

Pilning & Severn Beach Parish Council

Meeting held on Monday 7th December 2015 at 7.00pm at Severn Beach School, Severn Beach

Before the meeting at 6.30pm, we heard from Steve Watson from Wessex Community Land Trust Project.

COUNCILLORS (10) Mrs FCA Barr MBE (Chairman), Mrs C Woodhouse, Mr T Fennell, Mrs N Chappell, Mr M Pruett, Mr N Davies, Alderman P Tyzack, Mrs S Binns, Mrs H Rickards (& Mr I Roberts after item 2)

Also Present: - Mrs Victoria Bywater (Clerk) & Mr Colin Williams-Lock.

The Chairman asked those present to observe a minute's silence for Ron Hamilton of Albert Road, SB, Trevor Griffin of Albert Road, SB, Tony Richardson of Stride Close, SB, Gretta Snell of Faith House, Robert Shaul of Pilning & John Fitzgerald of SB , as a mark of respect, who had recently deceased.

Item Number	Details	Action By
2015-12-1 Apologies for absence	Apologies were accepted from Sarah Smith and Robert Griffin.	
2015-12-2 Co-opt new Councillor	Discussion was held on whether to co-opt at this meeting or defer to a later meeting. PT proposed to defer, a vote was taken 2 for, 7 against. After discussion it was proposed by CW, seconded by MP that Mr I Roberts would be co-opted as a Parish Councillor with immediate effect. A vote was taken 7 for 2 against. Mr Roberts submitted a Declaration of Interests form and signed the Declaration of Acceptance of Office book in front of the Proper Officer of the Parish Council.	
2015 –12-3 Declarations of Interest	None	
2015-12-4 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 2 nd November 2015 had been previously circulated. The minutes of the meeting of 2 nd November 2015 were agreed as a true record. Proposed by SB and seconded by MP. All in favour.	
2015-12-5 Matters Arising	<ul style="list-style-type: none"> • Sutcliffe instructed to repair broken 'springy' at SB play equipment • White line opposite Vicarage Road. Suggestion for position was received by S.Glos. After discussion it was agreed that VB request an extended white line inserted up to the layby. VB to inform Mr Stedman. • HR updated the meeting on the findings regarding the notice boards at both Pilning & Severn Beach. After discussion it was agreed that the Pilning notice board should be inserted and HR to contact McColl's about the replacement of the SB notice board • ALCA course arranged for 25th January 2016. VB advised that she had invited Olveston Parish Council councillors to attend and was awaiting their response. VB to book Severn Beach School for the training. 	<p style="text-align: right;">VB</p> <p style="text-align: right;">VB</p> <p style="text-align: right;">HR/ VB</p> <p style="text-align: right;">VB</p>
2015-12-6 Correspondence	Please see Appendix A VB requested councillors respond to the email sent on 30 th November	

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	2015 regarding third party objections of planning appeals. VB to re-send the email.	VB
2015-12-7 Accounts for Payment	Please see Appendix B Accounts for payment, proposed by PT, seconded by MP	
2015-12-8 Public Participation	The meeting heard from Becky Cooper who requested that the Parish Council support a new 'smart cabinet' defibrillator which is due to be inserted in the Parish. After discussion it was agreed that this would be supported for 2016/ 2017. PT thanked Becky for all her work with relation to the defibrillators. Agreed by all.	
2015-12-9 Reports	ND updated the meeting on the B4055 working group. Almondsbury Parish Council had agreed to support a survey up to a maximum of £4000. After discussion it was agreed that Pilning & Severn Beach Parish Council agree in principal to support the survey but would like to know more about the overall cost of the survey and what was being surveyed before committing a figure of money. ND to report back to working group. MP updated the meeting on the AstraZeneca meeting attended by himself, FCAB and CW. <ol style="list-style-type: none"> 1) There had been a recent pollutions spillage with H&S Executive involved 2) Plan is to end operation in 2017 with the end of the site due for 2018. Main concern is for staff re-employment 3) SITA (now Suez) plant 95% complete. Fire-up due on 14th March 2016 with hand over later in 2016. PT updated the meeting on a recent Sirens Trust meeting he had attended and circulated Sirens Trust calendars for attendees. PT also updated the meeting on a recent Coastal Community meeting he had attended in his position as Chair of the Sirens Trust. PT offered to also represent the parish council at these meeting going forward. FCAB thanked PT and agreed.	ND
2015-12-10 Ongoing Business	<ol style="list-style-type: none"> 1. Councillors' Expenses Policy. FCAB updated the meeting that the Parish Remuneration Panel is due to meet in the New Year after which the rates will be set for the Expenses Policy. It was agreed to defer this item until March 2016 meeting. 2. Financial Regulations 3. Grievance & Disciplinary Policy 4. Equal Opportunities Policy 5. Health & Safety Policy FCAB proposed that items 2 to 5 approved en bloc. All agreed. 6. JSP & PSP Plans PT circulated documents to councillors from a recent meeting he 	VB

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	<p>had attended. All councillors to read before the next meeting.</p> <p>7. Neighbourhood Area/ Plan After discussion, it was agreed to defer this item until March 2016.</p> <p>8. Consolidated approach by ALC to 9 PCSO's funded by S.Glos Council. FCAB advised that this is a vital service to our area so proposed a consolidated approach via ALCA should be supported, seconded by IR, all agreed.</p> <p>9. Local Major Developments MP advised that the woodpile building on the A403 had received permission following their appeal but has strict conditions. MP further advised that the land on Minors Farm, Hallen had been cleared in preparation for a pylon to be inserted.</p> <p>10. a) Severn Beach Village Hall. PT to circulate report after the meeting as notes at home. b) Pilning Village Hall IR updated the meeting that the alarm and camera system at the hall had been updated and auto-contacts nominated persons in an emergency. IR was pleased to report a very successful pantomime by the Village Players c) Extension to Pilning Village Hall IR reported that the recent test holes had proven no piling will be required for the extension at Pilning Village Hall.</p> <p>11. Allotments FCAB reported having visited SB allotments SB reported the excellent work undertaken by Elm Tree Contractors recently at Pilning allotments VB reported the invoices for both sites had been sent</p> <p>12. Cemeteries FCAB reported having visited Pilning cemetery but not Northwick. SB offered to visit Northwick and report to the next meeting. FCAB awaiting a quote for the painting of the ironwork. VB to chase this up. VB to advise Mike Fisher not to remove fence panel in the new fence at Pilning cemetery.</p> <p>13. Website MP updated the meeting that VB had purchased a domain name and hosting. MP in process of transferring the information to a new site which will be live by the end of February.</p>	<p>ALL</p> <p>VB</p> <p>PT</p> <p>VB</p> <p>VB</p> <p>MP</p>
<p>2015-12-11 New Business</p>	<p>1. Village Matters NC requested the insertion of a light on the pathway between Redwick Road and Keens Grove. VB to contact S.Glos Council. PT requested VB contact S.Glos Council regarding the neglected shrub beds on the former boating lake and surrounding area. VB to report to S.Glos Council.</p>	<p>VB</p> <p>VB</p>

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	<p>PT further requested a chase on the insertion of the removed shrub bed on Gorse Cover Road, SB. VB to chase S.Glos. Council. MP suggested a close eye kept on anyone going around the bollards onto the sea wall. ND advised that a pre-planning application had been put in for a solar farm next to Severn Lodge Farm, New Passage. IR requested confirmation from S.Glos Council regarding the speed limit on Little Green Lane, SB as some motorists believe it to be the national speed limit. VB to contact S.Glos Council for confirmation. TL requested VB contact Planning Enforcement to serve a notice on the container on Gorse Cover Road which still remains in situ. VB to contact S.Glos Council. SB reported the high level of dog fouling between New Passage and the sea wall. VB to contact S.Glos Council regarding some suitable posters for the area and to request when Robert Griffin has timetabled another litter pick. HR reported a large number of footpaths blocked in the area. HR offered to report to S.Glos Council. CW requested VB chase Merlin Housing Society for an update on plans for Ableton Court. VB to contact Merlin.</p>	<p>VB VB VB VB HR VB</p>
<p>2015-12-12 Planning</p>	<p><u>Application of Certificate of Lawfulness</u> PT15/4686/CLP – 6 School Way, SB – single story side extension</p> <p><u>Decisions by S.Glos Council</u> PT15/3777/F – 5 Station Road, Pilning – Approve with conditions</p> <p><u>Notice of Listed Building status</u> Pilning War Memorial has been included in a list of buildings of special architectural or historic interest compiled by the Secretary of State for Culture, Media and Sport</p> <p><u>Notice of Confirmation of Order</u> Lengths of public footpaths ORN47, ORN48, ORN58 and ORN 59 at Tesco Distribution Centre, Western Approach, Pilning – public path diversion order 2014</p> <p><u>Notice of Appeal</u> APP/P0119/D/15/3138981 – Zion Chapel, New Passage, Pilning</p>	
<p>2015-12-13 ‘Being a Good Councillor’ Training with ALCA</p>	<p>This had already been covered earlier in the meeting.</p>	
<p>2015-12-14</p>	<p>FCAB proposed 17th December 2015, 7pm at Rednend Farm, Station</p>	

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Date of Finance Committee Meeting	Road, Pilning. All agreed.	VB
2015-12-15 Report from S. Glos. Council	FCAB reported that Robert Griffin has asked for any suitable suggestions for any elderly members of the community in need of a heating fuel contribution. CW to inform Care for the Elderly and VB to inform Almondsbury Charity.	ALL CW VB
Date of Next Meeting	The date of the next Parish Council meeting will be Monday 4 th January 2016 starting at 7pm there being no further business the meeting closed @ 9.17pm.	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
03.11.15	Email	Agenda for Planning, Transportation & Strategic Environment Committee, Wednesday 11 th November 2015, 3pm, Kingswood	Circulated
04.11.15	Email	Healthwatch November 2015 e-bulletin	Circulated
04.11.15	Email	Horizon Nuclear Power Community Update – November 2016	Circulated
04.11.15	Post	Update regarding Safer Stronger Community Groups meetings	Circulated
05.11.15	Email	Publicity leaflet from Almondsbury Charity	VB responded
06.11.15	Email	Draft Waste Strategy 2015 – 2020 Consultation	Circulated
07.11.15	Post	Receipt of donation from SARA	n/a
09.11.15	Email	West of England Joint Transport Study	Circulated
09.11.15	Email	Notification of approx. cost of ALCA and NALC membership for 2016 - £526.64	n/a
10.11.15	Email	Receipt of donation from Cruse Bristol	n/a
10.11.15	Email	Rough sleepers count – S. Glos 18/ 19 November 2015	Circulated
11.11.15	Post	Invitation to Marlwood School Celebration of Success – 26.11.15, 7pm	FCAB & SB attended
11.11.15	Email	Agenda for Development Control (West) Committee, Thursday 19 th November 2015, 11am, Turnberries, Thornbury	Circulated
12.11.15	Email	Superfast Extension Programme announcement by S.Glos. Council	Circulated
12.11.15	Email	Public Consultation: Joint Spatial Plan (JSP) and Joint Transport Study (JTS) reminder of public consultation	Circulated
12.11.15	Email	Agenda for Policy & Resources Committee, Monday 23 rd November 2015, 2pm, Council Chamber, Kingswood	Circulated
13.11.15	Email	S.Glos Council Budget & Savings Programme 2016/ 17	Circulated
13.11.15	Email	November Blog from District Councillor, Robert Griffin	Circulated
18.11.15	Email	Chase from PT regarding Twinning.	VB responded
20.11.15	Email	Info from PT regarding SevernNet news e-bulletin	Circulated
20.11.15	Email	Notice of Briefing Session on Joint Spatial Plan (JSP) and Policies, Sites and Places (PSP) Plan. 1 st Dec and 14 th Dec 2015, Kingswood Civic Centre from 4pm – 8pm	Circulated
23.11.15	Email	Agenda for Children & Young People Committee, Wednesday 2 nd December 2015, 2pm, Kingswood	Circulated
23.11.15	Email	Agenda for Economy and Skills Strategic Partnership, Tuesday 1 st December 2015, 9.30am, Frenchay Campus, Filton Road	Circulated
24.11.15	Email	Bulletin on national developments and meetings from NALC	Circulated
24.11.15	Email	ALCA representation on consultation of PCSO's in S.Glos.	To decide at meeting
26.11.15	Email	Agenda for Safer and Stronger Communities Strategic Partnership, Friday 4 th December 2015, 9.30am, Kingswood	Circulated
26.11.15	Email	Further update from SevernNet Area Coastal Communities	Circulated
30.11.15	Email	NALC update on national development	Discussed
30.11.15	Email	Severn Estuary Partnership News – November 2015	Circulated
30.11.15	Email	Republication of Agenda for Severn Vale Area Forum, Wednesday 2 nd December 2015, 7pm, Thornbury	Circulated
01.12.15	Email	Draft Cycling Strategy for S.Glos.	Circulated
01.12.15	Email	Roadshow events for JSP Consultation	Circulated
01.12.15	Email	Agenda for Council, Wednesday 9 th December 2015, 7.45pm, Kingswood	Circulated
02.12.15	Email	NALC's Direct Info Services	Circulated
02.12.15	Email	Notice of Installation of feeder station for Pilning	Circulated

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02.12.15	Email	Child Poverty Needs Assessment – summary for consultation	Circulated
03.12.15	Email	Big Spring Clean 2016 with booking form	Circulated
03.12.15	Email	ALCA Newsletter – December 2015	Circulated
03.12.15	Email	The Playing Field – November 2015	Circulated
03.12.15	Email	Healthwatch S.Glos December e-bulletin	Circulated
03.12.15	Email	Shirehampton Community Action Forum – Planning Watch 3 December 2015	Circulated
04.12.15	Email	Agenda for Policy and Resources Committee, Monday 14 th December 2015, pm, Kingswood	Circulated
07.12.15	Email	December update from A Forgotten Landscape	Circulated
07.12.15	Email	Agenda for S.Glos Local Strategic Partnership, Tuesday 15 th December 2015, 9.30am at Kingswood	Circulated

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
07.12.15	Mrs V Bywater	Wages + office payment & fuel allowance	815.36	0.00	815.36
07.12.15	HMRC	NI & PAYE	132.77	0.00	132.77
07.12.15	Mr T Dark	Odd jobs November 2015	116.25	0.00	116.25
07.12.15	Mr M J Fisher	Grass cutting	1280.00	0.00	1280.00
07.12.15	Mr L Liddiatt	Quarterley payment for grass cutting at Northwick	200.00	40.00	240.00
07.12.15	Mrs V Bywater	Contribution to use of home computer - £4.69/ week - Oct - Dec 2015	37.52	0.00	37.52
07.12.15	Mrs V Bywater	Stamps (£38.88) + Website domain name (£14.95)	53.83	0.00	53.83
07.12.15	BT	Telephone & Broadband	71.03	14.20	85.23
07.12.15	BWBSL	Water for SB Allotments	165.95	0.00	165.95
07.12.15	SLCC	Annual membership renewal	131.00	0.00	131.00
07.12.15	Elmtree Garden Contractors	Tree work at Pilning Allotment site, Bank Road, Pilning	410.00	82.00	492.00
07.12.15	Pro Structures Ltd	Interim payment for Structural & Civil Engineering works at Pilning Village Hall	2743.75	548.75	3292.50
07.12.15	Obsidian Accountancy	Internal Auditor	50.00	10.00	60.00
07.12.15	S.Glos Council	Buy-back scheme Localism Charges for 2016/ 2017	3082.68	0.00	3082.68
07.12.15	Dunkley's	Payroll - June to November 2015	60.00	12.00	72.00
07.12.15	CFS	Photocopying	17.94	3.59	21.53
		TOTAL	9,368.08	710.54	10,078.62