



MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 20TH APRIL 2022 7:30PM AT PUCKLECHURCH PRIMARY SCHOOL CAR PARK

PRESENT.

Cllrs G Boyle (GB) chair, L English (LE) and D Molloy (DM)

In attendance: 1 member of public, D Dunning (Clerk) and Ward Cllr Stokes

Public Participation

One member of public wished to be considered for co-option. Agreed to hold a public meeting in the Pucklechurch Community centre car park at 7.15pm on 4th May to co-opt Jon Bailey.

2022/04/20 No 1. To Note apologies for absence

Cllrs Phillips, Anscombe, Dunning and Hemmings and Ward Cllrs Reade

2022/04/20 No 2. Declarations of Interest

None.

2022/04/20 NO 3 MINUTES

Resolved to approve minutes of the meeting on 16th February, 16th March and 6th April 2022 (advisory meeting).

2022/04/20 NO 4 PLANNING

2022/04/22 4a P22/01401/F Land At 1 Oaktree Avenue Pucklechurch South Gloucestershire BS16 9RP

Erection of 1 no. dwelling with parking, access and associated works.

Resolved to object

PPC does not believe that the plans supplied with this application are an accurate reflection of the plot size that would be available for the construction of the property as shown - the plot appears significantly smaller than that which would be required to construct a 3-bedroom property and contrary to the requirements of PSP34 with regard to the provision of private amenity space. Since the plans are inaccurate it is difficult to assess whether the property would meet nationally described space standards for the construction of a 3-bedroom property, but it is believed that the proposal as it stands also falls short of these standards.

The garden that sits to the side of 1 Oaktree Avenue is not equivalent in width to that of the residential dwelling 1 Oaktree Avenue itself as shown in the hand-drawn Block Plan. There is some indication of this as per the Site Location Plan provided. The original garden of 1 Oaktree Avenue appears to have already been subdivided with a fence in anticipation of development, leaving a garden space to the rear of the development plot which is believed to be less than 4 metres wide (as evidenced by the width of 2 x standard 1.83m wooden fence panels plus posts that remain in situ). The red line boundary to the side of the property that runs in line with the width of the remaining garden, appears to run through a substantial hedge that has overgrown the grass verge, which sits adjacent to the highway. The length of the garden to the rear of the development plot also appears to be less than 10m (as evidenced by 5 x standard 1.83m wooden fence panels that remain in situ). PSP34 requires a minimum amenity space of 60m² for a 3-bedroom property, whereas there would appear to be a maximum of 40m² available (sufficient for a 1-bedroom property).

As the width of the remaining rear garden is the same as the proposed property it would appear that the floor plans must also be inaccurate with regard to size/area. This calls into

question whether or not the property would be capable of meeting the space standards required for a 3-bedroom property. Aside from this, inadequate provision has been allowed for the collection of domestic waste, no cycle store or bin storage provision has been accommodated and no electric car charging point allowed for.

The parking arrangements are at odds with and do not accord well with the rest of the local street scene and contrary to the open plan design on which the Pucklechurch Gardens Estate was laid out, with pedestrian walkways to the front of each property and parking arrangements to the rear. The parking spaces as shown here would lie parallel and immediately adjacent to an open plan pedestrian walkway and the house frontages themselves and perpendicular to the current highway. This arrangement would also lead to the loss of unallocated on-street parking spaces through the formation of a driveway. It is not clear what visibility splay there would be as none is shown – this is an important consideration since the rear wall and fence of 56 Abson Rd (at the junction of Oaktree Avenue) sits further forward in the street scene adjacent to the highway and may create a blind spot. The 2 off road garage spaces shown against the number required for 1 Oaktree Avenue may not accord with the current minimum size standard.

The proposal also provides no environmental benefit to the local area in terms of green landscaping.

2022/04/20 4aii P22/01991/F Land At 12 Homefield Road Pucklechurch South Gloucestershire BS16 9QD

Demolition of existing garage and erection of 1no. attached dwelling with access, parking and associated works (resubmission of P22/00090/F).

Resolved no objections but PPC noted however that the demolition of the garage has already taken place and new driveways installed.

2022/04/20 4aiii P22/01832/LB Moat House Kings Lane Pucklechurch South Gloucestershire BS16 9PP

Installation of conservation roof light to enable access to the roof area to remedy water ingress and future maintenance.

Resolved to defer to SGC Conservation Officer with the following comments to be considered.

This proposal attempts to provide a solution for water ingress, the full cause of which according to the Statement of Significance requires further investigation. The problem this proposal seeks to address is therefore improperly understood. Whilst the installation of a roof light might provide more convenient access to the roof it may not actually resolve the problem of water ingress and therefore may not be completely necessary.

Planning applications received after agenda issued.

20228/04/20 4aiv P22/01635/CLE | Continued use of 2 no. outbuildings for storage and a dayroom. | 5 Meadow View Shortwood Road Pucklechurch South Gloucestershire BS16 9PQ

Resolved to object.

The main issue here is that the use of these structures is inextricably linked with the continued existence of the gypsy and traveller site – the use of which PPC believe is conditional on it being inhabited by named individuals. The site itself sits within the green belt – the store and the dayroom constitute inappropriate built development within it that only exists because the gypsy and traveller site was allowed – it surely follows that the continued use of these buildings should remain conditional on the site being occupied by the named individuals and not permanently – i.e. they should be removed and the land restored as above when that permitted use ceases.

See: PK14/2889/F | Change of use of land to gypsy/travellers site including 2 no. mobile homes and 2 no. touring caravans with the formation of additional hard standing and 2 no. ancillary utility/day rooms | Land At Shortwood Road Pucklechurch Bristol South Gloucestershire BS16 9RA

And also: PK17/4232/RVC | Variation of condition 1 and 2 attached to PK14/2889/F allowed on appeal APP/P0119/W/15/3065767 condition no. 1 to now read The use hereby permitted shall be carried on only by the following and their resident dependants: James McDonagh and Helen Monagan (Plot 1) and Jason McDonagh and Theresa Mc... | Land At Shortwood Road Pucklechurch Bristol South Gloucestershire BS16 9PQ

The proposed revised wording was "Variation of condition 1 and 2 attached to PK14/2889/F allowed on appeal APP/P0119/W/15/3065767 condition no. 1 to now read The use hereby permitted shall be carried on only by the following and their resident dependants: James McDonagh and Helen Monagan (Plot 1) and Jason McDonagh and Theresa McDonagh (Plot 2). Condition no. 2 to now read, When the land ceases to be occupied by those named in Condition 1) above, the use hereby permitted shall cease and all caravans, buildings, structures, materials and equipment brought onto the land, or works undertaken to it in connection with the use shall be removed and the land restored within a further three months to its condition before the development took place."

2022/04/20 4av P22/00423/F | Conversion of existing stable block to include single storey front and side extension to form 1 no. residential dwelling and associated works | The Meadows Parkfield Pucklechurch South Gloucestershire BS16 9NS Resolved additional comments.

It has come to PPC's attention that the stable block this application refers to may not still exist – any application to convert something that no longer exists is therefore misleading. The plot of land the site comprises an element of is currently being marketed by Country Property, Chipping Sodbury, The Grange, 73 Broad Street, Chipping Sodbury BS37 6AD (see https://www.rightmove.co.uk/properties/122298323#/?channel=COM_BUY)

The sale particulars reference the site as follows "A footprint of a former building will provide the ideal base for a stable block...".

2022/04/20 4B PLANNING DECISIONS

None

2022/04/20 PLANNING ENFORCEMENT AND ANY OTHER ACTIONS

To receive any update on COM/22/0130/BOC.

Noted.

2022/04/20 5 REPORTS

2022/04/20 5a To receive pre-submitted reports from Councillors.

Planning comments above.

2022/04/20 5b. To receive Report from District Councillor(s).

Ward Cllr Stokes provide feedback form Boyd Valley community engagement meeting

- Ongoing problems in the area with dirt bikes being moved around the region in vans.
- Area has new beat officers who are arranging meet and greet events.
- Local nature action plan toolkits are available to anyone including the public who wish to undertake local reviews of open spaces. More information is available from Matthew Lipton.
- The new South Gloucestershire local plan sits within the wider WECA plan and feedback form the review is anticipated withing next 8 weeks.
- Concerns were raised over the poor bus services to rural areas. Ward Cllr Stokes advised that South Gloucestershire council (SGC) is aware of serious transport

issues affecting rural areas and noted that SGC continues to raise robust challenges to local transport issues.

2022/04/20 5c. To receive report from the Clerk

- Replacement wooden barrels for the Parkfield triangle have been sourced locally. Approved expenditure for three barrels and compost at a cost of £120.
- Formal complaint to NatWest ongoing.

2022/04/20 6 FINANCE

Interim audit report update – council felt getting a vat invoice for the cctv at the allotments was unrealistic and resolved not to pursue this to reclaim vat. Vat will be reclaimed on electricity for the defibrillators and appropriate adjustment to the £200 burial fee will be made.

Bank signatories have been updated and are Cllrs Phillips, Boyle, Dunning and English. NatWest had incorrectly set up the council's business profile as a church so profile cannot be completed. Complaint ongoing.

2022/04/20 6a To agree payment of contractual or other obligations.

Resolved to approve. Cheques signed by Cllrs Dunning and Boyle.

April pay data not received at time for the meeting

| Payee | Description | Net | VAT | Amount Paid | Chq No | Power | Column2 |
|--------------------|--|------------------|---------------|------------------|--------|-----------------------------|-----------|
| D Dunning | McAfee subscription | £59.99 | £0.00 | £59.99 | 3102 | LGA1972 S111 | |
| Primrose Gardening | Monthly maintenance contract April | £1,470.83 | £0.00 | £1,470.83 | 3103 | open spaces act 1906 ss9&10 | |
| | Primroses & repairs to Shortwood sign | £65.00 | £0.00 | £65.00 | 3103 | open spaces act 1906 ss9&10 | |
| | Protection for Jubilee Oaks | £95.00 | £0.00 | £95.00 | 3103 | open spaces act 1906 ss9&10 | £1,630.83 |
| ALCA | Subscription SUBS-2022-0912 | £667.89 | £0.00 | £667.89 | 3104 | LGA 16972 s143 | |
| C Hall | Shortwood rent March 2022 | £180.00 | £0.00 | £180.00 | 3105 | open spaces act 1906 ss9&10 | |
| AS Hall and son | Shortwood play area maintenance 2022/PPC | £370.00 | £74.00 | £444.00 | 3106 | open spaces act 1906 ss9&10 | |
| Ensign Print | Spring Pucklechurch News | £234.00 | £0.00 | £234.00 | 3107 | open spaces act 1906 ss9&10 | |
| Anna Chelmicka | litter April 22 | £350.00 | £0.00 | £350.00 | 3108 | open spaces act 1906 ss9&10 | |
| Total | | £3,492.71 | £74.00 | £3,566.71 | | | |

| Direct debits for April 2022 | | | | | |
|------------------------------|-----------------|--------|-------|--------|------------|
| Supplier | Goods | Net | VAT | Total | Date |
| o2 | phone | £12.00 | £2.40 | £14.40 | 04/04/2022 |
| Plusnet | Internet access | £15.71 | £3.14 | £18.85 | 04/01/2022 |

| | | | | | |
|------------|----------------------------|--------|-------|--------|------------|
| NEST (Mar) | Pension Contribution | £72.96 | £0.00 | £94.34 | 15/04/2022 |
| EDF Energy | Electricity Eagle Crescent | £9.00 | £0.00 | £9.00 | 01/04/2022 |
| EDF Energy | Electricity Parkfield | £9.00 | £0.00 | £9.00 | 01/04/2022 |
| 707 | Monthly waste collection | £39.78 | £7.96 | £47.74 | 15/04/2022 |

Bank reconciliation for March 2022

| Balance per bank statements as at 01/03/22 | | £ |
|--|------|--------------------|
| NatWest reserve account | | £30,144.75 |
| Petty cash float (if applicable) | | £0.00 |
| NatWest current account | | £102,747.91 |
| Current A/C activity for March 2022 | | |
| Less: payments for March 2022 | | £9,295.79 |
| Plus: income for March 2022 | | £195.00 |
| Balance per current A/C bank statements as at 31/03/22 | | £93,647.12 |
| Business reserve A/C activity for March 2022 | | |
| Plus: Business reserve interest for 2021/22 | | £3.02 |
| Balance per business reserve A/C bank statements as at 31/03/22 | | £30,147.77 |
| Total bank accounts as at 31/03/22 | | £123,794.89 |
| Less: any un-presented cheques as at 31/03/22 | | |
| | 3014 | £50.00 |
| | 3022 | £50.00 |
| | 3042 | £200.00 |
| | 3061 | £334.05 |
| | 3075 | £50.00 |
| | 3081 | £500.00 |
| | 3082 | £500.00 |
| | 3083 | £200.00 |
| | 3084 | £720.00 |
| | 3087 | £22.50 |
| | 3088 | £172.80 |
| | 3091 | £473.48 |
| | 3095 | £383.95 |
| | 3096 | £39.96 |
| | 3097 | £650.00 |
| | 3098 | £20.00 |
| | 3099 | £35.45 |
| | 3100 | £37.80 |
| | 3101 | £30.00 |
| | | £4,469.99 |
| Add: any un-banked cash as at 31/03/22 | | £0.00 |
| Net Current A/C balance as at 31/03/22 | | £89,177.13 |
| Total balances all bank accounts as at 31/03/22 | | £119,324.90 |

Print screen accounts March 2022

| Payee | NW Current A/c | NW Bus Res A/c | VAT No. | NW Current A/c | NW Bus Res A/c | Petty cash | Staff pay | Tax&NI |
|--------------------------------|----------------|----------------|----------------------|----------------|---|------------|-----------|----------|
| Balance c/fwd | 89,102.13 | 30,147.77 | | | | 19,935.54 | | |
| | A | B | | | | | | |
| Combined balance | D | 119,249.90 | Bank rec at 31 03.22 | | | 19,969.75 | 13,013.45 | 4,198.46 |
| | | | NW Current A/c | 93,647.12 | Enter bank statement balance here | | | |
| | | | NW Bus Reserve A/c | 30147.77 | Enter bank statement balance here | | | |
| Balance as at 1st April 2021 | | 109,468.71 | Petty cash | 0.00 | | | | |
| Plus: receipts in year to date | | 93,309.71 | | 123,794.89 | | | | |
| Less Payments in year to date | | 83,453.52 | Less: uncleared chqs | 4,469.99 | Total value of uncleared cheques at quarter end | | | |
| Balance as at 31st March 2022 | E | 119,324.90 | F should equal D & E | 119,324.90 | Diff | 0.00 | | |
| | | | | | Detail needs to be entered in these cells | | | |

Bank statement March 2022

| Date | Details | Withdrawn | Paid in | Balance |
|-------------|--------------------|-----------|---------|-----------|
| 30 Mar 2022 | BROUGHT FORWARD | | | 93,987.12 |
| | Automated Credit | | | |
| | PLOT 15 | | | |
| | FP 30/03/22 1455 | 22/23 | | |
| | 400000000916220248 | | 20.00 | |
| | Automated Credit | | | |
| | PLOT 15 | | | |
| | FP 30/03/22 1436 | 22/23 | | |
| | 810695416341033001 | | 20.00 | 94,027.12 |
| 31 Mar | Automated Credit | | | |
| | PLOT 4 | | | |
| | FP 30/03/22 2012 | 22/23 | | |
| | 400000000916379481 | | 20.00 | |
| | Automated Credit | | | |
| | PLOT 11 | | | |
| | FP 31/03/22 0730 | 22/23 | | |
| | 200000000907884257 | | 20.00 | |
| | 003086 | | | |
| 1 Apr | Cheque | 420.00 | | 95,647.12 |
| | Automated Credit | | | |
| | ALLOTMENT PLOT 3 | | | |
| | FP 01/04/22 0945 | 22/23 | | |
| | 500000000913011737 | | 20.00 | 31/3/22 |

Noted

2022/04/20 6b To receive figures for Q4 and agree any actions. Deferred.

2022/04/20 NO 7 ITEMS FOR ACTION

2022/04/20 7a. To consider public response to Eagle Crescent play area proposal and appoint contractor.

Good community engagement including families. Design well received.

Resolved to appoint HAGS as preferred contractor to upgrade Eagle Crescent play area at a fixed price of £59850. References to be obtained.

2022/04/20 7b. To review and extend the maintenance contract in line with original tender for a further year covering 2022/23.

Following discussions and in line with terms of original tender, **resolved** to extend the contract awarded to Primrose Gardening for 2022 at current costs. Resolved Cllr Hemmings to review maintenance contract in preparation for new tender process later this year.

2022/04/20 7c. To review and agree to maintain current charges for allotments, burial ground and pitch rental for 2022/23.

Resolved to maintain charges for 2022/23 at same rates as 2021/22.

2022/04/20 7d. To review Investment policy and agree any changes.

Resolved to re-adopt policy unchanged.

2022/04/20 7e To consider South Gloucestershire Council's draft Local Flood Risk Management Strategy (2022-2027) and agree any actions.

Noted.

2022/04/20 7f To receive a proposal outlining ideas for improving bio-diversity on The recreation Ground and agree any actions.

Agreed more work is required including links to 'talking benches' and potential use of housing association owned land on Lansdown Road. Council values the importance of involving Recreation land users and a wide range of views.

2022/04/20 NO 8 AGENDA ITEMS TO NOTE

8a. To receive update on any issues to note.

None

Meeting closed at 20:18

The next meeting is 18th May 2022

Signed:

Date: 18th May 2022

DRAFT MINUTES SUBJECT TO APPROVAL AT NEXT MEETING