



## 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 19<sup>th</sup> June 2024 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 12<sup>th</sup> June 2024

### 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 15<sup>th</sup> May 2024 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 consider any updates and agree any actions relating to the Community Centre and adjacent Recreation ground including:**

- drainage proposals
- update on new committee at Pucklechurch Community Association

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

- St Aldams
- scout hut.

**5c. To receive update on S106 funding and agree any actions.**

**5d. To review the following policies as agreed in May:**

- Complaints procedure
- Dignity at work
- Disciplinary
- Environmental
- Equality and Diversity

**5e. To agree membership of working groups and representation on external groups**

**i) Internal working groups**

- Community hall liaison
- S106 group
- Play area group
- Woodlands, open spaces, Street Care & Allotments
- Staffing

**ii) Lead councillors**

- Planning liaison – Cllr Boyle
- Burial ground (in absence of the clerk) – Chair of council
- Health and safety lead – Cllr Hemmings

**iii) Representative on external bodies**

- Avon Local Councils Association (ALCA)
- Neighbourhood Plan Steering Group
- The West of England Rural Network (WERN)
- Town and Parish forum
- Boyd Valley Community Engagement forum
- WERN village agent led Steering Group

**5f. To received feedback from attendance at the Revel on 15<sup>th</sup> June 2024.**

**5g. To consider councillor vacancy and any applications for co-option to the council.**

**5h. To receive update from Play area working group**

**6. AGENDA ITEMS TO NOTE**

**6a. To note WESTlocal funding bid for community transport has been submitted.**

**6b. To note the council has been successful in obtaining a further grant of £7566.00 for the Neighbourhood Plan.**

**6c. To note any training undertaken.**

## **7. PLANNING**

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

#### **7ai P24/01347/LB Moat House Kings Lane Pucklechurch South Gloucestershire BS16 9PP**

The repair and refurbishment of 19no. windows, including the replacement of existing single glazing with Fineo vacuum glazing units, and the replacement of existing single glazing within 1no. door with Fineo Vacuum glazing units.

#### **7aii P24/01402/HH 5 - 6 The Vale Pucklechurch South Gloucestershire BS16 9NW**

Demolition of outbuilding and erection of detached 1no. studio building.

To note responses under delegated powers

#### **7aiii P24/01174/F and P24/01146/LB Unit 10 Pucklechurch Trading Estate Pucklechurch South Gloucestershire BS16 9QH**

Installation of a roof mounted solar PV system of 63.7kWp installed capacity

Submitted comments: Pucklechurch parish council is happy to defer to the conservation officer

#### **7aiv P24/01240/TCA Brimstones 22 Westerleigh Road Pucklechurch South Gloucestershire BS16 9RD**

Works to fell 1no. Walnut and 1no. Box Elder tree. Works to Crown reduce 2no. Walnut trees by approximately 2-3metres. Remove section of hedge to allow highway view. All trees situated within Pucklechurch Conservation Area.

Submitted comments: The parish council is happy to defer to the tree officer

### **7b. Planning decisions.**

None at the time of the agenda

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

None at the time of the agenda

## **8. REPORTS**

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

## **9. FINANCE**

### **9a. To approve contractual and other obligations for June 2024.**

### **9b. To receive and agree reconciliations for May 2024.**

To note date of next meeting **17<sup>th</sup> July 2024**