

**MINUTES OF THE PARISH COUNCIL MEETING HELD 17<sup>TH</sup> OCTOBER 2012  
IN THE PUCKLECHURCH COMMUNITY CENTRE MEETING ROOM,  
ABSON ROAD.**

**PRESENT.** R. Symons Chairman, Mrs. G. Boyle Vice Chairperson, E. Aze, Mrs. L. English, P.J. Green, Mrs. J. Hawkins, Ms. Lori-Anne Scantlebury, M.C. Smith, M.S. Watson.

The Chairman opened the meeting with a welcome.

**NO 1. APOLOGIES FOR ABSENCE.** Steve Reade & Ben Stokes Councillors for Boyd Valley.

**NO 2. SIGN THE MINUTES OF THE PREVIOUS MEETINGS.** The minutes of the meetings dated 19<sup>th</sup> September and 3<sup>rd</sup> October previously circulated were agreed a true record and signed.

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

**NO 4. LAW & ORDER.** Cllr. Smith advised he had seen a motor cycle with three people on riding down Hodden Lane. A report and photograph of the motor cycle has been sent to the Police. Councillors confirmed the Police had put out another questionnaire about anti social behaviour to properties near the St. Aldams Play Garden.

P.C.S.O. Samantha Patterson entered the meeting apologising for being late and advising she had attended a meeting of residents at the Rose & Crown Public House. A group of residents has formed a committee to deal with alleged problems associated with the Pucklechurch Village Sports Social Club and St Aldams Play Garden. The Police, S.G.C. Licensing Officers and two residents had attended. Cllr. Watson asked if the meetings were open to the public. PCSO Sam Patterson advised the group that for it to be a Residents Group all residents and interested parties should be allowed to attend. The meetings are every 6 weeks and PCSO Patterson agreed to let them know that the Parish Council has expressed an interest in attending.

PCSO Patterson confirmed 100 or so questionnaires about anti social behaviour had been delivered to properties in Birch Drive, Cedar Way and St. Aldams Drive. One complaint has been received about noise but it was not in relation to the Park.

The Police have been investigating a barn fire on Shortwood Road.

Councillors asked if the problem of conifer trees being set on fire was still happening. PCSO Patterson said there were none near Pucklechurch the problem had been in the Longwell Green and Cadbury Heath areas, arrests have been made and the Neighbourhood Police have been heavily involved.

PCSO Patterson advised Stephanie Green has been appointed Inspector for Boyd Valley for a 3 month period; she is now in position the post is full time and she would like to attend the next Parish Council Meeting.

Cllr. Symons thanked PCSO Patterson for attending the meeting.

**NO 5. LOG.** A review of the log was undertaken and the following actions agreed:

Meadow View, Shortwood Road planning application for brick pillars at entrance to site. Clerk to contact Enforcement for update.

**Action: Clerk to contact Enforcement for update.**

The Stables Redford Lane public footpath LWA26 blocked. Clerk to ask SGC to take action as per their email dated November 2011.

**Action: Clerk to request S.G.C. take enforcement action.**

Doctors Surgery – Cllr Watson advised the Doctors had received an email from S.G.C. who is insisting on a guarantee for the use of the land or compensation if land was to be sold for a higher value (i.e. housing). Cllr. Watson to arrange a meeting between the Doctors and South Gloucestershire Council and report back. Parish Councillors confirmed their support for the Doctors Surgery.

**Action: Cllr. Watson to report back on meeting between Doctors and S.G.C.**

Councillors agreed to arrange an informal discussion reference housing needs in the area.

**Action: Informal discussion about housing needs to be agreed.**

Westerleigh Road – encroachment of soil from hedge making pavement narrow between village and St. Aldams Farm. Clerk to send new report. Councillors also noticed the hedge between Laurel Farm and Arbutus Cottage needed cutting back.

**Action: Clerk report problems to SGC.**

St. Aldams Play Garden – outstanding items to be discussed at November Meeting.

**Action: Clerk to include as agenda item for November Meeting.**

**NO 6. FINANCE.** Cllr. Symons advised he and the clerk had undertaken a review of salaries and proposed the salary for the Parish Orderly remains the same. Mrs. Anna Sharpe had indicated she was happy with her salary and did not want an increase. Clerks hours to increase to 20hrs week at the basic rate. Cllr. Symons confirmed the increase had been fully budgeted for. Cllr. Smith suggested the minimum rate was not appropriate and it was proposed that A.L.C.A. be contacted for advice on the recommended rate.

**Action: Chairman and clerk to contact A.L.C.A. and set appropriate rate.**

Cllr. Watson said an annual appraisal for employees should be introduced. Proposed by Cllr Watson, seconded by Cllr. Smith. Voting 8 for 1 against.

**Action: Chairman to undertake an annual appraisal of employees.**

Cllr. Symons said that during the salary review the clerk had said she was thinking about retiring and thought the end of the financial year would be a good time. It was agreed employing a new clerk would be included as an agenda item for the December meeting.

Cllr. Symons proposed that the clerk's laptop be replaced and recommended the Dell Inspiron 15R at a cost of £499.00. seconded by Cllr. Smith. All agreed. Cllr. Watson suggested purchasing a second external hard drive.

The following cheques were agreed for payment P.C.A. £85.00. rent for use of the Meeting Room for Parish Council Meetings, Surgery and Youth Club. EDF Energy 1 Ltd £31.37. unmetered supply. A.L.C.A. £30.00. Councillors training. Ensign Print £299.00. printing of Pucklechurch News. Recresco Ltd £84.00. emptying plastic recycling bin in Car Park. Mrs. A. Sharpe £178.00. Mrs. D. Bailey £327.17. being salary £319.27 + stamps £7.20. Instant Landscapes £253.73. grass cutting.

**NO 7. AGENDA ITEMS.** Community Plan. Cllr. Smith confirmed he would propose a date for an evening meeting at next month Parish Council Meeting.

Countryside Access Group. Cllr. Smith advised Street Care have identified a number of issues that need to be resolved before volunteers can start work. Reference the Art Project it has been suggested that planning consent is required but the original application included artwork.

Review of Youth Club Funding & Support. No financial statement has been received it was agreed clerk would contact the Youth Club Leader/S.G.C. for the information.

**Action: Write to Youth Club Leader/S.G.C.**

Community Governance Review Consultation. Councillors were not happy with the reply received from Amanda Deeks the Chief Executive, a survey has been undertaken to collate the information requested by Mr. Hook. It was agreed Cllr. Boyle would draft a reply to Amanda Deeks with a copy to Mr. Hook and include an extract of the summary of information collected from the on-line survey.

**Action: Cllr. Boyle to draft letter to be sent to Chief Executive S.G.C. with a copy to Mr. Hook.**

Cllr. Symons reminded members that they had not responded to the consultation. Councillors agreed to respond by ticking the "don't know" box stating they are unable to answer as they have not been given sufficient information.

**Action: Clerk to send response to S.G.C.**

To adopt Parish Council Project/Activity concept List. Cllr. Symons advised that following the meeting on the 3<sup>rd</sup> October members had discussed the problem of moving forward projects that had been identified for implementation. It was suggested that an Activity List be prepared and Councillors invited to lead the project. Cllr. Symons had prepared and circulated the Activity List and would like Councillors to adopt the concept

and add their names to the list. It was proposed by Cllr. Scantlebury and seconded by Cllr. English that the concept be accepted. All agreed.

To agree comment on the Inspectors draft main modifications to the S.G. Core Strategy.  
Cllr. Boyle explained the Core Strategy replaces the Local Plan she has been through the recommendations made by the Inspector there is nothing contentious and no comment to make.

**NO 8. CORRESPONDENCE.** A letter was received from the Pucklechurch Community Association Chairman regarding the grant. The comments were noted.

An email was received from Rachel Goodchild thanking the Parish Council for the grant towards the costs of the Art Project for the extension to the cycleway network at Cox Grove Hill.

A notification was received from S.G.C. enclosing a copy of a Tree Preservation Order on the Turkey Oaks growing each side of the entrance to St. Thomas a Becket Church.

An invitation was received to attend the Remembrance Service at St. Thomas a Becket Church 11<sup>th</sup> November at 10.45am. Cllr. Symons and Cllr. Boyle agreed to attend. The purchasing of a Poppy Wreath to lay during the service to be included as an agenda for next meeting.

**Action: Clerk to include on agenda for next Meeting.**

A copy of a letter sent to S.G.C. from a local resident regarding drainage and flooding on Westerleigh Road was received and noted.

**NO 9. PLANNING.** Cllr. Boyle advised the planning application for 6 Parkfield Road has been re-submitted but the plans are not yet available on the web site. Cllr. Boyle and Cllr. English will review and circulate recommendations when plans are available.

Cllr. Boyle confirmed she had attended a Gypsy & Traveller Awareness Meeting. The meeting had basically been talking on different levels they had discussed local situations and she had explained there had been several applications in the green belt involving the use of bricks of mortar which the Parish Council had objected as it wants to seen to be equitable and fair and believes the travelling community should be treated the same as the settled community.

Cllr. Watson confirmed he had put the date for the Hearing reference refusal of planning consent to replace the Gypsy caravan with a brick built bungalow on Parkfield Road in his diary. Councillors confirmed the main grounds for objection were inappropriate build in the green belt.

**NO 10 CALENDAR.** A review of the calendar highlighted the need to prepare for setting precept. Cllr. Symons advised the revenue budget was readily available but items of specific spend and participatory budgeting needed to be added. Councillors had been

informally looking at and prioritising spend identified from the Community Plan but the work was not yet complete. It was proposed by Cllr. Boyle that Cllr. Symons prepares a list covering revenue cost and agreed spend for participatory budgeting and that members email him items they think should be included.

**Action: Cllr. Symons to prepare budget list including revenue costs and participatory budgeting. Members to email items they would like considered for inclusion.**

Cllr. Symons confirmed the date for next A.L.C.A. meeting was 25<sup>th</sup> October and Cllr. Watson advised all Councillors were welcome to attend and that there was a speaker in addition to business.

Cllr. Watson advised there were 4 sessions for New Councillor training planned for January 2013.

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

**DATES OF MEETINGS.** Parish Council Surgery 3<sup>rd</sup> Nov. 10am – 12 o'clock  
Cllr. Symons and Cllr. Watson to host.  
Parish Council Meeting 7<sup>th</sup> November at 7.30pm.