

FALFIELD PARISH COUNCIL

Minutes of the Meeting of Council held on 21st January 2014 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:** Ward Councillor John O'Neill and 3 Parishioners

00413/14 Apologies for Absence

Apologies were accepted from PC Draper & PCSO Golding.

00414/14 To Approve Minutes of Last Meeting

It was proposed by Cllr Fryer, seconded by Cllr Murton and **resolved** that the minutes of the meeting held on 19th November 2014 and the 6th January 2014 be signed as a correct record. The last part of Item 00398.4/13 in the November minutes was changed to read "set the precept to **£6150**" and not "set the precept to **£6250**".

00415/14 To Receive Declarations of Interest in Items on the Agenda

None

00416/14 Co-option of New Members

None

00417/14 Public Forum

00417.1/14 Police Report

PCSO Golding sends her apologies for not being able to attend the meeting. There has only been one incident reported which was a burglary on the 22nd November 2013 at an isolated property on Bristol Road, Falfield. Unknown offenders had forced the rear sliding door and gained entry. The property was fitted with an alarm which was activated and the offender/s made off. Nothing was stolen from the property.

They are also now based at the Council Offices, Castle Street, Thornbury. There is no public access, but their contact details are available on the website.

They are also looking at starting a beat surgery at the Village Hall. The Clerk has advised them that they need to contact the Village Hall Management Committee regarding whether they would need to pay for the hall.

00417.2/14 Road Sweeping

A parishioner asked why Sundayhill Lane was no longer being swept. Ward Cllr O' Neill stated that another parishioner had already raised this issue and the lane was due to be swept next week.

00418/14 Financial Matters

00418.1/14 To Note Receipts Received

City Link Donation	£	20.00
<i>This donation is earmarked for seeds & bulbs</i>		

00418.2/14 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 (Nov) via Monthly Standing Order	£	283.47
Mrs D. Bramley - Salary (Dec) via Monthly Standing Order	£	283.47
Mrs D. Bramley – Office Expenses & Stationary	£	49.99
St George Church Parochial Church Council – Trust & Lease Deed Rental	£	10.00
NOMS Agency – HMP Leyhill Working Party Asset Works	£	312.50

00418.3/14 To Note Current Account Balances

The following balances were noted: NatWest Account: £4,480.08 which includes the salary payments. The balance will decrease to £ 4,047.59 when all outstanding payments have cleared.

The National Savings and Investments Account (NS & I): £ 5,834.88, interest is due on this account.

00419/14 Planning Matters

00419.1/14 To Note the Following Notices

WITHDRAWN - PT13/4400/O - Sundayhill Lane, Falfield - Erection of 1no. agricultural workers dwelling (Outline) with access, layout and scale to be determined. All other matters reserved.

OBJECTION - PT13/4149/NMA - Wagon House, Green Farm, Bristol Road - Non-material amendment to PT13/0299/F to alter openings as shown on elevation drawing E.241/15b

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

00419.2/14 To Receive Feedback regarding Orchard View

Gravel Track

South Gloucestershire Council are currently sweeping and fixing any potholes that develop on the track from their maintenance budget. Simon Speeding is looking at removing the gravel and replacing it with road planings (tar covered stones) but this could not be completed until the spring.

Preservation of the Green Area

A parishioner's email, regarding the preservation of the Orchard View green area, was circulated to Cllrs before the meeting. Cllr Hathway reiterated that information received from South Gloucestershire Council (SGC) states that they have no plans to build on the green area. The Parish Council was not able to obtain Tree Preservation Orders (TPO) on the trees due to SGC's policy not to put TPO's on their own trees. Also applying for Village Green Status was also not an option due to the cost implications for the Parish Council. At this time there is nothing further the Parish Council can do to protect/preserve the green area but should any applications be made that affect it the Parish Council will respond accordingly at that time.

00419.3/14 To Discuss Requirements to Move to Paperless Planning

Information from South Gloucestershire Council (SGC) about moving to paperless planning was circulated Cllrs. Currently the Parish Council receives email notification of a planning application followed by a paper copy. Any response from the Parish Council is via the online planning system and once a decision has been made the Parish Council receives an email decision notice. Moving to paperless planning will result in the Parish Council no longer receiving a paper copy of the planning application. As these are used at the Parish Council meetings a new way of viewing these plans needs to be determined.

In summary as there is no internet access at the Village Hall the plans will need to be downloaded to a laptop or USB data stick, converted into a useable format e.g. PowerPoint presentation and then displayed using a projector. This would mean extra work for the Clerk and the laptop & projector would need to be transported to the Village Hall. At a minimum the Parish Council will need a projector if not a laptop too but they do not have funds to purchase these items. Cllr Hathway stated that this item was discussed at a recent meeting and that Helen Magee is looking at ways to obtain some second hand projectors. Cllrs Jarvis and Murton will look at what the Parish Council will need to move to paperless planning and also look at obtaining funding to cover costs. The Parish Council also has no way to print large detailed plans so would need a way to be able to request them if needed from South Gloucestershire Council.

Action: Cllrs Jarvis & Murton

00420/14 Highway Matters

00420.1/14 To Discuss the Street Scene Services Contract Documentation

The Street Scene Services Contract documentation was circulated to Cllrs prior to the meeting. The Clerk stated that Mr Dixon, South Gloucestershire Council had been informed that the final cost was incorrect. It was agreed that Cllrs Hathway and Fryer will review the contract and consult with Mr Dixon to finalise the arrangements on behalf of the Parish Council.

Action: Cllrs Hathway & Fryer

00420.2/14 To Discuss / Receive Feedback regarding Commuter Parking on Sundayhills Lane

Cllr Hathway stated that this item was discussed at the last SSCG meeting. Funding for the scheme would be discussed at the Severn Area Forum Meeting on 5th March. A plan for the scheme and a report for the meeting will be produced by Mr Wiltsher. Ward Cllr O' Neill and Mr Wiltsher will be at the Severn Area Forum meeting but Cllrs can attend as well to support the scheme. Ward Cllr O'Neill will obtain a copy of the scheme for the Parish Council to view and comment on.

00420.3/14 To Discuss / Receive Feedback regarding A38/B4061 Whitfield Junction

Cllr Hathway stated that a site meeting was held on the 6th December 2013 to discuss the options. The Parish Council has not seen a copy of the scheme and it may not be included with those put forward to the Severn Area Forum. Jacqui Ward (SSCG) will obtain a copy of the scheme which included narrowing the north bound dual carriage way earlier.

00421/14 To Receive Reports from Councillors

00421.1/14 To Note Feedback from Charfield, Cromhall and Tortworth SSCG

Cllrs Hathway and Jarvis attend the meeting on the 15th January 2014 and the items discussed have been covered above. Cllr Hathway also stated that the Police Report was postponed due to limited attendance resulting from a clash in meetings.

00421.2/14 To Note Village Hall Management Committee Feedback – Cllr Hathway

Cllr Hathway stated that there is a meeting tomorrow. The Village Hall committee were successful with their New Homes Bonus application and they are getting more bookings due to the closure of the Leyhill Social Club. Cllr Hathway also stated that there were still tickets available for the Quiz Night on the 1st February.

00421.3/14 To Receive Feedback regarding HMP Eastwood Park Meeting

A meeting with the new Deputy Governor, Susie Richardson and the Works Manger is being arranged.

00422/14 To Receive the Clerks Report

00422.1/14 Roads Signs by Bus Shelter (Ref: 6056)

These have now been collected.

00422.2/14 BT Manhole Cover (Ref: SS8XRW08)

This has now been replaced.

00422.3/14 Gambriil Lane Drains / Culverts (Ref: 14855)

The drains were reported and have now been cleared.

00422.4/14 Footpaths along the A38 (New Refs: 22874 & 13134 (Old Ref: 279769))

After being advised by the Streetcare Help desk I raised the item again due to a change in their logging system and received a new reference number. After chasing up this item with Streetcare as I had not received any feedback I have had to log this item yet again. I should hear from them in 10 working days.

00422.5/14 New Homes Bonus Feedback

I have spoken with South Gloucestershire Council and have now submitted the invoices and receipts for the payments so far. These invoices & receipts will be reimbursed within the next two weeks. The remaining funds can be spend on further Asset Preservation Works which could include obtaining sand and cement to undertake remedial work on the War Memorial Paving Slabs.

00423/14 To Discuss Updates to Standing Orders & Financial Regulations

The Draft revised Standing Orders were circulated to Cllrs before the meeting. Unfortunately not all the Cllrs had had the time to review the document so this item will be carried over to the next meeting.

The NALC Model Financial Regulations have still not been released yet but when they are the Clerk will review them and circulate them to Cllrs for approval.

00424/14 Correspondence (*Italics – available by email*)

Respond to:

Big Spring Clean 2014 – Respond by 21st February 2014

Council Response: *The Parish Council will take part in this event again. The Event will take place on the 29th March 2014 and be advertised in the March 5 Alive Magazine.*

South Gloucestershire Policies, Sites & Places Plan: Call for Sites (Sites for Development)

Council Response: *The Parish Council responded to the Policies, Sites & Places Plan Consultation in 2013 to support development capable of sustaining current facilities. The recently adopted Core Strategy identified land for the next 5 years; this Call for Sites is to identify land for after this. As the Parish Council does not own any land and without a Parish Plan no other sites have been identified via a Public Consultation to be put forward.*

Consultation - Affordable & Extra Care Housing Draft Supplementary Planning Document,

Consultation - Landscape Character Assessment Supplementary Planning Document Review 2013

Consultation - Draft Renewables Supplementary Planning Document

Council Response *No Comments to the above 3 consultations*

For Information:

Senior Siren Issue 16, Healthwatch South Gloucestershire ebulletin December, SGC Planning Enforcement News, Winter Advice from Came & Company, Core Strategy Adoption Statement, Bulletin about the Start of the Generic Design Assessment on new nuclear reactor, New ALCA Secretary Update, Healthwatch South Gloucestershire e bulletin January 2014, Charfield Post Office Update

Horizon Nuclear Power Community Update November 2013, South Gloucestershire News Winter 2013/2014, Run South Gloucestershire 2014 leaflet, Clerks & Councils Direct January 2014 and the Clerk January 2014

00425/14 Matters for Further Discussion / Information

Ward Cllr O' Neill stated that he had received an email form a parishioner asking about who would be offered the new houses when they are built in Orchard View. Cllr O'Neill stated that the houses have a Local Connection Clause and would be offered to people with connection to Falfield. If no one has a local connection to Falfield it would be offered to other people from outside the area.

It was stated that the Decision notices for the Eastwood Park Training and Conference Centre planning applications were not available yet.

Date of Next Meeting Tuesday 18th March 2014 at 7.30 pm

This concluded the business of the meeting, which closed at 8.55 pm.

The 100 Club draw took place after the close of the meeting.