

MINUTES OF THE PARISH COUNCIL MEETING HELD 17TH MARCH 2010 IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

PRESENT. D.A.E. Holder Vice Chairman, P.J. Green, Mrs. M.C. Palmer, M.C. Smith, R. Symons, Mrs. S.E. Turley, M.S. Watson, L.J. Whittock.

Cllr. S. Grant.

Mr. Holder chaired the meeting in the absence of Mr. Beg opening with a welcome.

NO 1. APOLOGIES FOR ABSENCE. O.A. Beg Chairman, Inspector Thatcher, P.C. Simon Topps, PCSO Hugh Barnes.

NO 2. PARISH PLAN GROUPS - PRESENTATION. Mr. Holder explained representatives of the Community Spirit and Our Environment groups would address the meeting. Mr. Smith explained the importance of a Parish Plan saying he hoped that following the presentations this and next month that the Parish Council would be able to adopt the plan.

Andrea Ryland – for the Community Spirit Group advised the plan indentified how people felt about where they live and the places that have an impact the community. Eight of the questions asked in the survey fell under the scope of Community Spirit. The key findings led to 16 aims of which some action has quite reasonably been undertaken: The Good Neighbour Scheme. Publication of the role of Parish Council. Work of Village Hall Make-Over Team (supported by Parish Plan). Other actions: Pucklechurch News is considered very important and a valuable means of communication. Producing 6 times a year instead of 4 would be a benefit but this would incur extra work and cost implications. Role of the Police - publicise the activities of the local Police. Education - Introduce adult education classes.

Gail Boyle – for the Environment Group advised the plan indentifies what features of the local environment are important and indicates what people want for the future. Three key elements will enable the local community to make a positive contribution. To inform-engage – empower = to preserve – improve – enhance. This principle maximises the ability of the community to protect and shape its own environment. The application for an in vessel composting plant was used to illustrate the benefit of empowering people to help themselves. Pucklechurch News was identified as the most significant publication for information and then the web site.

Mrs. Palmer said she agreed entirely with the need to inform, she asked what people had identified as acceptable development in the green belt. Mr. Smith advised nature reserve, small local housing etc no commercial development. Mrs Boyle said leisure uses would be acceptable.

Mr. Whittock asked which subject adult classes would teach. Mr. Smith advised the subjects requested were wide ranging but the majority of people wanted foreign language and I.T.

Mr. Smith asked how the Council could move forward/get comfortable with and adopt the plan.

It was suggested Councillors hold a separate meeting as if adopted it becomes a working plan that will tie future Parish Councils.

Mr. Watson said the plan is a constructive document a blue print of how the village goes forward and finance should not be a bar. He thought there may be things as a Parish Council we may not like but probably they are few and far between.

Mr. Holder proposed Councillors listen to the other groups at next months meeting and work with the plan, at an extra meeting separate from Parish Council.

Mr. Holder thanked the Mrs Boyle and Mrs Ryland for their presentation saying Councillors looked forward to hearing the next.

NO 3. PUBLIC PARTICIPATION. Mr. Holder invited Mrs. Humphrey to speak. Mrs. Humphrey explained the problems with her garden were due to excess water, she advised S.G.C. had investigated and proved the highway drain which exits into Feltham Road. Mrs. Humphrey had taken photographs of the water on Hill View Road so that Councillors could see her concerns. It was agreed clerk would email photographs to S.G.C. Streetcare.

NO 4. LAW & ORDER. None.

NO 5. ARISINGS. 2) Part Night Switch Off – Mr. Smith had attended the Public Meeting in Yate and would make a report.

5/13) Clerk confirmed she is awaiting confirmation of date from HMP & YOI Ashfield.

5/15) Clerk confirmed she has the gloves and black bags for the 'Big Spring Clean'.

No 6. Mr. Holder confirmed the graffiti has been removed from the bus shelters but not from the Village Hall.

Unmetered supply to millennium stone Mr. Holder asked for this to be an agenda item for next months meeting.

No 7. The hedge around the Burial Ground is in the process of being cut. Clerk confirmed she obtained 3 quotations and accepted Mr. Gay's as it was the lowest price.

Memorial Seat in the Burial Ground Mr. Smith advised he had spoken to the Chair of Twinning and been advised varnishing was not necessary as the seat naturally ages to a grey finish. Mr. Whittock said the seat was covered in algae. Councillors suggested the seat would benefit from rubbing down and oiling.

Mr. Whittock confirmed he and Mr. Green had removed the tree guards from the Woodland. Mr. Holder thanked them for their work.

17) Clerk had quotation from Mr. Williams for painting the roundabout at Parkfield: To sand and fill, 2 x undercoat, 2 x gloss coats £150.00. Councillors agreed to accept the quotation.

The minutes of the meeting dated 17th February 2010 were agreed a true record and signed.

NO 6. FINANCE. Mr. Symons updated Councillors advising this months figure shows an under spend of £3790.00. Turnover for the year was - Income £40,000.00. Expenditure £40,000.00. indicating an error of -1%. The amount being carried forward will be approximately £13709.00. Mr. Symons suggested Councillors prepare a wish list for spending but suggested figures be allocated after the start of the financial year. Next years budgeted income less grants is £30,000.00. (semi fixed costs amounted to £27,826.00).

Mr. Smith has produced list/ideas for precept spend that has emerged from the preparation of the Parish Plan: Printing £2000.00. Pucklechurch News increase of £500.00. Village Directory £350.00. Bike Racks in 3 locations £1500.00. Country side and historic access £200.00. (leaflets & waymarkers). Pucklechurch Internet Group (Environment & History etc) initial meeting £50.00. Provide better information on existing bus services £1000.00. Provide additional allotments £3500.00. (strong desire for allotments). A.L.C.A. system for Parish Mapping – Parish Online £50.00. thus £30.00. afterwards. Graffiti removal £300.00. Dongle I.T. £210.00. Improved access from footpaths £1000.00. Map for bus stop £200.00. Litter collection extended (ask business's to adopt areas. 2 x clean ups a year £1287.20. Overall total £12160.00.

Mr. Watson said he was impressed but suggested a separate meeting would be needed as now was not an appropriate time. It was agreed to keep list for future discussion.

Mr. Holder handed over Chairing the meeting to Mrs. Palmer as he wanted to speak on behalf of the Community Association.

Mrs. Palmer invited Mr. Holder to speak. Mr. Whittock declared an interest as C.A. Rep. Mr. Symons said he did not think he needed to declare an interest as a Trustee. Mr. Holder explained someone had recently read the gas meter in the Village Hall they subsequently received an invoice for £12,538.86. It transpires the last time the meter was read was 21st April 2007 and because invoices for 2007/8 had been estimated British Gas had stopped sending them. Mr. Holder said he has spoken to them and managed to get

the bill reduced to £10,030.00. and as CA is a Charity VAT should have been charged at 5%. Mr. Holder said he asked them for a copy of their contract but all he has received are 'General Conditions'. Mr. Holder advised the hall boiler also needed repairing. The Community Association has £8000.00. in the bank to the end of year of which Parish Council gave £3000.00. and Revel Committee £2000.00. Mr. Holder said he had to make the Parish Council aware of the debt as it owns the land and on behalf of C.A. is requesting a grant of £3000.00. be approved for the financial year 2010/11.

Mr. Holder said C.A. were looking at introducing a new set of charges. Clerk has received letters of concern from Pucklechurch Playgroup who as main user of the hall were told their rent would have to increase by 100%. They are a voluntary non profit making organisation, a registered charity and cannot afford such a large increase. They understand money needs to be found and are keen to help as much as possible but cannot sustain an increase of this size and would be faced with having to make staff redundant and close the playgroup. This would have a major impact on all parents and children using the playgroup as well as the 5 members of staff. Playgroup is asking the Parish Council to support the PCA in some way so that users of the hall are not at risk of closure. Similar letters were received from the parents of children using the playgroup.

Councillors discussed the PCA's large bill Mrs. Palmer was adamant that the charges should be pursued further with British Gas and recommended the involvement of the local MP. All agreed.

Mr. Smith said the new committee was pro-active and the village hall well used and proposed a grant of £3000.00. for 2010/11 and recurring years. Seconded by Mr. Watson, all agreed.

Mr. Holder resumed as Chairman.

To agree Terms & Conditions of Clerks employment. Mr. Symons explained the Council has a responsibility as an employer to carry out an annual pay review, retirement agreement, health and safety, holiday management, sickness, grievance procedure, training and development and he proposes this job is allocated to one Councillor. Mr. Watson asked if the role could be undertaken by an outside agency. Mr Symons said he could check but he didn't think so because they were not the employer. It was agreed Mr Symons would ask Abacus H.R. Ltd if they could take on the role.

Councillors Expenses. Mr. Watson was concerned that rising expenses could be a bar and this was not good for democracy. Mr. Holder confirmed that at last months meeting it had been agreed mileage expenses would be increased to 40p a mile and that the onus was on councillors to claim and substantiate with a receipt.

Quotations for Grass Cutting 2010 season. Clerk had quotations from Instant Landscapes for work on recreation/open space land and from Mr. D. Gay for maintenance of Burial Ground. It was agreed clerk would obtain second quotations as contracts were over £500.00.

The following cheques were agreed for payment and signed. Mr. D. Gay £565.00. maintenance of Burial Ground for 2009 season. Mr. Boulton £200.00. maintenance of play area at Parkfield. Ensign Print £307.00. printing Pucklechurch News. A.S. Hall & Son £329.00. maintenance of Shortwood play area. Mr. & Mrs. Hall £90.00. rent for Shortwood play area. B.T.V.C. £35.00. membership. P.J. Green £15.00. exps for removing tree guards from Woodland. Mr. M. Smith £79.95. hosting the Pucklechurch web site. Mrs. A. Sharpe £125.00. Mrs. D. Bailey £1028.65. being salary £310.66. + stamps £9.00. + envelopes £8.99. + annual expenses £700.00.

NO 7. MEMBERS MATTERS. Mr Smith advised he has been informed by the Chairman of the local Speed Watch Group that they are looking to become more active.

a) Mr. Green reported the disgraceful way the hedge on Westerleigh Rd has been cut. It was agreed clerk would ask SGC Highways to contact the land owner to tidy the verge.

b) Mrs. Palmer expressed concern about the number of pot holes in the village. Clerk to contact S.G.C. about pot holes on Westerleigh Rd., Birch Drive, Cedar Way, Hawthorn Close, Hawkrigde Drive & Parkfield Road.

NO 8. REPORTS. Mr. Watson attended the launch of Doynton's Parish Plan advising it was a good document.

Mr. Watson attended the SSCG Chairs update at the B.A.W.A. Club and an anti social behaviour meeting.

Mr. Green attended the Shortwood Quarry liaison meeting – one flare is in operation collecting gas from cells 1 and 2. Tipping is now commencing in cell 3 but there is no proposal to start on cell 4 as they estimate it will be 2011 before cell 3 is full. There were no complaints from resident, S.G.C. or Environment Agency. Concern was raised about the amount of rubbish on the Ring Road and the possibility of it coming from vehicles visiting the Landfill Site and Sort It centre. S.G.C. plan to monitor vehicles coming into the site, the Sort It depot has responsibility to check vehicles.

Mr. Green attended the Waste Management meeting an analysis of recycling was read and possibility of recycling and selling bric-a-brac discussed. The possibility of Sort It centres accepting 6 bags of household waste and then a small charge being introduced was discussed but concern was raised that this would increase fly tipping.

Mr. Smith attended a S.G.C. meeting in conjunction with Sustainable Group but turn out was very poor.

Mr. Smith attended the Environment Forum the whole meeting discussed 'Part Night Switch Off.' Charfield Parish Council gave a good presentation to a packed and very enthusiastic audience. A saving of £1500.00. and 9 tons of carbon has been achieved. Mr. Porter from S.G.C. said Pucklechurch Parish Council had raised an interest. Mr.

Smith proposed a working group including police, S.S.C.G. interested parties should be set up and the item raised at the Annual Parish Meeting. Mr. Watson said he would be willing to help.

Mr. Smith confirmed Councillors met on 8th March to discuss and stress the importance of moving ahead the planning application for a new Doctors Surgery and 106 agreement. Councillors agreed clerk would request a meeting with S.G.C. Enabling Team.

NO 9. PLANNING APPLICATIONS. The following applications were considered and observations made. PK10/0404/F change of use of land from railway sidings and agriculture land to shared use path as extension to national cycle network. Land between Coxgrove Hill, Pucklechurch and Station Road, Yate. No objections.

PK10/0526/F erection of single storey extensions to form additional kitchen, administration and class room space. Construction of 2no access ramps. Landscaping. Pucklechurch C of E Primary School. A report was read from the Chair of Premises Committee and New Build Project at the School explaining the reasons for the new buildings and the benefits it will bring to Pucklechurch children. Governors and the school leadership team are very conscious of minimising impact on neighbours, including finding ways to provide off road parking for contractors they are also inviting neighbours and the Parish Council to an open evening after Easter. Councillors gave positive support.

NO 10. RISK ASSESSMENT. As agreed Mr. Symons created a Risk Assessment it identifies and evaluates risk specific to 2010 Big Spring Clean campaign. From the Risk Assessment a list of 'Do's and Don'ts has been prepared and will be given to volunteers to read. Mr. Holder thanked Mr. Symons for his work and suggested the Council adopt the Assessment for the future. All agreed.

NO 11. CONSERVATION AREA DRAFT S.P.D. Councillors noted the document had a photograph of the Farm Shop but thought it should be removed as it has closed. Comments had to be submitted by 2nd April - it was agreed clerk should reply Parish Council endorses and recommends the adoption of the document without the photograph of the Farm Shop.

NO 12. REVIEW OF CONSULTATIONS. Consultations emailed to Councillors during the month were reviewed and comments/decisions noted.

NO 13. CORRESPONDENCE. A letter was received confirming the RoSPA inspection of children's play equipment would be carried out during April 2010.

NO 14. An invitation to enter the Best Kept Village Competition was received. Councillors agreed to enter.

NO 15. A letter was received from Ashfords confirming they act for Norft Ltd and confirming their clients registered title to Lyde Green Common was GR330614. They

advised their client rather than the Parish Council is entitled to receive the payments in respect of the electricity tower and mobile phone mast as it's on their land. They advise their client will in order to assist the Council be willing to forego any payments received to date by the Council or anticipated for the coming financial year and allowed for in any approved budget. In return their client would like to receive details of the organisations that are liable to pay these sums and copies of documents relating to them. After discussion Councillors agreed that as title was granted to Norft Ltd and as they no longer have responsibility for management of the Common to pass the payment details over.

NO 16. A letter was received from S.G.C. reference Lyde Green Common – Unit CL127 regarding management of the common. They confirm management of the land was delegated to Pucklechurch Parish Council on 23rd February 1959 and a file note of a meeting held between the Parish Council and S.G.C. noted 'There is a Scheme of Management relating to the common. At one time this was administered by Pucklechurch Parish Council, but responsibility was handed back to Sodbury Rural District Council in 1972 and it is presently the responsibility of South Gloucestershire Council'. The letter confirms S.G.C. will continue to deal with the Lyde Green application for a cricket pitch and will keep the Parish Council informed of progress.

NO 17. A letter was received from four members of Pucklechurch Tohil Explorer group asking for help with funding their gold Duke of Edinburgh expedition. They have to raise sufficient money to cover their costs which currently stands at £300.00. each, the expedition is due to take place this August on Exmoor. Clerk confirmed the group had telephoned and asked to be allowed to speak to the Council at next months meeting.

NO 18. A request for grant funding was received from Severn Area Rescue Association. Councillors were unable to help on this occasion.

NO 19. An email was received from Pucklechurch Revel Committee asking to use the recreation field for Revel 2010 events. Councillors were happy to grant consent with parking being subject to weather conditions. Clerk to enquire the route of the Parade.

NO 20. An email from S.G.C. confirmed the gloves supplied for 'Big Spring Clean' were suitable for litter picking.

NO 21. A letter was received reference alleged breach of planning control PK08/1277/F land to south of Redford Lane. Breach of conditions 4 and 7 the land owners have been written to. To ascertain if condition 5 has been breached the Enforcement Officer has written to the Environment Agency for their opinion.

NO 22. A letter was received from S.G.C. reference Allowances for Members of Parish Council. It was agreed Parish Council did not wish to pay allowances to its members after the 2011 elections.

NO 23. An email from S.G.C. advised an application had been received for the temporary closure of Castle Road from Lansdown Road to Hill View for the annual

Pucklechurch Revel and Fun Run. The dates and time of the closures are: 11th & 12th June between 1900hours and 2400 hours for the Beer Festival and 19th June between 1200hours and 1315hours for the Fun Run. Councillors had no objection to the road closures.

NO 24. An email was received from Dale Dennehy Chairman of the Pucklechurch Scout group about anti social behaviour. Up to 160 scouts and guides use the facility each week and the young people find the experience of attending sessions sometimes very frightening, they have to put up with banging on the door and windows, kicking the door open, spitting, swearing and general unruly behaviour. Mr. Dennehy thanked the Parish Council for removing the overgrown bushes which has helped to move the older youths from the area. The younger youths causing the problems congregate on the bench near the Scout Hut and Mr. Dennehy believes it would be useful to have the bench moved to another part of the field. Mr. Dennehy has contacted PSCO Hugh Barnes and awaits his reply. Councillors were unsure as to whether moving the bench would help stop the anti social behaviour and it was agreed clerk would forward a copy of the email to the new Beat Manager P.C. Simon Topps and be guided by his experience.

There being no further business Mr. Holder declared the meeting closed.

Date of Next Meeting. 21st April at 7pm.