

# Pilning & Severn Beach Parish Council

## Meeting held on Monday 5<sup>th</sup> November 2018

### at Pilning Village Hall, Pilning

COUNCILLORS (9) Mrs SC Binns (Chairman) (SCB), Alderman P Tyzack (PT), Mr N Davies (ND), Mrs H Rickards (HR), Mr K Weeks (KW), Mr M Pruett (MP), Mrs N Chappell (NC), Miss T Chappell (TC) & Mr T Fennell (TF).

Also Present: - Mrs Victoria Bywater (Clerk) (VB) & two members of the Parish.

Item Number	Details	Action By
<b>2018-11-1</b> <b>Apologies for absence</b>	Apologies were accepted from Cllr C Woodhouse.	
<b>2018-11-2</b> <b>Declarations of Interest</b>	None	
<b>2018-11-3</b> <b>Minutes of the previous Parish Council Meeting</b>	The minutes of the previous meeting held on 1 <sup>st</sup> October 2018 had been previously circulated and were agreed by all as a true record.	
<b>2018-11-4</b> <b>Matters Arising</b>	<p>The Chairman updated the meeting on the following points –</p> <ol style="list-style-type: none"> <li>1) One of the benches from the A Forgotten Landscape had been installed</li> <li>2) Downs Bakery had kindly agreed to hold a key to the toilets and open to cover holidays/ sickness.</li> <li>3) Helm Construction had completed the carpentry work and the cheque had been sent</li> </ol> <p>PT update the meeting that the cost of installing any further sculptures would be £5,500 for design, maquette, carving plus £1,200 for building the plinth and installing the sculpture.</p> <p>SCB presented the ‘Remember the Heroes of the Land, Sea, Air &amp; Homefront’ publication which had been supported by the Parish Council. It was agreed that a letter of thanks should be sent to the History Group for all their work in preparing this booklet.</p> <p>SCB presented the ‘Roll of Honour’ boards to the PT and TC for display in both village halls. SCB suggested the addition of plaques, all agreed. SCB to arrange for the pictures to have a plaque installed.</p>	<p>VB/ NC</p> <p>SCB</p>
<b>2018-11-5</b> <b>Correspondence</b>	Please see Appendix A.	
<b>2018-11-6</b> <b>Accounts for Payment</b>	Please see Appendix B Accounts for payment were approved.	
<b>2018-11-7</b>	a) To suggest that the Parish asks the Secretary of State to ‘call in’ the	

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<b>Planning</b>	<p style="text-align: center;">Sea Defences Planning Proposal</p> <p>Discussion was held on the reasons for ‘calling in’ an application to the Secretary of State.  SCB proposed that a letter is sent to the Secretary of State, all agreed.  VB to obtain a quote from a suitable planning consultant to submit a letter.  ND &amp; PT to prepare suitable words for inclusion in a letter and a decision would be made as to whether a planning consultant is used or a letter submitted by the Clerk at the December 2018 meeting.</p> <p><u>Decisions by South Glos Council</u></p> <p>2 Fern Cottages New Passage Road Pilning Bristol South Gloucestershire  DESCRIPTION: Erection of first floor extension over existing rear extension to provide additional living accommodation.  REFERENCE NO: PT18/3754/F – Approve with Conditions</p> <p>28 Redwick Road Pilning South Gloucestershire BS35 4LQ  DESCRIPTION: Creation of new vehicular access onto Redwick Road (Class B Highway).  REFERENCE NO: PT18/3996/F – Approve with Conditions</p> <p>Avlon Works Severn Road Hallen Bristol South Gloucestershire  DESCRIPTION: Variation of condition 9 to include the requirements of condition 10 and remove reference to trip rates. Removal of condition 10 as the provisions of this condition are to be included in condition 9. Variation of condition 11 to substitute plans with 16-6834-SK10 to show proposed traffic signal layout all attached to planning permission PT10/2630/O.  REFERENCE NO: PT18/3278/RVC – Approve with Conditions</p>	<p>VB  ND/ PT    VB</p>
<b>2018-11-8 Public Participation</b>	The meeting heard from a member of the parish regarding the lack of police drop in sessions in the parish.	
<b>2018-11-9 Schools &amp; SEND budget</b>	<i>To agree a response to Schools and SEND Budget for 2019-2022</i> After discussion it was agreed that all Councillors should submit any words for inclusion in a collective parish response to the Schools and SEND Budget for 2019-2022 for VB to collate and submit to S.Glos Council.	<p>ALL    VB</p>
<b>2018-11-10 Road markings near the Tea Hut</b>	<i>To agree a decision on suitable road markings near the Tea Hut in Severn Beach</i> After discussion, it was agreed that VB should write to S.Glos Council warning of the blocked emergency access.	
<b>2018-11-11 History in</b>	<i>To agree whether to include the History of the Parish In Photos on the Parish Council website</i>	

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<b>Photos</b>	After discussion, SCB proposed the inclusion of the History of the Parish in Photos on the Parish Council website. A vote was taken and the proposal was not supported.	
<b>2018-11-12</b> <b>Path repairs at rear of Pippins Court</b>	<i>To agree necessary repair works to the path rear of Pippins Court</i> Photographs of the path and weeds had previously been circulated to Councillors. It was agreed that VB would obtain a quote for the remedial work from Mr Heming of AP Clarke & Son and present at the December 2018 meeting.	VB
<b>2018-11-13</b> <b>Illegal substances</b>	<i>To discuss illegal substances reported being traded in Severn Beach area</i> The Parish Council discussed the recent posts on social media regarding the sale of illegal substances in Severn Beach. Whilst this is not a matter for the Parish Council, the Chairman advised anyone witnessing any illegal activity to report to the police giving dates, times and registration number of vehicles (if applicable).	
<b>2018-11-14</b> <b>Updates</b>	<p><b>1. Village Halls/ Playing Fields</b></p> <p>a) Update from Severn Beach Village Hall &amp; Playing Field – PT updated the meeting on the following matters-</p> <ol style="list-style-type: none"> <li>1) the new booking clerk is Sam Croft</li> <li>2) the recent craft day and pub night had been a success</li> <li>3) bookings up</li> <li>4) quotes being obtained for the redecoration works and new doors</li> <li>5) Patrick Jackson had been elected Festival Chairman</li> <li>6) the work on the ball park had been completed by Tom Blackburn</li> </ol> <p>VB updated the meeting that the new swings were due to be installed shortly and the quote for the flooring under the Proludic Hip Hop was expected.</p> <p>b) Update from Pilning Village Hall KW confirmed the minutes from the recent Management Committee meeting had been circulated to all Councillors KW updated the meeting on the following matters –</p> <ol style="list-style-type: none"> <li>1) Cllr Tessa Chappell had been elected at Chairman</li> <li>2) the hall is not making a surplus</li> <li>3) whilst the evening are fully booked, the days are not</li> <li>4) the committee is in the process of obtaining quotes to update the changing room to become a meeting room to allow multiple evening bookings</li> </ol> <p>VB reported that no further updates had been received from the insurance company regarding the insurance claim but agreed to chase this again.</p> <p>c) Pilning Playing Field SCB reported no rubbish in the field and the tree work complete.</p>	VB

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	<p>TC questioned whether the waste bin was still in the rhine. VB confirmed that Tim Dark had reported the waste bin was not in the rhine.</p> <p><b>2. Allotments</b></p> <p>a) Update on Severn Beach Allotments  KW reported 9 out of 40 allotments not being worked.</p> <p>b) Update on Pilning Allotments  SCB reported 1 plot at Pilning which was not being worked. VB to contact the holder for an update.</p> <p><b>3. Cemeteries</b></p> <p>VB updated the meeting that the arrangement with a local experienced Cemetery Clerk had fallen through and the role had been advertised. VB to advertise in the InView magazine.</p> <p>a) Update on Pilning Cemetery –  SCB reported the cemetery to be tidy but one grave in urgent need to topping up and grass seeding. VB to ask Tim Dark to undertake this work.</p> <p>b) Update on Northwick Cemetery –  VB updated the meeting that the planning consultant had recommended two possible options for Northwick Tower.  1) to instruct the remedial work as directed by the structural engineer  2) to engage the planning consultant to apply for funding from Historic England, the Heritage Lottery Fund and/or South Gloucestershire Council to pay the £30,000 works  After discussion, SCB proposed to engage the planning consultant to apply for funding from Historic England, the Heritage Lottery Fund and/or South Gloucestershire Council. A vote was taken, 7 for 2 against, carried.  VB to instruct the planning consultant to apply for funding from Historic England, the Heritage Lottery Fund and/or South Gloucestershire Council as per his quote of 5<sup>th</sup> November 2018 for £950.00 plus VAT.</p>	<p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p>
<p><b>2018-11-15 Reports</b></p>	<p><u>Drop-in at Thornbury Library to celebrate the National Libraries Week 11 October 2018 - HR</u></p> <p>In response to the invitation to the Parish Council, I visited the Drop -in at Thornbury Library.</p> <p>This year's focus is on well-being and shows how libraries support the health and well being of communities and residents.</p> <p>Libraries West is proud of it's improved Library App, it's increased opening hours where libraries can be accessed when they are unstaffed, and the free digital services available 24/7.</p> <p>The digital services include access to 15,000 e-books, 3000 e-audio books</p>	

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	<p>and 100 digital magazines.  My visit also benefitted our Community Library with advice, children's stickers and the offer of 2 rather funky small arm chairs!</p> <p>PT reported on the last partnership meeting for A Forgotten Landscape where there had been a round-up of what is left to be done and yet to be done.</p> <p>PT reported on the Town and Parish Council Forum meeting where the changes to the planning system had been explained.</p> <p>PT requested he attend the 'Doing More Together' South Glos Council workshop, all agreed.</p> <p>KW reported on the recent Virdor meeting. The cladding work had commenced making the building look taller and large pieces of equipment would shortly be delivered which would cause some traffic disruption.</p>	
<b>2018-11-16 Report from S. Glos. Council</b>	<p>District Councillor Robert Griffin updated the meeting as follows –</p> <ol style="list-style-type: none"> <li>1) the defibrillators had been used twice in two weeks</li> <li>2) the number of District Councillors for S.Glos Council will reduce in May</li> <li>3) Parking at Severn Beach continues to be a problem including parking on double yellow lines and blocking people in their own driveways</li> <li>4) he had attended a recent Bristol Housing event where modular houses were displayed at a cost of £40,000 fully furnished.</li> <li>5) there is a shortage of rolling stock on the Severn Beach line</li> </ol>	
<b>2018-11-17 Items to add to future agendas</b>	<p>PT requested 'To agree the addition of further bus shelters in the Parish'</p> <p>TF reported the unacceptable differential settlement on the bridge on the B4064 near Green Lane. VB to report to S.Glos Council.</p> <p>ND reported that the bench at New Passage had been installed recently.</p> <p>MP reported work at Chittingen Wharf.</p> <p>KW reported the increased caravan settlement on the A403 near Avonmouth.</p>	VB
<b>2018-11-18 Finance meeting</b>	<p>To agree the date of the Finance Committee to review budget for 2019/2020, Action Plan for 2019/2020 and Policies – Wednesday 12<sup>th</sup> December 2018, 7pm at Redend Farm, Station Road, Pilning</p>	
<b>Date of Next Meeting</b>	<p>The date of the next Parish Council meeting will be on Monday 3<sup>rd</sup> December 2018 starting at 7pm, there being no further business the meeting closed @ 9.10pm.</p>	

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#### APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
02.10.18	Email	S.Glos Schools and SEND budget 2019 – 2022	To be discussed
02.10.18	Email	Oldbury & Berkeley Joint Site Stakeholder Group meeting Wednesday 31 <sup>st</sup> October 2018, Falfield	Circulated
04.10.18	Email	S.Glos Council WW1 events	Circulated
04.10.18	Email	Hinkley Connection Project Update – Autumn 2018	Circulated
04.10.18	Email	Agenda for Safer and Stronger Communities Strategic Partnership, Friday 12 <sup>th</sup> October 2018, 9.30am, Kingswood	Circulated
04.10.18	Email	Network Rail Filton Bank upgrade works notification	Circulated
06.10.18	Email	October blog from District Councillor Robert Griffin	Circulated
06.10.18	Email	Response from District Councillor Robert Griffin regarding MAF allocation	Circulated
08.10.18	Email	Bristol Parkway Station reopens following next phase of electrification	Circulated
08.10.18	Email	Latest news from A Forgotten Landscape – October 2018	Circulated
09.10.18	Email	Agenda for Council, Wednesday 17 <sup>th</sup> October 2018, 7pm, Kingswood	Circulated
10.10.18	Email	Decision sheet for Cabinet, Monday 8 <sup>th</sup> October 2018, 2pm	Circulated
10.10.18	Email	Town & Parish Council Forum agenda October 17 <sup>th</sup> 2018, Frampton Cotterell	Circulated
10.10.18	Email	Forthcoming changes from 1 November 2018 regarding planning applications	Circulated
14.10.18	Email	Donation request for £386.58 for Library expenses	To be discussed
15.10.18	Email	S.Glos Council Budget and Savings programme for 2019- 2020	Circulated
15.10.18	Email	Filton Bank Network Rail works from 27 <sup>th</sup> October 2018 to 18 <sup>th</sup> November 2018	Circulated
15.10.18	Email	Air Quality Monitor report 2018	Circulated
16.10.18	Email	A Forgotten Landscape bench installation works notification	Circulated
16.10.18	Email	Draft order from S.Glos Council regarding the proposed stopping up of the highway at Minor's Lane off Ableton Lane, Avonmouth	Circulated
17.10.18	Email	A Forgotten Landscape Partnership Day meeting documents	Circulated
18.10.18	Email	Response from Environment Agency regarding the graffiti on the sea wall requesting exact location of the graffiti	VB responded
18.10.18	Email	Response from S.Glos Planning regarding PT18/2505/R3F (Sea Defences). The application cannot be considered by a joint committee.	Circulated
19.10.18	Email	Avonmouth RRC Community Liaison Group, 25 <sup>th</sup> October 2018	Circulated
22.10.18	Email	Response from GWR regarding trains 27 Oct to 18 Nov 2018	Circulated
22.10.18	Email	Police Beat Surgeries – Almondsbury – 1pm 4 <sup>th</sup> Nov, 1 <sup>st</sup> Dec & 3 <sup>rd</sup> Jan 2019	Circulated
23.10.18	Email	Response from Environment Agency – they will not remove the graffiti because the words are not offensive	Circulated
23.10.18	Email	Agenda for Scrutiny Commission, Wednesday 31 <sup>st</sup> October 2018, 3pm, Kingswood	Circulated
24.10.18	Email	Agenda for Berkeley & Oldbury SSG Joint Meeting, 31 <sup>st</sup> October 2018	Circulated
24.10.18	Email	Thank you from Friends of Marlwood School	Circulated
24.10.18	Email	S.Glos Council Special Expenses for 2019/ 2020 notification	Circulated
26.10.18	Email	Update from Tessa Chappell regarding new posts held at Pilning Village Hall Management Committee	Circulated
26.10.18	Email	Agenda for Cabinet, Monday 5 <sup>th</sup> November 2018, 2pm, Kingswood	Circulated
26.10.18	Email	Network Rail update on railway work in the area	Circulated
26.10.18	Email	Response from Downs Bakery regarding the toilet key holiday cover – agreed	Circulated
29.10.18	Email	S.Glos estimate of rough sleepers – 8-9 November 2018	Circulated
30.10.18	Email	Photographs of new bench installations in the Parish	Circulated
30.10.18	Email	Doing More Together Focus Group Event – 19 November 2018, Longwell Green	Circulated
31.10.18	Email	Better Care Stronger Communities Grants Consultation Event	Circulated
01.11.18	Email	Severn Net Business Breakfast – 15 November 2018, Kings Weston House	Circulated
02.11.18	Email	Avonmouth RRC presentation	Circulated
04.11.18	Email	Minutes from the Pilning Village Hall AGM & meeting	Circulated

#### APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
06.11.17	Mrs V Bywater	Wages + office payment & fuel allowance	1021.85	0.00	1021.85
06.11.17	HMRC	NI & PAYE	130.33	0.00	130.33
06.11.17	Mr T Dark	Odd jobs	52.50	0.00	52.50

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06.11.17	Elm Tree Garden Contractors Ltd	Grass cutting & maintenance	187.58	37.52	225.10
06.11.17	Elm Tree Garden Contractors Ltd	Cemetery grass cutting & maintenance	170.00	34.00	204.00
06.11.17	David Smith Associates	Building survey Northwick Tower	525.00	105.00	630.00
06.11.17	Branch Walkers Tree Services Ltd	Tree work at Pilning Playing Field	1600.00	320.00	1920.00
06.11.17	Proludic	Repairs to play equipment at Severn Beach	668.22	133.65	801.87
06.11.17	Mr I Coward	Repairs to play equipment at Severn Beach	255.00	0.00	255.00
06.11.17	T J Blackburn	Repairs to play equipment at Severn Beach	325.00	0.00	325.00
06.11.17	AED Locator (EU) Ltd	Monitoring Charge for Defibrillator at The Plough	315.00	63.00	378.00
06.11.17	Mrs S Binns	Expences re WW1 celebrations as agreed	243.96	0.00	243.96
06.11.17	Queensbury Shelters	New bus shelter at Redwick Road, Pilning	3768.44	753.69	4522.13
06.11.18	Willis & Co	Planning Consultant Northwick Tower	360.00	72.00	432.00
06.11.18	Severn Beach Village Hall	Library exps	386.58	0.00	386.58
06.11.18	Motion Print	Additional cost relating to website set up	190.00	38.00	228.00
		<b>TOTAL</b>	<b>10,199.46</b>	<b>1,556.86</b>	<b>11,756.32</b>