

## **PILNING & SEVERN BEACH PARISH COUNCIL**

Meeting held on Monday 4<sup>th</sup> June 2007, commencing at 7.00 pm  
in PILNING Village Hall

**COUNCILLORS**      Mrs N Bendall, Mrs N Chappell, Mr S Cooper,  
**PRESENT (7)**      Mr D Humphries, Mr I Humphries,  
                            Mr D Nethercott, Mr A Webber.

**Also Present:-**      J C Rawlinson (Clerk), Mr P Tyzack (S Glos Councillor), and 3 members of the public (Mrs Jane Davey, Mrs Amy & Mr Eddie Neave, all of Ableton Lane.

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Due to the late arrival of the train into Severn Beach, Chris Darney and Richard Sanders of Sustrans did not arrive until almost 6.45. At 6.30, council began consideration of the correspondence. At 6.45, this was put aside, for CD and RS to put their case in support of the diversion of the cycle track onto the sea wall. Although a fair case was made, it was obvious the consensus of opinion amongst councillors was 'anti'. JD also put forward a case for residents against any such proposals. Clerk had notified CD and RS of the circumstances relating to the history of "cycling" on the sea wall and both asked how best to proceed in order to assess current opinion.

JD offered a slot in the Parish Plan questionnaire, Clerk stated that notices could be placed on the parish notice board. An article in *In View* might also encourage some comment. The Environment Agency owns the fabric of the wall and S Glos are responsible for the footpath. Approaches by Sustrans will need to be made to them. The only involvement by the parish council would be an opportunity to offer an opinion on any proposals following an approach by S Glos for comment.

The session was drawn to a close around 7.10, Mr Humphries thanking CD and RS for their attendance. With the time now almost 7.15, Mr Humphries opened the council meeting.

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**1. APOLOGIES for ABSENCE**

Mr J Black (family commitment) Mr G Moore (business commitment), Mrs C Woodhouse (family bereavement).

*In the absence of the Chairman, Mr I Humphries (Vice Chairman) took the chair. He welcomed Mr Alan Webber, attending his first meeting. Mrs Bendall resumed her place on the council as a co-opted member, following one month's absence. Members who had been absent from the May meeting signed the Acceptance of Office Book.*

**The Chairman asked members to join in remembrance of Mrs Kathleen Ware (Mrs Woodhouse's Mother), of Ableton Court, recently deceased.**

2a MINUTES of the PREVIOUS MEETING

The minutes of the meeting of 8<sup>th</sup> May were approved as a true record.

1. SC      2. DH      All agreed.

2b MINUTES of ANNUAL PARISH MEETING

Following a brief summary by the Clerk, the minutes were approved.

1. SC      2. DH      All agreed.

2b ELECTION of OFFICERS

A list of those elected is attached at Appendix A.

3. ACTION/RELATED MATTERS3 - 1 Youth Activities

The youth bus, having attended at SB, does not seem to have appeared recently. DH asked to be informed should anyone become aware of any visits.

3 - 2 Footpaths

DH again expressed his concerns at the press report which appeared to indicate the permanent nature of the closure of the footpath opposite the shops at SB. PT suggested that too much should not be read into the way the matter had been reported. Officers at S Glos were clear that the closure was 'unofficial' and submissions in favour of retention of the route were being considered.

3 - 3 Travellers

Following an enquiry by SC, PT confirmed that members of the planning sub-committee had been deeply concerned by the condition of the Mongan site – on the occasion of their recent visit to the field – and had dismissed the view of the planning department that the site was in an acceptable condition.

3 - 4 Schools

SC asked when the site of the new school is to be decided. PT stated that whilst Cabinet had been due to discuss in June, it was now unlikely to do so before July.

4. CORRESPONDENCEAllotments

11501.01      Mrs J Stephens of Northwick joins those awaiting an allotment.

Audit/Precept

11502.02      Further tax concession re on-line submissions of annual accounts.

Building-New Developments-Housing

11503.03      Housing list criteria to be changed.

**Bus Services, Shelters & Signs**  
 11504.04 Bus stop markings now in place at Severn Beach.  
 11505.05 4T&VLC Transport meeting on 21<sup>st</sup> June in Filton.  
 11506.06 Minutes of 4T&VLCT meeting on 22<sup>nd</sup> November.

**Cemetery/Churches**  
 11507.07 Annual cemetery account balance prepared by Mrs Barr for audit.

**Campaign to Protect Rural England**  
 11508.08 *Fieldwork*, June edition – circulated.

**Elections/Applications for Parish Council**  
 11509.09 Electoral register, Pilning ward, updates for June 2007.  
 11510.10 Electoral register, Severn Beach ward, updates for June 2007.  
 11511.11 Action required re vacancies remaining following elections.

**Environment/Conservation**  
 11512.12 Link group meeting on 14<sup>th</sup> June in Winterbourne.

**Footpaths**  
 11513.13 Response re comment on Extinguishment Notice, ORN 53 (part).  
 11514.14 Consultation on the Draft Joint Rights of Way Improvement Plan.

**ICI/Zeneca & Other Industries**  
 11515.15 Info re stakeholder group meeting, 9<sup>th</sup> May.  
 11516.16 Info re reactor 2 re-start.  
 11517.17 Detail of recent fire which has delayed re-start of reactor 2.

**Playgrounds/Youth Activities**  
 11518.18 Playscapes Design Day, 13<sup>th</sup> June in Thornbury.  
 11519.19 Detail of Wicksteed play equipment report.

**Police**  
 11520.20 Leaflet: Local Policing Summary – distributed.

**Railways**  
 11521.21 Update on railway timetable.  
 11522.22 Half hour train campaign, info from FoSBR.  
 11523.23 FoSBR Newsletter 61, June 2007 – circulated.

**River, Seawall & Environs**  
 11524.24 Second Severn Estuary Forum, Clevedon, 7<sup>th</sup> June.

**Roads, Road Signs**  
 11525.25 'Faulty' flashing traffic sign in Ableton Lane to be investigated.

South Gloucestershire Council

11526.26 Volunteers required for Standards Committee.

11527.27 Meetings for month of June.

11528.28 Council meeting, 23<sup>rd</sup> May in Kingswood.

11529.29 Children & Young People Select Committee, 25<sup>th</sup> May in Kingswood.

11530.30 Development Control Committee, sites inspection on 7<sup>th</sup> June.

11531.31 Economy & Skills Strategic Partnership, 12<sup>th</sup> June in Thornbury.

11532.32 Environment Strategic Partnership, 24<sup>th</sup> May in Kingswood.

11533.33 Executive Decisions, w/e 4<sup>th</sup> May 2007.

11534.34 Executive Decisions, w/e 11<sup>th</sup> May.

11535.35 Executive Decisions, w/e 18<sup>th</sup> May.

11536.36 Executive Decisions, w/e 25<sup>th</sup> May.

11537.37 Forward Plan of Executive Decision Making, June 2007 – May 2008.

11538.38 Engage 2007: event to be held in November.

11539.39 Meeting, communication between council and clerks, 18<sup>th</sup> June, Yate.

11540.40 Monitoring the Parish Charter, volunteers required.

11541.41 Copy of the Parish Charter.

11542.42 Cultural conference at Filton College, 12<sup>th</sup> June.

Travellers

11543.43 Comment following site inspection at Bank Road (Mongan site).

Trees/Tree Planting

11544.44 Forest of Avon, annual review, April 2006-March 2007.

Voluntary/Community Groups

11545.45 S Glos Disability Action Group, summer newsletter.

11546.46 Compton Publishing: constitution – circulated.

11547.47 Compton Publishing: Annual Review, 2006 – circulated.

11548.48 S Glos Deaf Association, May newsletter.

11549.49 Volunteer Centre, Thornbury: AGM, 6<sup>th</sup> June.

11550.50 Action for Rural Communities, Meeting at BAWA, Filton, 28<sup>th</sup> June.

Waste Dumping/Disposal/Landfill

11551.51 Waste Management Forum meeting 19<sup>th</sup> June, now cancelled.

Planning

11552.52 Delegated decisions, w/e 24<sup>th</sup> March 2007.

11553.53 Delegated decisions, w/e 31<sup>st</sup> March 2007.

11554.54 Delegated decisions, w/e 7<sup>th</sup> April 2007.

11555.55 Delegated decisions, w/e 14<sup>th</sup> April 2007.

Accounts/Donations

11556.56 AOL, Internet charges (May). Item 5-3 refers.

11557.57 PC World, cartridges for printer. Item 5-4 refers.

11558.58 Post Office, postage stamps. Item 5-5 refers.

11559.59 Mr R Lees, Parish Plan Group. Item 5-6 refers.

11560.60 Mr J Shaw, Internal Audit. Item 5-7 refers.

Accounts/Donations (cont)

11561.61 Mr I Roberts, grass cutting/repairs. Item 5-8 refers.  
 11562.62 S Glos Council, SB School booking charges. Item 5-9 refers.  
 11563.63 Victim Support, donation. Item 5-10 refers.  
 11564.64 Senior Citizens Forum, donation. Item 5-11 refers.  
 11565.65 Wicksteed Leisure, play inspections. Item 5-12 refers.  
 11566.66 S A R A, donation. Item 5-13 refers.  
 11567.67 Care for Elderly, attendance/travel. Item 5-14 refers.  
 11568.68 HM Revenue & Customs, income tax. Item 5-16 refers.  
 11569.69 C Thompson, repairs at SB VH and fields. Item 5-17 refers.  
 11570.70 Glasdon, bench and seats at SB fields. Item 5-18 refers.

5. ACCOUNTS for PAYMENT

5 - 1	£ 724.12	J C Rawlinson	Clerk – Wages (May)	112
5 - 2	£ 50.00	J C Rawlinson	Petrol	111
5 - 3	£ 15.99	AOL	Internet charges (May)	111
5 - 4	£ 24.98	PC World	Ink cartridges for printer	111
5 - 5	£ 6.00	Post Office	Postage stamps	111
5 - 6	£ 200.00	Mr R Lees	Parish Plan Group	111
5 - 7	£ 80.00	John Shaw	Internal Audit	ACA
5 - 8	£ 417.79	Mr I Roberts	Grass cutting (May)	*
5 - 9	£ 50.00	S Glos Council	SB School booking charge	111
5 -10	£ 150.00	Victim Support	Donation	143
5 -11	£ 25.00	Senr Cits Forum	Donation	137
5 -12	£ 94.00	Wicksteed	Playground inspections	LGMP
5 -13	£ 150.00	S A R A	Donation	137
5 -14	£ 165.00	Care for Elderly	Attendance/Travel	LGRA
5 -15	£ 50.00	Mr & Mrs Collins	Toilet Keyholder	PHA
5 -16	£ 519.88	HMRC	Income tax	111
5 -17	£ 995.00	C Thompson	Slab laying, etc. SBVH	LGMP
5 -18	£1027.74	Glasdon	Seat, benches at SBVH	LGMP
<b><u>£4745.50</u></b>				

Payments in accordance with Local Government Act 1972, sections as shown, except:

5 - 7 Audit Commission Act 1998, s3  
 5 - 8 (Playing fields -LG(MP) Act 1979, s19  
       (Sea wall gardens -Public Health Act 1875, s164  
 5 -12/17/18 Local Government (Miscellaneous Provisions) 1979, s19  
 5 -14 Local Government & Rating Act 1997  
 5 -15 Public Health Act 1936, s87

Items 5-1 to 5-7, inclusive, paid as one cheque.

The accounts above were approved for payment. 1. SC 2. DH All Agreed

**Current bank balance, prior to payments listed above**

**£55,152.92** (Interest to April inclusive)

## 6. PUBLIC PARTICIPATION

None requested.

Needing to attend another meeting, PT presented his reports at this point.

SEVERN SIDE DEVELOPMENT – Gazeley are currently involved in setting up the legal agreement for the public sculpture (salmon putcher) at Western Approach. They have also expressed concerns over the biker nuisance that is occurring. Construction of a new warehouse is now underway, and the possibility of sub-dividing Plot 8000 into smaller units is being considered. After these 2 projects it will be ‘crunch time’ with regard to the motorway access.

RIVER, SEAWALL & ENVIRONS – PT attended a meeting at the Cardiff Institute of Civil Engineering, where engineers and other experts enthusiastically promoted the provision of a barrage. There are 5 sites under consideration, with, on offer – power generation, flood protection and even a railway crossing. They saw only benefits and gave no consideration to drawbacks!

POLICE – Meetings of both the Neighbourhood Watch and the Severnside Safer Community Group are to be held in the near future.

## 7. AGENDA

### 7 – 1 Severnside Development

Nothing to report.

### 7 – 2 Village Halls/Playing Fields

SC queried a lack of progress in resolving the problems with the redundant hard standing from the former play area. A small amount of tarmac has been broken up but has been left covered with a small amount of organic debris. Clerk to enquire

IH drew attention to the problems likely to arise from the Carnival next week. Following the accident last year, resulting from a drain cover being dislodged, a secure cover had been fitted. The Carnival Committee had been warned of the need to address the question of sewage/waste etc, but it appeared no preparations had been made.

### 7 – 3 Parish Plan

JD reported that the preparation of the questionnaire was proceeding on time. Some members of the group had attended a course which sought to enhance their skills for the tasks ahead. It appears that substantial funding is available if a need can be proved. Initially, the most important factor is to encourage/guarantee a good response to the questionnaire, thus establishing a genuine need for ‘developments’ within the area. As always more volunteers are sought to help with the day-to-day details.

### 7 – 4 Youth Activities

NB will be attending an event in the near future. It is hoped that the right contacts will lead to some funding in respect of facility provision. NB has made contact with Ray Edwards with a view to establishing use of a local fishing facility. Again, however, it appears there may be restrictions on the use of this lake. NB has also spoken with Michelle Dixon of S Glos to consider a positive future use for the hardstanding area at Pilning playing fields.

#### 7 – 5 Annual Accounts - Audit

Copies of the annual accounts were distributed to all members a few days ago. Having asked whether members had any questions on the detail and receiving no response, the Clerk briefly summarised the document, with the explanation mainly addressed at the new members. NC thanked the Clerk for his work. This was backed by the Chairman who then signed the Annual Return. This will now be submitted to the auditors.

#### 7 – 6 Annual Review of Internal Audit

The Audit Commission has advised of the need to ensure the internal audit is serving its purpose. A document setting out the criteria has been copied and passed to all members. Consideration now to be given to any methods by which the internal audit system may be improved.

#### 7 – 7 Financial Regulations/Review of Standing Orders

Again a proposal by the Audit Commission, it is suggested that all councils should set up a list of financial regulations in order that guidance may be readily available to govern the way in which financial matters are controlled. Asked whether he had any experience in such matters, SC stated he did not, but suggested that the key to this is simplicity.

In respect of Standing Orders there is no governance in place controlling such matters. It is all a very individual topic with relevance to one authority not necessarily being apposite to another council. This council has a set of orders dating back to June 1972, which has, with revisions, provided guide lines for the conduct of council business. Though all members are provided with Standing Orders at the time of their election, agreed that copies should be provided for each member, and that members should be asked to consider the content of these orders and suggest improvements/alterations or retention of the *status quo*.

#### 7 – 8 Code of Conduct

Following the revision of the code it is deemed necessary for authorities to adopt the revised version. Detail of the code was considered and it was agreed to adopt the code, including section 12(2), as from today. Accordingly the Clerk asked that completed Registers of Members Interests should be handed in within the next 28 days – the date of the next meeting. A number of Registers were submitted there and then.

#### 7 – 9 Roads/Road Signs

IH voiced concerns that have been expressed by several residents in respect of the new zebra crossing in Redwick Road. The proximity of the bus stop, and improper parking by parents waiting for their children at Trinity Hall has resulted in ‘close encounters’ for a number of pedestrians using the crossing. Agreed we should ask for a safety survey to be conducted at the site.

#### 7 -10 Northwick School

A number of new buildings have appeared at Northwick. Whilst the first portacabin building was properly applied for, later additions have appeared unannounced. Planners to be asked for their views on this matter.

## 7 -11 Village Matters

**Bus Services, Shelters & Signs** - NC voiced her distress at the problems relating to the use of older buses. Whilst modern transport caters for those with mobility problems, more vintage vehicles used on the local run are not user friendly unless you are fully fit. S Glos to be advised.

**Wooden Benches** – NC commented on the new Health & Safety Regulations which require that all benches placed for public use should be a standard 17½" above ground level.

**Roads/Road Signs** – NB advised members that a Give Way sign near the entrance to Cranmoor Green was obscured by growth. Agreed that initially she would contact the householders in the hope they would be prepared to act in the public interest.

AW queried the regulations governing use of local roads by heavy traffic. Clerk confirmed that whilst 7.5 tonne traffic restrictions were in place this did not prevent heavier vehicles from gaining access to premises within the zone. Suggested that if AW felt improper access was being made, the only solution was to note time, and vehicle name and number. Contact with the Road Traffic Authority would lead them to take the necessary action.

**Travellers** – AW asked whether any decision had been reached following the latest attempt to overthrow planning conditions. Clerk confirmed he had not yet been advised of any decision.

## 8. PLANNING

## 8 – 1 Comments of PC sent to S Glos Council

PT07/1331/F	Extension for flats, 105 Beach Road, SB	Comment
PT07/1542/ADV	Advertising sign at Southworthy Farm, A403	Objection
PT07/1583/F	Conservatory at 33 Riverside Park	No objection

## 8 – 2 Decisions by S Glos Council

PT07/1053/F	Extension for flats, 115 Beach Road, SB	Refuse
PT07/1178/F	Extension, 1 Prospect Road, SB	Permit

## **Next Council Meeting to be held at Severn Beach School on Monday 2<sup>nd</sup> July 2007**

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED @ 8.58 PM

Signed..... Dated.....

