

FALFIELD PARISH COUNCIL

Minutes of the Meeting of Council held on 16th July 2013 at 7.30 pm at Falfield Village Hall

Present

Parish Councillors: Mrs J. Hathway (Chairperson), Miss E. Jarvis & Mr K. Fryer.

Clerk: Mrs D. Bramley **Public:** Ward Cllr John O'Neill, 2 Parishioners & Gary Meddick (SGC).

00366/13 Apologies for Absence

Apologies were accepted from Cllr Murton.

00367/13 To Approve Minutes of Last Meeting (Annual Council and Parish Meetings)

It was proposed by Cllr Fryer, seconded by Cllr Jarvis and **resolved** that the minutes of the Annual Council meeting held on 21st May 2013 be signed as a correct record.

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00368/13 To Receive Declarations of Interest in Items on the Agenda

Eastley Close - Cllr Hathway

00369/13 Co-option of New Members

None

00370/13 Public Forum

00370.1/13 Changes to the Highways and Street Scene Services by Gary Meddick (SGC)

Mr Meddick, South Gloucestershire Council (SGC) Operations Manager for Ground Works and Cleansing introduced himself. He is responsible for the maintenance and management of the open spaces and hedges within South Gloucestershire. As part of the Streetcare Localism proposals SGC is looking at how they manage the services and what is provided to determine a core service which meets their statutory duty requirements. For the services that do not form part of the core service SGC determined a base cost which has been compared with the private sector. It was stated that this core service applies to highway services and not public open spaces. The core service includes cutting the grass verges by a width of 1 m twice a year but does not include any further cuts. The emptying of dog bins is also not a statutory requirement and will therefore have to be paid for if still required. The laws relating to the disposal of dog waste has changed and dog waste can now be disposed of in normal litter bins so special bins are no longer required.

Parish Councils have all been issued with specific Information Packs that includes the cost of buying back the services that do not form part of the core service. SGC are now consulting with the Parish Councils to cost the services that the Parish Councils wish to retain. If the Parish Councils buy back the services from SGC they require a contract to be signed and a 3 year commitment.

Questions:

Can the Parish Council change a Dog Bin to a litter bin? No, SGC would only change it for a combined bin if a litter bin and dog bin were close to each other.

If a Dog Bin was removed can a normal litter bin, if paid for by the Parish Council, be reinstalled if needed in the future and would SGC empty it for free? Yes, a bin can be reinstalled and SGC would empty it for free.

Do parishioners know they can put dog waste in normal litter bins? SGC are looking at how they can inform parishioners and may put stickers on the litter bins. The Clerk has written an article for the 5 Alive to inform parishioners in this area but is waiting until the end of this consultation.

Cllr Hathway thanked Mr Meddick for this time and that the Clerk will arrange a further meeting with Mr Meddick to finalise the parishes' requirements.

00370.2/13 Police Report from PCSO Golding

PCSO Golding sent a report for the meeting which the Clerk summarised as follows: Having searched the incident database no entries were found for Falfield which is good news for the parish. PCSO Golding also advised parishioners that in the hot weather please remember to close the windows when going out.

00370.3/13 Orchard View Track

A parishioner reported that dust clouds are being generated when cars drive on the new Orchard View track. Ward Cllr O' Neill advised that a sweeper was going to suck up the loose dust and then the track was going to be assessed.

00370.4/13 Orchard View Housing Development – Removal of Trees

Ward Cllr O' Neill advised that when the development site was assessed 3 years ago it was concluded that the hedge should be preserved but none of the trees on the site. The final plans show 2 trees will be removed to make space for a turning circle. A parishioner also stated that they are going to trim the hedge which may result in it dying.

00371/13 Financial Matters

00371.1/13 To Approve the following Payments

It was proposed by Cllr Fryer, seconded by Cllr Jarvis and **resolved** unanimously to approve the following payments.

Mrs D. Bramley - Salary (May) via Standing Order	£ 280.68
Mrs D. Bramley - Salary (June) via Standing Order	£ 280.68
Mrs D. Bramley (Expenses – Stamp, Paper and Ink cartridge)	£ 31.74

00371.2/13 To Note Current Account Balances

The following balances were noted: NatWest Account: £ 3390.30 which includes the May and June Salary payments but the donation to the Falfield & Stone Brownies has yet to clear. The balance will decrease to £3328.56 when all outstanding payments have cleared.

The National Savings and Investments Account (NS & I): £ 5,834.88

00371.3/13 To Note the Annual Return Completion with no queries

The external auditor Grant Thornton has returned the Annual Return Form with no comments and a Completion of Audit Notice has been displayed on the notice board.

00372/13 Planning Matters

00372.1/13 To Note the Following Applications – No Comments Given

PT13/2427/F - Mount Pleasant Bristol Road Falfield - Erection of single storey rear extension to provide additional living accommodation.
Council Response: No Comment

00372.2/13 To Note the Following Notices

NO OBJECTION - PT13/2015/NMA - Wagon House, Gloucester Road - Non material amendment to PT13/0299/F to replace existing roof with attic trusses.

PERMIT - PT13/0612/F – Land at Cutts Heath Road, Milbury Heath – Conversion of existing barn to form 1no. dwelling with associated works.

PERMIT - PT13/0505/F – The Bothy, Home Farm, Eastwood Park – Erection of three storey rear extension to form additional living accommodation and balcony. Installation of side dormer window.

PERMIT - PT12/3513/RVC - Sundayhill Lane, Falfield - Variation of condition 2 attached to planning permission PT10/2883/F to read, No development to commence until the highway works to form 5no. parking bays permitted by PT12/3310/R3F have been substantially completed.

00372.3/13 To Note Orchard View Feedback

It was reported that the garage site transfer to Knightstone was expected to be concluded last week.

00372.4/13 To Note Eastwood Park Training and Conference Centre Development Feedback

Ward Cllr John O' Neill reported that he had spoken with Mr Nicholson, South Gloucestershire Council Case Officer about the application and as it did not include affordable housing, an S106 agreement that provided for the community and as it is outside the development boundary he has called it to be inspected by the Development Control (West) Sites Inspection Sub Committee. The site visit is followed by the Development Committee (West) Committee meeting. For information the site inspection takes place on a Friday and the committee meeting takes place nearly 2 weeks later on a Thursday. At both meetings the Ward Councillor, Parish Council, Supporter and Objectors have the opportunity to speak for 5 minutes.

00373/13 Highway Matters

00373.1/13 To Receive Feedback regarding Commuter Parking on Sundayhills Lane

Cllrs Hathway, Murton & Fryer along with Ward Cllr John O'Neill, representatives of St George Church and the Clerk met with Rob Wiltsher from South Gloucestershire Council (SGC) on the 4th June to discuss the options available on Sundayhills Lane to alleviate the Commuter Parking Issue.

After discussing a number of options it was concluded that the most appropriate scheme would be to have double yellow lines from the Orchard View layby to ½ way across the Church Avenue junction replacing the advisory white lines, then 7-9 time limited (2 hours) parking bays. At the end of the parking bays more double yellow lines would be installed up to the junction.

This scheme will have to be scored using SGC's matrix and go before the Severn Vale Area forum early next year for funding. If successful the consultation process can then take place which will take up to a year. The scheme would then be implemented after March 2015. Rob Wiltsher is going to draw up the scheme and forward a copy to the Ward Cllr John O'Neill and the Parish Council for comments.

It was agreed to determine if the Orchard View layby was for parking or a just a passing area. If it is a passing area then parking restrictions may be applicable for that area too. **Action: Clerk**

The installation of a footpath to the Orchard View flats was mentioned and will be raised at the Charfield, Cromhall and Tortworth SSCG meeting by Cllr Jarvis.

00373.2/13 To Receive Feedback regarding Eastley Close

The Clerk has contacted Mr Thorne at HMP Eastwood Park and he is looking into the repair of the road and footpath. No feedback is available for this meeting as Mr Thorne is currently away.

The Clerk will contact Mr Thorne again and inform Cllrs of the outcome. The possibility of setting a Management Committee to deal with such issues in the future will also be mentioned. **Action: Clerk**

00373.3/13 To Discuss Changes to Highways & Streetcare Services

Having discussed the changes to the Highways and Streetcare Services with the revised costs it was agreed that a further meeting was needed with Mr Meddick to resolve the remaining issues as detailed below:

Grass Cutting	
A38 by North Bound Bus Shelter	It was agreed to continue to have this grass cut to an amenity standard
Sundayhills Lane Bollards by Scout Hut	It was agreed to have this area strimmed but the cost needs to be reassessed with Mr Meddick because the cost was for the whole verge and not just around the bollards
Grass in front of the Huntsman	This area will be discussed further at the meeting with Mr Meddick
Dog Bins	
Orchard View	It was agreed to have the bin removed for the following reasons: It is now hard to see and access due to the new parking bays; the new wild flower bed will be trampled when accessing the bin and there is another litter bin nearby that can now be used.
HMP Eastwood Park Green Area (near the A38)	It has been determined that this dog bin is funded by the prison service and has been removed from the parishes estimated costs.

The Clerk will arrange a meeting with Mr Meddick in August. Information has been put on the Falfield website to keep parishioners informed and a final decision will be taken at the September meeting regarding how the Parish Council will proceed. **Action Clerk**

00373.4/13 To Note Feedback regarding erection of a gate between Falfield Cars & the Houses

The Parish Council has had an enquiry from a parishioner about erecting a gate between Falfield Cars and the new houses on the A38.

A Public Right of Way (PROW) runs through this area so any gate would have to be authorised by PROW at South Gloucestershire Council. Having made enquires with PROW whether a gate can be erected they have stated that a gate cannot be erected there as gates can only be erected as per Highways Act 1980 Section 147 to keep animals in or out. If a gate was to be erected they would have it removed as an obstruction to a PROW.

The parishioner has also contacted the Governor at HMP Eastwood Park who is happy to erect a gate. The Clerk will write to Mrs Gibbs and the Governor of HMP Eastwood Park and inform them that a gate cannot be erected there and if they require further clarification to contact Lindsay Saunders, the PROW Officer for the area, directly. **Action: Clerk**

00374/13 To Receive Reports from Councillors

00374.1/13 To Note Feedback from Charfield, Cromhall and Tortworth SSCG – Cllrs Jarvis

Cllr Jarvis attended the Charfield, Cromhall and Tortworth SSCG meeting on the 30th May 2013 and circulated her report to Cllrs. In summary:

The on-going issues i.e. the Commuter Parking in Sundayhills Lane and the A38/B4061 Whitfield junction from the Thornbury and Alveston SSCG were re tabled. Jacqui Ward will report back on these issues although the Parish Council is now liaising directly with Rob Wiltsher regarding the commuter parking. Jacqui Ward is trying to obtain a copy of the scheme for the A38/B4061 Whitfield junction for the Parish Council.

This group seems to be a good forum to discuss shared issues with Tortworth Parish, e.g. concerns about accumulating debris around the motorway junction and the nearby commuter layby and will be much better group to deal with a rural parishes needs.

The next meeting is on 1st August at 7.30 pm in Cromhall Chapel.

00374.2/13 To Note Village Hall Management Committee Feedback – Cllr Hathway

Cllr Hathway reported that the new committee is working well and are starting to arrange some fundraising events. A Treasure Trail is being arranged for September with a Wine Tasting and Meal event being arranged for October. The hall is also available for hire for parties throughout the year.

00374.3/13 Community Matters

374.3.1/13 To Approve Selection and Payment of Poppy Wreath

After a short discussion it was agreed to purchase a Type B poppy wreath and make a total donation of £50. It was agreed by all that the Clerk orders the Type B wreath and has the cheque signed prior to the next meeting if required.

366.1.1/13 To Note feedback from Public Right of Way (PROW) regarding work in the parish

The Clerk reported that in the next few weeks new kissing gates were going to be installed where needed on the footpaths running through Green Farm. Also a new gate and sign has been installed on a footpath opposite the entrance to Green Farm.

00367/13 To Receive the Clerks Report

00367.1/13 A38 Footpaths

Gary Meyers, South Gloucestershire Council and a colleague visited the footpaths and have planned the following course of action;

- Grass to be cut by the grounds team by the end of w/c 22nd July (this will be with a flail deck mower approx. 1m each side)
- Grass edging / cutting back to be removed from the path by mechanical means later in the season (to reduce the amount of re-growth this season), this will be scheduled in by the highways team towards the end of August and September.

00367.2/13 Oversized Hedge

A parishioner has requested assistance in having a large hedge at the end of their garden cut. It was agreed that the Clerk will contact South Gloucestershire Council and request they are cut. It was stated the depending on what side of the ditch the hedges were on they may belong to the parishioner. **Action: Clerk**

00368/13 To Discuss/Note Risk Assessment & Asset Inspection

The Risk Assessment and Asset Inspection document was circulated to Cllrs prior to the meeting. Cllr Fryer went through the actions from the document listed below:

- War Memorial Repairs – secure several loose flooring slabs, paint chain and re-render bollards. Cllr Fryer stated that the plaques were looking very good since being cleaned by Mr Hathway.
- Bus Shelter – The Huntsman (South Bound) - Timetable case Perspex replacement, new timetable and cutting back of surrounding bushes
- Bus Shelter – The Huntsman (North Bound) - Timetable case Perspex replacement and cutting back of surrounding brambles
- Bus Shelter – Whitfield Gate Farm (North Bound) – Removal of Ivy and bushes around shelter
- All Bus Shelters – Sweep interior
- Jubilee Bench – Repair to front facing slat due to splitting
- 50th Annivarsary Bench (Sundayhills Lane) – Requires vanishing as paint is peeling
- Falfield Centenary Bench (Milbury Heath) - Requires vanishing as paint is peeling
- Village Green – Boundary Stones need uncovering
- Noticeboard & Posts – Requires vanishing
- Gates and Posts – Requires vanishing
- Village Green Benches – Require vanishing and overhanging trees could be cut back

After a short discussion is it was agreed by all to approve the Risk Assessment and Asset Inspection document. The Clerk reported that a quote to complete the War Memorial repairs had been requested but had not been received and that only a few slabs were wobbly so it may not be necessary to have the whole area relayed.

As there are a number of tasks Cllr Hathway asked how the Parish Council was going to get them completed. It was agreed to put in a funding application for the New Homes Bonus and to contact the HMP Leyhill Working Group Manager to obtain a quote for the work. **Action: Clerk**

The Clerk also reported that the broken Sundayhills road sign has been reported to South Gloucestershire Council.

00369/13 To Discuss/Note Parish Survey Task List/Feedback – circulated with Agenda

The Task List generated from the Parish Survey last year has been updated to show any progress/comments. Please see below:

Location	
* Request updated Bus Timetables & that the Perspex is repaired	The timetables had been updated. The Perspex repair/replacement has been moved to the asset inspection action list.
Safety Concerns	
* Inform South Gloucestershire School Transport department of the danger to the children crossing the A38 due to no crossing.	The Parish Council requested that the Eastwood Park Training and Conference Centre proposed development includes a Section 106 agreement to install a central island on the A38. This development has not yet been decided by South Gloucestershire Council.

As all the items are now completed or moved elsewhere this item will be removed from the agenda

00370/13 Correspondence (*Italics – available by email*)**Respond to:**

Consultation - Review of Local Engagement Mechanisms and Decision Making (Online Survey) - Expiry 9th Aug

Consultation - Proposed changes to SGC's Local Planning Application Requirements – Expiry 26th Jul

Request if interested in setting up a Walkers are Welcome Scheme

Consultation – Council Tax Reduction Scheme Proposals Expiry 16th Sep

Consultation - A New Future: developing the Strategy Expiry 30th Aug

Council Response to above consultations: No Comment

For Information:

Police News Issue 1 2013 for Thornbury & Villages, Avon & Somerset Police & Crime Plan 2013 -2017, Non-traditional Housing Redevelopment Newsletter May 2013, South Gloucestershire Deaf Association Newsletter June 2013, Big Spring Clean Thank You certificate, Clerks and Councils Direct, The Clerk July 2013

West of England Rural Network Summer 2013 Newsletter, CVS South Gloucestershire ebulletin - May & June 2013, Southern Brooks ebulletin June 2013, Notification that work has started on the Policies, Sites and Places Development Plan Document (PSP DPD), Our Healthwatch South Gloucestershire Monthly Ebulletin for June, Trading Standards Initiative - Lorry Watch, Horizon Nuclear Power Community Update June 2013, Notification of Changes to Planning 'Permitted Development' – Consultee Consultation Arrangements, Good Councillors Guide 4th Edition, Public Right of Way Information Leaflets, Press Release – Superfast Broadband to arrive in Wick and Pucklechurch first, CPRE Avonside Director's Bulletin July 2013, Planning Enforcement newsletter June 2013, Healthwatch South Gloucestershire e bulletin July 2013

00371/13 Matters for Further Discussion / Information**00371.1/13 Change Day of Council Meeting**

Cllr Hathway asked those present if anyone had any objections to changing the day of the meetings due to the Rolling Stones. After a short discussion it was agreed to keep the day of the meetings as it currently is.

00371.2/13 William Stephens Charity

Cllr Fryer reported that the next meeting of the charity is on the 30th October 2013 and Falfield decides on the recipient of the Charity this year. If anyone has any ideas please can you let the Cllrs know ready for the next council meeting in September.

00371.3/13 Moorslade Lane

Moorslade Lane has begun to deteriorate and although several potholes have been repaired the lane is starting to crack further and will eventually break up so now needs resurfacing completely. The Clerk will contact South Gloucestershire Council and arrange a meeting between them and a parishioner who can show them the affected areas.

Action: Clerk

Date of Next Meeting Tuesday 17th September 2013 at 7.30 pm

This concluded the business of the meeting, which closed at 9.24 pm.