

MINUTES OF THE ANNUAL ASSEMBLY OF THE PARISH COUNCIL HELD 19TH MAY 2010 IN THE MEETING ROOM, PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

PRESENT. O.A. Beg, D.A.E. Holder, P.J. Green, Mrs. M.C. Palmer, R. Symons, M.C. Smith, S.E. Turley Cllr. For Parish and Boyd Valley, L.J. Whittock.

Mr. Beg opened the meeting with a welcome.

NO 1. APOLOGIES FOR ABSENCE. M.S. Watson.
Sandra Grant Cllr for Boyd Valley.

NO 2. TO ELECT A CHAIRMAN. Clerk asked for nominations for Chairman. Mr. Holder proposed Mr. Beg, seconded by Mr. Whittock. There were no other nominations for Chairman. Voting for Mr. Beg unanimous.

Mr. Beg was elected Chairman for the ensuing year.

Mr. Beg thanked Councillors for their support saying he looked forward to working with them this year and reminded them this was the last year in this term.

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

NO 3. TO ELECT A VICE CHAIRMAN. Mr. Beg asked for nominations for Vice Chair. Mr. Whittock proposed Mr. Holder, seconded by Mrs. Palmer. There were no other nominations for Vice Chair. Voting for Mr. Holder unanimous.

Mr. Holder thanked Councillors for their confidence.

NO 4. SUB COMMITTEES. Members agreed as follows:

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| Open Spaces/Burial Grd./Allotments. | Mrs. Turley, Mr. Whittock, Mr. Holder. |
| Boyd Link Group. | Mr. Whittock, Mr. Green. |
| Twinning. | Mr. Beg, Mr. Smith. |
| A.L.C.A. | Mr. Watson, Mr. Symons. |
| Waste Management. | Mr. Symons, Mr. Green. |
| S.G. Heritage. | Mr. Smith. |
| Pucklechuch Community Association. | Mr. Whittock. |
| Finance. | Mr. Symons, Mr. Holder. |
| Planning. | Mrs. Palmer. |
| Parish Charter Group. | Mr. Holder, Mr. Watson. |
| Joint Cycle Group. | Mr. Whittock, Mrs. Turley. |
| Public Transport. | Mr. Smith. |
| Safer Stronger Community Group. | Mr. Holder. |

NO 5. TO INSPECT DEEDS IN CUSTODY OF THE COUNCIL. The Assets Register was inspected as all deeds are stored with the Solicitor at Chipping Sodbury.

NO 6. ARISINGS & TO CHECK AND AGREE MINUTES. 5) Clerk confirmed S.G.C. would be removing the graffiti on the Village Hall; they had not been able to carry out the work earlier as the machine would have damaged the recreation field.

Mr. Smith said reference National Spring Clean the actual day had been disappointing and he believed this was due to poor publicity. Councillors agreed that in the future they would set the date for week after Pucklechurch News goes out.

6) Quotations. Clerk confirmed the pot holes at Parkfield had been repaired and dog bin on the bridle way at Shortwood installed. S.G.C. was emptying the all the dog waste bins but raised concern that the bin near the Burial Ground hedge was not large enough. Clerk to obtain quotation for new larger bin.

7) Mr. Holder said the Youth Club was well equipped and staffed and 50 young people had attended.

Councillors confirmed the verge outside 1 Castle Rd. had been reinstated and bollards erected.

Mr. Smith confirmed he would draft the letter to S.G.C. urging them to adopt 'Best Practice' policy for stables as agreed.

Mr. Green advised there were more wooden doors and window frames stacked on the verge outside 47 Shortwood Hill. Clerk to contact S.G.C. Highways.

8) Mr. Smith confirmed a letter had been sent to S.G.C. regarding the problems reported about the 689 bus. An article will be included in Pucklechurch News encouraging residents to report specific incidents either by writing to the Clerk or via the web site.

There were some alterations agreed to the minutes dated 21st April 2010 after which they were signed as a true record.

NO 7. PUBLIC PARTICIPATION. None.

NO 8. LAW & ORDER. Mr. Smith advised there had been some serious vandalism to vehicles in the parish and he had put a warning on the Web Site.

NO 9. FINANCE. Clerk confirmed the internal audit had been carried and a copy of his report noted.

Section 1 – Accounting statements on the Annual Return were checked and signed and section 2 – Annual governance statement completed and signed.

Mr. Symons said the budget was set up using last year's actual figures plus 2 ½ % increases for inflation and an unallocated amount of £8,000.00. would be available to spend.

Mr. Smith asked Councillors if the budget for precept could be discussed at the October meeting so that allowance for expenditure could be considered. It was agreed to circulate the expenditure plan and discuss as an agenda item at the June meeting.

Budget for Pucklechurch News. Mr. Smith said that as a result of the Community Plan has been suggestion that Pucklechurch News be increased to 6 times a year so that information is more up to date. The Editorial team has looked into and would be willing to produce 6 issues but do not think it practical. They would like to request funding for 5 editions - February, April, June, September and Christmas. After discussion Councillors agreed to fund 5 issues Mr. Beg proposed a budget of £1350.00. seconded by Mrs. Palmer, voting unanimous.

Mr. Beg reminded Councillors that money needed to be identified next year for the Parish Council elections.

The following cheques were agreed for payment and signed C.P.R.E. £29.00. membership. Pucklechurch Revel £900.00. grant. Pucklechurch Community Association £3000.00. grant. Avon Local Councils Association £492.84. membership. Iain A Selkirk £120.00. fee for internal audit. Town & Country Services £386.05. repairing pot holes at Parkfield and erecting dog waste bin on bridle way Shortwood. P.C.A. £27.75. use of meeting room for two meetings and 1hr session 28th April for Youth Club. Aon Ltd £1385.99. insurance. Mrs. A. Sharpe £128.75. Mrs. D. Bailey £353.21. being salary £319.97 + stamps £3.24 + tel. £30.00. Instant Landscapes £1058.00. grass cutting. Alzheimers Society £85.00. grant.

NO 10. S.G. CORE STRATEGY PRE-SUBMISSION DRAFT. It was agreed to defer commenting on the document as South Gloucestershire Council has had the document printed to facilitate community engage and comments time extended until 6th August. Clerk to ask if a consultation event is taking place in Pucklechurch.

NO 11. MEMBERS MATTERS. Mrs. Palmer expressed concern that a rope had been placed over a branch of the Oak tree in the recreation field and was being used as a swing. Clerk to ask a contractor to remove it.

Mrs. Palmer reported a litter bin missing outside Hero's the hairdressers on Westerleigh Rd.

Mr. Smith advised the Revel New Comers event was being held at the Rose & Crown the next evening, volunteers, groups and helpers had been invited to attend. Mr. Smith said he was attending and would be happy to represent the Parish Council.

Mr. Green said members of Shortwood Village Committee had identified the need for a dog waste bin near the seat on the verge in the middle of the village. People were placing dog waste in the litter bin; the Village Committee was prepared to fund the cost of supplying and installing a bin if the Parish Council could arrange for it to be emptied. After discussion it was proposed by Mr. Beg and seconded by Mr. Smith that a dog waste bin should be supplied, erected and emptied.

Mr. Green expressed concern that the island on Pomphrey Hill just before the bridge as you enter Shortwood was again full of weeds and very untidy. Clerk to contract S.G.C.

Mr. Symons said he had been informed that due to an Act passed in 1974 Councillors were breaking the law by receiving minutes by email. Noted.

NO 12. REPORTS. Nothing this month.

NO 13. PLANNING. The following applications were considered and observations made.

PK10/0718 erection of detached garage and store. Horseshoe Cottage, Shortwood Road. No objections.

PK10/0982/F erection of 1no. detached dwelling with associated works. Land at 11 Lansdown Road, Pucklechurch. No objection.

NO 14. Councillors reviewed the Log and Consultations emailed during the month. It was agreed to introduce a 'Traffic Light' system for the Log with items highlighted red needing action – orange outstanding – green progressing – clear closed.

NO 15. CORRESPONDENCE. A letter was received from Community Action advising that at a full Board Meeting on the 14th April 2010 the Trustees had received information and advice regarding the future prospects for the organisation and its financial position. The Trustees have reluctantly decided to wind up the activities of the charity and made all staff redundant on 30th April 2010 ceasing operations.

NO 16. A request was received for financial assistance for 2010/11 from The Alzheimer's Society who support people with dementia and help families and carers in Bristol and South Gloucestershire. Mr. Beg declared an interest and took no part in the voting. Mr. Holder proposed a grant of £85.00. voting unanimous.

NO 17. A letter was received from a resident whose 5year old grand daughter's parents property back onto the recreation field. He is supportive of the recreation field for the use of local football teams and realises that swearing during matches cannot be controlled by team managers but now that the season is coming to an end believes attention should be drawn to two things. 1. There are toilets in the changing rooms and it is unacceptable for players to urinate against the bushes of residential properties. 2. It should be the responsibility of the home team to clean the sidelines of rubbish left by players and

supports after matches. After consideration it was agreed clerk would write to the team managers regarding the issues and ask them to discuss and advise what action the Club will take to rectify the situation.

NO 18. An invitation was received to attend the Thanksgiving Service at St. Thomas a Becket Church on the 13th June.

NO 19. Councillors completed the A.L.C.A. Members Needs Survey 2010.

NO 20. A questionnaire had been received reference 'Big Spring Clean' campaign Mr. Smith agreed to complete the form.

NO 21. A request was received from the Village Hall Make Over Team to have access to the £1000.00. funding agreed by the Parish Council on 21st January 2009. The funding is to commission a structural engineer to assess the ability of the structural elements and foundations to accommodate the alteration options being costed. Mr. Beg confirmed clerk has replied suggesting they progress the work and send the invoices on for payment.

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

Date of next meeting 16th June at 7.30pm.