

MINUTES OF THE PARISH COUNCIL MEETING HELD 20TH JUNE 2012 IN THE PUCKLECHURCH COMMUNITY CENTRE MEETING ROOM, ABSON ROAD.

PRESENT. Robert Symons Chairman, Mrs. G. Boyle Vice Chairman, Mrs. L. English, P.J. Green, Ms. Lori-Anne Scantlebury, M.S. Watson.

NO 1. APOLOGIES FOR ABSENCE. E. Aze, M.C. Smith.

Ben Stokes, Steve Reade Councillors for Boyd Valley.

NO 2. SIGN MINUTES. The minutes of the meeting dated 16th May 2012, previously circulated, were agreed a true record and signed.

NO 3. LAW & ORDER. Clerk advised a local resident had raised concern that young people were playing golf on the play area at Eagle Crescent despite the new signs.

Cllr. Scantlebury advised that during a Guide Meeting people had been seen using drugs on the recreation field. Cllr. Boyle said drug problems should be reported to the Police on the 101 number. P.C. Topps was aware of the vehicles being used arrests have been made but it is important to keep reporting. Cllr. English said that during the Parish Council Surgery she had spoken to Mr. Holder and he had confirmed the P.C.A. was willing to put up a notice banning certain vehicles from the car park if it would help prevent crime.

NO 4. PUBLIC PARTICIPATION. None.

NO 5. LOG. The June items were reviewed and the following items closed or action agreed. Stables in Redford Lane – Keep a watching brief.

Emergency Planning – Write to SGC for update reference ‘Tool Kit’

Damaged grass bottom of Homefield Centre opposite Crump House – Chase SGC.

Participatory Budgeting – 1st consultation carried out at Annual Parish Meeting next stage is to agree and set aside a figure to bid against. Community Steering Group – Cllr Symons to ask for volunteers to join at A.P.M. – Closed. Dogs must be kept on leads in Burial Ground signage – Closed. Bridal path, Redford Lane blocked by fallen trees in two places. Closed - cleared within two weeks. Request for Housing Needs Survey – need to set date for it to be included on the agenda and to take any actions necessary to enable a meeting. For any meeting to be productive we need to understand SGC’s intentions with regard to the site if (i) the village green status is upheld and (ii) if it is not.

NO 6. FINANCE. The 2012/13 budget had been circulated Cllr. Symons explained the reason for the difference in actual against budgeted costs. He said the contingency sum was a little low but that the Council was now in a much better position to be able to replace some of the aging play equipment.

Clerk confirmed the Internal Audit had been carried out and the statutory Notice of Electors Rights displayed.

The Annual Return for accounts to the 31st March 2012 were completed and signed.

The Internal Auditors report was reviewed.

The following cheques were agreed for payment and Cllr. Green and Cllr. Watson were instructed to sign. Broker Network Ltd £944.90. insurance. Iain A Selkirk £120.00. fee for Internal Auditor. P.C.A. £96.25. use of meeting room for 1 P.C. Meeting, 1 Countryside Access meeting, 1 P.C. Surgery, 5 sessions of Youth Club + storage. M. Watson £21.96. purchase of laminator for Council. Instant Landscapes £697.01. grass cutting. G.B. Sport & Leisure Ltd. £240.59. paint for play equipment. Wizzard Landscapes & Groundworks £62.40. cutting hedge on path between Abson Rd and Hill View Rd. C.P.R.E. £29.00. membership. Mrs. Anna Sharpe £178.00. Mrs. J. Long £375.96. Mrs. D. Bailey £436.72. being salary £319.97. stamps £6.00. expenses for Annual Parish Meeting £56.01. tools for Parish Orderly £97.00. less £42.26. paint returned. R. Symons £60.00. expenses associated with upgrade of internet for Village Hall.

NO 7. AGENDA ITEMS. To accept Policy for Graffiti. Deferred to July meeting.

Queen's Diamond Jubilee. At the Annual Parish Meeting a request was made for the Council to commemorate the Queen's Jubilee. Following discussion Councillors agreed to look at planting Oak Trees which could be registered with the Woodland Jubilee Trust. Cllr. Symons to consult residents reference planting positions in his report in the next edition Pucklechurch News.

Village Hall - Questionnaire. Cllr. Boyle confirmed the results of the questionnaire had been published and that of the 133 responses 87% wanted the Parish Council to facilitate re-development of the Village Hall. It was proposed by Cllr. Boyle that an independent body be employed to carry out a structural survey of the building. Seconded by Cllr Watson all agreed. It was further agreed that S.G.C. be contacted and asked to undertake the survey if it could be done for under £500.00. It was agreed that Cllr. Boyle would draft a letter to interested parties to advise that Parish Council has been given a clear mandate to facilitate the re-development.

Action: Clerk to contact SGC for cost of structural survey.

Action: Cllr. Boyle to draft letter to P.C.A. and interested parties.

NO 8. CORRESPONDENCE. A letter was received from Pucklechurch Sports Football Club asking to use the recreation field for football matches for the 2012/13 season. Councillors were happy to agree the rent to be £450.00. Voting agreed but not unanimous.

A letter was received from S.G.C. reference the proposed safe cycle/footpath from Pucklechurch to the top of Shortwood Hill. In summary the item will be amended on the

Task Register so that it is initially an investigation scheme. An investigation scheme would cost between £5000.00 - £10,000.00. and as a consequence would, they believe have more opportunity to be included in a future capital works programme. Cllr. Scantlebury suggested it may be appropriate in the future to write to SERCO for help with funding as they encourage staff to cycle to work.

A letter was received from a local couple who had recently learnt that the present Parish Council had revoked a decision to extend the burial ground and that people will soon have to be buried at the Westerleigh Crematorium site. They are deeply unhappy that having served St. Thomas a Becket Church for many years they will be unable to have the village setting as their final resting place. They are concerned that in the general order of life it is usually the older people who die and are buried and the one left will, in all probability, have no way of walking to Westerleigh Crematorium. They wonder if there is some way the burial ground could be extended in a different way. Councillors discussed the letter commenting that it was the previous Parish Council that had made the decision. Members had considered it was better use of the land for recreational purposes and had agreed not to increase the Burial Ground. Councillors were sympathetic to the views of residents they said the decision could be overturned but did not believe there was a need to extend at this time. It was agreed Cllr. Boyle would draft a reply.

Action: Cllr. Boyle to draft reply.

A letter had been received via the MP Steve Webb from Mr. Steven Hudd asking for help as he tries to prove his innocence. He would like to know from the Council records if a) a bench has ever been erected for the public any where along Back Lane (the lane running behind the Prison).

b) if the Council had ever removed a bench from Back Lane between January 2008 to 2010. Clerk advised she has checked the minute books but could find no mention of a seat being erected or removed from Back Lane. It was agreed Clerk would send reply.

Action: Clerk to reply that a search has been carried out but no evidence of a bench being erected or removed from Back Lane was found.

An invitation was received to attend C.P.R.E. Annual General Meeting, 7th July 2012 at 10.30am at Poole Court, Yate.

A letter was received from a resident in St. Aldams Drive asking to be given a key to the gate in the fence by the garages. The resident had asked a neighbour to open the gate for her as she needed to gain entry via the field but had been refused. Councillors agreed no-one should have a key, clerk to arrange for the lock to be replaced.

Action: Clerk to advise no one should have a key and arrange for the lock to be replaced.

A letter was received from Mrs. Poole regarding activities associated with the play area. Following discussion it was agreed Cllr. Boyle would draft a reply for circulation before being sent.

Action: Cllr. Boyle to draft reply.

A request for funding was received from the South Gloucestershire Citizens Advice Bureau. Councillors were unable to support.

Action: Clerk to advise Council is unable to offer support.

A letter was received advising 'We Care & Repair' have been operating a Housing Options Service for older people in Bristol for over 12 years and they are now being funded to help clients across South Gloucestershire. They would like help advertising their service in the parish. It was agreed an article would be placed in the next edition of Pucklechurch News.

Action: Clerk to ask for article to be placed in the next edition of Pucklechurch News.

A letter was received advising the Audit Commission were appointing Grant Thornton UK LLP to audit the annual return of Pucklechurch Parish Council for five years from 2012/13. The appointment to commence 1st Sept 2012.

A letter was received from Pucklechurch Community Association requesting for a grant of £3000.00. towards the upkeep of the Community Centre. Following discussion it was agreed Mr. Holder would be invited to attend the next meeting as Councillors would be interested to understand the democratic process as to how the grant money is spent.

Action: Clerk to invite Mr. Holder to the next meeting.

NO 9. PLANNING APPLICATIONS. The following application was considered PK12/1725/F erection of single storey rear extension and two storey side extension to provide additional living accommodation 6 Parkfield Road. In line with the recommendations of the Planning Working Group the following object was agreed. "Pucklechurch Parish Council objects to the application in its current form. The property sits within Pucklechurch Conservation Area Supplementary Planning Document (adopted July 2010). Councillors are concerned that the increased footprint of the building would potentially have an adverse impact on the current nature of the street scene in this part of the Conservation Area. At present the house is set back a short way from the highway behind a low stone wall and screened with mature shrubs and trees that similarly characterise many of its neighbouring properties. The gardens and boundary treatments on this side of Parkfield Road currently provide a complete contrast to the brick-built terraced houses and others, which are positioned directly adjacent to the pavement on the opposite side of the road. The extended house would no longer be set back away from the road and would virtually butt up against its current pavement-side boundary. This would also leave little room for planting that might have been used to soften the impact of a larger two storey building that would almost immediately flank the pavement. It should also be noted that the front elevation of this house is perpendicular to the highway hence the main elevation of the double storey side extension would face directly onto the road, as would the side elevation of the proposed double storey rear extension. Councillors acknowledge the fact that the replacement rear extension if faced with natural stone would be more in keeping with materials used to build the original dwelling, but they are concerned that the resulting angle of pitch of the roof (to the rear of the property)

produces an asymmetry in its gable that is not apparent elsewhere in the Conservation Area and therefore not appropriate to it. This would probably not be apparent had the front of the property faced directly onto the highway but this is clearly not the case. The Pucklechurch Conservation Area Supplementary Planning Document also makes reference to the appearance of some of the more traditional buildings having been 'harmed by unsympathetic replacement windows and doors or by using inappropriate details and materials such as UPVC windows' and that these 'are eroding the traditional and historic character of the area'. The proposal as it stands would add to both the number and visibility of this type of feature in the vicinity of the historic core of the village and therefore detrimental to its preservation".

NO 10. CALENDAR. The calendar was reviewed.

NO 11. REPORTS. Cllr. Watson reported that at the Parish Council Surgery on the 2nd June a resident had commented that he thought the Parish Council had been mean in not assisting the School to buy mugs for the Queen's Jubilee.

Cllr. English reported that also at the Surgery the mobile police station had been in the car park, there was quite a bit of interest. Regarding problems with mopeds the Police had suggested registration numbers be obtained as they can be impounded.

Cllr. Watson advised that at the ALCA AGM there had been an interesting talk on localism by a S.G.C. senior planner. He advised Cllr. Symons had been voted a member of ALCA Executive. He confirmed movement from the representation aspect for Parish & Town Council interaction through a modified forum or via the Parish Charter Group and there should be detail available after the Local Strategic Partnership meeting.

Cllr. Green attended the Boyd Valley Link meeting where Tina Rainey had given an interesting talk about her Play Builder projects. She confirmed the Play Garden in Pucklechurch had suffered the least vandalism. There was to be a workshop on the 7th July about pruning plum trees.

Cllr. Scantlebury advised the Orchard Review had been passed to Cllr. Smith.

Cllr. Boyle attended the localism training event at UWE but felt it had been targeted at the wrong audience.

Cllr. Boyle advised the South Glos. Heritage Forum constitution had been re-drafted and a meeting was being arranged for September to re-invigorate the Forum - she would be speaking.

Cllr. Smith sent the following written report:
Countryside Access Group – work is underway on the joint use path from Coxgrove Hill to Westerleigh. This path will eventually connect to Yate. There has been a call for volunteers to help with the path building in late July/August. So far five people have volunteered and we are looking for five more.

Mixed use path from Pucklechurch to Shortwood – Following the Countryside Access meeting in April and the Joint Cycleway Group meeting. SGC have asked Johyn Grimshaw (founder of Sustrans) who now works as a consultant to take on a feasibility study of the route. I will be meeting with Matt Skidmore (resident) and John to walk the route.

Orchard Survey - there is to be a training event on the 5th July which should be extremely good.

The next meeting of the Countryside Access will be held on Monday 25th June at 8pm in the Village Hall meeting room. The main topic of the evening will be footpaths. This will include identifying routes, organising surveys and looking at what we need to do to get these signposted and documented (leaflets, website etc). We already have some sources of information to help such as the paths published in Pucklechurch News by the footpath wardens and a booklet produced several years ago by Les Whittock. Once we have a selection of routes we will need to go out and survey each route to identify any maintenance that might be required as well as possible sign locations to make the route more accessible.

Unitary Authority Report. Cllr. Reade advised that some time ago he raised the possibility of £870.00. per parish for something for the parish. He has received comments from all the other parishes but not Pucklechurch which is probably because he's been able to attend a Parish Council meeting for a while. Councillors had no recollection of this.

Action: Clerk to ask Cllr. Reade for clarification.

NO 12. MEMBERS MATTERS. Cllr. Scantlebury reported:
Hedge/shrub growing over the wall from Ash Lodge causing problems for pedestrians.
Hedge along Shortwood Road (opposite Meadow View) needed pruning.

Action: Clerk to contact S.G.C.

Cllr. Watson mentioned procedure reference formation of sub committees advising all Councillors could attend sub committee meetings and that it was important to ensure the meeting was quorate.

Cllr. Green reported the road sign in Shortwood Hill was blocked by the hedge.

Action: Clerk to contact S.G.C.

Cllr. Symons reported the path between Pucklechurch and the Skate Park on Westerleigh Rd overgrown.

Action: Clerk to contact S.G.C.

Cllr. Watson reported the dramway footpath very overgrown.

Action: Clerk to contact S.G.C.

Cllr. Boyle advised double yellow lines have appeared around the car park area at the Homefield Centre.

Action: Clerk to investigate source of yellow lines.

Cllr. Smith gave the following written matters:

Village Entry sign on Shortwood Road has more stickers – these should be removed.

Westerleigh Road between end of settlement area and St. Aldams Farm. The footpath is obstructed by overgrown hedge and growth in encroachment of soil onto path.

Actions: Already taken as above.

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

Date of next meeting. 18th July 2012 at 7.30pm.

Cllr. English and Cllr. Green gave apologies.

Meeting closed at 10.12pm.