



## PUCKLECHURCH PARISH COUNCIL

### **To all members of the Council.**

You are hereby summoned to attend the ordinary meeting of Pucklechurch Parish Council to be held on Wednesday 16<sup>th</sup> April 2025 at 7.30 pm at The Bungalow Ashfield prison. The meeting has been called for the purpose of transacting business as per the details on the agenda below.

### **Notice to members of the Public.**

This meeting is a meeting in public not a public meeting. Members of the public are invited to join the meeting and to ask questions and raise issues with the councillors. This session will last no more than 15 minutes.

*Members and Parishioners are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, age, gender, sexual orientation, marital status and any disability and religious beliefs), Crime & Disorder, Health & Safety and Human Rights.*

Signed:

Daphne Dunning  
Clerk and RFO Pucklechurch Parish Council  
Wednesday 9<sup>th</sup> April 2025

### **Public Participation.**

Questions and comments from members of the public. No decision can be taken during this session, but the Chair may decide to refer any matters raised for further consideration.

N.B Councils cannot lawfully decide items of business that are not specified in the summons/agenda (LGA1972 Sch.12, p10(2)(b)).

### **AGENDA.**

#### **1. To receive Apologies for absence. (LGA 1972 85(1)).**

#### **2. Declarations of Interest (if any) and dispensations.**

Under Section 31 of Localism Act 2011 and in accordance with the Councils' Code of Conduct (section 27(6) (d)), any declarations of disclosable pecuniary or personal interests must be declared and Standing Orders followed. Requests for dispensations can be considered if received in advance of the meeting and in writing to the Clerk (Proper Officer) – Localism Act 2011 S33.

#### **3. To approve minutes and sign as a correct record of the council meeting. (LGA 1972 sch12, p41(1)).**

To confirm the minutes of 19<sup>th</sup> March and 3<sup>rd</sup> April 2025 for accuracy (drafts previously circulated to Councillors and published on website).

#### **4. To receive Report from Ward Councillor(s).**

#### **5. AGENDA ITEMS TO ACTION.**

**5a. To receive any updates and agree any actions relating to:**

- i. the Community Centre
- ii. the Scout hut.

**5b. To receive any updates on projects and agree any actions including:**

- i. Recreation ground improvements project.
- ii. St Aldams Active Play project
- iii. Leigh Farm woodland project
- iv. Football goal at Parkfield.

**5c. To receive notification of the consultation to potentially remove the payphone in Pucklechurch and agree any actions. Box is listed and will not be removed.**

**5d. To approve adopting statutory changes to Financial Regulations and Standing Orders related to procurement.**

**5e. To consider and agree following financial matters:**

- Approve application for Hinckley and Rugby Building Society savings account and determine amount of deposit
- Option to open an instant savings account with Unity Trust Bank and determine amount of deposit.

**5f. To receive quotation for annual insurance due on 1<sup>st</sup> June 2025 from Zurich and agree any actions. Further quotations have been requested.**

**5g. To receive advice from South Gloucestershire council on potential location and costs for a dual-purpose bin around Shortwood Hill and agree any actions.**

**5h. To receive any addition to the Councillor training log/activity.**

Pursuant to 1 (2) of the Public Bodies (Admission to Meeting Act 1960), agree to resolve that, because of the confidential nature of the business to be transacted, the Public and Press are requested to leave the meeting.

**5i. To evaluate tenders for Pucklechurch News and appoint a preferred contractor subject to references.**

## **6. AGENDA ITEMS TO NOTE.**

**6a. To note items of correspondence:**

- St Peters Hospice
- Sharesy venue hire

## **7. PLANNING**

**7a. Planning applications.**

**7ai. P25/00732/HH Blackberry Cottage 21 Main Road Mangotsfield South Gloucestershire BS16 9NH.**

Erection of single storey rear and side wrap around extension to form additional living accommodation.

**7aii. P25/00842/HH 5 Bridge Road Mangotsfield South Gloucestershire BS16 9NG.**

Removal of existing double roman profile roof tiles and replacement with slate tiles.

**7aiii. P25/00847/HH 2 Edmund Court Pucklechurch South Gloucestershire BS16 9PW**  
Erection of front porch. Installation of 2no. front dormers. Erection of single storey rear extension to form additional living accommodation with rear raised patio.

**7aiv. P25/00841/CLP 6 Bridge Road Mangotsfield South Gloucestershire BS16 9NG.**  
Installation of rear dormer and partial hip to gable conversion.  
Application for a Certificate of Lawfulness in respect of proposed use.

To note submitted comments under delegated powers

**7av P25/00756/TRE The Poplars 20 Shortwood Road Pucklechurch South Gloucestershire BS16 9PL.**

Works to 1no Sycamore Tree to reduce 2no limbs by 2m covered by Tree Preservation Order SGTPO 09/03 dated 11<sup>th</sup> November 2003. **Defer to Tree Officer.**

**7b. Planning decisions. To note.**

**7bi. P25/00162/TCA The Poplars 20 Shortwood Road Pucklechurch South Gloucestershire.**

Works to 1no Sycamore Tree (T1) to crown reduce lateral spread by 2-3m and 1-2m in height. Works to 1no Cut Leaved Beech Tree (T2) and 1no Copper Beech Tree (T3) to reduce lateral spread by 1-2m all within Pucklechurch Conservation Area. No objections.

**7c. Planning enforcement and any other actions.**

To note update on COM/24/0660/OD.

## **8. REPORTS.**

**8a. To receive report from the Clerk.**

## **9. FINANCE.**

**9a. To approve contractual and other obligations for April 2025.**

**9b. As agreed, to approve 30 hours overtime for research and compile responses to Regulation 19 consultation.**

**9c. To receive and agree reconciliations for March 2025.**

**Date of next meeting 21<sup>st</sup> May 2025.**