

Pilning & Severn Beach Parish Council

Meeting held on Monday 2nd December 2019

Severn Beach School, Severn Beach

COUNCILLORS (7) Alderman P Tyzack (PT), Mr K Weeks (KW), Mr M Pruett (MP), Mr I L Roberts (ILR) Mr I Roberts (IR), Mr A Smith (AS) & Mrs O Taylor (OT).

Also Present: - Mrs Victoria Bywater (VB) and 7 members of the Parish.

Item Number	Details	Action By
2019-12-1 Apologies for absence	Apologies were accepted from Mrs Carol Woodhouse, Mrs Heather Rickards, Mrs Sue Binns and District Councillor Robert Griffin.	
2019-12-2 Declarations of Interest	None	
2019-12-3 Minutes of the previous Parish Council Meeting	The minutes of the previous Annual Parish Council Meeting held on the 4 th November 2019 had been previously circulated and were agreed by all as a true record.	
2019-12-4 Matters arising	<ol style="list-style-type: none"> 1) PT to forward the electric car charging details to VB ahead of inviting to a future meeting to discuss. 2) Tree planting at Pilning Playing Fields will take place on Thursday 4th December 2019 at 1pm, all welcome. 3) PT and MP planning to meet with the English Coastal Paths representative to walk/ talk through the issues raised in the response to the consultation. 4) A new bin has been installed at Severn Beach Village Hall. 5) PT to request an update from Robert Walsh of South Glos Council on the legal position of 'Orchard Pools' as no contact had been received since the previous Parish Council meeting. 6) PT requested the addition of the agenda item for Twinning to be added to the Annual Parish Meeting 2020. 	PT VB ALL PT/ MP PT VB
2019-12-5 Correspondence	<p>Please see Appendix A.</p> <ol style="list-style-type: none"> 1) PT requested all Parish Councillors to read the consultation on traveller sites ahead of the next meeting where a response to the consultation would be agreed. MP offered to set up a Google Document to collate the responses. 2) A donation request had been received from Pilning Village Hall Management Committee for the following; <p>At the suggestion by the parish council another quote was obtained from Avonmouth Windows.</p> <p>There are four banks of windows with three windows per bank.</p> <p>The first quote would replace one window per bank for £595.00 per window = £2200 (4 windows) Avonmouth windows would replace three windows per bank @ £680 = £2720 (12 windows) Or any combination preferable to have a minimum of two banks replace for air flow.</p> <p>After discussion, a vote was taken on the proposal of MP to replace three windows per bank at £680 = £2720, seconded by IR, 5 for 2 abstained.</p>	

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	VB requested the invoice is sent directly to the Parish Council to be settled.	KW
2019-12-6 Accounts for Payment	Please see Appendix B Accounts for payment were approved.	
2019-12-7 Planning	<u>Decisions by S.Glos Council</u> PT19/4050/F Flat Cross Hands Inn, Cross Hands Road, Pilning – Change of use of part of ground floor and first floor from Public House/ Restaurant – Approve with conditions PT19/8112/F The Annex 114 Beach Road, Severn Beach – Change of use of 1no. residential annex to takeaway shop – Approve with conditions	
2019-12-8 Public Participation	<p>VB updated the meeting on the current position as regards Northwick Tower on a request from residents of Northwick who were in attendance at the meeting. The current position is as follows;</p> <p>Following a report of a hole in the roof by Mrs Sue Binns, PT arranged for a drone to take a film of the roof of the Tower which identified a number of issues from tiles to masonry and pointing problems.</p> <p>The Tower was fenced for safety of those visiting the graveyard and the insurance company were updated as to the state of the condition of the building.</p> <p>A structural engineer was then instructed to provide a report on the Tower along with likely costs of repair works which was estimated to be circa £25K. A local building company had been instructed to provide a quote to confirm the likely repair costs.</p> <p>A planning consultant who specialises in historic and ecclesiastical buildings was instructed to apply for grant funding to repair the Tower which was unsuccessful.</p> <p>The Cemetery Clerk offered to apply for further grants and a template including all required information was forwarded to her but no updates had been received since.</p> <p>At the October 2019 meeting of the Parish Council, it was agreed to prepare the paperwork to potentially sell the land as an enquiry from the immediate neighbour had been received offering to buy the Tower.</p> <p>A solicitor (Neil Barbour of Thrings Solicitors) and a local planning consultant (James North of North & Letherby) have been instructed to prepare the paperwork for registration of the land with the Land Registry ahead of a final decision by the Parish Council to sell the land.</p> <p>VB had suggested the sale of the land by tender which would allow the Parish Council flexibility of the terms of sale, sale price and purchaser.</p> <p>A member of the Parish requested a list of the organisations approached for grant funding. VB agreed to forward all documentation to OT for local distribution.</p> <p>Becky Cooper gave an update to the meeting on the defibrillators. Almondsbury Charities had offered to fund £1000 towards the cost of the new defibrillator but the condition is that the location is not the Plough at Pilning. Becky explained the issues of moving the defibrillator due to the need for electricity and internet connection.</p> <p>The meeting agreed that as Almondsbury Charities were not able to help effectively, the Parish Council would fund the replacement cabinet as previously agreed.</p> <p>Becky requested the defibrillator at Severn Beach and the Plough at Pilning are transferred to the Parish Council. VB explained this would need to be formally agreed as an agenda item at the next meeting. VB to add to the agenda for January 2020 meeting.</p>	<p>VB</p> <p>VB</p> <p>VB</p>

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	<p>Becky Cooper requested the names of those on the Memorial at Northwick Tower are given to the Scouts in preparation for the 2020 Remembrance display. VB to ask the Cemetery Clerk to provide this information to Becky Griffin.</p> <p>PT gave a vote of thanks to Patrick Jackson and the team for a much improved Remembrance Parade this year.</p>	VB
2019-12-9 Discussion on agenda item 2019-12-8	None	
2019-12-10 Updates	<p>1. Village Halls/ Playing Fields</p> <p>a) Update from Severn Beach Village Hall & Playing Field – MP updated the meeting that the Management Committee had received funding for a new piece of play equipment. VB requested MP give an urgent response to the Management Committee regarding the responsibility and liability of the new piece of equipment as this has not been agreed by the Parish Council. VB reminded the meeting of the need to make sure the equipment installed is able to be maintained in the future as the Parish Council insure and maintain all the equipment at the Playing Field.</p> <p>b) Update from Pilning Village Hall – KW confirmed the latest meeting notes had been circulated earlier in the day.</p> <p>c) Pilning Playing Field – VB confirmed the installation of the new sign on the fence. AS reported glass on the tarmac area. VB to request Tim Dark clears the glass as soon as possible.</p> <p>a) Allotments</p> <p>VB confirmed the 2020 invoices for allotments would be sent shortly.</p> <p>a) Update on Severn Beach Allotments – KW submitted the monthly report of vacant and unworked allotments to VB.</p> <p>b) Update on Pilning Allotments – no report</p> <p>b) Cemeteries</p> <p>VB confirmed the risk assessment work would be completed before the end of December 2019.</p> <p>a) Update on Pilning Cemetery – no report</p> <p>b) Update on Northwick Cemetery – no report</p>	<p>MP</p> <p>VB</p> <p>VB</p>
2019-12-11 Reports	<p>PT - Business Breakfast. Thurs 21st Nov - 7.30am! coordinated by SevernNet hosted by Amazon</p> <p>I am not good at 'networking' at that time of day, but these 'breakfasts' usually feel worthwhile - and not for the breakfast (which is usually a continental style buffet). Olga also attended.</p> <p>Unusually, this event was predominantly about the hosts, but relevantly so as they are going to be one of the most important sites within Avonmouth-Sevenside.</p>	

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Their site is called 'BRS 1' - BRS being the three letter code for Bristol Airport and this is their largest unit in the Bristol Airport catchment, so number 1.

The building is on three floors, and is a total of 1.5million sq.ft. floor area.

They are now running 24/7 and have a full complement of 2,600 'colleagues', working 4days on /3days off, (so pre-empting the trend to a shorter working week.?) There are 450 per shift, I didn't hear how long the shifts are, but..

he was quite adamant when someone asked about 'zero-hours' contracts that they do not use them, preferring to have permanent contracts. They don't use agency staff, or use agencies to do their recruiting, they manage it all in-house.

They have taken on extra people for the run-up to Christmas and will expect to retain 1/3 of them, i.e. the best ones. Then do the same at each peak period, as their means of keeping their supply of staff.(they employ a total of 30.000 in the UK)

They pay basic rate £10.50 for day shifts and £12.50 for night shifts

they have a computerised shift swap system to allow people to exchange shifts when they need to.

they have a workers council, which they hope obviates the need for unionised workforce, though employees are free to join one if they wish.

We saw a suggestions whiteboard, where a comment/request is made and the appropriate staff member comments what he is going to do about it, so all can see.

They appear to be pro-active in doing things for the benefit of the employees, such as supporting them on training courses for self-benefit, even if that means that they move on to another job elsewhere.

The warehouse holds 350million items.

We then had a brief update of other SevernNet stuff (nothing new to report); before we had a walking tour around the building... it is massive.

OT PT - Business Breakfast. Thurs 21st Nov 7.30am

Amazon claim they are "happy" with their travel arrangements, and they are not looking to improve them - there is a large car park, and they also operate company buses, which I believe pick up colleagues from Swindon and Newport (South Wales).

However, I spoke to a representative from another local business, and they are saying that commuting is far from being easy for their colleagues. Their site employs around 300 people, and a large proportion of them commutes from Newport (historically there was a factory over there, and people transferred to Severnside). Their workers tend to car share, albeit "unofficially". A direct rail link between Newport and Pilning would help this other business significantly. I have their contact details, and will be in touch with them separately.

PT - The Agm of West of England Rural Network (WERN) 21st November

Info was received after our November meeting. Sue and I felt it worthwhile to attend, because of the potential contacts for getting help or advice.

Meeting was at Compton Martin (Chew valley).

A super little village hall. Arts & Crafts design but with very modern facilities added.

Superb open views to the lakes from the rear.

'A Rural response to the Climate Emergency'

We heard from a rep from Bristol Energy (who also happens to be a WERN Trustee) about the need for all public authorities to take responsibility (and that includes us) by

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	<p>greening all our activities, planting trees and reducing the energy use of our buildings. The funding of WERN over recent years has in part come from the EU 'LEADER' grant fund, although our government, in administering it, barred any use of the money for environmental spending.</p> <p>The Chair mentioned the West of England Rural Development Programme, which we should find out more about, especially the access to grants.</p> <p>The Director spoke about 'A Rural Strategy for the West of England'. From that he had produced a 'Briefing Note' which had been sent to every parliamentary candidate in the forthcoming general election to ask for their support.</p> <p>He commended the success of WERN in the North Somerset and BaNES council areas, which was principally because of the creation of 'village agents'. Each (paid) part-time agent covering a group of villages and acting as go-between to get help for communities, village halls and parish councils. Their funding had come from DEFRA, the councils, Housing Associations and the EU grant. He bemoaned the fact that, so far, they had been unable to progress the idea in South Gloucestershire.</p> <p>He mentioned that they had vacancies for Trustees, and that they did not have representation from the SouthGlos area, since the retirement of a former Trustee. then he kept looking at me...</p> <p>After the meeting the Chairman and the Director cornered me and asked me to become a Trustee. so I agreed.</p> <p>well I have in the last couple of years stopped being a Trustee of two Charities, so I might just have the time.. and they will pay my mileage .. And if through them I can get things done for our villages, it could be worthwhile..</p> <p>I will ask for the Strategy and the briefing note as pdf to share with all. . And the rep from Bristol Energy promised she or a colleague would come to one of our meetings, as we have already discussed.</p>	
2019-12-12 Trees at SB	VB updated the meeting that A Forgotten Landscape had offered to replace the trees which had been damaged near the Art installation at Severn Beach near Beach Road. The meeting requested suitable trees to attract wildlife and birds are selected for planting.	VB
2019-12-13 Parking in SB	ILR gave suggestions for car parking in Severn Beach. After discussion, it was agreed that VB should write to Jack Lopresti MP and Mr Ben McGee of S.Glos Council to request the installation of new parking in the area as per the report by S.Glos Council for the need for 68 spaces at the Station.	VB
2019-12-14 Planning Consultant	PT updated the meeting that no further response had been received from S.Glos Council regarding the legality of the work at Orchard Pools. PT suggested asking the Planning Officer at the time of the 1995 variation if he would be willing to report on the legality of the work at Orchard Pools on behalf of the Parish Council, all agreed. The meeting further agreed to keep the item on the agenda for future meetings.	PT VB
2019-12-15 Finance Meeting	The date of the meeting to agree the budget and precept for 2020/ 2021 would be late January, date to be circulated.	
2019-12-16 Viridor	AS updated the meeting that a request had been received by a Parishioner to add this item to the agenda for discussion. PT advised that the site and road are not in the control of either the Parish Council or S.Glos Council as Severn Road is in Avonmouth. PT confirmed that letters had previously been sent to Bristol City Council regarding the road	

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	condition and KW remains as a local representative on behalf of the Parish Council on the Viridor community liaison meetings. PT reported that Bristol City Council had confirmed the road meets minimum standards, and that it will be re-surfaced by Viridor as a Planning Condition, but they can't be forced to do it until they complete the construction. PT confirmed there is nothing further our Parish Council can do to assist in this matter.	
2019-12-16 Items to add to future agendas	<p>Items from previous meetings</p> <ol style="list-style-type: none"> 1) The installation of electric car charging points at both village halls (PT) 2) To discuss the installation of a cycle hire scheme (April 2020) (OT) 3) To discuss Public Rights of Way in the Parish (PT) 4) To agree how to support local 'period poverty' (PT) 5) Community Land Trust (PT) <p>OT requested Pilning Station is added to each future meeting for an update.</p> <p>MP provided an update on the maintenance compound under the Price of Wales Bridge and questioned the legality of the compound as the bridge had now been transferred to public ownership.</p> <p>MP further updated the meeting that the contractors for the Sea Wall defence work are already blocking footpaths and this must be reported to S.Glos Council.</p>	VB
2019-12-17 Report from S.Glos Council	District Councillor Robert Griffin not in attendance.	
Date of Next Meeting	<p>The date of the next Parish Council meeting will be on Monday 6th January 2019 starting at 7pm, there being no further business the meeting closed 9.10pm.</p> <p>FOR NOTE FOR HISTORICAL PURPOSES Last meeting of the Clerk and Responsible Financial Officer, Mrs Victoria Bywater of Redend Farm, Station Road, Pilning.</p>	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
01.11.19	Email	Highways England: M48 & M4 Severn Bridges maintenance closures	Circulated
04.11.19	Email	Pilning Village Hall Management Committee AGM Minutes 2019	Circulated
04.11.19	Email	Information on the number of extra lorries using the Hallen junction from Viridor	Circulated
04.11.19	Post	Confirmation of Tree Preservation Order National Grid Ref ST 354383 184049 (Orchard Pools)	No action
04.11.19	Post	FoSBR Newsletter October 2019	Circulated
05.11.19	Email	Notice of temporary road closure – New Passage Road	Circulated
07.11.19	Email	November blog from District Councillor Robert Griffin	Circulated
07.11.19	Email	Planning application concern from a resident	PT responded
08.11.19	Email	Press release from Pilning Station – Station Users up in arms at latest snub by GWR	Circulated
08.11.19	Post	Clerks & Councils Direct – November 2019	Circulated
11.11.19	Email	Notice of proposals – various roads, Western Approaches	Circulated
11.11.19	Email	SevernNet business breakfast – Amazon 21 st November 2019	Circulated
12.11.19	Post	The Clerk Magazine	Circulated

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12.11.19	Email	Newsletter from Kings Weston Action Group	Circulated
12.11.19	Post	Gridline magazine	Circulated
12.11.19	Email	S.Glos Council Ash die-back information	Circulated
12.11.19	Email	West of England Rural Network AGM Agenda – 21.11.19	Circulated
12.11.19	Email	Notice from S.Glos Council regarding LED light replacements in the Parish	Circulated
14.11.19	Email	Higways England M49 closures	Circulated
14.11.19	Post	Concern and complaint regarding the Remembrance Parade from a resident	SCB/ VB responded
15.11.19	Email	Copy from a resident regarding the Social Media post on the recent planning application for a takeaway in Severn Beach	Circulated
18.11.19	Email	Shirehampton climate change emergency group winter event – 23.11.19	Circulated
20.11.19	Email	Information from a resident regarding the replacement direction sign at Severn Beach	Circulated
20.11.19	Email	Agenda for Development Management Committee – Thursday 28 th November 2019, 11am	Circulated
20.11.19	Email	Response from England Coastal Path consultation	PT to meet
21.11.19	Email	Response from GWR regarding the carpark at Pilning Station	Circulated
24.11.19	Email	Report from AGM of West of England Rural Network from PT	Circulated
24.11.19	Email	Report from SevernNet Business Breakfast to Amazon	Circulated
25.11.19	Email	Notice of M49 closures	Circulated
26.11.19	Email	Consultation on strengthening Police powers to tackle unauthorised encampments	Circulated
27.11.19	Email	Notification of M49 closure 27-28 October 2019	Circulated
27.11.19	Email	Viridor Community Liaison Group meeting – 23 rd January 2020, 5.30pm Avonmouth RRC.	Circulated
28.11.19	Email	Results of the Great British Beach Clean	Circulated
29.11.19	Email	Change of timetable for Pilning Station GE2019	Circulated

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
03.12.19	Mrs V Bywater	Wages + office payment & fuel allowance	2288.21	0.00	2288.21
03.12.19	Mrs O McIntosh	Cemetery Clerk salary	116.00	0.00	116.00
03.12.19	HMRC	NI & PAYE	1029.28	0.00	1029.28
03.12.19	Mr P Collins	Toilets at SB	33.33	0.00	33.33
03.12.19	Mr T Dark	Odd Jobs	141.00	0.00	141.00
03.12.19	Elm Tree Garden Contractors Ltd	Grass cutting & maintenance 2018/ 2019	223.97	44.79	268.76
03.12.19	Elm Tree Garden Contractors Ltd	Pilning Cemetery grass cutting & maintenance	193.80	38.76	232.56
03.12.19	Elm Tree Garden Contractors Ltd	Northwick Cemetery grass cutting & maintenance	45.83	9.17	55.00
03.12.19	BT	Telephone & Broadband	783.40	15.74	94.44
03.12.19	Royal British Legion	Wreaths	100.00	0.00	100.00
03.12.19	Kim Thomas	Hosting of website	122.40	0.00	122.40
03.12.19	Mrs S Binns	Green bin for cemetery	30.00	0.00	30.00
03.12.19	SLCC Enterprises Ltd	Cemetery training course	145.00	29.00	174.00
03.12.19	S.Glos Council	Oct - Dec Localism charge	1180.92	236.18	1417.10
03.12.19	C Thompson	Repairs to play equipment	160.00	0.00	160.00
03.12.19	North & Letherby Ltd	Work for Northwick Tower	157.50	31.50	189.00
03.12.19	Water2Business	Allotments SB water	88.62	0.00	88.62
03.12.19	SB Village Hall	Hire of meeting room	7.50	0.00	7.50

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03.12.19	Sutcliffe Play SW Ltd	Parts for play equipment	270.62	54.12	324.74
TOTAL			7,117.38	459.26	6,871.94