

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 20th June 2017 at 7 pm at Falfield Village Hall

Present: Parish Councillors: Mrs J. Hathway, Mrs V. Stanley, Mrs M. O'Connor, Ms E. Jarvis, Mr K. Fryer and Mr A. Gregory from 7.30pm.

In attendance: Ward Councillor: Cllr John O'Neill, Mr J. Carpenter (Clerk) and four members of the public. (For the presentation by the West of England Rural Partnership five members of the Council, the Clerk and nine members of the public were in attendance)

Minute Ref	Contents	Action
750/17.0	Apologies for Absence. There were no apologies	
751/17.0 751/17.1 751/17.2	Minutes of the previous meetings To approve the minutes of the Annual Parish meeting held on Tuesday 16th May 2017. It was proposed by Cllr Stanley, seconded by Cllr Fryer and RESOLVED unanimously that the minutes of this meeting held on 16 th May 2017 be signed as a correct record. To approve the minutes of the Annual Parish Council meeting held on Tuesday 16th May 2017. Cllr Hathway informed members that the minutes were headed "Minutes of the Council meeting..." this should be corrected to read "Minutes of the Annual Council meeting..." With this amendment it was proposed by Cllr Jarvis, seconded by Cllr Stanley and RESOLVED unanimously that the minutes of this meeting held on 16 th May 2017 be signed as a correct record.	
752/17.0	To Receive Declarations of Interest in Items on the Agenda & Dispensation Requests. None	
753.17.0 753/17.1 753/17.2 753/17.2.1 753/17.2.2 753/17.2.3	Local Reports. Local Police Beat Team The Clerk advised Cllrs that no report had been received. HMP Eastwood Park Although Mr M. McBrien was not present at the meeting the following had been received by the Clerk Update regarding the removal of some garages at the rear of Eastley Close. Notices have been posted and a time and date will be supplied by MOJ estates as to when the work will be carried out. Yet to hear back about how this will be managed but this will be chased up. Feedback in relation to parking of vehicles in the Training Centre car park by residents and visitors. No concerns about visitors using the car park at weekends as long as it does not encroach on Mon-Fri Issue raised by the PC in respect of the length of the grass behind the Training Centre and the failure of the kissing gate to close correctly (located on the boundary of Eastwood Green exiting onto the A38) Both these issues have been passed onto the external contractor and this will chase this up again.	
754/17.0	Public Forum. None	

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755/17.0 755.17.1	District Councillor's Report. Cllr O'Neill informed members that the "One Stop Shop" currently located in Thornbury Library would be closing on 30 th June 2017. After this date the remaining "One Stop Shop" would be in either Patchway, Yate or Kingswood.	
755.17.2	Regarding the lack of information supplied to the Parish Council on the Cornfields appeal which had been lodged with Planning Inspectorate on 24 th May 2017, Cllr O'Neill advised members that he had been in contact with Neil Howat at South Gloucestershire to voice his concerns and that of the Parish Council over this. At this point the Clerk advised members that he had also made contact with Neil Howat over this matter and had subsequently received an email from Rebecca Balfour confirming that a letter had been sent to the Parish Council (and other interested parties) on 26 th May 2017 and she was unsure why the Parish Council had not received this notification. She went on to say that she was working with their IT department to look at how we can have these emailed in future to stop any post going missing and was sorry for any inconvenience this may have caused.	
755.17.3	Cllr Hathway raised the issue with regards to the Bovis Homes 370 house application (PT17/2006/O), which although not in the parish, would affect the parish from a highways point of view. Cllrs were concerned that the traffic survey completed on behalf of Bovis Homes was totally inaccurate in regards to amount of traffic expected to exit the B4061 onto the A38 travelling north towards Falfield and junction 14 of the M5. Cllr Jarvis had previously produced a draft response which had been circulated to all Cllrs which was also read out at the meeting by Cllr Hathway. Cllrs RESOLVED unanimously that the Parish Council should submit these comments against this application in respect of highway issues along with a copy to Thornbury Town Council.	CLERK
756/17.0	Planning Matters / Enforcement Notices. The Clerk advised Cllrs that no new planning applications had been received since the last meeting	
756.17.1	PT17/1805/F - Yew Tree House Brinkmarsh Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DT - Erection of two storey side and rear extension to provide additional living accommodation. Erection of detached double garage. This application was received too late for inclusion in the May meeting. This had been communicated to the Planning Officer who agreed to extend the deadline for comments from the Parish Council until 21 st June. Council response following discussion was to make no comment.	CLERK
756.17.2	Planning Appeals. PT16/5345/RVC The Cornfields Gloucester Road Whitfield South Gloucestershire GL12 8ED Variation of condition 3 attached to planning permission PT10/3362/F to enable agricultural vehicles to use access driveway.(Also see comments under Ward Cllr Report) Cllrs RESOLVED unanimously to submit the Council's comments made at the Site meeting on 27 th January 2017 and subsequent Planning Meeting on 9 th February 2017, to the Planning Inspectorate.	CLERK

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757/17.0	Financial Matters.	
757/17.1	To Note Payments Received. HMRC – VAT claim for financial year 2016/2017 £ 100.17	
757/17.2	To Approve the following Payments. It was proposed by Cllr O'Connor, seconded by Cllr Stanley and RESOLVED unanimously to approve the following payments. Cheques signed and cheque stubs initialled by Cllrs Jarvis & O'Connor. Clerk's June salary and tax rebate for May £ 403.89 Clerk's Office Expenses for April to June 2017 £ 30.00 Postage and Recorded delivery £ 15.52 South Glos Council – Grass cutting – 1 st quarter £ 99.79	
757/17.3	To Note 2016/2017 Budget & Payments/Receipts Statement. The Budget & Payments and Receipts Statement as of 28 th April 2017, circulated to Cllrs before the meeting, was noted and signed by Cllr Fryer.	
758/17.0	Highways / Footpath Matters	
758/17.1	Update on pavement outside Village Green (Ref 559224) The Clerk advised Cllrs that this work had now been completed but that only a small number of slabs were removed and replaced with concrete. Cllrs RESOLVED unanimously that further pictures of the area should be taken and sent to Streetcare informing them that in the opinion of the Council this work has not been completed to an acceptable standard.	CLERK
758/17.2	Update on Stile in Sundayshill Lane on Footpath OFA/5 The Footpaths Officer had advised the Clerk that the landowner has given permission for a kissing gate to be installed. This work will be undertaken later this year.	
758/17.3	Issue raised by the PC in respect of the length of the grass behind the Training Centre See minute ref: 753/17.2.3	
758/17.4	Failure of the kissing gate to close correctly (located on the boundary of Eastwood Green exiting onto the A38) See minute ref:753/17.2.3	
759/17.0	Consultations The Chairman reminded Cllrs that the Council should consider responding to the following consultations:	
759/17.1	Policies Sites & Places Plan – Consultation Period 12 th June – 24 th July 2017 Cllrs agreed to discuss the Council's response at the July meeting.	
759/17.2	Street Care Satisfaction Survey 2017 – Consultation period 8 th June to 7 th July The Clerk advised Cllrs that this is an online survey.	
759/17.3	Health and Wellbeing Strategy 2017 – 2021 – Consultation Period 8 th June to 21 st Aug 2017 Cllrs agreed that they would consider responding to the consultation at the July meeting	
759/17.4	South Gloucestershire Council's Supported Bus Services – Consultation Period 12 th June to 3 rd September 2017 The Clerk advised that this is an online survey.	

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760/17.0 760/17.1 760/17.2	<p>Correspondence</p> <p>Correspondence received was noted on the Agenda. Where any items which had not been previously circulated to Cllrs this was available upon request from the Clerk.</p> <p>Email received from a Parishioner in the parish of Tytherington is respect of planning application: PT17/0980/F. Construction of new access track.Barmers Land Farm Woodlands Road Tytherington South Gloucestershire GL12 8UL</p> <p>Cllrs agreed that as this application was within the parish of Tytherington, and would not directly affect Falfield, that they were unable to make any comment. The Clerk was asked to reply to this effect and suggest that the individual should make their concerns known to Tytherington Parish Council.</p>	CLERK
761/17.0	<p>Items for future meetings.</p> <p>Seafarers UK – Requesting support to fly the Red Ensign Flag on Merchant Navy Day (3rd Sept)</p> <p>Consider the installation and location of a defibrillator for community use.</p> <p>Asset inspection report</p>	

Date of Next Meeting: Tuesday 18th July at 7:30 pm

This concluded the main business of the meeting, which closed at 7:40 pm which was then followed by a presentation given by Dick Whittington from the West of England Rural Network.

Main points raised for action.

Points raised.	Action
Presentation to be placed on the Village website	Clerk
More information was requested regarding the Community Resilience Programme	D. Whittington WERN
A member of the public raised the issue that the Village Hall was without a Disabled Toilet and whether there was any funding available to assist	D. Whittington WERN
The Parish Council should consider registering the Village Hall as a Community Asset	Parish Council
Other organisations and/or individuals should consider whether there are other buildings or land in the village which could be considered as a Community Asset.	Parish Council / Village Organisations / Individuals
Parish Council to consider whether they should become a member of the West of England Rural Network which for 2017-2018 is free.	Parish Council
Cllr Hathway asked if there is any advice on Emergency Planning for Major Incidents as Falfield is so close to Junction 14 of the M5 motorway. The Clerk informed the meeting that at the last Town & Parish Forum a representative from <i>South Gloucestershire Emergency Planning Unit</i> gave a brief talk on civil emergencies during which the Town & Parish representatives commented that the document produced in late 2016 was very long requiring a wide range of detailed information and was off putting. The Emergency Planning representative said that he would look at this document to see if a "cut-down" version could be produced. In response Mr Whittington said they WERN has not worked on this theory so far but he would make enquiries.	D. Whittington WERN