

FALFIELD PARISH COUNCIL

Minutes of the Meeting of Council held on 20th March 2012 at 7.30 pm at Falfield Village Hall

Present

Parish Councillors: Mrs J. Hathway (Chairperson), Miss E. Jarvis, Mrs J Mountford and Mr C. Murton.

Clerk: Mrs D. Bramley. **Public:** Ward Cllr John O'Neill and 7 Parishioners

Apologies for Absence

Apologies were accepted from PC N. Drapper and PCSO D. Golding.

00239/12 To Approve Minutes of Last Meeting

It was proposed by Cllr Murton, seconded by Cllr Mountford and **resolved** that the minutes of the Council meeting held on 17th January 2012 be signed as a correct record.

00240/12 To Receive Declarations of Interest in Items on the Agenda

None

00241/12 Public Forum

00241.1/12 Report from PC N. Draper

The Clerk read the following report from PC Draper:

'I am aware that there are several issues regarding speeding, dangerous driving and concerns for the layout of the A38 junction with B4061. I am working with South Gloucestershire Council, the Police Road Unit and local residents in order to resolve some of these issues.

We have had several reports of shed and out building burglaries recently in the rural area of Cutts Heath and Thornbury, please advise your members to be visual and security minded and report anything suspicious.

Please remind your members that the new non emergency number for the police is 101.'

00242/12 Co option of New Members

The vacancies have been advertised but no new members have come forward. There have only been 4 councillors since July so the vacancies will continue to be advertised.

00243/12 Financial Matters

00243.1/12 To Note Payments Received

NS & I Interest 2011	£ 12.95
Falfield Village Hall Trust Deed Rental	£ 10.00
Aon Survey Donation	£ 30.00

00243.2/12 To Approve the following Payments

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

Mrs D Bramley - Clerks Salary, Office, Printer Cartridge & Paper	£ 889.61
South Gloucestershire Council – Grass Cutting Services 2011/2012	£ 147.80
Miss E Jarvis – Reimbursement for Memorial Plaque for Mrs L Smith	£ 84.45

00243.3/12 To Note Change to NS & I Account to Postal Only from 21st May

The change to the account was noted.

00243.4/12 To Note Current Account Balances

The following balances were noted: NatWest Account: £ 1946.78 which will decrease too £ 842.92 when the above payments are made.

The National Savings and Investments Account (NS & I): £5803.65, which includes the 2011 interest.

00244/12 Planning Matters

00244.1/12 To Discuss the Following Applications

The Following applications were discussed:

PT12/0624/F – Spring Barn Eastwood Park, Falfield, South Gloucestershire, GL12 8DA

Erection of first floor side extension to form additional living accommodation. **Council Response: None**

PT11/4037/F - Heneage Court Heneage Lane, Falfield, South Gloucestershire

Change of use of ornamental gardens from residential to mixed use of residential (sui generis) and public (Class D2) to facilitate the temporary erection of marquees. Change of use of lakes from residential to mixed use residential (sui generis) and fishing area recreational (Class D2) as defined in the Town and Country Planning (Use Classes) Order as amended. **Council Response: None**

PT12/0708/CLP – Land at Eastwood Park, Falfield, South Gloucestershire, GL12 8DB

Application for certificate of Lawfulness for the proposed installation of pumping station and erection of associated control kiosk within 1.5m high fenced enclosure.

The Clerk informed the Parish Council of an email from the Tortworth Estate. They stated that an agreement had not been reached with them as stated in the application. **Council Response: None**

00244.2/12 To Note the Following Applications – No Comments Given

The following applications were noted with no comments offered

PT11/2720/F – Mill House Farm. Mill Lane, Falfield, South Gloucestershire GL12 8BU

Erection of single storey rear extension to facilitate the conversion of storage building to residential dwelling with associated works (Resubmission of PT10/2699/F).

PT11/2719/LB – Mill House Farm. Mill Lane, Falfield, South Gloucestershire GL12 8BU

Erection of single storey rear extension to facilitate the conversion of storage building to residential dwelling with associated works (Resubmission of PT10/2701/LB).

00244.3/12 To Note the Following Application Notices

The following application notices were noted:

WITHDRAWN - PT12/0173/F - Hope Manor Farmhouse, Cromhall Lane, Cromhall, South Glos

Change of use from Offices (Class B1) to 1no. live/work unit (sui generis) as defined in Town and Country Planning (Use Classes) Order 1987 (as amended).

PERMIT - PT11/3871/EXT - Heneage Court, Heneage Lane, Falfield, South Gloucestershire, GL12 8DN

Demolition of existing sun lounge and store to facilitate alterations to existing staff accommodation and conversion to 2 no. additional single storey staff dwellings. (Consent to extend time limit implementation for PT08/3145/F)

PERMIT - PT11/3872/EXT - Heneage Court, Heneage Lane, Falfield, South Gloucestershire, GL12 8DN

Demolition of existing sun lounge and store to facilitate alterations to existing staff accommodation and conversion to 2 no. additional single storey staff dwellings. (Consent to extend time limit implementation for PT08/3147/LB)

PERMIT - PT11/3828/F - Yew Tree House, Brinkmarsh Lane, Falfield, South Gloucestershire, GL12 8DT

Erection of single storey detached double garage.

00244.4/12 To Receive / Discuss Feedback Regarding the Orchard View Development

Cllr Hathway and the Clerk met with a Parishioner on 9th March to discuss various aspects of the Orchard View Development including the green space, the trees, the 2 affordable houses and the parking and track.

Cllr Hathway explained that affordable houses are part of the Core Strategy and there are currently several being built in Cromhall and that a local connection will be part of the criteria when selecting people to live in them. The plans for the development of the single track and parking spaces were looked at to see if a mature tree could be saved, however it lies in the path of the drainage system that is to be installed for the track. Several drainage ditches have been dug and are now cordoned off. Once the track is completed some planting of the green area will take place and when this is completed the Parish Council will address how it can be preserved including Tree Preservation Orders. The parking in the area will also be addressed again to see if any improvement has been made. The track and parking spaces development is expected to beginning in May with the affordable houses development starting in July. A letter was sent to those parishioners affected.

00245/12 Highway Matters

Nothing to report

00246/12 To Receive Reports from Councillors

00246.1/12 Feedback from Thornbury & Alveston SSCG (25th Jan 2012)

Cllrs Hathway & Jarvis attended the meeting on behalf of the Parish Council. Cllr Jarvis read the minutes of the meeting regarding the two issues that were raised concerning Falfield. In summary:

Issue 1: Sundayhills Lane – Speeding Traffic, Parking Issues and Child Safety

This issue was passed to Highways and they stated that warning signs and SLOW road markings need to be used sparingly to be most effective and 30 mph repeater signs are not used where there is street lighting. As Sundayhills Lane is only lit for part of the 30 mph speed limit it should have a repeater sign within 100 metres of the last street light. Highways therefore propose to install one repeater sign in this unlit section as soon as funding becomes available. This area is low priority for police enforcement action due to the results of the last speed monitoring data showing that the 85% ile is below 35 mph and only has an average volume of traffic of 250 cars a day. Only one injury accident has been logged on the SGC records in this 30 mph area in the last 10 years. Residents are also being encouraged to start a community

speed watch group. A new initiative of stickers for refuse bins to warn motorists against speeding and of the 30 mph limit are being trialed and should be available shortly.

Actions: *Jackie Ward to take back to Highways and Police to monitor.
Possibility of Community Speed Watch to be investigated.
Bin Stickers to be supplied*

Issue 2: Speeding and the Dangerous Traffic Conditions around the B4061/A38 Junction

The issues include two cars abreast when leaving the dual carriageway, dangerous junction with A38/B4061, and the refuge is not large enough for traffic turning right onto A38 from B4061. There is also a problem between Countrywide Stores and the junction with regards to speeding and traffic turning off of A38 does not slow down. These issues are compounded when the M5 is having problems or closed

Actions: *SGC and Police to investigate*

Cllr Jarvis informed the Parish Council that they would report back at the next meeting. Cllr Jarvis also stated that a parishioner had arranged a meeting which Jackie Ward, the Police and Highways attended.

00246.2/12 Feedback about the Falfield Big Spring Clean

Cllr Hathway has arranged the Big Spring Clean for the 24th March starting at 9.45 am at Falfield Village Hall where areas will be allocated. Refreshment will be served at 12.00 noon at the Village Hall.

Litter Pickers, black bag hoops, black bags, gloves and hi visibility jackets will be provided. Volunteers are covered by the Parish Councils insurance but children under 16 taking part will require written parental consent.

00246.3/12 Localism in South Gloucestershire Event (Presentation with Agenda)

Cllr Hathway attended the event on 21st February. The event was quite long and another group attending dominated the Q & A session. A lot of events regarding Localism are currently being run.

00247/12 To Receive the Clerks Report

00247.1/12 Notice board Signage

The Clerk has started to cost several different options and Cllr Hathway supplied the details of another company.

00247.2/12 Village Hall

The Clerk has received an email from the Village Hall Committee stating that a Saxophone band will be meeting in the small hall on Tuesday nights from 7.15 – 9.15 starting on the 4th April 2012.

The Clerk stated that if the Parish Council Meeting finishes before the band then the tables/chairs will not be able to be returned to the storage cupboard. Also the level of noise is unknown and may interfere with the Parish Council meeting.

It was agreed to see what the noise levels were like at the next meeting and inform the Village Hall Committee of the issue with returning the tables/chairs to the storage cupboard.

00247.3/12 Part Night Lighting Scheme

The Clerk stated that having contacted HMP Eastwood Park and after a brief discussion with the Governor's Secretary, who advised that the site was not 24 hour access, has now written to Mr Simon Beecroft, the Governor.

00247.4/12 Insurance

The Parish Council's insurance has been updated to remove the laptop.

00248/12 To Note Progress with Asset Inspection Actions List

A copy of the Action List was sent to Cllrs prior to the meeting. Cllr Hathway went through the list and updated everyone on any progress.

ASSET INSPECTION ACTION LIST		
No.	Description of Task	Parish Council Comments / Progress
1	Clean the War Memorial Plaques	Clean in spring
2	Repair render on War Memorial bollards and monitor paving around War Memorial	Look at replacing bollards
3	Varnish All 5 Benches, Notice board posts & Village Green Gates	Varnish in spring

ASSET INSPECTION ACTION LIST		
No.	Description of Task	Parish Council Comments / Progress
4	Repair Seat Bolt on Bench at Milbury Health	Needs to be looked at and new bolt purchased
5	Cut Trees back at Village Green	Completed
6	Cut down bush in middle of Village Green	Completed
7	Remove Ivy etc from Bus Shelter - Whitfield North Bound (4/5)	Remove in spring
8	Notice board Falfield Parish Council Sign	Refer to Clerk's Report
9	Remove Small Notice board, Printer & Laptop from the Asset Register	Completed
10	Remove Small Notice board, Printer & Laptop from the Insurance Policy	Completed

00249/12 To Receive Parish Survey Update

Cllr Hathway stated that 18% of the surveys had been returned and thanked everyone for taking the time to complete the survey; they are now being processed with some of the main issues that are coming through being speeding, parking, dog fouling and play facilities.

Once the survey has been correlated the Parish Council is going to hold a 'Surgery' so that parishioners can come and discuss the results and what actions will be taken with the Parish Councillors. Cllr Hathway has also been given the results of a survey from 2002 which will be incorporated with the new survey results. The Parish Council is also looking at producing a Parish Plan in the future so that South Gloucestershire Council knows what the parish needs and wants.

Cllrs thanked Cllr Hathway for all the time she has spent correlating the results of the survey so far.

00250/12 To Note Feedback from Queens Jubilee Meetings

Mr Carpenter stated that everything was going ahead. The order forms for Commemorative Jubilee Mug have been circulated and were starting to be returned. The donations received should be sufficient to cover the cost of the mugs being given to the children 11 years or under on 31st August 2012. Tickets are now on sale for the Barn Dance. The Church Service and picnic still needs to be confirmed and Cllr Hathway stated that she needs to confirm if there will be an Official Church Service that would need to be followed. The details of the picnic need to be advertised in the May 5 Alive.

00251/12 Correspondence (*Italics – available by email*)

Respond to:

South Gloucestershire Parish Charter Refresh 2012 - sign to reaffirm commitment to charter and a representative to attend Annual Parish Charter Review meeting in Oct/Nov 2012

Council Response: The Parish Council has agreed to reaffirm their commitment to the Charter. The Clerk will sign and return the certificate. Cllr Hathway has agreed to become the Parish Council representative.

ALCA South Gloucestershire Area Group AGM Minutes from 26 Jan 2012 & Agenda for meeting on 29th March 2012 – Topics include Green Infrastructure – Circulate to Cllrs prior to the meeting

Council Response: No one is able to attend so the Clerk will send apologies and request meeting minutes.

For Information:

South Gloucestershire Deaf Association Newsletter
Clerks and Councils Direct – February 2012 Issue 80
SLCC The Clerk Magazine March 2012

South Gloucestershire LINK e bulletin (January, February & March)

South Gloucestershire Disability Action Group Newsletter – March 2012

Eurocrime Report 2012

Sustainable Community Strategy 2012

Parish Charter Working Group Minutes 10th January 2012 – Next meeting 24th April 2012

Information Commissioner's Office guidance on information held in private email accounts

ALCA Presentation Slideshow – Being Prepared to Benefit from the Localism Act and Neighbourhood Planning Area Forum Newsletter Winter 2011/2012 – Democratic Services

South Gloucestershire Broadband Project Delivery Newsletter – Issue 1

SLCC national Executive Committee Annual Report
Thornbury and Alveston Safer Stronger Community Group Minutes from 25th January 2012
Severnvale Locality ebulletin – February 2012
Environment Strategic partnership Draft Minutes 1st February 2012
SLCC Branch Newsletter February 2012
Traffic in Villages – A Toolkit for Communities
Southern Brooks Community Partnership – March ebulletin
South Gloucestershire Environment Forum Meeting, 28th March 2012, 7-9 pm, Kingswood Civic Centre

00252/12 Matters for Further Discussion / Information

00252.1/12 Falfield Village Hall Annual General Meeting

Cllr Hathway received a letter from the Falfield Village Hall Management Committee requesting a representative from the Parish Council.

Cllr Hathway agreed to represent the Parish Council. The regular user reduction needs to be confirmed.

Date of Next Meeting Tuesday 15th May 2012 at 7.30 pm

Please note this will be the Annual Parish Meeting followed by the Annual Meeting of Council

This concluded the business of the meeting, which closed at 8.30 pm.