

MINUTES OF THE PARISH COUNCIL MEETING HELD 21ST NOVEMBER 2012 IN THE MEETING ROOM PUCKLECHURCH COMMUNITY CENTRE, ABSON ROAD.

PRESENT. R. Symons Chairman, Mrs. G. Boyle Vice chairperson, 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. E. Aze.

Steve Reade Cllr for Boyd Valley.

P.C. Joanne Kille.

NO 2. TO SIGN MINUTES. The minutes dated 17th October previously circulated and corrected were signed as a true record. The minutes dated 7th November previously circulated were amended as requested by Cllr Smith and then agreed a true record and signed.

NO 3. PUBLIC PARTICIPATION. A representative from First Step Homes had hoped to attend. An email has been received in absence.

Action: Clerk to include email on agenda for discussion at next meeting 5th December.

NO 4. LAW & ORDER. None

NO 5. LOG. A review of the Log was carried out and the following actions noted. An Email has been sent to S.G.C. Enforcement reference outstanding planning application Meadow View, Shortwood. A reply has not yet been received.

Action: Clerk to re-send with a 'read receipt'.

Obstructed footpath The Stables, Redford Lane - Clerk has sent email to S.G.C. Enforcement. A reply has not yet been received.

Action: Clerk to re-send with a 'read receipt'.

New Councillor training. Cllr. Watson advised a full day training course for new Councillors was being arranged by A.L.C.A. for January 2013.

Action: Cllr. Watson to circulate date to new Councillors.

To discuss gift for Twinning Anniversary Celebration. Clerk to include item for discussion at next Meeting.

Action: Clerk to include on agenda for next meeting.

St. Aldams Play Garden. Councillors agreed to meet on site 2nd December.

Action: Councillors agreed to meet on site 2nd December.

Discuss funding for Youth Club. Item has been deferred until next month as S.G.C. has not yet decided how funding will be allocated also running costs information is still outstanding.

Action: Clerk to include on agenda for meeting 19th December.

Bus Stop Notice Boards. Clerk has received quotation from Queensbury Shelters Ltd

Flooding on Steps leading to Birch Drive/Cedar Way.

Action: Clerk to check car park area for blocked drain.

Concern was raised about fly posting around the village. It was agreed clerk would ask Parish Orderly to remove fly posting that was not pertaining to the village.

Action: Clerk to contact Parish Orderly.

Cllr. Smith asked for a copy of the Log to be circulated in advance of the meeting.

Action: Clerk to circulate copy of log with agenda.

NO 6. FINANCE. The Parish Orderly has drawn attention to three damaged seats on the recreation field. One was dangerous and needed to be removed. One needed new slats. One had loose strips of metal which were a hazard. The damaged seat has been removed and the good slats used to repair the other seat and the loose metal has been removed. Clerk confirmed the cost of replacing the bench £373.85. plus V.A.T. Cllr. Boyle proposed purchasing the new bench, seconded by Cllr. Hawkins. All agreed.

Action: Clerk to order new bench.

Clerk confirmed that during the month a cheque had been paid to Beeline Carpentry for £1294.00. for the supply and installation of new inner door for the Hall. The amount being drawn from Community Associations grant.

A letter has been received requesting the balance of the P.C.A. grant be paid towards the cost of replacing the flooring in the Hall. Cllr. Watson proposed the outstanding balance of the grant £856.00. be paid. Seconded by Cllr. Boyle. All agreed.

The following cheques were agreed for payment and signed. St. Thomas a Becket Church £6.00. for hire of Church room for interviewing. Recresco Ltd. £126.00. emptying plastic recycling bank. S.G.C. £388.51. emptying dog waste bins between 30th July - 4th Nov 12. Town & Country Services £235.20. skip change over in Burial Ground. P.C.A. £115.00. use of meeting room for 2 P.C. Meetings, 1 Parish Surgery, 2 interview evenings and 4 sessions of Youth Club. P.C.A. £856.00. balance of grant. Mrs. Anna Sharpe £318.00. being salary £178.00. + £140.00. for 20hrs litter clearance at St. Aldams Play Garden. Mrs. D. Bailey £825.36. being salary £319.97. + £4.29. stamps + cost of new laptop £501.10.

NO 7. AGENDA ITEMS. Community Plan. Cllr. Smith suggested several dates for meeting. The 4th December was agreed and Cllr Symons and Cllr Boyle confirmed their attendance.

Parish Council Surgery. Cllr. Symons advised that during the year there had been 7 visits to the Saturday Surgery and he questioned whether the number of Surgeries should be reduced. Councillors were concerned the surgeries were being advertised sufficiently but they agreed there was no need for a Surgery in January.

The following decisions were agreed:

- 1) To continue with the monthly surgery.
- 2) No January 2013 surgery.

3) To look at advertising media.

A letter from the P.C.A. Booking Secretary was received asking if the Parish Council would consider moving the 6th April Surgery to either the 13th April or the 30th March as they had the opportunity of an all day booking which would be a significant earner for the P.C.A. After consideration Councillors agreed to cancel as they were concerned that moving the date could be confusing.

Action: Clerk to advise the P.C.A.

Emergency Planning. Cllr. Smith explained that he had met with S.G.C. and put forward suggestions for the template for the Emergency Planning Tool Kit. S.G.C. are now in a position to move forward with the project and would like Pucklechurch to act as the parish pilot. Cllr. Smith was prepared to help and Cllr. Hawkins expressed a willingness to be involved.

Action: Clerk to contact S.G.C. Emergency Planning Officer to arrange a meeting.

Activity List. The list was reviewed and Cllr. Symons agreed to update the list and circulate it.

Action: Cllr. Symons to update and circulate Activity List.

Replacing Parish Clerk. Cllr. Symons advised two people had expressed an interest in applying, both were currently Clerks, one was qualified and the other was prepared to train for the qualification. Councillors agreed the first thing was to write a job description. Cllr. Boyle and Cllr. Symons agreed to work on the job description to enable the position to be advertised.

Action: Cllr. Boyle & Cllr. Symons to write job description.

NO 8. CORRESPONDENCE. Children's Playlink a request for funding for disabled children for 2013/14 was received. Councillors were unable to help on this occasion.

A letter was received from S.G.C. confirming acceptance of the request to erect a solid fence and two planters on the bus stop area in Shortwood.

Action: Clerk to inform the Shortwood Committee that the work can commence.

A quotation was received for the supply of Information Posts. It was agreed this would be discussed as an agenda item for the January Parish Council Meeting. Councillors agreed to identify bus stops/locations for before the January meeting.

Action: Clerk to include on agenda for January 2013 meeting.

An invitation was received to attend C.P.R.E. Avonside meeting on the 28th November at 3pm at The Bath Royal Literary & Scientific Institution.

A letter was received from S.G.C. advising local people now have more opportunity to get involved in decisions that affect their area as the Area Forums are taking on greater decision-making powers, covering highway maintenance, community grants, youth provision, community infrastructure and local transport priorities. Cllr. Watson advised the next Kings Forest Area Forum was 17th December at 7pm in the Kingswood Civic Centre.

An email was received from S.G.C. regarding the outstanding items at St. Aldams Play Garden. The surfacing for the gateway is now available and will be laid during the coming month. Orders for winter planting schemes have not yet been placed, planting can be anytime between end of November and the beginning of March. As soon as a date for replacing our trees is known we will be advised.

NO 9. PLANNING. The following application was received PK12/3615/F 48 Parkfield Road. Erection of ground & first floor rear extension to provide additional living accommodation. Cllr. Boyle advised the application has only just become available on the web site, there is already a small extension and she is concerned that the proposed new build may exceed the 30% calculation.

Cllr. Watson confirmed a meeting between the Doctors, the Doctors Project Manager and Officers from South Gloucestershire Council had taken place. S.G.C. want stringent criteria applied to the contract in case at some future date there is no requirement for a surgery and the land is sold for other purposes (e.g. housing). The Doctors are concerned that the liability is too much as they would have to raise the funding against their own houses. Talks are continuing but there are time constraints also the PCT is changing in March 2013.

Cllr. Watson made the Doctors aware that the Elizabeth Shaw building in Becket Court may be available to purchase. The Doctors agreed to investigate.

NO 10. CALENDAR. Cllr. Smith suggested that only the Chairman and the clerk need check the calendar as it was designed to drive the agenda.

Cllr. Watson proposed that responsibility for Declarable Pecuniary Interest (D.P.I) be delegated to the Responsible Officer (the Clerk) so that Councillors can request a Dispensation to allow them to take part in the budget and precept setting. Seconded by Cllr. Boyle, all agreed.

Action: Clerk to prepare list of D.P.I's for the web site.

Cllr. Watson has had concern raised by Wick & Abson Parish Council that there is pollution getting into Feltham Brock from the Filtration Station in Feltham Road.

Action: Clerk to contact Wessex Water for clarification/update of the situation.

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

Date of Parish Surgery. 1st December. Cllr. English & Cllr. Hawkins to host.
Date of next P.C. Meeting. 5th December at 7.30pm.