Follow up by reporting all incidents to the Police.
- Ensure CCTV is fully operational at all times with a member of the committee able to burn off a disc upon Police request.

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

Date of next meeting 21<sup>st</sup> December at 7.30pm.

16.11.11	Council meeting action	Report lights on Hawkridge Drive switching off at 11.20pm
16.11.11	Council meeting action	Ask if Councillors can attend Liaison Meeting at Shortwood Landfill Site 12th Jan at 2.30pm.
16.11.11	Council meeting action	Write to Rachel Goodchild invite her to next months meeting as Councillors need more information.
16.11.11	Council meeting action	Contact Tristan Bawn offer him position of Parish Orderly.
16.11.11	Council meeting action	Contact Mr Bristow ref 30 St. Aldams Drive.
16.11.11	Council meeting action	Contact Enforcement ref 30 St Aldams Drive to clarify legitimacy of occupancy and check if Planning has been breached.
16.11.11.	Council meeting action	Invite Insp. Derek Reece to attend Dec P.C. Meeting.
16.11.11.	Council meeting action	Finance Working Group to carry out 6months audit & prepare recommendations for setting Precept.
16.11.11.	Council meeting action	Street lights not working on Oaktree Aven Cllr Scantlebury to report fault to 'fixmystreet.com'
16.11.11.	Council meeting action	Parish Council surgery - Clerk to book venues for 7th Jan 2012.