

Pilning & Severn Beach Parish Council Meeting held on Monday 13th May 2019 Severn Beach Village Hall, Severn Beach

COUNCILLORS (6) Mrs SC Binns (Chairman) (SCB), Alderman P Tyzack (PT), Mrs H Rickards (HR), Mr K Weeks (KW), Mr M Pruett (MP) & Mrs C Woodhouse (CW).

Also Present: - 6 members of the Parish.

Item Number	Details	Action By
2019-5-1 Apologies for absence	None	
2019-5-2 Declarations of Interest	None	
2019-5-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 1 st April 2019 had been previously circulated and were agreed by all as a true record.	
2019-5-4 Matters Arising	<p>1) The meeting agreed that the signs for Frances Barr Way would be best sited facing the shops where the path links to the steps at either end. The meeting agreed that the exact, most suitable location of the two signs ordered (not yet received) for Frances Barr Way would be agreed by SCB with the contractor on site. SCB reminded the meeting that Mr Doug Nethercott had kindly offered to site a sign on the wall of his property. It was agreed that SCB would write to thank and decline Mr Nethercott for his kind offer.</p> <p>2) PT requested that VB contact S.Glos Council for an estimate for the path to be inserted from the Severn Beach allotments to the sea wall, all agreed.</p> <p>3) It was agreed to purchase a 'Cheaton Bench' in brown from Neptune Street Furniture for insertion in the bus shelter near the Tea Hut in Severn Beach.</p> <p>4) SCB confirmed that the meeting with SUEZ had been cancelled due to poor take up.</p> <p>5) VB reported that the new fence and gate at Pilning Village Hall would be inserted mid-June 2019. VB confirmed a notification had been received from the Management Committee that the current gate post is rusted but advised that Mr Ian Roberts of Severn Beach had agreed to install a longer chain so that the other post could be used to chain the gate in the interim period.</p> <p>6) SCP reported that a meeting had taken place with Mr Colin Taylor of the Environment Agency regarding the Sea Wall defence scheme. Mr Taylor had agreed to include the Parish Council in discussions going forward and liaise regarding pre-commencement conditions. Mr Taylor updated the meeting that the project is to be funded by S.Glos. Council (£30M), Bristol City Council (£40M) and Environment Agency (£40M assuming</p>	<p>SCB</p> <p>VB</p> <p>VB</p>

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	<p>funding available – if not, S.Glos Council underwrite the £40M contribution.</p> <p>7) PT had previously circulated a report regarding the A Forgotten Landscape Art project.</p> <p>8) VB updated the meeting that a full response had been received from Avon & Somerset Police regarding members of the public assisting with road traffic incidents. In short, the response advised that if any member of the public feels uncomfortable with the request of the police officer, they are within their rights to decline on these grounds.</p> <p>9) SCB proposed a fitting tribute to Mrs Norah Chappell following her retirement from the Parish Council after 36 years. Discussion was held and it was agreed that the path leading from Redwick Road to Keens Grove should be called Chappell Walk and the sign located under the light which Mrs Chappell had campaigned for for many years, all agreed. VB to discuss the location with the adjacent landowner and purchase the sign ready for installation as soon as possible. CW further suggested Mrs Chappell is presented with a bouquet of flowers, all agreed.</p> <p>10) VB updated the meeting that whilst the letter had been sent to S.Glos Council regarding the new bin installation at Ableton Lane/ A403 no response had been received to date. VB to chase.</p> <p>11) VB further updated the meeting that the light deflectors had been installed on the lights at the Ableton Lane/ A403 junction. VB confirmed a note of thanks had been sent to S.Glos Council.</p>	<p>VB SCB/ VB VB</p>
<p>2019-5-5 Correspondence</p>	<p>Please see Appendix A.</p> <p>SCB explained that in years gone by and prior to email, correspondence had been read out individually at meetings. It was agreed that the email circulation of correspondence makes for quick and timely responses on issues with items requiring discussion listed as such on the meeting documentation sent to Councillors.</p> <p>SCB updated the meeting that a resident had contacted the Parish Council recently requesting a full response to a number of items some of which are listed below and others as later agenda items.</p> <p>It was agreed that in future Councillors would give greater consideration to email correspondence from residents who raise issues.</p> <p>To agree the response to the resident of Severn Beach regarding the following points;</p> <p>1) Seating arrangements at Parish Council meetings – It was agreed that a number of layout options would be trialled in coming months. All agreed however it was not agreed to remove the tables as this is essential for papers/ note taking.</p> <p>2) Minutes of Parish Council meetings – After discussion, it was agreed that no change to the style of minutes was required.</p>	<p>VB</p>

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	<p>3) Frances Barr Walk – SCB confirmed this had been covered under matters arising.</p> <p>4) Diary of Parish events – SCB explained that the Diary of Parish events had been agreed to be included in the History Group website as it is an interpretation of the minutes from Parish Council meetings over many years compiled by Jeff Rawlinson and Mr Doug Nethercott. It was agreed that should the History Group website issue remain unresolved, the matter may be considered again.</p> <p>VB updated the meeting that the Parish Council had been informed of a number of dead Elm Trees on the boundary between the allotments at Severn Beach and Salthouse Farm Park. S.Glos Council had confirmed as lease-holders of the land, the Parish Council is responsible for the tree work. Branch Walkers had been asked to quote for the work and a price of £1600 + VAT had been received. All agreed to commence work with urgency.</p>	VB
2019-5-6 Accounts for Payment	<p>Please see Appendix B</p> <p>Accounts for payment were approved.</p>	
2019-5-7 Planning	<p>PT19/3448/F Whitehouse Lane, Severn Beach – Erection of outbuilding for residential use – decline to determine</p> <p>PT19/4075/CLP Chequers Farm, Marsh Common Road, Pilning – Application for certificate of lawfulness – The erection of a detached conservatory</p> <p>PT18/2505/R3F – Land off New Passage Road (Sea Wall works) – Deemed consent</p> <p>PT18/6470/F – Rustic House, 123 Beach Road, Severn Beach – Erection of 2no. semi-detached dwellings – refusal</p> <p>PT19/2251/F – 56 Beach Road, Severn Beach – Demolition of outbuilding and erection of two storey side extension to form additional living accommodation – approve with conditions</p> <p>Application for renewal street trading consent – The Layby, Holloway Road, Western Approaches.</p>	
2019-5-8 Public Participation	<p>1) The meeting heard from Mr Nick Davies regarding the ongoing requirement of the Parish Council to give a robust response to the pre-commencement conditions required for the new Sea Wall defence scheme. Mr Davies requested the response challenge timeframe/ working hours/ safety and wellbeing of residents in addition to the ecological conditions required for such a sensitive area.</p> <p>The meeting confirmed the ongoing commitment to the working group consisting of Cllr Sue Binns, Cllr Peter Tyzack, Mr Mike Harrison, Mr Nick Davies and Mr Ian Roberts of Northwick.</p> <p>The Chairman requested that Mr Nick Davies submits any suggested wording to the Parish Council via the working group.</p>	

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	<p>2) The meeting heard from Mr Alex Smith regarding litter in Severn Beach and requested the insertion of new litter bins in the parish.</p> <p>The Clerk updated the meeting on the process for inserting a new bin which included the purchase of the bin from S.Glos Council at a cost of circa £500 along with the ongoing costs of emptying the bin annually.</p> <p>It was agreed that the Clerk would investigate the current cost of a new bin including a cigarette 'stub' area on the top.</p>	VB
<p>2019-5-9 Updates</p>	<p>1. Village Halls/ Playing Fields</p> <p>a) Update from Severn Beach Village Hall & Playing Field – MP confirmed he had not attended the last meeting but would circulate the meeting minutes.</p> <p>b) Update from Pilning Village Hall – KW confirmed that he had attended the most recent Management Committee meeting and circulated the meeting minutes.</p> <p>KW updated the meeting that quotes had been received regarding the sewage drains. After discussion, it was agreed that two actions would be progressed as follows;</p> <p>1) Quotes received for renewal of the pipework from the village hall to the septic tank</p> <p>2) Quotes received for connecting to mains drainage</p> <p>c) Pilning Playing Field – SCB confirmed the playing field in good order.</p> <p>2. Allotments</p> <p>a) Update on Severn Beach Allotments – KW reported four unworked and four vacant plots at Severn Beach.</p> <p>b) Update on Pilning Allotments – SCB reported one not started plot at Pilning.</p> <p>3. Cemeteries</p> <p>SCB reported that following a recent Cemetery Committee meeting, a large number of items had been identified on graves which could cause a hazard. SCB updated the meeting that discussion was taking place regarding the wording of a grave decoration policy with the Cemetery Clerk.</p> <p>SCB reported a burial would take place at Northwick Cemetery later this month.</p>	<p>MP</p> <p>VB</p> <p>VB</p>
<p>2019-5-10 Reports</p>	<p>SevernNet meeting – 25.04.19 - PT</p> <p>On Thursday 25th April I attended 'Business Breakfast', organised by SevernNet, sponsored by Sustrans, at Bristol Port offices.</p> <p>Sustrans' purpose was to promote the work they are doing in relation to improving cycling and walking routes throughout Avonmouth-Severnside. This has been the subject of previous reports, so nothing new to tell, except that they are progressing with their programme, much of which is within the Bristol part of the area. They are also working with SouthGlos to bring upgrades to the non-motorised routes west of M49, and with Highways England to achieve the segregated route through the new M49 junction (scheduled to be opening in December).</p> <p>The idea of the event was to promote what they are doing to the businesses, and to</p>	

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persuade businesses to encourage/enable their employees to avoid using the car to commute, if at all possible. They had some electric bikes there, which are available to companies to hire to employees, and some companies are providing bike purchase loans that are paid back by salary deductions.

I collared the South Glos officer, to ask about help/grants availability to Parish Councils and local communities (as so many things we heard about were related to encouraging a shift of attitude to businesses by part-funding things with government money). My point to her was that the parish councils and local charities (such as SB village hall) are interested and possibly willing to do a lot within the community, but may lack the funds and/or the expertise. With a bit of help from SouthGlos there seemed to me to be a great potential for sustainable actions to be achieved.

We talked about solar panels on village halls, charging points for electric cars, funds for providing car parking to enable park & share, etc.

She promised to come back to me with details of any possible schemes.

A response had been received regarding the Low Carbon Challenge Fund which was opening soon.

A Forgotten Landscape – Art Meeting – PT

The AFL project continues now until the end of December, with Miriam working part-time now.

She is endeavouring to ensure that the legacy of the project continues, and is working to make sure that links established continue to pick up the wealth of ideas generated.

Sue has copies of a leaflet 'what we achieved' which she will bring to our next meeting. Actually the achievements are quite impressive.

One outstanding matter, the reason for the meeting, is that there is a residue of monies that is designated to be spent on 'art related things in the Severn Beach area'. We met at my house. Those attending were Deborah and Caroline, the project artists; Miriam, the remaining team member; Alison Catlin, the SouthGlos arts officer; plus Jo-Anne McAllister, Gill Cox, Jeanette Pruett and myself. (the four of us were all involved with the 'roving art group' which met on Friday afternoons during the project and culminated with the three sculptures, made by Deborah and Caroline, on the front at SB).

The project monies came from Heritage Lottery Fund, s106 contributions from Western Approach and sponsorship from Wessex Water.

Suggestions put forward to the meeting were:

- 1 to restart the Friday art group, making sure that it didn't compete with the Severnside Art group at Easter Compton by working in a different way. This would require payment for a facilitator to get it going
- 2 to employ a community artist, to work with the two cafes and the bakery in discovering local eating customs, and establishing whether any particular meal or dish is specific to the area, which could then become part of the offering of the three eateries.

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	<p>3 to employ a community artist to work with the school(s) to create a permanent art work, either at the school, the village hall or somewhere in the parish.</p> <p>4 we also talked about public art more generally, I liked the Anthony Gormley work on the Mersey estuary, Gill liked the big panels at angles to each-other that you could walk between (location?) and referenced the now shelved Bristol slavery memorial.</p> <p>5 to look at the area under the bridge, with a view to creating an art installation(we looked, on-line, at the project in Seta, France where an artist has used a pressure washer, sponsored by Karcher, to create a mural, by washing away accumulated grime on their concrete sea wall - but our motorway concrete isn't grimy enough for this). I offered to write to my contact at Highways England to see what they would think of such an idea, whether they would support it and indeed when they are going to clear their 'temporary' construction yard from our public space.</p> <p>6 it was also agreed to cover the print and publicity costs for the forthcoming Art Exhibition (Sunday 19th May) which us four have organised.</p> <p>Any thoughts anybody has can be fed back to AFL, as nothing has been decided yet.</p> <p>SCB reported that the meeting minutes from the meeting with the Environment Agency on 13th May 2019 would be circulated shortly.</p>	
<p>2019-5-11 ASB Policy</p>	<p>Discussion was held on the circulation of a suggested anti-social behaviour policy from a resident.</p> <p>It was agreed that the best course of action is for residents to report to the police so that the crime statics can be recorded.</p> <p>Discussion was held on the practicalities of operating a fining system and it was agreed that this was not a suitable method for the Parish Council to adopt.</p> <p>It was further agreed that the Parish Council would continue to support the police in their work by including a process for reporting anti-social behaviour on the website.</p> <p>CW suggested asking the local PSCO to include an article in the InView magazine on how to report anti-social behaviour, all agreed.</p>	<p>VB</p> <p>VB</p>
<p>2019-5-12 Road surface near Viridor</p>	<p>Discussion was held on the condition of the road surface near the Viridor plant. PT updated the meeting that Bristol City Council (BCC) regularly inspect the road and fill pot holes as required. PT confirmed that BCC would not undertake a resurfacing project until the works in the immediate vicinity were complete.</p>	
<p>2019-5-13 EA plan for Pilning Cemetery</p>	<p>SCB updated the meeting of the advice of the Cemetery Clerk for the need to have a risk assessment regarding drainage at the Cemetery. The Clerk confirmed that discussions as to the required qualifications of the company conducting the risk assessment were ongoing with the Cemetery Clerk and that the risk assessment process was under investigation.</p>	
<p>2019-5-14 Northwick Tower</p>	<p>The Clerk updated the meeting that the Planning Consultant had given an update on progress on grant applications for works to the Tower. The outcome of the grant applications would be known shortly.</p>	
<p>2019-4-15 Items to add to future agendas</p>	<p>SCB requested letters of thanks sent to previous Council members who did not apply for re-election, all agreed.</p> <p>PT requested a further chase on the answer regarding S106 funding from the Astra Zeneca works.</p>	<p>VB</p> <p>VB</p>

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Date of Next Meeting	The date of the next Parish Council meeting will be on Monday 3 rd June 2019 starting at 7pm, there being no further business the meeting closed @ 9.45pm.	
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APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
05.04.19	Email	Thank you letter from Marlwood School for the donation by the Parish	No action
05.04.19	Email	SevernNet News 4 th April 2019	Circulated
10.04.19	Email	M49 newsletter issue 8	Circulated
10.04.19	Email	Agenda for Development Management Committee, Thurs 18 th April 2019, Kingswood	Circulated
10.04.19	Email	Notice of Temporary Traffic Order – Ableton Lane, Severn Beach	Circulated
15.04.19	Email	SevernNet News 15 th April 2019	Circulated
15.04.19	Email	Response from S.Glos Council regarding Adult Care for parishioners	Circulated
26.04.19	Email	A number of emails from a resident regarding various issues on the format of meetings, records of meetings and local parish matters	Discussed SCB to respond
29.04.19	Email	Highways England M5 J20 – J18 northbound resurfacing notification	Circulated
01.05.19	Email	The Almondsbury Charity – Annual Meeting – Wed 22 nd May 2019	Circulated
01.05.19	Email	Hinkley Connection Project – Spring update	Circulated
02.05.19	Email	Response from Avon & Somerset Police regarding the dealing with collisions on the A403	Circulated
02.05.19	Email	Response from S.Glos Council regarding the new lighting on the A403/ Ableton Lane junction – agreed to install deflectors	Circulated
03.05.19	Email	Four Towns 20 th Anniversary invitation	Circulated
03.05.19	Post	Clerks & Councils Direct	Circulated
03.05.19	Post	Thank for Great Western Air Ambulance	Circulated
03.05.19	Email	Email attachment from a resident regarding various on the format of meetings, records of meetings and local parish matters	SCB to respond
04.05.19	Email	Meeting notes from Pilning Village Hall Management Committee meeting	Circulated
06.05.19	Email	Meeting notes from Pilning Village Hall Management committee meeting 29.04.19	Circulated
07.05.19	Email	Berkeley & Oldbury joint SSG meeting – 22 May 2019	Circulated
08.05.19	Email	Notice of intent – temporary traffic order – A403 Severn Road, Hallen	Circulated
08.05.19	Email	SevernNet news 8 May 2019	Circulated
09.05.19	Email	Dept. of Transport consultation on vehicle operator licencing system	Circulated
09.05.19	Email	How to make representations regarding a licence application from S.Glos Council	Circulated
09.05.19	Email	FoSBR event – Sunday 9 th June 2019 – Redland to SB & return	Circulated
09.05.19	Email	Clerk Magazine	Circulated
10.05.19	Email	Highways England update regarding M5 J20- 18 northbound resurfacing	Circulated
13.05.19	Email	Meeting minutes from the SB Village Hall Management Committee	Circulated

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
13.05.19	Mrs. V Bywater	Wages + office payment & fuel allowance	1018.15	0.00	1018.15
13.05.19	Mrs. O McIntosh	Cemetery Clerk salary	120.00	0.00	120.00
13.05.19	HMRC	NI & PAYE	94.96	0.00	94.96
13.05.19	Mr. T Dark	Odd Jobs	60.00	0.00	60.00
13.05.19	Elm Tree Garden Contractors Ltd	Grass cutting & maintenance 2018/ 2019	223.97	44.79	268.76
13.05.19	Elm Tree Garden Contractors Ltd	Pilning Cemetery grass cutting & maintenance	193.80	38.76	232.56

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13.05.19	Elm Tree Garden Contractors Ltd	Northwick Cemetery grass cutting & maintenance	45.83	9.17	55.00
13.05.19	Mrs. V Bywater	Contribution of use of home computer - £4.69/ wk. Jan to Mar 2019	37.52	0.00	37.52
13.05.19	BT	Telephone & Broadband	90.41	18.08	108.49
13.05.19	Proludic	Play equipment repairs Severn Beach	41.98	8.40	50.38
13.05.19	The Play Inspection Company Ltd	Annual Play Equipment Inspection	170.00	34.00	204.00
13.05.19	Obsidian Accountancy	Internal Audit	225.00	45.00	270.00
13.05.19	C Thompson	Repairs to play equipment SB	280.00	0.00	280.00
13.05.19	Greenbarnes Ltd	Notice board at Pilning cemetery	1497.38	299.48	1796.86
13.05.18	BT	Telephone & Broadband	97.95	19.59	117.54
13.05.19	Mr. I Coward	Fence at SB Allotments	390.00	0.00	390.00
13.05.19	Mr. P Collins	Toilets SB	100.00	0.00	100.00
13.05.19	Castle School Educational Trust	Meeting room hire	280.00	0.00	280.00
13.05.19	ICCM	Membership	95.00	0.00	95.00
TOTAL			5,061.95	517.27	5,579.22