

# FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 18<sup>th</sup> April 2017 at 7.30 pm at Falfield Village Hall

**Present:** Parish Councillors: Mrs J. Hathway, Mrs V. Stanley, Mr K. Fryer & Mr A. Gregory

**In attendance:** Ward Councillor: Cllr John O’Neill, Mr J. Carpenter (Clerk) and one member of the public.

Minute Ref	Contents	Action
713/17.0	<b>Apologies for Absence</b> Cllrs Miss E. Jarvis & Mrs M. O’Connor	
714/17.0	<b>To approve the minutes of the last meeting held on 21<sup>st</sup> March 2017.</b> Cllr Stanley requested that the last sentence in minute 710/17 regarding Councillor Training be amended to read <b>“Cllr Stanley had indicated that she would like to attend but due to commitments this was not possible”</b> . With amendment it was proposed Cllr Hathway, seconded by Cllr Gregory and <b>RESOLVED</b> that the minutes of the meeting held on 21 <sup>st</sup> March 2017 be signed as a correct record.	
715/17.0	<b>To Receive Declarations of Interest in Items on the Agenda &amp; Dispensation Requests.</b> None	
716./7.0	<b>Local Reports</b>	
716/17.1	<b>Police</b> Although the Clerk had contacted the Local Beat Team no police report had been received prior to the meeting.	
716/17.2	<b>HMP Eastwood Park</b> Although Mr M. McBrien was not present at the meeting he had previously advised the Clerk that there was nothing to report at this time.	
717/17.0	<b>Matters Arising</b> The Clerk advised Cllrs that all actions raised at the last meeting had been actioned and closed off.	
718/17.0	<b>Public Forum</b> Nothing raised by members of the public present. However Cllr Hathway raised a concern of a parishioner over the intermittent cycle lanes throughout the village and surrounding area on the A38. Cllr O’Neil stated that he had received an email from the same parishioner and that he had already taken up this issue with South Glos Highways. He also stated that once he had received a response from SGC Highways he would then contact Gloucester County Highways highlighting the issue on their side of the county boundary.	
719/17.0 719/17.1	<b>District Councillor’s Report</b> Ward Councillor O’Neill reported to Cllrs that SGC Kingswood offices had been taken off the market. Council Chambers and meeting rooms would still be based at Kingswood but other spare office space would be leased out. In due course officers of the Council would relocate to the office in Badminton Rd, Yate. At this point Cllr Hathway raised the issue of limited parking at the Badminton Rd Offices and that she had incurred a parking fine when attending a meeting earlier in the year. Ward Cllr O’Neil advised Cllrs that they can call ahead of a meeting and reserve a parking space.	
719/17.2	Joint Spatial Plan – A further draft is expected in the Summer of 2017 which will allow for further consultation towards the end of 2017.	
719/17.3	Finally Cllr O’Neill stated that Charfield is still under threat of major development with two potential developments behind New Street which could result in a further 1,000 houses.	

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720/17.0	<b>Planning Matters</b>													
	<b>Applications decided.</b>													
720/17.1	<b>PT16/6941/F</b> - The Pheasant Cottage Iron Hogg Lane Falfield South Gloucestershire GL12 8DU Demolition of existing garage and porch. Erection of a two storey rear and single storey side extensions to provide additional living accommodation. Erection of a front porch. Erection of a detached garage. <b>APPROVE WITH CONDITIONS 23<sup>rd</sup> March 2017</b>													
720/17.2	<b>PT17/0545/PN1</b> - Falfield BT Exchange, Mill Lane, Falfield, Gloucestershire, GL12 8DH - Erection of 1no. 15 metre mast with 3no. Integral antennas. 1no. Dish antenna and associated radio equipment cabinets with associated works. <b>REFUSED – PRIOR APPROVAL REQUIRED 31<sup>st</sup> March 2017</b>													
	<b>Applications received since last meeting</b>													
720/17.3	<b>PT17/1243/F</b> - Sundays Hill Farm Sundayshill Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DQ - Conversion of ancillary outbuildings to form 1no. self contained holiday let accommodation to include single storey front extension to form additional living accommodation and raised balcony area. <b>Council response: No Comment.</b>													
720/17.4	<b>PT17/1326/F</b> - Long Meadow Eastwood Park Falfield South Gloucestershire GL12 8DA - Erection of single storey detached extension to form summerhouse/domestic storage building. <b>Council response: No Comment.</b>													
720/17.5	<b>PT17/1327/F</b> - Land At Rear Of Springwell And Former Samspeed Marine Gloucester Road Whitfield Wotton Under Edge South Gloucestershire GL12 8DS - Erection of front and side extension to facilitate conversion of existing building to form 1no. dwelling (Class C3 as defined in the Town and Country Planning (Use Classes) Order 1987, as amended) and associated works. <b>Council response: No Comment.</b>													
720/17.6	<b>PT17/1372/F</b> - Horseshoe Cottage Horseshoe Hill Milbury Heath Wotton Under Edge South Gloucestershire GL12 8PU - Erection of two storey side extension, single storey front and single storey rear extensions to provide additional living accommodation. Erection of detached double garage. <b>Council response: No Comment.</b>													
	Details of all new, current and determined applications are listed at the end of these minutes.													
721/17.0	<b>Financial Matters</b>													
721/17.2	<b>To Approve NALC Clerk's 2017-2018 Salary Increment</b> – <i>previously circulated to Councillors</i> NALC and SLCC jointly recommend the salary scales for all full and part-time clerks employed under the terms of the model contract to be applied from 1 <sup>st</sup> April 2017. Currently the Clerk is on Spinal Column Point SCP 18 which increases 9.3p per hour to £9.392. It was proposed by Cllr Stanley and seconded by Cllr Fryer and <b>RESOLVED</b> unanimously to approve an increase in line with NALC and SLCC recommended scales.													
721/17.3	<b>To note receipts.</b> There were no receipts since the last meeting.													
721/17.4	<b>To approve the following payments</b> It was proposed by Cllr Stanley and seconded by Cllr Gregory and <b>RESOLVED</b> unanimously to approve the following payments													
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: right;">Nett</th> <th style="text-align: right;">VAT</th> <th style="text-align: right;">Gross</th> </tr> </thead> <tbody> <tr> <td>Mr J Carpenter – Clerks Salary &amp; PAYE (April)</td> <td style="text-align: right;">345.94</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">345.94</td> </tr> <tr> <td>Kids HiVis (HiVis Bibs for Annual Spring Clean)</td> <td style="text-align: right;">72.96</td> <td style="text-align: right;">8.63</td> <td style="text-align: right;">81.59</td> </tr> </tbody> </table>		Nett	VAT	Gross	Mr J Carpenter – Clerks Salary & PAYE (April)	345.94	0.00	345.94	Kids HiVis (HiVis Bibs for Annual Spring Clean)	72.96	8.63	81.59	
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721/17.5	<p><b>To Note the 2017/2018 Budget &amp; Payments/Receipts Statement.</b></p> <p>The Clerk advised Cllrs that the Budget &amp; Payments and Receipts Statement which had been previously circulated was incorrect. This was due to the fact that the 4<sup>th</sup> quarter payment to SGC for grassing cutting had not be taken into account. Also the payment to Leyhill Prison passed at the March meeting had not taken place. This was due to the lack of an invoice and subsequently it had come to light that the work was subject to VAT which had not been made clear by Leyhill originally Also payment for any work undertaken by Leyhill is not paid directly to them but to the National Offender Management Service, based in Newport, Gwent. Currently the Clerk is still waiting for an invoice for this work.</p>	
721/17.6	The updated Budget & Payments/Receipts Statement, accompanied by the last Bank Statement was noted and signed by Cllr Fryer.	
721/17.7	<p><b>Monetary Assets</b></p> <p>The Clerk advised Cllrs that at 30<sup>th</sup> March the NatWest current account contained £9,073.66 and the NS&amp;I Savings £6,003.00.</p>	
722/17.0	<b>Highways Matters</b>	
722/17.1	<p><b>Condition of southern verge between junction A38/B4509 and M5 junction 14.</b></p> <p>The Clerk advised Cllrs that the work on the verge had been completed in the last week.</p>	
722/17.2	<p><b>Condition of the pavement between the junction of Church Ave/Sundayshill Lane and the Public phone box adj. to the Village Green.</b></p> <p>Although the Clerk had contacted Streetcare again, and received a reply on 10<sup>th</sup> April advising that the Streetcare Inspector would be in contact, no communication had been received. Cllr O’Neil offered to take this up on behalf of the Council. The Clerk would provide Cllr O’Neill with the Streetcare case number.</p>	Clerk & Cllr O’Neill
722/17.3	<p><b>Condition of verges in Sundayshill Lane</b></p> <p>Cllr Stanley repeated her concern brought up at the previous meeting on the condition of the verges and lane especially on the second corner in the direction of Rockhampton after passing the village signage. The Clerk would bring this issue to the attention of Streetcare.</p>	Clerk
723/17.0	<b>Footpaths</b>	
723/17.1	The Clerk informed Cllrs that he considered the condition of the stile off Sundayshill Lane on Footpath OFA/14 to be unsafe with the top rail rotten and the bottom step unstable. The Clerk was instructed to raise this with the local Footpath Officer.	Clerk
723/17.2	The Clerk went onto say that he was happy to undertake a survey of all footpaths in the parish over the coming months and raise any issues found with the Footpath Officer.	Clerk
724/17.1	<p><b>Warding Arrangements – Consultation – Closing date 5<sup>th</sup> June 2017.</b></p> <p>Cllr Hathway commented that looking through the information received it was difficult to make a detailed comment. Ward Cllr O’Neill commented that as the Council had contracted over the last few years it was only reasonable that the number of Councillors should reduce and that the general feeling was that a reduction of around nine would be acceptable. Cllrs were happy with the comments within the Boundary Commissions Report providing that their Ward Councillor was not given additional parishes. The Clerk was instructed to formulate a draft response on behalf of the Council.</p>	Clerk

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725/17.0	<b>Councillors Reports.</b>	
725/17.1	<p><b>Falfield Village Hall Management Committee Meeting 18<sup>th</sup> April 2017 – Cllr Hathway</b> The Village Hall committee is working very hard and there are several good news items to report.</p> <ul style="list-style-type: none"> <li>• A donation is to be sent to Tortworth School to help towards payment of a cover for the Defibrillator.</li> <li>• The roof and guttering repairs are completed and the ongoing damp issue is under discussion.</li> <li>• The Screen for use with OHP is almost ready to be installed.</li> <li>• The AGM will be 27<sup>th</sup> April 2017, in the Village Hall starting at 7.00pm all are welcome especially as new committee members are sought.</li> <li>• The next major event is a May Day event on May 1<sup>st</sup>. This will be held in conjunction with the Huntsman Inn and other groups in Falfield. The Huntsman Inn will be running a bar-b-que and other refreshments. The venue is the Village Green and the grassed area of the Huntsman Inn ground behind the Village Green. There will also be Maypole Dancing, Tug of War plus other events. Cllr Hathway hoped that this will bring the community together and had praise for the Landlord Daniel for all his effort in bring the community together.</li> <li>• Finally Cllr Hathway informed members that there would be a “clean up working party” on Wednesday 19<sup>th</sup> April to clear brambles etc. on the Huntsman Inn ground</li> </ul>	
725/ 7.2	<p><b>Thornbury Neighbourhood Plan Meeting: 12<sup>th</sup> April – Cllr Gregory</b> Main Points from meeting were:</p> <ul style="list-style-type: none"> <li>• Only to include area within parish boundary Will require involvement by all stakeholders including landowners</li> <li>• Expect to form a Committee of 10 to include two Cllrs.</li> <li>• Work expected to take two years to complete.</li> <li>• Cannot have any say in any development – only its scale</li> <li>• Charfield and Oldbury on Severn already in the process of producing a Plan</li> <li>• Once complete it will go to a referendum which will require at least 50% in favour.</li> </ul>	
726/17.0	<p><b>Council Representative on Falfield Village Hall Management Committee.</b> Cllr Stanley offered to be the Council representative and was thanked by Cllrs for volunteering to take on this position. Cllr Stanley would attend the Village Hall AGM on 27<sup>th</sup> April 2017.</p>	
727/17.0	<p><b>Oldbury Stakeholders meeting on 26th April</b> No Cllr was able to attend this meeting. Ward Cllr O’Neill indicated that he would be attending and agreed to represent the Parish Council.</p>	Cllr O’Neill
728/17.0	<p><b>Councillor Training.</b> The Clerk informed Cllrs attending the Councillor Training organised by Charfield Parish Council in Charfield Village Hall on Wednesday 3<sup>rd</sup> May 2017 that he was still waiting for the Charfield Parish Council Clerk to advise the start time and would let Cllrs know once time had been confirmed.</p>	Clerk

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729/17.0	Dick Wittington – Talk on Rural Network. – 20 <sup>th</sup> June 2017  Cllrs agreed to start normal Parish Council meeting at 7pm and that agenda would be restricted to urgent matters in order to finish by 7.30pm. This would then allow the rest of the evening for the talk to be given by Dick Wittington, of the West of England Rural Network. Cllrs also agreed to invite Falfield organisations as well as other Councils within the ward to include Rockhampton. At this point Cllr O'Neill indicated that Charfield and Cromhall Parish Councils had already been party to this talk and therefore only Tortworth Parish needed to be invited.	Clerk
730/17.0	<b>Annual Spring Clean – Saturday 29<sup>th</sup> April.</b>	
730/17.1	The Clerk advised that the Hi-Vis bibs had been order and received. Cllrs discussed the offer from the Huntsman Inn of a voucher for a meal for two at the Huntsman Inn. Cllrs agreed that it would be difficult to use this at the Spring Clean and it was suggested that it should be offered to the Village Hall Management Committee. However the Clerk was instructed to clear this with the Huntsman Inn before offering to the Village Hall.	Clerk
730/17.2	The Clerk informed members that as well as St George's Scout Group taking part that Eastwood Park Prison will also have a working party to help.	
731/17.0	<b>Correspondence.</b>	
731/17.1	Cllrs had already been circulated with correspondence received since the last meeting. However the following additional correspondence had also been received.	
731/17.2	Sharpness Lifeboat Station – Request for a donation towards their £30,000 annual cost. It was proposed by Cllr Fryer and seconded by Cllr Stanley and <b>RESOLVED</b> unanimously to approve a £50.00 donation from the Council.	Clerk
731/17.3	Email from Chair of the Town & Parishes Forum (Hannah Saunders) notifying next meeting on Tuesday 26 <sup>th</sup> April 9.30am. Jubilee Court, Bradley Stoke. The Clerk agreed to attend.	
731/17.4	Email from Cllr Penelope Wardle, Chair Ham & Stone PC & Ward Cllr – Acknowledgement of Falfield PC minutes and commenting that for some reason the Highway Depts. of Gloucestershire and South Gloucestershire don't converse with each other over highways issues between Falfield and Ham and Stone.	Clerk

**Date of Next Meeting: Tuesday 16<sup>th</sup> May at 7.30 pm**

**This concluded the business of the meeting, which closed at 9.05 pm**

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## APPENDIX. MINUTE 720/17.0 CURRENT STATUS OF PLANNING APPLICATIONS SINCE LAST PARISH COUNCIL MEETING.

Date	Reference	Address	Description	Council Comments	Decision Date	Decision
19/10/16	DOC16/0364	Training And Conference Centre Eastwood Park Falfield South Gloucestershire GL12 8DA	Discharge of Condition 2 (Demolition) attached to planning permission PT12/3708/LB Demolition of the following structures located within the curtilage of the grade II listed Eastwood Park House: 10no. staff houses; decontamination labs and store buildings; lift labs; bungalow; air conditioning	No Comment		Awaiting Decision
02/12/16	PT16/67401/F	Gable Cottage 4 Heneage Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DN	Demolition of existing garage and porch. Erection of a two storey rear and single storey side extensions to provide additional living accommodation. Erection of a front porch. Erection of a detached garage.	No Comment	23/03/17	Approve with Conditions
06/01/17	PT16/6941/F	The Pheasant Cottage Iron Hogg Lane Falfield South Gloucestershire GL12 8DU	Erection of 1no. dwelling with creation of new vehicular access and associated works.(Re submission of PT16/3581/F)	Objection		Awaiting Decision
06/02/17	PT17/0545/PN1	Falfield BT Exchange, Mill Lane, Falfield, Gloucestershire, GL12 8DH	Erection of 1no. 15 metre mast with 3no. Integral antennas. 1no. Dish antenna and associated radio equipment cabinets with associated works.	Comment made	31/03/17	Prior Approval Required
22/02/17	DOC/17/0067	Eastwood Park Ltd Training & Conference Centre, Eastwood Park, Falfield, GL12 8DA	Discharge of Condition 7 (Travel Plan) attached to Planning Application PT12/3710/10/F	No Comment		
17/03/17	PT17/1243/F	Sundays Hill Farm Sundayshill Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DQ	Conversion of ancillary outbuildings to form 1no. self-contained holiday let accommodation to include single storey front extension to form additional living accommodation and raised balcony area.	No Comment 18/4/17		Awaiting Decision
23/03/17	PT17/1326/F	Long Meadow Eastwood Park Falfield South Gloucestershire GL12 8DA	Erection of single storey detached extension to form summerhouse/domestic storage building	No Comment 18/4/17		Awaiting Decision
29/03/17	PT17/1327/F	Land At Rear Of Springwell And Former Samspeed Marine Gloucester Road Whitfield Wotton Under Edge South Gloucestershire GL12 8DS	Erection of front and side extension to facilitate conversion of existing building to form 1no. dwelling (Class C3 as defined in the Town and Country Planning (Use Classes) Order 1987, as amended) and associated works	No Comment 18/4/17		Awaiting Decision
26/03/17	PT17/1372/F	Horseshoe Cottage Horseshoe Hill Milbury Heath Wotton Under Edge South Gloucestershire GL12 8PU	Erection of two storey side extension, single storey front and single storey rear extensions to provide additional living accommodation. Erection of detached double garage.	No Comment 18/4/17		Awaiting Decision