

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 17th January 2017 at 7.30 pm at Falfield Village Hall

Present: Parish Councillors: Mrs J. Hathway, Mrs V. Stanley, Mrs M. O'Connor, Miss E. Jarvis and Mr K. Fryer.

In attendance: Mr J. Carpenter (Clerk), Ward Councillor: Cllr John O'Neill, Cllrs S. Aston and D. Jeffrey from Cromhall Parish Council and five members of the public.

Minute Ref	Contents	Action
665/17	<p>Apologies for Absence</p> <p>Cllr A. Gregory. Cllr Hathway read out a letter received from Cllr Isaac who had resigned from the Council due to work commitments. The Clerk was asked to write to Mr A. Isaac thanking him for his contribution as a Parish Councillor.</p>	CLERK
666/17	<p>To approve the minutes of the last meeting held on 15th November 2016.</p> <p>Cllr Jarvis pointed out that under minute 00655.4/16 the acronym quoted as DCLM should read DCLG. With this amendment noted it was proposed by Cllr Jarvis, seconded by Cllr Fryer and RESOLVED that the minutes of the meeting held on 15th November be signed as a correct record.</p>	
667/17	<p>To Receive Declarations of Interest in Items on the Agenda & Dispensation Requests.</p> <p>Cllr Jarvis stated that she had an interest in Planning application PT16/6941/F under agenda item 10. Planning Matters.</p>	
668/17	<p>Local Police Report</p> <p>Although the Clerk had advised the Local Beat Team of the meeting no Police Report had been received.</p>	
669/17	<p>Public Forum</p> <p>669/17.1 A parishioner asked whether anything could be done regarding the number of potholes in Moorslade Lane between Heneage Farm and Glen Farm. The Clerk was instructed to bring this to the attention of SGC Highways Dept.</p> <p>669/17.2 A parishioner then spoke of his concerns in reference to the Cornfields planning application (PT16/5345/RVC) and the importance of not allowing the removal of condition 3 which was attached to the original planning application back in 2011. At this point Ward Cllr O'Neill stated that the application had been "called in" and that the Development Control (West) Sites Sub Committee would be attending the site on 27th January 2017 and it would then be expected to come to the Planning Committee on 9th February for a decision. Cllrs Hathway & Jarvis indicated that they would also attend this site meeting and that the Council's reasons for their objection remained unchanged even though the original application was "<i>Removal of condition 3 attached to planning permission PT1/3362/F to enable agricultural vehicles to use access drive</i>" which was subsequently changed to "<i>Variation of condition 3 attached to planning permission PT10/3362/F to allow vehicular access for purposes concerning the land edged red and land edged blue on plan titled Site Location Plan dated 17 October 2016</i>" Cllr Hathway advised parishioners that this application would be discussed later by the Council under Planning Matters.</p>	CLERK

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670/17	<p>District Councillor’s Report</p> <p>Ward Cllr John O’Neill repeated his earlier comments in regard to the Cornfields Planning application having been called in and would be subject to a Sites meeting on 27th January 2017 prior to going to the Development Control (West) Planning Committee on 9th February. Cllr O’Neill went on to say that following Highways England removing their objection to the Cotswold Homes application (PT16/0770/O), the Planning Officer was now only waiting for a response from South Gloucestershire Transportation Dept. This was expected towards the end of January and based on this the application would then come before the Development Control (West) Planning Committee on 9th February 2017. It was agreed that the Parish Council would re-inforce their comments made in their earlier written objections should this application be discuss on 9th February. Cllr O’Neill stressed that anyone wishing to speak at the meeting on the 9th February should make this known to the Planning Officer prior to the meeting.</p> <p>Regarding the Buckover Garden Village Concept proposed by Tortworth Estate, Cllr O’Neill confirmed that their application to central government for funding for additional resources and expertise had failed, however, he confirmed that Tortworth Estate had indicated that they would still be continuing with the project even without this support.</p>	
671/17	<p>To Receive Feedback on the Town & Parish’s Forum – 9th January 2017</p> <p>Cllr Hathway attended this Forum at Bradley Stoke and reported that she found it a very intense meeting. This forum is made of four other groups, South Glos Strategic Partnership, Safer Stronger Communities Partnership, Compact and Prevent.</p> <p>Presentations were given on Transport and Health Study, briefing on the launch of the New Local Plan and a briefing on Community Led Plans. All these presentations had been requested to be sent by email to all parishes which had subsequently been received by the Clerk who had forwarded them onto Cllrs.</p> <p>The Clerk was also instructed to provide hard copies of the South Glos Local Plan Prospectus to all Cllrs.</p> <p>Cllr Hathway said with all the various consultation meetings taking place during the day, she wondered how they expected Cllrs who worked during the day were able to find the time to respond, plus the level of documentation now being sent to Councils resulted in additional costs to the parish for circulation of the same. Cllr Hathway instructed the Clerk to write to Democratic Services pointing these issues out to them.</p>	<p>CLERK</p> <p>CLERK</p>
672/17	<p>To discuss the proposition from Rockhampton PC to form a “Joint Parishes Working Group”</p> <p>Following this request the Clerk was instructed to contact the Parish Councils of Tortworth, Charfield, Cromhall, Tytherington and Rockhampton inviting them to this meeting in order to gauge their feelings on this suggestion. Other than the presence of two Cllrs from Cromhall and an apology from Tytherington no other responses had been received to this invitation. Cllrs (including those present from Cromhall) felt that the sharing of information between Councils was to be welcomed, however, they did wonder whether potentially ten councils in this Group, may be counterproductive. But it was agreed that sharing of information between the five parishes contacted by Falfield Parish Council would be beneficial. The Clerk was instructed to contact the Clerk of Rockhampton PC with the views of the Council.</p>	<p>CLERK</p>

FALFIELD PARISH COUNCIL

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673/17	Planning Matters	
673/17.1	Status of applications and applications received since the last meeting: (See Appendix)	
673/17.2	<p>PT16/5345/RVC - The Cornfields Gloucester Road Whitfield South Gloucestershire GL12 8ED. Variation of condition 3 attached to planning permission PT10/3362/F to allow vehicular access for purposes concerning the land edged red and land edged blue on plan titled Site Location Plan dated 17 October 2016.</p> <p>Note: The condition on this application was amended from "Removal of condition 3 attached to planning permission PT10/3362/F to enable agricultural vehicles to use access driveway."</p> <p>Cllrs took note of what had been previously put forward earlier in Public Participation and agreed that their initial objections to the application remained unchanged following its change from "Removal of Condition 3" to "Variation of Condition 3". Even though the Consultation period had expired, the Clerk was instructed to re-confirm to the Planning Officer that their initial objections dated 18th October still stood.</p>	CLERK
673/17.3	Having previously declared an interest Cllr Jarvis took no part in the discussion on the following planning application.	
673/17.4	<p>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).</p> <p>Having studied the resubmitted application and drawings, Cllrs agreed that with the exception of the roofline which has been reduced and is now in keeping with adjoining properties, their objections remained unchanged to those raised against application PT16/3581/F namely:</p> <ol style="list-style-type: none"> 1) The development site lies outside of the parish settlement boundary in open countryside. 2) Introducing a new access onto the A38 Highway, in close proximity to the newly configured A38/B4061 junction, will be detrimental to highway safety and will negatively impact users of the A38. Access to the site from the south bound A38 and leaving the site going southbound from the site is relatively straightforward. However, accessing the northbound A38 from the site and turning from the northbound A38 into the site is not possible due to a central reservation being located directly opposite the site. Access to other properties near this location with a similar issue is achieved by performing a U-Turn around the central reservation but by increasing the number of vehicles that will be performing this operation will increase the risk of an accident happening and result in further highway safety issues. 3) Although other properties in the area have a high number of bedrooms the overall footprint of the dwelling is large in comparison to other local properties. 4) Building at this location will negatively impact the flood risk of properties in the surrounding area. No details have been provided to demonstrate how it is intended to manage surface water and hence reduce the risk of flooding to the surrounding area. 5) This location is unsustainable due to its limited public transport, having no mains gas, sewerage services or reliable broadband and reliance on a car to access employment, schools, health services, shops and leisure facilities. 6) A previous application PT01/2629/O was REFUSED on the following grounds: 	

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 17th January 2017 at 7.30 pm at Falfield Village Hall

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	<p>“The proposal is outside the defined settlement boundaries and will be detrimental to the open countryside and likely to lead to development reliant upon the use of a private car”</p> <p>“Detrimental to highway safety and the free flow of traffic on the principal classified highway”</p> <p>The Clerk was instructed to make the above comments known to the Planning Officer</p>	CLERK																																				
	At this point Cllr Jarvis re-joined the meeting																																					
674/17 674/17.1	<p>Financial Matters</p> <p>To approve the following payments</p> <p>It was proposed by Cllr O’Connor and seconded by Cllr Stanley and RESOLVED unanimously to approve the following payments</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Details of payments due</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 (December &</td> <td style="text-align: right;">374.99</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">374.99</td> </tr> <tr> <td>Mr J Carpenter – Clerks expenses</td> <td style="text-align: right;">30.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">30.00</td> </tr> <tr> <td>Administration costs</td> <td style="text-align: right;">50.65</td> <td style="text-align: right;">10.13</td> <td style="text-align: right;">60.78</td> </tr> <tr> <td>H.M.R.C. PAYE (December & January)</td> <td style="text-align: right;">249.60</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">249.60</td> </tr> <tr> <td>Falfield Village Hall - Charges Oct ’16 to March</td> <td style="text-align: right;">42.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">42.00</td> </tr> <tr> <td>South Glos Council – Buy Back Grass Cutting Q3</td> <td style="text-align: right;">83.16</td> <td style="text-align: right;">16.63</td> <td style="text-align: right;">99.79</td> </tr> <tr> <td>St George’s PCC – Trust & Lease Deed annual</td> <td style="text-align: right;">10.00</td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">10.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">840.40</td> <td style="text-align: right;">26.76</td> <td style="text-align: right;">867.16</td> </tr> </tbody> </table>	Details of payments due	Nett	VAT	Gross	Mr J Carpenter – Clerks Salary (December &	374.99	0.00	374.99	Mr J Carpenter – Clerks expenses	30.00	0.00	30.00	Administration costs	50.65	10.13	60.78	H.M.R.C. PAYE (December & January)	249.60	0.00	249.60	Falfield Village Hall - Charges Oct ’16 to March	42.00	0.00	42.00	South Glos Council – Buy Back Grass Cutting Q3	83.16	16.63	99.79	St George’s PCC – Trust & Lease Deed annual	10.00	0.00	10.00	Total	840.40	26.76	867.16	
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674/17.2	<p>To Note the 2016/2017 Budget & Payments/Receipts Statement.</p> <p>The Budget & Payments and Receipts Statement which had been circulated to Cllrs before the meeting was noted and signed.</p>																																					
674/17.3	<p>To approve Cllrs Stanley and Gregory as authorised signatories on the Parish Council Bank Accounts.</p> <p>As Cllr Gregory was not present it was agreed to place this item on the February meeting agenda.</p>	NEXT MEETING																																				
674/17.4	<p>Appointment of Auditor.</p> <p>The Clerk advised Cllrs that a new Auditor was required as the auditor who have previously undertook this job was no longer available. The Clerk had been given a contact by the previous Clerk and had made contact with this individual who was prepared to audit the council’s accounts. Cllrs agreed that before coming to any decision the Clerk should contact other local parish councils to see if they could suggest any suitable candidates and bring this before the Council at their next meeting</p>	NEXT MEETING																																				
674/17.5	<p>Localism Contract for Grass Cutting</p> <p>The Clerk informed Cllrs the he had questioned the renewal contract for the period 2017 – 2020 and that following communication with South Gloucestershire Council who confirmed that the Parish Council had previously requested a one year extension to the existing contract which is not due to expire until 31st March 2018.</p>																																					

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 17th January 2017 at 7.30 pm at Falfield Village Hall

Minute Ref	Contents	Action
674/17.5	<p>Financial Matter continued Special Expenses overcharge. Following communications between South Gloucestershire Council and the Clerk, South Gloucestershire Council have agreed that the cost for cutting the Village Green had been included in the Special Expenses charge for the last eight years, and that the Councils claim for £970.93 would be reimbursed in full. The Chair requested that the Clerk write a letter of thanks to the previous Clerk Dawn Bramley who had initially brought this to the Council's attention.</p>	CLERK
674/17.5	<p>Request for grant aid funding by Four Towns & Vale Link. The Clerk informed Councillors that the above request had been received after the required deadline of 31st October for grant applications in order to be considered by the Council when deciding the precept for the following financial year. Cllrs agreed that they were unable to help with this request at this time.</p>	
675/17	<p>Highways Matters</p>	
675/17.1	<p>To receive the following feedback: Condition of paving on the pavement running alongside the Village Green wall. Both The Chair and the Clerk have raised this with Streetcare. A job ref (559224) has been issued although to date this work had not been completed. The Clerk would request an update from Streetcare.</p>	CLERK
675/17.2	<p>Street lighting in Church Ave & Eastley Close. Although work has been completed there are still a small number of street lights not working. This has been taken up with HMP Eastwood Park and it is hoped that the issues raised would be addressed shortly.</p>	
675/17.3	<p>Condition of verge along the southern side of the B4509 between M5, junction and A38 (Public Participation November 2016). The Clerk had written to Streetcare and had received a reply from Rob Wiltsher, Assistant Engineer (7/12/16) that remedial work would be undertaken as a matter of urgency. As of 16th January nothing had been done therefore the Clerk had contacted Rob Wiltsher again prior to the meeting bringing this to his attention.</p>	ONGOING
675/17.4	<p>Bus Services X62 & 62 – safety on the northbound and southbound bus stops adj. to the Gables Hotel. (Public Participation November 2016). Following a request from a parishioner concern about safety of individuals when waiting for a bus on the A38 by the Gables Hotel, Integrated Transport Services had been contacted who in turn advised that as this service was contracted by Gloucestershire County Council any extension or rerouting may incur costs which South Gloucestershire were unable to assist with at this time.</p>	
676/17	<p>Consultations</p>	
676/17.1	<p>Proposal for the removal of the Public Phone Box at the top of Sundayshill Lane. The Chair informed Cllrs that following comments submitted by the Parish Council and a number of local residents South Gloucestershire Council were now supporting the retention of this phone box. The final decision is now with BT.</p>	ONGOING

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 17th January 2017 at 7.30 pm at Falfield Village Hall

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676/17.2	<p>Consultations continued. JSP & JTS Consultation. The Clerk confirmed that the Council's comments have been submitted electronically prior to the consultation deadline.</p>	
677/17 677/17.2 677/17.2	<p>To Receive Feedback regarding the Asset Inspection Report</p> <p>The Clerk reported that the following had been completed since the last meeting: Village Green Benches – Removal of overhanging branches Village Green Boundary Stones – Clear grass and other vegetation from stone to make boundary clearly visible.</p> <p>The Clerk had also contacted HMP Leyhill asking whether they were able to provide a working party for the removal of ivy and other vegetation from three Bus Shelters and the Jubilee Seat adj. to the War Memorial. A response had been received that this could be done. The normal charge for this work which was expected to take six hours would be £150.00, however they would wish to support local Parishes and as a gesture of good will would reduce the cost to £100.00. The Clerk advised Cllrs that there were funds available to cover this work and Cllrs unanimously agreed that this work should proceed.</p>	CLERK
678/17	<p>South Gloucestershire Annual Spring Clean. 18th February to 14th May 2017 A general discussion took place on whether the Council should take part in this annual event as the number of helpers had reduced in recent years, and because of the preparation involved whether it was considered a viable event. Ward Cllr O'Neill stated that previously some financial support had been forthcoming to other local councils from the M5 Michaelwood Services. Cllrs agreed to discuss this further at the next Council meeting.</p>	NEXT MEETING
679/17	<p>Local Government (Electronic Communications)(England)Order 2015 The Clerk brought to the Council's attention that currently a summons to attend a meeting is sent by email, and that in order to comply with the above Order Cllrs must consent to receiving a summons to attend a meeting in this format. They may at any time withdraw their consent to this. All Cllrs present confirmed that they were happy to receive summons to attend a meeting by email.</p>	
680/17 680/17.1 680/17.2	<p>To Receive Reports from Councillors To receive Feedback regarding William Stephen Charity. Cllr Fryer confirmed that the meeting of the 21st November 2016 had taken place and that the recipient had received the award of £25.00. Cllr Fryer went on to say that going forward the Charity would take a break in the annual award of £25.00. This was due to the fact that the rent received from the land held in Oldbury no longer covered the annual award made. However the routine meetings of the charity would continue as normal.</p> <p>To receive Feedback from the Village Hall Management Committee. Cllr O'Connor reported that the "Carols around the Christmas Tree" held on the Village Green prior to Christmas had been a great success and that it was hoped that this could become a regular event. As Parish Council representative of the Village Hall Management Committee Cllr O'Connor offered to express the thanks of the Parish Council for the work put in by everyone enabling the event to be a success when she attends the next Village Hall Management Committee meeting.</p>	CLLR O'CONNOR

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 17th January 2017 at 7.30 pm at Falfield Village Hall

Minute Ref	Contents	Action
681/17	Broadband Both Ward Cllr O'Neill and the Clerk had been in touch with the Project Officer at South Gloucestershire Council who confirmed Openreach still needed to complete the physical planning and surveying work and once this has been completed in the New Year more information on timescales would be available.	ONGOING
682/17	Correspondence	
682/17.1	ALCA – Notification that the current Auditors, Grant Thornton would be replaced by PKF Littlejohn LPP becoming effective for a five year period from 1 st April 2017.	
682.17.2	The Pension Regulator – Staging letter in respect of Pension Scheme. The Council's agreed staging date is 1 st April 2017.	
682/17.3	HMRC – Request that PAYE is paid electronically. This would be placed on the agenda of the next meeting for Cllrs to discuss.	CLERK

Date of Next Meeting: Monday 20th February at 7.30 pm

This concluded the business of the meeting, which closed at 9.15 pm

FALFIELD PARISH COUNCIL

Minutes of the Council Meeting held on Tuesday 17th January 2017 at 7.30 pm at Falfield Village Hall

APPENDIX. MINUTE 673/16.1 CURRENT STATUS OF PLANNING APPLICATIONS SINCE LAST PARISH COUNCIL MEETING.

Date	Reference	Address	Description	Council Comments	Decision Date	Decision
17/10/16	PT16/5715/F	Whitfield Gate Farm Gloucester Road Whitfield Wotton Under Edge South Gloucestershire GL12 8DR	Erection of first floor rear extension to form additional living accommodation.	No Comment	12/12/16	Approve with Conditions
15/11/16	PT16/6231/PNGR	Sundays Hill Farm Sundayhill Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DQ	Prior notification of a change of use from Agricultural building to 1no dwelling (Class C3) as defined in the Town and Country Planning (use classes) Order 1987 (as amended).	No Comment	06/01/17	Refusal
02/12/16	PT16/62529/F	Elfin Cottage Iron Hogg Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DU	Erection of single storey rear and first floor extension above existing garage to form studio/home office	No Comment	09/01/17	Withdrawn
29/02/16	PT16/0770/O	Land At Heneage Farm Moorslade Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DJ	Change of use and development of agricultural land to provide up to 115 dwellings with associated access, parking, hard/soft landscape works, public open space, and drainage, together with development of a 'Park and Share' facility for up to 100 cars (Outline) with access to be determined. All other matters reserved	Objection		Awaiting Decision
13/09/16	PT16/5140/F	The Haven Moorslade Lane Falfield Wotton Under Edge South Gloucestershire GL12 8DJ	Erection of 1no detached dwelling, parking and associated works.	No Comment		Awaiting Decision
28/09/16	PT16/5345/RVC	The Cornfields Gloucester Road Whitfield South Gloucestershire GL12 8ED	Removal of condition 3 attached to planning permission PT10/3362/F to enable agricultural vehicles to use access driveway.	Objection		Awaiting 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 & single storey side extensions to provide additional living accommodation. Erection of a front porch. Erection of a detached garage.	No Comment		Awaiting Decision
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)	Waiting on Councils comments		Awaiting Decision