

FALFIELD PARISH COUNCIL

Minutes of the Meeting of Council held on 19th November 2013 at 7.30 pm at Falfield Village Hall

Present

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

Clerk: Mrs D. Bramley **Public:** Mr Beecroft, Governor of HMP Eastwood Park and 3 Parishioners

00393/13 Apologies for Absence

Apologies were accepted from Ward Cllr John O'Neill.

00394/13 To Approve Minutes of Last Meeting

It was proposed by Cllr Fryer, seconded by Cllr Jarvis and **resolved** that the minutes of the meeting held on 19th September 2013 be signed as a correct record.

00395/13 To Receive Declarations of Interest in Items on the Agenda

Cllr Hathway – Eastley Close

00396/13 Co-option of New Members

None

00397/13 Public Forum

00397.1/13 HMP Eastwood Park

Cllr Hathway welcomed Mr Beecroft, Governor of HMP Eastwood Park. Mr Beecroft introduced himself and gave a brief introduction to the prison. They serve 70 courts from the Midlands to Cornwall and across to Wiltshire and can currently hold up to 363 women from 18 – 72 years old with the mother and baby unit holding up to 12 mothers and 13 babies. Currently 40-50% of the women are from Wales and offend there. They have a strong focus on providing opportunities to address offending behaviour so when the women are released they can lead law abiding lives and they ensure all women have a safe, decent and secure custody and to prevent further victims by changing lives. The drug recovery community supports women to become drug free and remain so when released. A Community college provision is provided by Weston College which has up to 80 spaces per morning and afternoon sessions offering Level 1 and 2 courses. They are now recycling the majority of their organic waste into plant food pellets, which they will donate to local charities so let him know if any would be interested. They also have a soap workshop that produces high quality soap that is sold at markets etc... Around 250 staff are employed at HMP Eastwood Park, many of whom live locally.

A ministerial review of the female estate has been undertaken and focuses on keeping women close to home and providing female prisons which allow prisoners to address their offending behaviour whilst also maintaining their family ties. For HMP Eastwood Park this means that a percentage of the women will stay for their sentence allowing their psycho – social and criminogenic factors to be addressed and move through the prisons regime on an individualised plan. These women will be stronger, better prepared and have a set of tools which will prevent them reoffending on release. The aspect of maintaining family ties is crucial to a successful resettlement and this is core to decisions we make for women in our care. The regime provided to some of the women who are towards the end of their sentence (and only for low risk women) provides a more community focussed style of living where women are encouraged to live as a community, cooking for themselves and using the pro – social skills they have learned earlier on in their sentence. This also aims to deinstitutionalise them so they are able to live independently when released. It is surprising how reliant on the system women can become in only a few short months of imprisonment. The area they serve will also decrease slightly and will be the South West and South Wales.

The female estate review has provided an opportunity for HMP Eastwood Park to reopen the 2 closed wings and provide an additional 77 places. These places come with opportunities for additional employment both as prison officers, administration workers, nursing staff etc... in the longer term and building trades in the shorter term. The timeline for completion of the refurbishment is around 1 year.

Following the closure of the Juvenile Unit in the summer we now have agreement for a specialist unit which will provide a service to complex women. This is due to be live from April 2014 and the 1st event for interested bidders is tomorrow. Again this new service will provide additional opportunities for employment for a wide range of skills not only prison officers' but nursing staff and psychology staff.

We have had some staff changes recently with a female second in charge Susie Richardson being employed and a new Head of Residence Vanessa Prendergast, who has moved from Headquarters where she managed the Juvenile population. Susie Richardson is keen to meet with the Parish Council and a meeting will be arranged for next year.

Work on our sewage pipe has finally started which will link HMP Eastwood Park up to the main sewers on the other side of the M5. This should be completed within a year.

Mr Beecroft then took questions from Cllrs and parishioners present.

A parishioner asked when smoking in the prison was going to be stopped as the staff were breathing it in. Mr Beecroft stated that currently due to legalisation prisoners were allowed to smoke in their cells. He also stated that HMP Eastwood Park was going to be a pilot for a No Smoking prison.

A parishioner asked if there would be more traffic due to the opening of the old wings. Mr Beecroft stated that due to the review changes, prisoners would be staying nearer home and not moving about so much so traffic should hopefully decrease.

Cllr Jarvis asked about the correspondence the Falfield Scout Leader had sent to the prison. Mr Beecroft stated that he has spoken with the Scout Leader.

A parishioner asked if the prison would be expanded any further especially when the sewerage system is linked up to the mains. Mr Beecroft stated that they have the land to expand, if necessary but there are no current plans.

Cllr Hathway thanked Mr Beecroft for the new gate by the Falfield garage, for continuing to fund the dog bin by the training centre and informed him that the street lights are currently not working in Church Avenue and Eastley Close.

Cllr Hathway also mentioned the work that BT were currently undertaking and the state of the road and footpath in Eastley Close. Mr Beecroft agreed to a meeting to discuss Eastley Close further along with his Ground Works Manager. At that time the Parish Council can get an update on the Sewerage works and what will happen to the Pumping Station by the Eastley Close garages.

Cllr Hathway thanked Mr Beecroft for his time and giving a very interesting presentation.

The Clerk will arrange meetings with Ms Richardson and the Ground Works manager to discuss Eastley Close and get a sewerage works update.

ACTION: Clerk

00398/13 Financial Matters

00398.1/13 To Note Receipts Received

South Gloucestershire Council Precept & LCTS Payment (50%)	£ 2975.00
Babcock International Donation	£ 100.00

00398.2/13 To Approve the following Payments

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

Mrs D. Bramley - Salary (Sep) via Monthly Standing Order	£ 280.68
Mrs D. Bramley - Salary (Oct) via Monthly Standing Order	£ 283.47
Mrs D. Bramley – Salary Back Pay from 1 st April to 30 th September 2013	£ 16.74
Mrs D. Bramley – Materials for Asset Works (Varnish etc...)	£ 154.29

The Material for Assets Works will come from the New Homes Bonus when received. The Clerk has chased up the funding and should hear from South Gloucestershire Council within a couple of weeks.

00398.3/13 To Note Current Account Balances

The following balances were noted: NatWest Account: £5,198.05 which includes the salary payments. The balance will decrease to £ 5,027.02 when all outstanding payments have cleared.

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

00398.4/13 To Discuss Budget & Set Precept for 2014/15

The Cllrs went through the draft budget that was circulated with the agenda. Unfortunately the precept has to be increased by £350 (6%) to cover the additional costs incurred by the Parish Council due to the changes to the Streetcare Services. Cllr Hathway reiterated that having the grass cut by volunteers was not viable. It was proposed by Cllr Fryer, seconded by Cllr Murton and **resolved** by all to accept the budget and set the precept to £6250.

00399/13 Planning Matters

00399.1/13 To Discuss the Following Applications

PT13/4062/F - Whitfield Garage Gloucester Road Whitfield Wotton-Under-Edge South Gloucestershire GL12 8DS - Demolition of two buildings and extension to existing building to facilitate the change of use of existing commercial unit to 1no. work/live unit and associated offices & workshop. **Council Response: No Comment**

00399.2/13 To Note the Following Applications – No Comments / Consultation Expired

PT13/3765/F - Barn 1 Brinkmarsh Lane Falfield South Gloucestershire GL12 8PT - Change of use of from Class B1(A) (Offices) to Class C3 (Dwellinghouse) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) and installation of roof lights.

00399.3/13 To Note the Following Notices

No Objection - PT13/3485/PNA – Old Oaks Farm, Bristol Road, Falfield – Prior notification of the intention to erect an agricultural building for the storage of hay, straw and animal feed.

00399.4/13 To Receive Feedback regarding Orchard View

Planting of Trees on Green Area

The Clerk stated that she was waiting for a response from South Gloucestershire Council as to when the trees would be planted.

Tree Preservation Order (TPO)

The Clerk stated a Tree Preservation Order application had been submitted to South Gloucestershire Council (SGC) for all the trees on the Orchard View grass area. Unfortunately SGC stated it is not their policy to place Tree Preservation Orders on trees that they own and were therefore unable to take the application any further.

Gravel Track

This is ongoing and the gravel track will be monitored over the winter months. A parishioner is informing SGC of the condition of the track due to different weather conditions. The Parish Council were also informed it has already been patched once.

00399.5/13 To Receive Feedback regarding Eastwood Park Training & Conference Centre Dev.

It was noted that a condition was proposed to include a 1 metre wide footpath to link the northbound bus stop layby to the site entrance and a Section 106 agreement for the installation of a safe pedestrian crossing for the A38 which must be in place before the homes are occupied.

00399.6/13 To Receive Feedback regarding Changes to the Planning Applications Services

South Gloucestershire Council (SGC) intends to go completely paperless with regards to Planning Applications from the 2nd December 2013. The Clerk informed SGC that the Parish Council is currently are not able to go paperless from this date and informed them of all the issues the Parish Council currently has. SGC have noted all the issues and will work with the Parish Council to enable them to go paperless at an agreed date in the future.

00400/13 Highway Matters

00400.1/13 To Discuss / Receive Feedback regarding Commuter Parking on Sundayhills Lane

Mr Wiltsher has returned from Jury Duty and Cllr O'Neill will raise this scheme with Mr Wiltsher.

00400.2/13 To Discuss / Receive Feedback regarding A38/B4061 Whitfield Junction

A meeting is being arranged to discuss this junction with Mr Wiltsher for the end of November / December.

00400.3/13 To Receive Feedback regarding Eastley Close

A meeting is to be arranged as mentioned in the Public Forum to discuss this issue further.

00400.4/13 To Note Final Cost due to Changes to Highways & Streetcare Services

The final cost to have the grass cut in the parish is £326.28 + VAT

00400.5/13 To Note feedback regarding Erection of a Gate between Falfield Garage & Houses

It was noted that a new gate has been erected between the Falfield Garage and the new houses. The gate was supplied & installed by HMP Eastwood Park.

00400.6/13 To Discuss Blocked Culverts/Drains in Gambriil Lane

The Clerk was informed by Mr Killen, the Tortworth Estate Manager that a number of drains and culverts in Gambriil Lane were blocked causing water to run into Brook Cottages. The Clerk will report this issue to South Gloucestershire Council. Mr Killen also mentioned that some work is required on the side of the motorway and around the bridge over Gambriil Lane which they have tried to get Highways to do. Tortworth Estate is also currently doing some work on the banks of the brook by Brook Cottages. **ACTION: Clerk**

00401/13 To Receive Reports from Councillors

00401.1/13 To Note Feedback from Charfield, Cromhall and Tortworth SSCG

Unfortunately Cllrs Hathway and Jarvis were unable to attend the meeting on the 23rd October. The minutes of that meeting were circulated to Cllrs.

00401.2/13 To Note Village Hall Management Committee Feedback – Cllr Hathway

Cllr Hathway reported that the management committee have submitted an application to the New Homes Bonus fund for preservation works including decorating, damp proof work and improvements to the serving hatch. The wine tasting evening was very successful and had a great atmosphere. A carol singing evening has been arranged by the Village Hall, Parish Council, Women's Institute and Church for the 19th Dec at 6 pm with Mulled Wine and a Mince Pie back at the Village Hall at about 7 pm. An article has been included in the 5 Alive to inform parishioners.

00401.3/13 To Note William Stephens Charity Feedback – Cllr Fryer

Cllr Fryer reported that Falfield's choice of the recipient was accepted.

00402/13 To Receive the Clerks Report**00402.1/13 Sundayhills Lane Road Sign (Ref No. 152691)**

The new sign has been installed.

00402.2/13 Footpaths along the A38 (Ref No. 279769)

The south bound footpaths from Whitfield to Falfield have been cleared but the footpaths from Falfield to Stone have yet to be done. The Clerk will continue to chase this with South Gloucestershire Council.

00402.3/13 Roads Signs by Bus Shelter (Ref: 6056)

These have been reported to South Gloucestershire Council but have not been collected yet.

00402.4/13 BT Manhole Cover (Ref: SS8XRW08)

This has been reported and has been cordoned off but yet to be replaced. I have chased BT with no luck. On their advice I have reported it again but still had no luck. I will now report it to South Gloucestershire Council and ask them to get it replaced.

00403/13 To Discuss Updates to Standing Orders & Financial Regulations

The Clerk reported that the New Model Standing Orders issued by NALC had been received and will update the current approved Standing Orders accordingly for approval at the next meeting. The new NALC Financial Regulations are in draft as they are awaiting the outcome of the Bill currently going through parliament relating to the cheque signature requirements. When the new Financial Regulations are released the Parish Councils Financial Regulations will be updated accordingly for approval at a later meeting.

ACTION: Clerk

00404/13 To Discuss/Note Asset Inspection Actions

The asset repair list has been split into 2; Table 1 shows the Parish Council actions and any progress. Table 2 shows the items that have been completed with the New Homes Bonus funding.

TABLE 1	
War Memorial Repairs – secure several loose slabs, clean/paint chain & re-render bollards.	Reviewing

TABLE 2	
Bus Shelter – The Huntsman (South Bound) - cut back of surrounding bushes	
Bus Shelter – The Huntsman (North Bound) - cut back of surrounding bushes/brambles	
Bus Shelter – Whitfield Gate Farm (North Bound) – Removal of Ivy & bushes around shelter	
All Bus Shelters – Sweep interior	
50 th Annivarsary Bench (Sundayhills Lane) – Requires sanding & vanishing	
Falfield Centenary Bench (Milbury Heath) - Requires sanding & vanishing	
Jubilee Bench – Requires sanding & vanishing	
Noticeboard & Posts – Requires light sanding & vanishing	
Gates and Posts – Requires vanishing	
Village Green Benches (2) – Require sanding & vanishing plus overhanging trees cut back	
Village Green Fence – Requires wood preserve	

00405/13 Correspondence (*Italics – available by email*)**Respond to:**

Consultation - South Gloucestershire Councils Procurement & Commissioning Strategy - Expiry 3rd Jan 2014

Consultation – South Gloucestershire Annual Budget 2014/2015 - Expiry 31st Jan 2014

Consultation – Compact for South Gloucestershire - an agreement between the public sector & voluntary, community & social enterprise sector organisations in South Glos. It sets out a way of working to strengthen the relationship between the sectors, for the benefit of residents & communities. – Expiry 27th Feb 2014

Consultation – Park Hotel, Falfield - Application for a license to perform marriages and civil partnerships for 3 years - Expiry 12th December 2013.

Council Response to above consultations: No Comments

South Gloucestershire Council Parish Charter 2013 - Respond by 20th December 2013 (Circulated to Cllrs)

Council Response: This will be reviewed again to determine if the Parish Council wishes to adhere to the principles contained in The Charter.

For Information:

CVS ebulletin September & October 2013, Superfast Broadband Update Sept 2013, Senior Siren, Healthwatch South Gloucestershire ebulletin October & November, Funding Opportunities from Avon and Somerset Constabulary, ALCA Minutes, Parish Matters Autumn 2013, Conservation Volunteers Flyer, Community Right to Challenge Briefing Note, CPRE Directors Bulletin November 2013 & Minutes of the Parish Charter Annual Review meeting on 8th Oct 2013.

South Gloucestershire Over Fifties Forum Autumn 2013, South Gloucestershire Deaf Association Winter 2013 & Minutes, Clerks & Councils Direct November 2013 and The Clerk November 2013.

00406/13 Matters for Further Discussion / Information

Cllr Hathway mentioned the Core Strategy Briefing Session on the final stages in the preparation of the South Gloucestershire Core Strategy, by no one is able to attend. The Inspectors Report has been released and will be put before the Full Council on the 11th December for approval.

The Clerk mentioned a Notice of Intent regarding the closure of Brinkmarsh Lane to replace a water main. The closure will be in an eighteen month period from the 24th February for approx. 6 weeks

Date of Next Meeting Tuesday 21st January 2014 at 7.30 pm

This concluded the business of the meeting, which closed at 8.57 pm.