

# **FALFIELD PARISH COUNCIL**

Minutes of the Meeting of Council held on 18<sup>th</sup> March 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 Cllr John O'Neill, PC Natalie Draper, PCSO Dawn Golding & 7 Parishioners

## **00426/14 Apologies for Absence**

None

## **00427/14 To Approve Minutes of Last Meeting**

It was proposed by Cllr Murton, seconded by Cllr Fryer and **resolved** that the minutes of the meeting held on 21<sup>st</sup> January 2014 be signed as a correct record.

## **00428/14 To Receive Declarations of Interest in Items on the Agenda**

Cllr Jarvis – Planning Application: PT14/0335/NMA

## **00429/14 Co-option of New Members**

None

## **00430/14 Public Forum**

### **00430.1/14 Orchard View Green Area**

A parishioner wanted to know how the Parish Council was going to protect the Orchard View green area from development because it will be too late to protect it if an application is submitted. There have also been some changes in the law concerning village and town greens. Although South Gloucestershire Council (SGC) has no plans to develop the area currently that may change.

Cllrs explained that the Tree Preservation Order (TPO) application was declined because it was not SGC's policy to put TPO's on their own trees. Ward Cllr O' Neill stated that SGC have no plans to build on the green area as it was too small and that he would consult with SGC to determine if there is anything that can be done to protect the green area.

### **00430.2/14 Police Report**

Pc Draper reported that there had been two incidences in the parish, the first a burglary and the second criminal damage. Cllr Hathway mentioned the beat surgery they were looking to set up. PC Draper stated that it was stopped several years ago because they did not have any visitors for 7 months. It was agreed to hold a Beat Surgery for an hour every month on a trial basis for 6 months. The dates will be advertised in the 5 Alive, on the noticeboard and a leaflet drop will be arranged. Cllr Hathway will consult with the Village Hall regarding the use of the hall for the surgery. PC Draper also mentioned that they were still located in Thornbury at the South Gloucestershire Council Offices but can only be contacted by telephone or email.

## **00431/14 Financial Matters**

### **00431.1/14 To Note Receipts Received**

Falfield Village Hall Trust Deed and Lease Payment	£	10.00
NS & I Interest 2013	£	43.76
New Homes Bonus – Reimbursement for Invoices & Receipts	£	466.79

### **00431.2/14 To Approve the following Payments**

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

Mrs D. Bramley – Salary (Jan) via Monthly Standing Order	£	283.47
Mrs D. Bramley – Salary (Feb) via Monthly Standing Order	£	283.47
Mrs D. Bramley – Office Expenses	£	30.00
Mrs D. Bramley – Salary (Mar) via Monthly Standing Order	£	283.47
2014/2015 Payment		
ALCA Subscription 2014/2015	£	92.53

The Clerk stated that the Invoices from South Gloucestershire Council for the Village Green Grass cutting & Street Scene Buy Back Services were expected.

### **00431.3/14 To Discuss Usage of Remaining New Homes Bonus Funds**

It was agreed to purchase some sand and mortar to relay the loose paving slabs around the War Memorial with the remaining New Homes Bonus Asset Preservation Funds.

### **00431.4/14 To Note Local Council Tax Reduction Support Grant of £144 for 2014/2015**

The Council Tax Reduction Support Scheme Grant of £144 for 2014/2015 was noted.

#### **00431.5/14 To Note Current Account Balances**

The following balances were noted: NatWest Account: £ 3,957.44 which includes the salary payments for January & February. The balance will decrease to £ 3,551.44 when all outstanding payments have cleared.

The National Savings and Investments Account (NS & I): £ 5,878.64 including interest.

#### **00432/14 Planning Matters**

##### **00432.1/14 To Discuss the Following Applications**

**PT14/0711/F** - The Park Hotel Gloucester Road Whitfield - Erection of detached building to form 3no. disabled bedrooms and detached building to form gym, therapy and beauty rooms. Erection of 6no. self-catering chalets and erection of rear conservatory to hotel.

**Council Response:** *No Response*

**PT14/0822/HED** - In Fields South East Of Eastwood Park Woman's Prison, Eastwood Park - Removal of 9no. 10m wide hedgerows to facilitate the installation of a new sewer.

**Council Response:** *No Response*

**PT14/0588/F** - Eastwood Garden Plant Centre, Eastwood Park, Falfield - Erection of single storey rear extension to form extended tea room and kitchen area. Erection of front entrance porch.

**Council Response:** *It was agreed to submit comments on the height of the new café building being higher than the rest of the buildings and its visual impact and possible noise impact of the roof windows & lights to the surrounding properties.*

**PT14/0093/F** - Sundayshill Lane, Falfield - Change of use of land for the temporary stationing of 1no. mobile home for use as an agricultural workers dwelling for a period of 3 years.

**Council Response:** *A draft response was circulated to Cllrs prior to the meeting and read to parishioners at the meeting. Cllr Hathway explained the history of the application to those present. It was agreed by all to submit the response and include comments relating to the building being removed after 3 years and confirmation of the external materials of the dwelling.*

##### **00432.2/14 To Note the Following Applications – No Comments / Consultation Expired**

**NO OBJECTION - PT14/0335/NMA** - Grey Cot, Mill Lane, Falfield - Non-Material amendment to PT12/2824/F to change garage roof from hipped to gable at northern side.

**PT14/0135/F** - Spring Barn Eastwood Park Falfield - Erection of extension to existing outbuilding to facilitate conversion to detached dwelling with associated works.

##### **00432.3/14 To Note the Following Notices**

**PERMIT - PT12/3708/LB** - Eastwood Park Ltd Training & Conference Centre, Eastwood Park - Demolition of the following structures located within the curtilage of the grade II listed Eastwood Park House: 10 no staff houses; decontamination labs & store building; lift labs; bungalow; air conditioning block 5 &; medical block 4.

##### **00432.4/14 To Receive Feedback regarding Orchard View Development**

###### Housing Development

Cllr Hathway stated that the development has been completed and people had moved in.

###### Gravel Track

Ward Cllr O' Neill stated that SGC are still waiting for the temperature to rise so that they can look at removing the gravel and replacing it with road planings (tar covered stones). He also stated that the track was unacceptable in its current state.

###### Flooding / Drainage

There has been some flooding in a garden next to the new development which has been reported to Mr Dawson from Knightstone Housing Association. Mr Dawson has had a trench; 450 mm deep dug by the boundary fence and filled it with washed stone to help alleviate the issue. The situation will be reviewed next year to determine if the trench has resolved the problem.

##### **00432.5/14 To Receive Feedback regarding Moving to Paperless Planning**

The Clerk stated that South Gloucestershire Council would be providing equipment for the Parish Council to move to paperless planning (projector & laptop) and that it was being collected tomorrow.

#### **00433/14 Highway Matters**

##### **00433.1/14 To Discuss the Street Scene Services Contract Documentation**

A signed copy of the Street Scene Services Contract has been received from South Gloucestershire Council. Cllrs Hathway & Fryer have been through the contract and found no issues so it was agreed by all that Cllr Hathway sign both copies of the contract. The Clerk will confirm the Contract Term and then return it to South Gloucestershire Council before 1<sup>st</sup> April.

**Action: Clerk**

##### **00433.2/14 To Discuss / Receive Feedback regarding Commuter Parking on Sundayhills Lane**

Cllr Hathway stated that the scheme was approved at the Severn Vale Area Forum Meeting on 5<sup>th</sup> March, however a copy of the scheme has still not been received yet.

Ward Cllr O'Neill will look into the Orchard View Resident Only parking signage that was mentioned as part of the track & housing development.

**00433.3/14 To Discuss / Receive Feedback regarding A38/B4061 Whitfield Junction**

There have been a number of schemes drawn up with the last one (Issue 3) being received from a parishioner. The scheme is not currently on the task list but is it on the priority list. Cllrs were concerned that the Parish Council is not being consulted or even informed about these schemes. Ward Cllr O' Neill will ask Mr Wiltsher to inform the Parish Council about any schemes about the junction. Cllrs Hathway & Jarvis will also raise this issue at the next Safer Stronger Community Group meeting.

**00433.4/14 To Discuss the Condition of the M5 Junction**

An email from the Tortworth Parish Clerk was circulated to Cllrs prior to the meeting. Ward Cllr O' Neill stated that there were a number of issues with the M5 junction including missing white lights, damage to the lights, poor road surfaces and litter. A new contractor had taken over the maintenance and there have been some issues. Cllr O' Neill stated that South Gloucestershire Council have emailed the new contractor to get the work completed and that everything was in hand.

**00434/14 To Receive Reports from Councillors**

**00434.1/14 To Note Feedback from Charfield, Cromhall and Tortworth SSCG**

The next meeting is on the 10<sup>th</sup> April at Falfield Village Hall. Cllrs Hathway and Jarvis will raise the issue of not being consulted on Highway Schemes that are being implemented or investigated in the parish.

**00434.2/14 To Note Village Hall Management Committee Feedback**

Cllr Hathway reported that the small hall had been refurbished by a working party from HMP Leyhill and the main hall is due to be refurbished in April. They have several fund raising activities planned over the coming months including a table top sale on the 17<sup>th</sup> May and a Barn dance. Cllr Hathway has also received an AGM representative form from the committee. Cllr Hathway agreed to continue to represent the Parish Council on the Village Hall committee and would complete and return the form.

**00434.3/14 To Receive Feedback regarding The Big Spring Clean 29th March 2014**

Cllr Hathway reported that notices advertising the event had been displayed but due to a mix up with the Village Hall booking the Reverend Jenny had offered the use of the Church for the event refreshments. The litter collected will still be left in the Village Hall car park after the event. The Clerk stated that the litter pickers, hi-vis jackets, gloves and bag hoops were at her house.

**00434.4/14 To Receive Feedback regarding HMP Eastwood Park Meeting**

Cllr Jarvis summarised the Parish Council's meeting with Susie Richardson (Deputy Governor) & Steve Thorne (Works Manager). It has been agreed to meet every six months to feedback information and raise any concerns. The refurbishment of the 2 old wings is progressing but their opening is dependent on the completion of the new mains sewerage, which Wessex Water is currently working on. Susie Richardson is creating a new charity to support the women in addition to the Friends of the Prison and will provide the Parish Council with further details that can be distributed to interested parties. She also thanked Cllr Hathway for the baby clothes that she dropped off at the main gate. The residents' concerns regarding Easley Close & Church Avenue were also passed on and included the condition of the roads, footpaths and the broken lights. Steve Thorne stated that the light bulbs were currently on order and would be fitted once received. Susie Richardson & Steve Thorne will look into the costs for repairing the roads and footpaths and the setting up a residents committee and then write to all residents. Steve Thorne stated that the garages at the end of Eastley Close that were still the responsibility of the prison are being monitored.

Cllr Hathway added that this was a very positive meeting.

**00435/14 To Receive the Clerks Report**

**00435.1/14 Footpaths along the A38 (New Refs: 22874 & 13134 (Old Ref: 279769))**

The Clerk stated that this has been passed to the operator but as yet no feedback regarding when they will be cleared has been received.

**00436/14 To Approve the New Standing Orders**

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.

**00437/14 Correspondence (*Italics – available by email*)**

**Respond to:**

*Consultation - Waste Management Supplementary Planning Document (SPD)*

*Consultation - Local Flood Risk Management Strategy*

*Consultation - Changes to Grants Application, Assessment and Awards Process 2014*

*Consultation - Statement of Community Involvement 2014, in the Planning System*

**Council Response: No comment on the above consultations**

*Consultation - Rural Housing Review - Policies Sites & Places Plan Individual Response - Circulated to Cllrs*  
**Council Response:** Cllrs will confirm questionnaire response to be returned by the Clerk. The questionnaire restated the Parish Councils initial response and South Gloucestershire Council's

**For Information:**

South Gloucestershire Over Fifties Forum Winter 2013/14, Healthy Lifestyles Directory for older people 2014, South Gloucestershire Deaf Association News Spring, Clerks & Councils Direct March 2014 and the Clerk March 2014.  
*Senior Siren Issue 17, Minutes of the Charfield, Cromhall, Tortworth and Falfield SSCG Meeting on 15th Jan, Action in Case of Flooding Flowchart, Healthwatch South Gloucestershire ebuletin February & March 2014, Presentation on the revision to local planning requirements, Information to Start a Neighbourhood Watch Scheme, Came & Company - Guidance for your Council on Managing Flood Risk, South Gloucestershire Council Major Infrastructure Projects 2014/15, South Gloucestershire & City of Bristol Gypsy and Traveller Accommodation Assessment (GTAA) 2013 & Presentation Slides from Localism Parish Seminar on 20 Feb.*

**00438/14 Matters for Further Discussion / Information**

Cllr Jarvis raised the point about the parish not being informed when the M5 is closed and that there is limited signage on the A38. The vehicles are also travelling faster than the speed limit especially lorries which causes a lot of noise especially at night.

Cllr Jarvis stated that the Tortworth School Spring Fair is on 28<sup>th</sup> March 2014 at 2 pm.

Ward Cllr O' Neill stated that the New Homes Bonus funding will be available again along with other new funding opportunities.

**Date of Next Meeting Tuesday 20<sup>th</sup> May 2014 at 7.30 pm**

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

**This concluded the business of the meeting, which closed at 9.00 pm.**