COUNCILLORS Mr I L Roberts(Chairman) Mr Mike Pruett, Mrs J A Fennell, Mrs N Chappell, PRESENT (7) Mr Ivor W Humphries, Mrs C E Woodhouse & Mr Kevin Weeks

Also Present: - Mrs Victoria Bywater (Clerk) and Mr Robert Griffin of Shaymoor Lane, Pilning.

The Chairman asked those present to observe a minute's silence, as a mark of respect, for Dick Williams and John Cox of Albert Road, Beryl Hill of School Way, Susan Bonas of Salthouse Farm Park, Martin Deacon, Rustic Park Severn Beach and John 'Duke' Brankin all recently deceased.

Item Number	Details	Action By
2013-05-1	a) Apologies for absence – Mr A Lewis and Mr Ian Humphries	
	b) Election of Chairman	
	FCAB nominated IR, seconded by CW. Unanimously agreed.	
	IR confirmed to the Clerk he was willing to continue as Chairman.	
	c) Election of Vice-Chairman	
	FCAB nominated IvorH, seconded by CW. Unanimously agreed.	
	IvorH confirmed to the Chairman he was willing to continue as	
	Vice-Chairman.	
	d) Election of Officers – Appendix A	
	IR read through the list of committees and officers were agreed as	
	per Appendix A below.	
2013 -05-2	None reported	
Declarations of		
Interest	,	
2013-05-3	The minutes of the previous meeting held on 2 nd April 2013 had been	
Minutes of the	previously circulated in the most part by email.	
previous Parish	The minutes of the meeting of 2 nd April 2013 were agreed as a true record.	
Council	Proposed by IvorH seconded by KW. All agreed	
Meeting		
2013-05-04	The minutes of the Annual Parish Meeting held on the 22 nd April 2013 were read	
Minutes of the		
Annual Parish	arish DOOK .	
Meeting		
2013-05-05	Avon Displays instructed and chased re. Pilning sign.	
Matters Arising	Finance committee meeting was held on 16 th of April and the report will be given	
	later in the meeting. VB put the notice on the Rain shelter at the Allotment site and subsequently the	
	porch, door and heating equipment have been removed.	
	VB responded to Almondsbury Charity regarding the continuation of Mr Ivor	
	Humphries as trustee	
	Date set for the visit to the Zoo 3 – 5 pm on Tuesday 21 May 2013. MP, IvorH,	
	CW, FCAB and NC confirmed they would be attending along with guests. VB to	VD.
	send full information to those confirmed.	VB
	Elm Tree Contractors have completed the work at the cemetery regarding the	
	trees.	

	S.Glos instructed to commence work at Northwick Tower and work due to	
	commence on 8 th May 2013.	
	Response received from Wessex Water with regard to the addition of a further	
	water foul pipe – no plans to do this at present	
	VB contacted the Planning Enforcement Team regarding the situation at	
	Mayburn Villa. A full and considered response was received informing VB of all	
	the history on the site and the valid reasons as to why no meeting will be taking	
	place on the site at present.	
	FCAB reported she had felt obliged to attend the Big Spring Clean to	
	which very few other Councillors had attended. After a long wait, the	
	rubbish had now been cleared by S.Glos Council. IR explained that a	
	member of staff at S.Glos Council had omitted to put the collection on the	
	list for the refuse team and then gone on holiday.	
2013-05-06	The Finance Committee had discussed the proposal of raising the limit to	
Standing Order	£750.00 from the current £500.00 before three quotes are necessary. It	
	was decided to recommend the limit stay at £500.00. A vote was taken -5	
	for and 2 against. Carried.	
	IR proposed a change to the standing order number 21 to increase the time	
	a person can be Chairman to five years. After discussion this was	
	amended to four years in line with the elections. To be discussed at the	
	next meeting.	VB
2013-05-07	Please see Appendix B - Attached	
Correspondence	The request for funding from Severn Beach Mother and Toddler	
Correspondence	Group was discusses. IvorH proposed a £200.00 donation,	
seconded by FCAB. All agreed. VB to write to SBM&TG		VB
	enclosing a cheque.	
	Correspondence received from Pilning Village Hall Committee	
	requesting assistance with various works at the hall. The items	
	over £500.00 would need to have three quotes and the smaller	
	items Mr N Pearce to be asked to attend to.	
	• FCAB asked for confirmation on the Almondsbury Charity AGM.	
	Confirmed the 29 th of May 2013. Ivor H to attend as trustee also	VB
	IR, FCAB and NC. VB to confirm FCAB and NC attendance.	VD
2013-05-08	Please see Appendix C – Attached.	
Accounts for	Proposed by KW, seconded by IvorH. All agreed.	
Payment	Troposed by Kvv, seconded by Ivoiti. Thi agreed.	
2013-05-09	No requests had been received.	
Public	110 requests that occir received.	
Participation Participation		
2013-05-10	1.Local Major Developments	
New Business	FCAB questioned the recent applications for mobile catering units within	
14CW DUSINESS	the Western Approach site as it is her understanding that under the terms	
	of sale from ICI no mobile catering units are permitted.	
	CW responded advising of existing licences and this was confirmed by	
	IvorH and Cllr R Griffin. KW observed that the units would only be	

at Severn Beach School, Severn Beach	
serving the lorry drivers who would not be able to make use of the facilities in Severn Beach due to the lorries they drive. CW reported hearing another National News story about SITA bringing rubbish from London to Severn Beach.	
 2.Village Halls/Playing Fields a) Severn Beach Village Hall – JF reported that the committee of SB Village Hall are very keen to have a mobile catering unit situation in the car park of SB Village Hall. Rubbish and unsocial behaviour had been discussed but they do want to go ahead. b) Pilning Village Hall – The full report from Wicksteed had been received regarding the play equipment on both sites. Some of the recommendations were very high in cost. VB to contact S.Glos Council for further advice. To be discussed at the next meeting. 	
3.Village Matters FCAB advised that the Street Lights are now off at night and she had been approached by a number of parishioners complaining. IvorH questioned again as to why Cranmoor Green lights in Pilning remain on. FCAB questioned why the traffic lights on the Western Approaches priorities the Western Approach traffic and not the A403. IvorH reported ever increasing levels of traffic on the A403. IR responded reporting that a traffic survey had taken place and the road is still not at capacity.	
IvorH requested VB to contact the local police officer to conduct a regular speed check along the A403. NC agreed and also reported huge cracks in the walls of her house which adjoins the A403. VB and NC to contact	VB
S.Glos regarding the cracks. IvorH further requested a report on the findings of the pollution sensors which had been put up. VB to ask S.Glos. Council.	
JF reported many cyclists on the Sea Wall over the Bank Holiday weekend. Discussion followed and MP reported some good signs he had seen in another area. MP to bring suggestions for suitable signs to the next meeting.	
JF further reported the dangerous parking of the Scout vehicle in Pilning. Cllr R Griffin to speak to the Scout group explaining the danger. KW reported that some horses had been removed from the former ICI land following eviction notices having been put up. FCAB advised of a productive Safer Stronger Group meeting where a talk had been given by Horse World. 4.Cemetery	Cllr RG
a) Update on Northwick Tower – work due to commence on May 8 th 2013. IR reported that the tree work at the Pilning Cemetery had been	

consider leaving some areas to become designated wild meadows.

MP asked if instead of cutting the grass in all areas that the Parish Council

5.Alternative to grass cutting/ wild meadow

completed.

IR reported on the recent Highway & Street Scene Consultation Meeting he had attended where grass cutting and dog waste bins had been discussed. IR advised that the areas currently cut by S.Glos. Council are in the most part 1m wide and the proposals are to cut 1m from the road edge. With this in mind, there are no areas suitable to be wild meadows. He further advised that all dog waste is put in the same refuse system as general waste.

6.Update on Ableton Court

CW reported that a meeting is due to take place on 15th May 2013 at Ableton Court with a representative for Merlin Housing Association to discuss a way forward. CW requested as many Councillors attend as possible.

7.

1)Report from Cllr Robert Griffin – Please see Appendix D

Further to the report at Appendix D, Cllr RG reported that the Burger Bar at Severn Beach had been partially cleared in preparation to implement the planning permission for a café on the site.

He further reported the continuation of work on the chipping for biomass on the A403.

2) Update from Finance Committee Meeting

VB read the recommendations of the Finance Committee Meeting held on the 16th April 2013 as follows:

- To keep the current limit of £500 for emergency/ minor works
- To change the current grass cutting payment to a monthly figure of £750.00 over the whole year
- To donate the Jubilee Mugs to St. Peter's Hospice and PDSA
- To implement the use of Expenses sheets for all Cllrs
- To pay Care of the Elderly a quarterly figure of £250
- To approve accounting statements and the annual governance statement for 2012/2013

After discussion it was agreed to accept the recommendations of the Finance Committee.

3)Update from Highway & Street Scene Consultation Meeting – this had been discussed at agenda item 10:5.

2013-05-10 Planning

Comments of PC sent to S Glos. Council via website

PT13/1238/ CLP Avlon Works, Hallen OBJECT PT13/1273/CLP – 8 Beach Road SUPPORT PT13/1195/F – Former School Site at Pilning MIXED

Sites inspection Sub-committee Visit

PT12/4071/F Land at Valley Farm, Ingst Hill, Olveston. Erection of 2no. 130m high wind turbines with associated works.

	Members of the Development Control Committee will be visiting the site on 26 th April 2013 at 9.40am Appeal Notification to the Secretary of State	
	PT12/1585/LB & PT12/1583/F Severn Lodge Farm, New Passage	
	Decisions by S Glos. Council PT13/0474/F Front and side extension at 63, Cross Hands Road, Pilning Permit	
	PT13/0326/F 26 Vicarage Road, Pilning. Erection of rear conservatory. Approve with conditions	
	PT13/0506/F Erection of first floor rear extension to provide additional living accommodation 23 Redwick Road, Pilning Permit	
	Application for Certificate of Lawfulness PT12/2519/CLE Meadow Park, Bank Road, Pilning Residential caravan park – Public enquiry to be held on 4th June 2013 at 10am at Thornbury Council Chamber, Thornbury	FCAB, NC
	VB requested that all planning applications are not put on the website or facebook page.	
Date of Next Meeting	The date of the next Parish Council meeting will be Monday 3 rd June 2013 at Pilning Village Hall, Pilning. THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED @ 9.08PM.	VB

APPENDIX A- ELECTION OF OFFICERS

1:1	Chairman	Mr I Roberts
1:2	Vice-Chairman	Mr Ivor Humphries
1:3 Treasurers	Dep & Ex Inc A/cs	1.Mr I Roberts
		2.Mrs N Chappell
		3.Mr I Humphries
		4.Mr M Pruett
	Ben Fear A/c	1.Mrs F Barr MBE
		2.Mrs C Woodhouse
	Burial A/c	1.Cemetery Clerk
		2.Mrs N Chappell
		3.Mr I Humphries
	Responsible Financial Officer	Clerk
1:4	Terra/ Zeneca Committee	1.Mr I Humphries
		2.Mrs C Woodhouse
		3.Mrs N Chappell
		4.Mr I Roberts
1:5	Footpaths	1.Mrs J Fennell
		2.Mr K Weeks
		3.Mr M Pruett
		4.Mr I Roberts
1:6	Northwick Churchyard & Pilning Cemetery	1.Mrs N Chappell

		2.Mrs C Woodhouse
		3.Mr A Lewis
		4.Mr Ivor Humphries
		5.Cemetery Clerk
1:7	Finance (Accounts and Precept)	1.Mrs N Chappell
		2.Mr Ian Humphries
		3.Mr Ivor Humphries
		4.Mrs C Woodhouse
		5.Mr M Pruett
		6.Cemetery Clerk
1:8	Care for the Elderly	Mrs J Fennell
1:9	Village Halls	Pilning – Mr A Lewis
	-	Severn Beach – Mrs J Fennell & Mr K Weeks
1:10	Almondsbury Charities	Mr Ivor Humphries
1:11	Edmonds & Cole	Mr R Singer
1:12	Allotments	Pilning – Mr M Pruett
		Severn Beach – Mrs FCA Barr MBE

APPENDIX B – CORRESPONDENCE Date Received Received by I

Date Received	Received by	Details	ACTION
02.04.13	Email	National Council Bulletin – 26 March 2013	Circulated
02.04.13	Email	S.Glos Press release 02.04.13- Parking Policy Amendments	Circulated
02.04.13	Email	Community Leadership Programme Friday 19 th April 2013 & Dealing with Challenging Circulated	
		Behaviours in Meetings 22 nd April 2013	
03.04.13	Email	Parish Matters – Welfare Grant Scheme	Circulated
03.04.13	Email	Parish Matters – SSCIF 2013-2013	Circulated
03.04.13	Email	Parish Matters – Parking enforcement charges April 2013	Circulated
03.04.13	Email	Agenda for Development Control West Committee April 11 th 2013	Circulated
03.04.13	Email	Papers for the PCWG meeting 9 th April 2013	Circulated
03.04.13	Email	Parish Matters - Community Games Grants Programme	Circulated
05.04.13	Email	Capital Grant Launch April 2013	Circulated
05.04.13	Email	Policy & Resources Committee meeting 13 th May 2013, Thornbury	Circulated
05.04.13	Email	A fare hearing for Bristol – online questionnaire for bus fare consultation	Circulated
05.04.13	Email	Local Strategic Partnership meeting – 15 th April 2013 Agenda	Circulated
05.04.13	Email	S.Glos Draft Joint Health & Wellbeing Strategy Consultation	Circulated
05.04.13	Email	Equalities & Diversity Training Thurs 30 th May or 11 June 2013 at Kingswood	Circulated
05.04.13	Email	ALCA notice of funeral arrangements for Peter Lacey	Circulated
08.04.13	Email	NALC Policy & Parliamentary Affairs Consultation Response	Circulated
08.04.13	Email	Parish Matters – Capital Grants	Circulated
09.04.13	Email	Parish Matters - Draft Joint Health & Wellbeing Strategy Consultation	Circulated
09.04.13	Email	Parish Matters – Green Go Walkers networking event 9th May 2013 at 2.30pm	Circulated
10.04.13	Email	Health & Well Being Strategy Consultation agenda for Local Strategic Partnership Monday 15 th April 2013 9.30am	Circulated
10.04.13	Email	S.Glos consultation on Channel Strategy from 4 th April to 31 st May 2013	Circulated
12.04.13	Email	Duty to Cooperate & Joint Working Consultation	Circulated
12.04.13	Email	E Bulleting for County Associations, National Council & member councils	Circulated
12.04.13	Email	From Peter Tyzack regarding Marsh Common Road Footway Phase 3	Circulated
12.04.13	Email	S.Glos Press Release – 12.04.13 Communities get greater say on S.Glos 'street scene'	Circulated
12.04.13	Email	Parish Matters – Highway & street scene consultation	Circulated
15.04.13	Email	2011 Census and profiles for wards & parishes	Circulated
15.04.13	Post	SGN spring 2013	n/a
16.04.13	Email	ALCA New Policy & Parliamentary Affairs Consultation Briefing Publicity Code	Circulated
16.04.13	Email	S.Glos Neighbourhood planning web page updated	Circulated
16.04.13	Email	Update to S.Glos Council Core Strategy webpage and the Programme Officer's Core	Circulated
		Strategy Examination webpage	
16.04.13	Email	S.Glos Press Release 16.04.13 – Groups invited to bid for youth activities funding	Circulated
17.04.13	Email	Feedback from Town & Parish Localism Event 22 Feb 2013	Circulated
17.04.13	Email	ALCA request for information on examples of clustering councils	Circulated
17.04.13	Email	Localism at Risk: one year on, is the NPPF delivering planning for people? New article sent from S.Glos	Circulated
17.04.13	Post	CPRE – Improve Travel Choices where you live (publication)	n/a

17.04.13	Post	Changes to highway & street scene services – Consultation	IR attended meeting
18.04.13	Email	NALC Parliamentary Briefing on Precept Capping	Circulated
18.04.13	Email	Agenda for Development Control West Sites inspection Sub Committee 26 th April 2013	Circulated
19.04.13	Post	Clerks & Councils Direct – May 2013 issue	n/a
19.04.13	Email	S.Glos Press Release – 19.04.13 – Cash boost for safer cycling in S.Glos	Circulated
19.04.13	Email	Family Fun Day S.Glos	Circulated
20.04.13	Post	Glason Direct brochure	n/a
22.04.13	Email	From Cllr Robert Griffin on 'My Opinion of the ECOZoo Project'	Circulated
23.04.13	Email	Draft Statement of Community Engagement for the proposed SSE power station at Severnside.	Circulated
23.04.13	Email	Agenda for Children & Young People Committee 1st May 2013	Circulated
24.04.13	Email	From The Planning Inspectorate regarding Infrastructure Planning (Environment Impact Assessment) Regulations 2009 SI 2263 (as amended) (the EIA Regulation) Proposed Hinkley to Seabank Grid Connection proposed by National Grid.	Circulated
24.04.13	Email	Request for funding from SB Mother & Toddler Group	£200 donation
25.04.13	Email	Community Energy Planning Workshops run by Regen SW	Circulated
25.04.13	Email	From Merlin Housing Association inviting Cllrs to attend a meeting on Wednesday 15 th May 2013 at 2.30pm	Pls advise who will be attending
26.04.13	Email	Parish Information Pack from Highway & Street Scene Consultation	Circulated
26.04.13	Email	S.Glos Heritage Forum training session details	Circulated
26.04.13	Email	S.Glos Press Release – 26.04.13- Still time to win a chance to perform at our Family fun day	Circulated
26.04.13	Email	Parish Matters – Good Neighbours Info Event	Circulated
26.04.13	Email	Notification of the royal assent to the Growth & Infrastructure Act 2013	Circulated
29.04.13	Email	S.Glos Press Release – 29.04.13 Town Cllr elections in Bradley Stoke, Filton & Thornbury	Circulated
29.04.13	Email	NALC E Bulletin 26 th April 2013	Circulated
30.04.13	Email	Severn Vale Area Forum Wednesday 15th May 2013 7pm	Circulated
30.04.13	Email	Community Spaces Consultation & Info spread sheet for May 2013	Circulated
01.05.13	Email	Agenda for Policy & Resources Committee Monday 13th May 2013 at 1pm	Circulated
01.05.13	Email	S.Glos Council Press Release – 01.05.13 Local area forum & help shape the area	Circulated
01.05.13	Email	Economy & Skills Strategic Partnership – Wednesday 5th June 2013	Circulated
02.05.13	Email	FOSBR passenger count – help required on Thursday 20th June 2013	Circulated
02.05.13	Email	Hinkley Point C Connection project newsletter – Spring Project News	Circulated
03.05.13	Letter	Response from Wessex Water re additional foul pipe as per Actions of April meeting	Matters arising
03.05.13	Email	Agenda for Almondsbury Charity annual meeting	Circulated
03.05.13	Email	Health & Safety Training from S.Glos	Circulated
03.05.13	Email	Response to Peter Tyzack with regard to Marsh Common Footpath	Circulated
03.05.13	Email	Parish Matters – A&S Community Action Fund	Circulated
03.05.13	Email	Parish Matters - Parish Charter Working Group minutes 9th April 2013	Circulated
04.05.13	Post	Clerk Magazine May 2013	To pass over at meeting May 7th
04.05.13	Post	Campaign to Protect Rural England Annual Subscription - £29.00	Renew
06.05.13	Email	From Jill Fysh requesting SB13 be given notice due to not working the allotment	To give notice to quit
07.05.13	Email	Thank you letter from Dr T Paterson	Circulated
29.04.13	Post	Avon & Somerset Policing Plan 2013-2017	n/a

APPENDIX C – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
07.05.13	Care for the Elderly	99 visits at £2.00 per visit	198.00	0.00	198.00
07.05.13	LCR	Magazine of the NALC	16.00	0.00	16.00
07.05.13	AON UK Ltd	Insurance 2013/2014	2259.28	0.00	2259.28
07.05.13	Dunkley's	Accountants	200.00	40.00	240.00
07.05.13	Newsquest	Advert for Notice for Annual Parish Meeting	88.20	17.64	105.84
07.05.13	Elmtree	Cemetery trees	1240.00	248.00	1488.00
07.05.13	MJ Fisher	Cemetery grass cutting	150.00	0.00	150.00
07.05.13	MJ Fisher	General grass cutting	750.00	0.00	750.00
07.05.13	N Pearce	Wages for April 2013	67.50	0.00	67.50
07.05.13	Mrs V Bywater	Wages for April 2013 + office payment & fuel allowance	639.52	0.00	639.52
07.05.13	HMRC	NI & PAYE for April 2013	229.22	0.00	229.22
07.05.13	S.Glos	Payment for meeting at School	35.00	0.00	35.00
07.05.13	Mrs V Bywater	Stamps for general use	5.00	0.00	5.00
07.05.13	SBM&T Group	Donation to Severn Beach Mother & Toddler Group	200.00	0.00	200.00
07.05.13	Mr I Roberts	Printer Cartriges	24.00	0.00	24.00
07.05.13	CPRE	Campaign to Protect Rural England	29.00	0.00	29.00
		TOTAL	6,077.72	305.64	6,383.36

APPENDIX D – REPORT FROM SOUTH GLOUCESTERSHIRE COUNCIL (ROBERT GRIFFIN) 7th May 2013

Dear Ward Members,

P & SB Parish Council Big Clean – This was well supported and two skip full of rubbish were collected. A couple were noticed tidying up their pavement side soil behind their fence in Gorse Cover Road. They must live in Beach Avenue.

Ian Robert's represented our Parish Council at the Ingst Wind Turbine Planning Inspection at the site.

Station Road, Railway Bridge, Pilning - This will open by the 14th May. A Network Rail (Ref 3501952) explanation statement is also attached after my email and meeting with the Project Engineer on the 18th April.

The ECOZoo at Cribbs Causeway is scheduled to open in mid July. I am waiting for a reply from South Glos. to my memo on queries highlighting our local traffic concerns. From September the Zoo and 4T/VL hope to run school trips from South Gloucestershire schools as a package. Also a Zoolink service from the Mall Bus Park to the zoo. The retired will also be offered a service from September both provided by 4T/VL. The Highways Agency and South Glos. Highways Dept. are having a meeting on Junction 17. I have asked to be present.

Severn Beach School – The local traffic situation was discussed with South Glos. the Parish Council and myself. We suggested to South Glos. a pedestrian crossing near the S.B. Village Hall, this is subject to inclusion in the School's Travel Plan, a satisfactory pedestrian count and £30,000 I must convince my Area Forum Colleagues to spend.

Surestart Centre – This has now closed and seven local children who should have attended this centre are now being bussed daily to Patchway by South Glos. At the Emmaus Centre on Wednesdays in term time from 10.00 – noon Pebbles has started to provide a Toddler Group. Contact Abbie 631516 for details. This is in addition to the Musical Babies Abbie runs on Tuesdays from noon – 2.00 pm.

South Glos. Recycling Centres - There is a monthly limit of tipping 6 bags of hard core at these centres. Soil tipping is unlimited.

Self Build- This South Glos. website will help you with a multitude of queries:- http://www.selfbuildportal.org.uk/

624 Bus Route - This is being relinquished by Wessex and will be taken over by 4T/VL in the future.

Ableton Court Status – This accommodation has been moved to the back of the list of former Sheltered Housing being closed. This however has not reduced residents' concern. An independent professional facilitator is visiting the residents with local councillors invited.

Northwick - Two horses have been abandoned in a field in this hamlet.

Northwick Road – If you turn in to this road from the A403, you are greeted by a magnificent display of daffodils on the verges. With South Glos. now only cutting the verges a metre from the road twice a year, this may be the opportunity to plant other similar sites in our area.

Place (PATIENT LEAD ASSESSMENTS OF THE CARE ENVIRONMENT) During late April and early May I shall be taking part in these full-time duties which are to ensure Patients are looked after properly in all hospital departments. I will be interviewing patients and ensuring that food, their environment and facilities etc. are up to the mark.

Best regards, Robert