

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

**Meeting held on Monday 7<sup>th</sup> November 2005, commencing at 7.00 pm  
In PILNING Village Hall**

**COUNCILLORS PRESENT (10)** Mr I Humphries (Chairman), Mrs N Chappell, Mr S Cooper, Mr A George, Mrs M Heslop, Mr D Humphries, Mr G Moore, Mr M Pullen, Mrs F Tyzack, Mrs C Woodhouse.

**Also Present:-** J C Rawlinson (Clerk), Mr P Tyzack (S Glos Councillor) and 7 members of the public (Mrs Frances Barr MBE, Mr Robert Griffin, Mr Barry Hood, Mrs Jacqueline Hood, Mr Eddie Neave, Mr Alan Webber and Mrs Charlene Webber).

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Prior to the commencement of the meeting Mr Moore signed the Declaration of Acceptance of Office Book. GM confirmed that he had agreed to take on the duties of JM only in respect of the Public Transport, Finance and SB VH committees.

**The Chairman asked those present to join him in remembrance of Mrs Betty Hurley of Church Road, Severn Beach, recently deceased.**

**1. APOLOGIES for ABSENCE**

None. The Chairman, and members, welcomed the Clerk back to council after his operation and period of recuperation. Chairman asked that the welcome be recorded.

**2. MINUTES of the PREVIOUS MEETING**

The minutes of the meeting of 3<sup>rd</sup> October were approved as a true record.

1. MP      2. MH      All agreed.

**3. ACTION/RELATED MATTERS**

**3 – 1 River, Seawall & Environs**

An order has been placed for the bins specified in Items 3-3 and 7-5 at the October meeting.

**3 – 2 Parish Plan**

CW reported that she and SC had completed the form provided by Richard Snelling. Mr Snelling has confirmed that a grant of up to £3,000 could result from this.

**3 – 3 Bus Services, Shelters & Signs**

Timings for the 614 service every Friday were provided for NC. NC confirmed that the service, specified as a Hail and Ride, was not satisfactory. A 12 seater mini bus is used and users are required to book in advance. This hardly conforms with the requirements of a public service. PT is to take up the matter with Four Towns Transport.

Re the new shelter at the Burger Bar, the successor to Mr Darlow (now retired) has been appraised of the need to provide hard standing for the shelter and road markings to prevent parking by other vehicles.

3 – 4 Allotments

PT has been in contact with Sue Luton to progress the provision of allotments at SB. Clerk has written to the allotment occupant who was criticised for the lack of activity. No response has been received, but some work has now been done at the site.

3 – 5 Police

No confirmation was received from Insp Corrigan on methods of making contact with PC Lodge. MP stated his personal opinion of the inadequacies shown by PC Lodge. Agreed to ask Insp Corrigan for a meeting, to discuss this and other problems. Also noted, Community Officer Ray Barlow is currently on extended sick leave.

3 – 6 Citizens Advice Bureau

Judith Laing has been contacted for a meeting to be arranged. No response yet.

3 – 7 Parish Projects & Related Matters

Following the presentation of accounts for payment at the October meeting the purchase of a photo album had been queried. Clerk read a statement he had prepared concerning his wish to mount a photographic record of the parish. PT responded to Clerk's comment concerning any likely dispersal of the Local History Society's photographs by stating the LHS was a properly constituted body and had incorporated the need to transfer their records to a museum, or other body where they could be made publicly available, in the event of them ceasing activities. However, SC agreed with the Clerk, stating that the council should establish its own photographic record. This was generally agreed, and the Clerk is to continue in his efforts.

4. CORRESPONDENCEAirports

10011.01 Introduction of Class D controlled airspace in the vicinity.  
10012.02 Airspace change proposal for Bristol and Cardiff airports.

Allotments

10013.03 Allotment survey – response 10<sup>th</sup> October.

Avon Local Councils' Association

10014.04 ALCA Newsletter, issue 11 - circulated.  
10015.05 ALCA Newsletter, issue 12 – circulated.  
10016.06 AGM on 15<sup>th</sup> October, postponed until later date due to poor support.  
10017.07 AGM re-scheduled for Saturday 19<sup>th</sup> November.  
10018.08 Minutes of 15<sup>th</sup> Sept meeting; Agenda for 10<sup>th</sup> Nov meeting.

Cemetery/Churches

10019.09 Rev Topalian's suggestion for future of Trinity Hall. See 7-1.

Campaign to Protect Rural England

10020.10 *Fieldwork*, September edition – circulated.  
10021.11 Agenda for AGM at Poole Court, Yate, on Saturday 5<sup>th</sup> November.

Campaign to Protect Rural England (cont)  
 10022.12 Minutes of AGM on 4<sup>th</sup> December 2004.  
 10023.13 Green Belt campaign to commence in November.  
 10024.14 Annual Report 2004/2005.  
 10025.15 *Countryside Voice*, autumn edition – circulated.

Clerk/Clerks' Society  
 10026.16 Regional one day conference at Gloucestershire CCC in Bristol.  
 10027.17 *The Clerk*, November edition – circulated.  
 10028.18 Application form: Job Evaluation under the Joint Appeals Process.

Elections/Applications for Parish Council  
 10029.19 Electoral register, mode of transmission.

Environment/Conservation  
 10030.20 Heritage News, Autumn edition – circulated.  
 10031.21 AGM on 9<sup>th</sup> November, at Frenchay.  
 10032.22 Leaflet, Nonconformist Trail.  
 10033.23 Draft Guidance on the Clean Neighbourhoods and Environment Act 2005.  
 10034.24 S Glos Heritage Forum, annual report 2004-2005.  
 10035.25 Environmental Link Group meeting at Almondsbury, 11<sup>th</sup> October.

Employment/Opportunities  
 10036.26 HM Revenue & Customs, Employer's Bulletin.  
 10037.27 Employment Briefing E06/05, National Minimum Wage.

Footpaths  
 10038.28 Information on public rights of way – leaflet copies distributed.

Health Authority and Care Services  
 10039.29 NHS open days to be held at Southmead and Frenchay during October.

ICI/Zeneca & other Industrials  
 10040.30 Decommissioning strategy for Oldbury Power Station.  
 10041.31 Site stakeholder group meeting at Berkeley on 2<sup>nd</sup> November.  
 10042.32 Environmental Monitoring Report from Oldbury.  
 10043.33 Response from Oldbury SSG to NDA Draft Strategy.  
 10044.34 Poster advertising the stakeholder group meeting.  
 10045.35 Presentation document; graphs and information.

Insurance  
 10046.36 Contact by Allianz Cornhill, re accident at SB playing fields. Clerk attended at SB field with the Loss Adjustor. The equipment is new and in good condition, as is the safety surface. The injury to the child was caused by broken glass, another child having been seen to break a bottle shortly before the incident occurred. Despite the claims by the parent, the equipment was given a clean bill of health in the annual inspection.

Playgrounds/Youth Activities

10047.37 Certificate relating to Rotator supplied by Sutcliffe at SB VH.

10048.38 "Get Your Skates On" – Best Practice Guide – circulated.

10049.39 Timberline brochure; outdoor play equipment.

10050.40 Petition from local youngsters re provision of skateboard ramps. Clerk stated that he had been unable to acknowledge the petition, there being no contact address. As this is a matter for SB VH he had passed a copy to DH. DH advised council that the committee had taken no action, firstly on the basis of not having been provided with a contact address, and secondly because of the physical abuse of the ball court, an area that had been established with the intention of providing a skate board facility. PT agreed to look into this matter.

10051.41 S Glos Children and Young People Plan – circulated.

Police

10052.42 Victim Support Annual Review 2005 – circulated.

10053.43 'Operation Relentless', Police initiative on apprehending offenders. Council examined the content of this letter in detail and DH confirmed the newsagent's shop at SB had been included in the operation. NC informed members that off-licence premises had also been targeted.

10054.44 Police authority annual report.

Railways

10055.45 FOSBR newsletter 53, November edition – circulated, copy CW.

Schools

10056.46 Marlwood School Quartercentenary Celebrations, 2006. Details were provided and a number of people expressed interest in being involved.

South Gloucestershire Council

10057.47 List of meetings for November.

10058.48 Cabinet meeting, 17<sup>th</sup> October, Yate.

10059.49 Cabinet meeting, 7<sup>th</sup> November, Thornbury.

10060.50 Accounts Committee, 26<sup>th</sup> October, Kingswood.

10061.51 Children & Young People Select Committee, 2<sup>nd</sup> November, Kingswood.

10062.52 Community Care, Housing & Health Select Committee, 12/10, Thornbury.

10063.53 Communities Select Committee, 12<sup>th</sup> October in Thornbury.

10064.54 Corporate Coordination Select Committee, 9<sup>th</sup> November, Kingswood.

10065.55 Health Scrutiny sub Committee, 2<sup>nd</sup> November, Kingswood.

10066.56 Joint Development Control Committee, 18<sup>th</sup> October, Kingswood.

10067.57 Development Control Sites Inspection, 14<sup>th</sup> October.

10068.58 Development Control Committee, 27<sup>th</sup> October at Thornbury.

10069.59 Development Control Sites Inspection, 11<sup>th</sup> November.

10070.60 Planning, Trans & Strategic Enviro Committee, 19<sup>th</sup> October, Kingswood.

10071.61 Executive Decisions, w/e 7<sup>th</sup> October.

10072.62 Executive Decisions, w/e 14<sup>th</sup> October.

10073.63 Executive Decisions, w/e 21<sup>st</sup> October.

South Gloucestershire Council (cont)

10074.64 Executive Decisions, w/e 28<sup>th</sup> October.

10075.65 Executive Decisions, w/e 4<sup>th</sup> November.

10076.66 Forward Plan of Executive Decision-Making, Nov 2005 to Oct 2006.

10077.67 Local Area Agreements, workshop at Yate, 10<sup>th</sup> October.

10078.68 Draft minutes of Transport Forum meeting, 17<sup>th</sup> October.

10079.69 Severn Vale Area Forum, 7<sup>th</sup> September.

10080.70 Severn Vale Area Forum, 9<sup>th</sup> September. FB is attending this forum and NC agreed to attend on behalf of council. AG informed members that the January forum is to be held in SB VH. This will be an ideal opportunity for attendance by local residents.

10081.71 Consultation on monthly streetcare work.

10082.72 S Glos telephone directory update.

10083.73 *S Glos News*, October edition.

10084.74 Health Scrutiny sub Committee, 5<sup>th</sup> October at Thornbury.

10085.75 Public Transport Forum, 17<sup>th</sup> October at Kingswood.

Stationery/Circulars/Books

10086.76 *Local Council* Review, September edition - circulated.

Traffic Problems/Transport Policy

10087.77 Highways Agency info on Almondsbury interchange repair working.

10088.78 Strategic Transport Study document – circulated.

10089.79 Severnside Community Rail Partnership document – circulated.

10090.80 S Glos progress report on transport policies – circulated.

10091.81 Full document re S Glos report above – circulated.

10092.82 Provisional Joint Local Transport Plan – circulated.

10093.83 Supporting documents re LTP above – circulated.

Utilities – Telephones

10094.84 Adoption of Telecommunications Network Infrastructure.

Village Halls

10095.85 Update on right of way through Northover Court. Clarke Willmott await a response from solicitors representing Mr Hood. Several complaints have been registered regarding the unlocked gate and Clerk recommended the gate should be again locked as an anti-traveller precaution.. IH said he saw little point in this as the RoW is continually blocked by Mr Hood's motor cars. IH has been forced to take the ride-on mower to the cemetery via Cross Hands Road.

Voluntary/Community Groups

10096.86 Compilation of 'What's On' Directory for babies and toddlers.

10097.87 Volunteer Centre newsletter, November edition.

10098.88 Sustainable Communities Bill, public meeting in Redland, 11<sup>th</sup> November.

10099.89 Sarah Roberts, Community Development offers to meet with members.

10100.90 'Year of the Volunteer' thank-you celebration at Thornbury, 7<sup>th</sup> Dec.

Voluntary/Community Groups (cont)

10097.87 Senior Citizens Forum at Kingswood, 17<sup>th</sup> November. AG informed members that plans were being made to hold a forum in this parish in the near future.

Planning

10102.92 Delegated decisions, 8<sup>th</sup> October.  
 10103.93 Delegated decisions, 15<sup>th</sup> October.  
 10104.94 Delegated decisions, 22<sup>nd</sup> October.  
 10105.95 Planning lists now available on the internet.  
 10106.96 Licence for mapping information; declaration returned 25<sup>th</sup> October.

Accounts/Donations

10107.97 Post Office, postage stamps Item 5 – 3 refers.  
 10108.98 PC World, cost of 3 ink cartridges. Item 5 -4 refers.  
 10109.99 British Telecom, clerk's telephone. Item 5 – 5 refers.  
 10110.100 Westbury Trading, clerk's diary. Item 5 – 6 refers.  
 10111.101 AOL, internet fees to 16<sup>th</sup> October. Item 5 – 7 refers.  
 10112.102 Mr I Roberts, grass cutting for October. Item 5 – 8 refers. There was some comment on the extra payment for pre-cut clearance, which was agreed in Item 7-2, minutes of 5/9/2005. SB VH committee have again obtained the services of a caretaker, replacing the gentleman who was 'bullied' out of the job in August. This should preclude the need for pre-cut clearance and payment. Proposed IH, all agreed, that clearance should only be on a 'need to do' basis and IR to be informed accordingly. AG noted that the autumn hour change had resulted in a remarkable reduction in the amount of litter to be found in the parish.  
 10113.103 Mr John Shaw, internal audit fees. Item 5 – 10 refers.  
 10114.104 Top-Line, furniture supplied for SB VH. Item 5 – 11 refers.  
 10115.105 SB VH, donation. Item 5 – 12 refers. DH confirmed this money would be put towards the cost of re-wiring at the hall.  
 10116.106 Clarke Willmott, costs in RoW action. Item 5 – 13 refers.  
 10117.107 Marlwood School, donation for community prize. Item 5 – 14 refers.  
 10118.108 Senior Citizens Forum, letter of thanks. Item 5-8, minutes 3/10, refers.  
 10119.109 Staples, confirmation of cleared account. No reference.  
 10120.110 Mr A George/Scouts, expenditure for Information Day. Item 5 – 9 refers.

5. ACCOUNTS for PAYMENT

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

5 – 8	(Playing fields – LG(MP) 1979, s19 (Sea wall gardens - Public Health Act 1875, s164
5 – 9	Audit Commission Act 1998, s3
5 – 11/12/13	Local Government (Miscellaneous Provisions) Act 1979, s19

Accounts below were approved for payment. 1. MH 2. MP, 8 For, 2 Abst (SC, AG).

5. ACCOUNTS for PAYMENT (cont)

5 - 1	£ 418.00	J C Rawlinson	Clerk – Wages (Oct)	112
5 - 2	£ 50.00	J C Rawlinson	Petrol allowance	111
5 - 3	£ 8.40	Post Office	Postage Stamps	111
5 - 4	£ 32.97	PC World	3 x Ink cartridges	111
5 - 5	£ 76.05	British Telecom	Clerk's 'phone	111
5 - 6	£ 1.50	Westbury Trading	Clerk's diary	111
5 - 7	£ 15.99	AOL	Internet charges	111
5 - 8	£ 400.00	Mr I Roberts	Grass Cutting	*
5 - 9	£ 80.00	Mr J Shaw	Internal Audit	ACA
5 - 10	£ 25.00	Marlwood School	Donation	137
5 - 11	£1369.58	Top Line	Furniture for SB VH	LGMP
5 - 12	£ 630.42	SB VH	Donation	LGMP
5 - 13	£ 777.23	Clarke Willmott	'Top Up' fee	LGMP
5 - 14	£ 356.00	Inland Revenue	Income tax	112
5 - 15	£ 32.39	Mr A George	Info Day expenses	142
5 - 16	£ 150.00	SB Scouts	Distribution costs	142
5 - 17	£ 50.00	Royal Br Legion	Donation (wreath)	137
	<u>£4473.53</u>			

**Current bank balance, prior to payment of above:-**

<b>Current a/c</b>	<b>£ 6,071.14</b>
<b>Extra interest a/c</b>	<b>£32,075.11</b>
<b>Total fund holding</b>	<b><u>£38,146.25</u> (interest for October not included)</b>

6. PUBLIC PARTICIPATION

Needing to leave the meeting, Mrs Barr MBE, Cemetery Clerk, asked for permission to speak to members during public participation, rather than waiting for the agenda slot. Mrs Barr expressed her concern over the need for action and decisions, regarding the new cemetery. Problems have arisen with regard to the number of grave spaces currently available. As root growth has prevented further digging in the cemetery it seems there is now only one space left before the new burial ground is put into use. Members considered the proposals before agreeing on the way forward. The rubber matting will need to be laid to form a path. However, the first row of graves can be placed before the path becomes a necessity. Cremation ashes will be placed along the traveller fence, although there is still plenty of room for ashes in the existing cemetery.

7. AGENDA7 - 1 Severnside Development

CW drew attention to the intolerable noise levels created by bikers. Police have attended but claimed they were unable to do anything as bikers were on private land. Agreed to contact Gazeley (copy to Police) to inform them of the problems.

#### 7 – 2 Village Halls/Playing Fields

DH stated that the Fire Brigade was called to a fire set in a ‘den’ in the hedgerow on the eastern boundary of the field. He expressed regret that the fire had not been allowed to run its course. One tender had attempted to gain access along Gipsies Plat, only to find the fixed bollards prevented entry. The 2<sup>nd</sup> tender had simply driven across the field. There was some discussion on the possibility of replacing the fixed bollards with lockable/removable ones. These, however, had not proved to be successful prior to the installation of the current fixed variety, although access for maintenance vehicles is certainly curtailed under the present system. Agreed this is a matter for the footpaths authority to deal with.

#### 7 – 3 Naming of Footpaths & Bridleways

AG proposed that names, where known, should be used for the footpath routes. NC agreed that she could certainly recognise a path when referred to by name, whilst mention of the footpath number meant absolutely nothing to her. MP suggested that name plates might simply encourage further vandalism, but AG countered by stating that the possible threat of vandalism should not deter the council from its chosen course of action. Proposed AG, seconded DH, all agreed, that naming of routes could be both helpful and aesthetically pleasing. PT indicated that a programme of sign mounting could be funded by S Glos to the extent of 50%.

#### 7 – 4 Cemetery/Churches

Members discussed the content of the letter from the Rev Dr Berj Topalian, relating to the future of Trinity Hall. Agreed to contact Rev Topalian for a meeting to discuss the likely expense involved. Any decision by council would depend on the information received.

#### 7 – 5 A403

The ‘yard’ at the end of Church Road, adjacent to A403, where retrospective permission was granted for timber cutting, has now been converted to use as a lorry park. Following approaches by local residents the Clerk has already contacted Enforcement, informing them of the apparent transfer of the timber operation to Deane House Farm. Contact to be made with Enforcement in regard to the ‘lorry park’.

#### 7 – 6 Village Matters

**Travellers** – NC confirmed that the Hearne family is now ‘officially’ in residence in Bank Road, a number of children having been enrolled in play school. Agreed Clerk should contact S Glos requesting that conditions regarding occupation should be enforced.

**River Pill** – Problems have been noted with the rhine to the north of Cross Hands Road and to the rear of the properties. Raw sewage was noted and the Drainage Board informed. Initially refusing to attend, expanding upon the full circumstances of the situation caused a change of heart, and the Board investigated the matter.

**State Pension Service** – AG reported that Mark Baker, representing the service, is to hold a surgery at SB post office, on 3<sup>rd</sup> January, and subsequently on the first Tuesday each month. Sarah Roberts of S Glos has volunteered her services to assist with form-filling.

**Shaft Road** – MP drew attention to the un-repaired fence and gate. Clerk has already written twice, but will again contact the Environment Agency.

**Ableton Lane/A403 Junction** – CW drew attention to the poor quality of street lighting at this junction, a problem that has been raised with S Glos on more than one occasion. PT has informed S Glos and the problem has been identified on the list of outstanding tasks, although it is currently not a high priority.

**Finance Meeting** – Arranged for Monday 19<sup>th</sup> December at the ICI Club, commencing at 7.00 pm.

**December Council Meeting** – Originally scheduled for Monday 5<sup>th</sup> December, due to the absence of DH and IH, the meeting has been re-arranged for Monday 12<sup>th</sup> December, commencing at 7.00 pm. The current meeting is the last of those scheduled for a 7.00 pm start. Proposed CW, all agreed, that meetings continue to run at this earlier time.

#### 7 – 10 Reports

**PUBLIC MEETING** – Generally it was felt the meeting did not achieve anything satisfactory. Officers present had agreed the need to meet again. There would appear to be little point in identifying the council's position as opposite to the consensus identified at the meeting. PT suggested that writing to suggest that we were awaiting a S Glos update on the proposals would put the onus on them to make the next step.

CW mentioned the idea of setting up community speed groups. AG informed members the neighbourhood watch, in tandem with community officer Ray Barlow, had been considering a training course for this very purpose. This idea has been delayed due to Ray's illness.

**MOTORWAY VERGES** - PT informed members that work by the Highways Agency, whilst appearing to be drastic, would be compensated for with new planting designed to replace missing and damaged trees.

**ST PETERS CHURCH** – PT, with some councillors, attended the 150<sup>th</sup> anniversary service at the church.

**PUBLIC MEETING @ EASTER COMPTON** – IH, along with 200 others, attended the meeting organised to discuss the zoo proposals, which include the provision of a roundabout at the top of Blackhorse Hill. IH suggested using the other route into the lane, a route which the proposers were completely unaware of, but will now be looking into.

#### 8. PLANNING

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

PT05/2233/F	Extension, 16 Beach Avenue, SB	Comment
PT05/2586/F	Redevelop Beach House, Riverside Park, SB	Objection
PT05/2696/F	Conservatory, 168 Gorse Cover Road, SB	Support
PT05/2701/F	15 metre monopole, Severn Road, Hallen	Comment
PT05/2727/F	Parking/fencing at Royal Mail, Western Approach	No comment

8 – 1 Comments of PC sent to S Glos Council (cont)

PT05/2748/F	Conservatory at 79a Beach Road, SB	No comment
PT05/2689/F	Stable to dwelling, Whitehouse Farm	No comment
PT05/2691/F	Stable to dwelling, Whitehouse Farm	No comment
PT05/2753/F	2 dwellings adjacent 66 Beach Avenue, SB	Concerns
PT05/2857/PNA	Agri Building at Southworthy Farm, Northwick	No comment
PT05/2934/REP	Extension, 55b Cross Hands Road, Pilning	No comment
PT05/3043/F	Extension at 6 Church Road, SB	No comment

8 – 2 Decisions by S Glos Council

PT05/1675/F	Storage and distribution, Enron	Permit
PT05/2349/F	Demolition, extension, 111 Marsh Common Rd	Refuse
PT05/2696/F	Conservatory, 168 Gorse Cover Road	Permit
PT05/2748/F	Conservatory, 79a Beach Road, SB	Permit
PT05/2753/F	2 semi-detached at 66 Beach Avenue, SB	Refuse

**Next Council Meeting to be held at Severn Beach School on Monday 12<sup>th</sup> December.**

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED @ 9.05 PM

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

JCR