



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 17th September at 7.30pm 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
10th September 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 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 20th August 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 updates and agree any actions relating to the Community Centre to include:

- To approve the commissioning of specialist services for structural surveys and agree costs.
- Update on H&S issues

5b. To receive any updates on the Scout hut to include:

- Annual electrical checks.
- Invoicing and administrative issues
- Updated legal advice

5c. To receive any updates and agree any actions on other projects to include:

- i) Recreation ground improvements project.
- ii) Leigh Farm woodland project to include:
 - a) Verbal update on South Gloucestershire masterplan for the woodland project
 - b) Agree PMP for parish element of project

5d. To consider and agree revised Grants process.

5e. To receive annual playground inspections and agree and actions

5f. To agree contractor to replace wooden handrails along steps at St Aldams

5g. To received latest ALCA advise on training requirements for councillors and staff.

6. AGENDA ITEMS TO NOTE.

6a. To note items of correspondence:

- i. PCA complaint
- ii. Complaint over edited article in Pucklechurch News
- iii. Completion of new street lighting dimming in Pucklechurch parish

6b. To note conclusion of audit and consider any recommendations.

6c. To note successful award of Bronze under the Local Councils Award Scheme.

7. PLANNING

7a. Planning applications.

7ai. P25/00374/F 114 Westerleigh Road Pucklechurch South Gloucestershire
Extension of existing vehicular access.

7aii. P25/02078/RVC Churchmead Farm Hodden Lane Pucklechurch South Gloucestershire BS16 9SG

Variation of condition 2 attached to P24/01494/F to substitute the approved plans A201 Rev D and A200 Rev A with A201 Rev E and A200 Rev C.

Adjacent parish

7aiii. P19/1275/F Land At Lyde Green Farm Emersons Green South Gloucestershire
Erection of 393 no. dwellings, including 139 affordable housing units. Alteration of existing vehicular access off Henfield Road. Provision of public open space, landscaping, sustainable urban drainage and related infrastructure and engineering works.

To note comments submitted under delegated powers

7aiv P25/01996/F Fleur De Lys 12 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

Change of use of part of building to 1no dwelling (Use class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

7b. Planning decisions. To note.

7bi. P25/01817/PIP Land To The Rear Of Court Farm 49 Westerleigh Road Pucklechurch South Gloucestershire

Permission in principle for the erection of up to 1no. dwelling. **Refused.**

Cllr Boyle to provide update from South Gloucestershire Council Development Management committee

7bii P24/01726/F Land At Shortwood Road Pucklechurch South Gloucestershire

Change of use of land from agriculture to gypsy and traveller caravan site to facilitate the stationing of 1no. mobile home, 1no. touring caravan, the erection of 1no. day room, installation of hardstanding and associated works. **Approved with conditions.**

7biii. P25/01549/HH 4 Partridge Road Pucklechurch South Gloucestershire BS16 9SR

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

7c. Planning enforcement and any other actions.

7ci Appeal APP/P0119/W/25/3369680 - P24/02055/F Land Opposite Meadow View Shortwood Road Pucklechurch South Gloucestershire

Change of use of land to travellers site with the erection of 1no. day room, 1no. stable block, siting of 2no. mobile homes and 2no. touring caravans, creation of hardstanding, access onto a classified highway (Class B) and associated works.

8. REPORTS

8a. To receive report from the Clerk.

9. FINANCE

9a. To approve contractual and other obligations for September 2025.

9b. To receive and agree reconciliations for August 2025.

Date of next meeting 15th October 2025