

# Pilning & Severn Beach Parish Council

## Meeting held on Tuesday 8<sup>th</sup> May 2018

### at Severn Beach School, Severn Beach

COUNCILLORS (7) Mrs SC Binns (Chairman), Alderman P Tyzack, Mr M Pruett, Mr Tony Fennell, Mr Nick Davies, Mrs C Woodhouse & Mr K Weeks.

Also Present: - Mrs Victoria Bywater (Clerk) (VB), District Councillor Robert Griffin & a member of the Parish.

**The Chairman asked those present to observe a minute's silence for Pamela (Jane) Davey of Severn Beach ,as a mark of respect who had recently deceased.**

Item Number	Details	Action By
<b>2018-5-1</b> <b>Apologies for absence</b>	Apologies were accepted from Norah Chappell and Heather Rickards.	
<b>2018-5-2</b> <b>Declarations of Interest</b>	None	
<b>2018-5-3</b> <b>Minutes of the previous Parish Council Meeting</b>	The minutes of the previous meeting held on 3 <sup>rd</sup> April 2018 had been previously circulated and were agreed by all as a true record.	
<b>2018-5-4</b> <b>Matters Arising</b>	<ol style="list-style-type: none"> <li>1) MP reported that there had been some confusion over the style of post required for the basketball hoops and back-board. After discussion, it was agreed that MP should meet with the contractor and the Chairman of the Village Hall Management Committee to make a decision.</li> <li>2) The Chairman reported a productive Cemetery Committee meeting had taken place.</li> <li>3) The Chairman asked all those present to give further thought to possible ideas to commemorate the WWI celebration. She confirmed that the bells at Pilning will ring at 7pm. The Chairman further confirmed the History Group would be producing a follow-up book to Village Heroes. PT suggested asking Mrs Frances Barr MBE to assist with the foreword to the book. SCB suggested asking Mrs Frances Barr MBE to lay the wreath at Northwick Cemetery. VB to ask the Clerk network for other ideas.</li> <li>4) The Chairman asked that the board on the gate at Pilning Village Hall is renewed. The Clerk advised that a new Emergency Contact sign will need to go on the gate which could be inserted at the same time as the new board.</li> </ol>	<p>MP</p> <p>ALL</p> <p>SCB</p> <p>SCB</p> <p>VB</p> <p>VB</p>
<b>2018-5-5</b> <b>Correspondence</b>	<p>Please see Appendix A</p> <ol style="list-style-type: none"> <li>1) Letter of resignation from Mrs Frances Barr MBE. The Clerk suggested a piece should be included in the InView magazine and</li> </ol>	

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	<p>would circulate an email for contributions from all Councillors.</p> <p>2) A donation request had been received to cover the cost of the laptop computer required by the library at Severn Beach. KW proposed to purchase the laptop, seconded by ND, all agreed.</p> <p>3) The Clerk reported a complaint from Pilning Village Hall Management Committee regarding the grass cutting at Pilning playing field. After discussion it was agreed to re-assess at the next meeting and for VB to find out the cost of an additional individual cut of Pilning playing field.</p> <p>4) The Clerk advised the meeting that she was in receipt of some very useful documents from Mr D Nethercott and requested permission to send an official letter of thanks to Mr D Nethercott for his work.. All agreed.</p>	<p>VB/ ALL</p> <p>VB/ HR</p> <p>VB</p> <p>VB</p>
<b>2018-5-6 Accounts for Payment</b>	Please see Appendix B Accounts for payment were approved.	
<b>2018-5-7 Public Participation</b>	None	
<b>2018-5-8 Reports</b>	None	
<b>2018-5-9</b>	<p>1. Local Major Developments</p> <p>CW updated the meeting on the recent lorry fire at Western Approaches. The Clerk confirmed that letters of complaint had been sent to both the police and the fire service with responses having been received promptly. It was agreed that VB should raise the issue at the next Severnside Emergency Planning Forum and PT to raise at SevernNet meeting and S.Glos Community Engagement Forum.</p> <p>2. Village Halls/Playing Fields</p> <p>a) Severn Beach Village Hall – the minutes from the meeting of the Management Committee.</p> <p>KW questioned the timings for the new patio at the hall. PT updated the meeting that the work would be completed as soon as possible.</p> <p>VB presented a request for 2x new windows at the village hall in lieu of rent for the library. CW proposed the purchase of the new windows, seconded by MP, all agreed provided written confirmation is received from the Management Committee that there would be no rent for the use of the hall for the library.</p> <p>VB updated the meeting regarding the play inspection reports. VB advised that all repairs had been instructed.</p> <p>VB explained the ongoing issue with the rotary play equipment pieces and suggested the insertion of ‘wet pour’ for these items. VB further explained the issue with regard to the 2x baby swing sets at SB which were both in</p>	<p>VB</p> <p>PT</p> <p>PT</p>

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	<p>need of significant repair works. VB advised that it may be more cost effective in the long run to replace the 2x sets with one set. After discussion it was agreed that a price should be obtained for the 'wet pour' and the new 4 seat baby swing set.</p> <p>b) Pilning Village Hall &amp; Playing Field  The representative from the Management Committee reported that the removal of another container would be concluded shortly.  The Chairman reported that the field was looking tidy and well cared for. Grass had been cut and there was no litter. New bin being used.</p> <p>c) Extension at Pilning Village Hall  The representative from the Management Committee reported that Helm Construction had attended the site and made enough progress to initiate the planning application.</p> <p>3. Update on Allotment sites  KW reported a number of unworked plots. VB suggested the plots should be strimmed to keep free of weeds, all agreed. VB to ask Tim Dark to strim the unworked plots.  SCB reported 2 plots which were not making progress this year so far. VB advised that a general tidy had been instructed and the former railway would also need to be strimmed to keep free of weeds.</p> <p>4. Update on Cemeteries  SCB suggested the removal of the masonry edges to the graves in Pilning to allow the graves to return to lawn. SCB to meet with the cemetery clerk to discuss.</p> <p>5. Update from Councillors regarding local village matters  CW reported fly tipping on Western Approaches. After discussion, CW agreed to contact S.Glos Council to find out who the land belongs to.</p> <p>PT reported black bins of rubbish which he had reported and they had now been removed.</p> <p>SCB reported litter on the sea wall and requested District Councillor Robert Griffin report this to Streetcare at their scheduled meeting.</p> <p>TF questioned how the weeds on the sea wall would be tackled without insecticide. ND advised that the sea wall is the responsibility of the Environment Agency and they do not have a new policy on the limited use of insecticide (S.Glos Council policy).</p> <p>TF further reported the ongoing issues of cancelled trains at SB. SCB suggested attending the surgery with Jack Lopresti MP on Friday 11<sup>th</sup> May</p>	<p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p> <p>SCB</p> <p>CW</p> <p>RG</p> <p>ALL</p>
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	<p>2018 at SB Village Hall.</p> <p>KW reported rubbish on the A403. SCB requested District Councillor Robert Griffin report this to Streetcare at their scheduled meeting.</p> <p>MP reported that he had received a request to open the bollards on near the sea wall for access by A Forgotten Landscape.</p> <p>PT reported that he is due to attend the workshop to see the sculptures which will be located at SB.</p> <p>SCB requested a chase of the Parish sign on Marsh Common Road, Pilning. VB confirmed this had recently been done and anticipated the sign would be inserted very soon.</p>	RG
<b>2018-5-10 Planning</b>	<p><u>Decisions by South Glos Council</u></p> <p>PT18/0707/F 25 Cranmoor Green, Pilning – Alterations from hipped to gable roof to facilitate dormer window and roof lights – Approve with conditions</p> <p>PT18/1022/CLE Homeland Cottage, 111 Marsh Common Road, Pilning – Continued use of land as residential – Approve with conditions</p> <p><u>Withdrawn applications</u></p> <p>PT18/1458/CLE Passage House, New Passage, Pilning – certificate of lawfulness for existing use of partly built barn</p> <p>PT18/1472/F 123 Beach Road, Severn Beach – erection of 2no. semi detached dwellings</p>	
<b>2018-5-11 Report from S. Glos. Council</b>	<p>Robert Griffin updated the meeting on the following points –</p> <ul style="list-style-type: none"> <li>• There will be public information sessions on the M49 on the 18<sup>th</sup> &amp; 19<sup>th</sup> May 2018 at Easter Compton Village Hall and Severn Beach Village Hall.</li> <li>• Parking at the Wild Place due to be extended to 1000 from 800 due to increased visitor numbers. District Councillor Robert Griffin was asked to research what the target numbers are before the requirement to insert a roundabout and bus stop.</li> <li>• Network Rail have planned closures due to the lowering of the line at Patchway Tunnel.</li> <li>• The A403 being dug up for water/ gas/ electric pipe works</li> </ul>	RG
<b>Date of Next Meeting</b>	<p>The date of the next Parish Council meeting will be on Monday 4<sup>th</sup> June 2018 starting at 7pm, there being no further business the meeting closed @ 9.07 pm.</p>	

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## APPENDIX A – CORRESPONDENCE

<b>Date Received</b>	<b>Received by</b>	<b>Details</b>	<b>ACTION</b>
04.04.18	Email	SevernNet update	Circulated
05.04.18	Email	Response to Ald P Tyzack from S.Glos Council regarding linking of roads to M49 junction	Circulated
05.04.18	Email	Confirmation of receipt of query to Jack Lopresti MP regarding VAT limit for PC's	n/a
05.04.18	Email	Information ahead of Town & Parish Councils Forum (17 <sup>th</sup> April, Filton)	Circulated
07.04.18	Email	The Almondsbury Charity Annual Meeting – 25 <sup>th</sup> April 2018, 7.30pm, St Chad's Church Hall, 172 Rodway Road, Patchway	Circulated
07.04.18	Email	Blog from District Councillor Robert Griffin	Circulated
09.04.18	Email	April newsletter from A Forgotten Landscape	Circulated
09.04.18	Email	Agenda for S.Glos Local Strategic Partnership, Friday 13 <sup>th</sup> April 2018, 10am, Thornbury	Circulated
10.04.18	Email	Environment Agency Flood Warning Service updates	Circulated
10.04.18	Email	FOSBT Quarterly meeting, Friday 20 <sup>th</sup> April 2018 2018, Clifton	Circulated
10.04.18	Email	Oldbury Site Stakeholder Group meeting, Wednesday 25 <sup>th</sup> April 2018	Circulated
11.04.18	Email	Response from S.Glos Council regarding the link roads to the M49 junction	Circulated
11.04.18	Email	Response from Merlin Housing regarding parking on Beach Road, SB	No Action
11.04.18	Email	Agenda for Development Control (West) Committee, Thursday 19 <sup>th</sup> April 2018, 11am, Thornbury	Circulated
12.04.18	Email	Agenda for Town & Parish Council Forum 17 <sup>th</sup> April 2018	Circulated
13.04.18	Email	Agenda for Cabinet, Monday 23 <sup>rd</sup> April 2018, 2pm, Kingswood	Circulated
17.04.18	Email	Consultation on StreetCare winter maintenance changes 2018	Circulated
18.04.18	Email	Response from EA regarding driving on the sea wall	Circulated
18.04.18	Email	Oldbury Site Stakeholders Group Meeting- Wednesday 25 <sup>th</sup> April 2018	Circulated
19.04.18	Email	Agenda for Cabinet, Monday 23 <sup>rd</sup> April 2018, 12.30pm, Kingswood	Circulated
19.04.18	Email	Information from S.Glos Council on Local Green Spaces in regard to the Local Plan	Circulated
23.04.18	Email	Decision sheet for Cabinet, Monday 23 <sup>rd</sup> April 2018, 12.30pm	Circulated
25.04.18	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Friday 4 <sup>th</sup> May 2018, 9.30am	Circulated
25.04.18	Post	Response from Avon Fire & Rescue regarding lorry fire on Western Approaches	No action
27.04.18	Email	Response from Avon & Somerset Police regarding lorry fire on Western Approaches	No action
01.05.18	Email	Complaint from Pilning Village Hall Management Committee regarding grass cutting	VB responded
01.05.18	Email	Weed control on S.Glos land consultation	Circulated
01.05.18	Email	Latest News from Severn Estuary Partnership – April 2018	Circulated
02.05.18	Email	ASEA Newsletter 5	Circulated

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03.05.18	Email	Agenda for Scrutiny Commission, Wednesday 9 <sup>th</sup> May 2018, 10am	Circulated
03.05.18	Email	Oldbury Site Stakeholder Group Meeting – draft meeting 25 April 2018	Circulated
03.05.18	Email	Donation request from SB Library for cost of computer	Discussed
04.05.18	Email	Submission of the West of England Joint Spatial Plan	Circulated
05.05.18	Email	Letter of resignation from Cllr Frances Barr MBE	Circulated
05.05.18	Post	Gridline Spring 2018	Passed to NC
08.05.18	Email	Request for donation from SB Village Hall for cost of 2x windows	Discussed
08.05.18	Email	SB Village Hall Management Committee meeting notes 09.04.18	Circulated
08.05.18	Email	Agenda for Council, Wednesday 16 <sup>th</sup> May 2018, 7pm, Kingswood	Circulated
08.05.18	Email	Latest news from A Forgotten Landscape – May 2018	Circulated
08.05.18	Email	Request for questions for Severnside Community Engagement Forum	Circulated
08.05.18	Post	Clerks & Councils Direct – May 2018	Passed to Chairman
08.05.18	Post	The Clerk Magazine – May 2018	Passed to Chairman

### APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
08.05.18	Mrs V Bywater	Wages + office payment & fuel allowance	1019.33	0.00	1019.33
08.05.18	HMRC	NI & PAYE	108.44	0.00	108.44
08.05.18	Mr T Dark	Odd jobs	60.00	0.00	60.00
08.05.18	Elm Tree Garden Contra	Grass cutting & maintenance 2018/ 2019	219.58	43.92	263.50
08.05.18	Elm Tree Garden Contra	Cemetery grass cutting & maintenance	190.00	38.00	228.00
08.05.18	BT	Telephone & Broadband	78.28	15.65	93.93
08.05.18	Obsidian Accountancy	Internal Audit	225.00	45.00	270.00
08.05.18	Castle School Trust	Donation for School Prizes	20.00	0.00	20.00
08.05.18	Marlwood School	Donation for School Prizes	20.00	0.00	20.00
08.05.18	ALCC	Clerk training	40.00	0.00	40.00
08.05.18	Sutcliffe Play SW	Repairs to play equipment	1772.83	354.57	2127.40
08.05.18	Avonmouth Signs	Signs for play areas	56.00	11.20	67.20
08.05.18	Dunkley's	Wages preparation Nov to Mar 2018	65.00	13.00	78.00
		<b>TOTAL</b>	<b>3,874.46</b>	<b>521.34</b>	<b>4,395.80</b>