



## 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> July 2025 at 6.45 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> July 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)).

6.45pm Presentation by Lightwood Strategic on Rock House Farm proposals at Shortwood.

7.30pm Presentation on IM Land proposals for Marsh Farm Pucklechurch

### **AGENDA**

- 1. To receive Apologies for absence and approve reasons given.** (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 18<sup>th</sup> June 2025 for accuracy (draft 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 the Community Centre including:**

- I. Feedback from PCA meetings

### **5b. To receive any updates on the Scout hut including:**

- I. Surrender and transfer of ownership
- II. Insurance
- III. Developing programme of works
- IV. Hire arrangements and any other matters.

### **5c. To receive any updates and agree any actions on other projects including**

- i) Recreation ground improvements project.
- ii) Leigh Farm woodland project including
  - Update on meeting with tree officer
  - Update on lease agreement if available

### **5d. Local Council Award Scheme**

- I. To consider and approve council action plan.
- II. To consider and approve the community engagement and customer care policies.
- III. To confirm that all the required documents, information and conditions are in place and published on the council's website where applicable to enable the parish council to formally apply for the Bronze and Silver awards.

### **5e. To receive report on parish wide defibrillators. Agree purchase of a replacement cabinet at the Old Dairy and agree any other actions.**

### **5f. Improving biodiversity. To consider installing bug hotels at agreed locations and approve the purchase of bug hotels from HMP Ashfield subject to agreement on design and costs.**

### **5g. To agree updated and revised Asset register.**

### **5h. To consider and agree proposal for H&S improvements to the steps at St Aldams.**

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

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

- i. Correspondence from Parkfield residents regarding mini goal.
- ii. Request for a skate park.

### **6b. To note any feedback from delivery team on new Pucklechurch News.**

## **7. PLANNING**

### **7a. Planning applications.**

**7ai1. P25/01549/HH 4 Partridge Road Pucklechurch South Gloucestershire**  
Erection of single storey and two storey front extension to form additional living accommodation.

To note submitted comments under delegated powers as agreed by Council

**7a.ii To note comments submitted for P25/01386/RM Land Adjacent To 150 Westerleigh Road Pucklechurch South Gloucestershire BS16 9PY under delegated powers.**

Erection of 2 no. self-build dwellings (outline) with appearance, landscaping, layout and scale to be determined. Approval of reserved matters to be read in conjunction with Outline permission P24/02049/O.

*Pucklechurch Parish Council wishes to make the following observations:*

*As noted by the Planning Officer's report written in response to outline application, "the designs and supporting text indicate that both proposed dwellings would be single storey and architecturally similar to the existing property to the south at 150 Westerleigh Road." However one of the proposed homes is designed with two storeys albeit described as a "1.5-storey structure" and although it does not appear to be taller than the adjacent property, it would now create a greater massing within the street scene.*

*Since this property is described as 1.5 storeys, confirmation is sought that ceiling heights meet the minimum requirements as no cross-section elevation drawings appear to have been provided.*

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

**7bi. P25/00996/HH Meadow View 81 Westerleigh Road Pucklechurch South Gloucestershire BS16 9PU**

Demolition of existing garage. Erection of single storey outbuilding. **Approved with conditions.**

**7bii P25/01012/HH 37 Parkfield Rank Parkfield Road Pucklechurch South Gloucestershire BS16 9NP**

Erection of single storey front extension to form additional living accommodation. **Approved with conditions.**

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

To note updates on COM/25/0361/BOC and COM/25/0360/HH

**8. REPORTS**

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

**9. FINANCE**

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

**9b. To receive and agree reconciliations for June 2025.**

**Date of next meeting 20<sup>th</sup> August 2025**