



PUCKLECHURCH PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 15th FEBRUARY 2023 AT 7.30 PM AT THE BUNGALOW HMP ASHFIELD

PRESENT.

Cllr G Boyle - Chair, L English, D Molloy, R Dunning, J Bailey, D Freestone and N Anscombe.

In attendance: D Dunning (Clerk).

PUBLIC PARTICIPATION

None.

2023/02/15 No 1. To Note apologies for absence

Cllrs Hawkins and Hemmings.

2023/02/15 No 2. Declarations of Interest

Cllr Freestone item 5f grants as chair of Pucklechurch Cricket Club. Cllr Freestone took no part in the cricket club grant discussions.

2023/02/15 No 3. To Confirm the minutes of the previous meeting

The minutes of the meeting on 18th January 2023 were confirmed as a correct record of the meeting and were duly signed by the Chair.

2023/02/15 No 4. To receive report from district councillor(s).

No ward councillors attended the meeting.

2023/02/15 No 5 AGENDA ITEMS TO ACTION

2023/02/15 5ai To consider proposal from Town and Parish Forum to introduce a tension monitoring reporting form and agree any actions.

Resolved to continue to encourage the public to report any incidents to 101 and for council to continue to directly communicate with the community beat team as required which works well. The tension monitoring reporting was viewed as an un-necessary duplication of work.

2023/02/15 5b. South Gloucestershire Council's Hedgehog Hero project update.

2023/02/15 5bi. To consider proposal to ban the use of slug pellets on parish council land.

Agreed proposal in principle. **Resolved** to write to Allotment Association to gain their views and support for a future ban on the use of slug pellets.

2023/02/15 5bii. To agree updates to 2023 Allotment handbook and tenancy agreement.

Resolved to the immediate inclusion of a voluntary request to cease using slug pellets until negotiations with the Allotments Society are concluded.

2023/02/15 5biii. To note feedback from last meeting.

Noted.

2023/02/15 5c. To consider South Gloucestershire Council consultation on drug and alcohol treatment services commissioning

Noted.

2023/02/15 5d To consider South Gloucestershire Council consultation on Thornbury to North Bristol Sustainable Transport Corridor improvements.

Noted

2023/02/15 5e. To receive correspondence from member of public over concerns at Parkfield.

Concerns were noted but road safety is the responsibility of South Gloucestershire Council and the parish council has no legal powers to take any action. Speeding should be reported to the Police.

2023/02/15 5f. To consider grant applications and agree any awards.

The total value of grants requests was over £14,250.00 – over three and a half times the allocated budget.

Resolved in accordance with its powers under section 137 of the Local Government Act 1972 to approve the following expenditure which, in the opinion of the Council, is in the interests of the area of its inhabitants and will benefit them in a manner commensurate with the expenditure detailed

Name of Applicant	Purpose of grant	Amount approved
Scouts	Internal repairs to boys toilets	£250.00
Memory Café	Support for residents impacted by dementia	£480.00
Green Transport	Mobility equipment	£194.20
PCA	Roof repairs	£1,000.00
Pucklechurch cricket club	Training nets	£900.00
Allotments Association	Composting toilet	£500.00
Tower playgroup	Insurance	£450.00
1st Pucklechurch Beavers	Cooker	£450.00
Good Neighbours	Insurance	£200.00
Revel	Printing	£655.00
Pucklechurch playgroup	Sensory equipment	£450.00
Total approved under LGA 1972 S137		£5,529.20

St Thomas a Becket	Lighting £600	£600.00
Total approved under LGA 1972 s144		£600.00
TOTAL GRANTS		£6,129.20

2023/02/15 5g. To agree date and details of annual parish assembly meeting and confirm dates for council meetings for 2023.

Resolved the parish assembly will be held on 22nd March 2023 7-9pm at Pucklechurch primary school and will include a presentation on the progress on the Neighbourhood plan.

Resolved to approve 2023 meeting dates.

Meeting dates 2023			
	Advisory Zoom (if needed)	Public	
April	5th	19th	
May		17th	Annual council meeting
June	7th	21st	
July	5th	19th	
August	2nd	16th	
September	6th	20th	
October	4th	18th	
November	1st	15th	
December		6th	

2023/02/15 6. AGENDA ITEMS TO NOTE

2023/02/15 6a. To note crime reports for November and December.

Noted.

2023/02/15 6b. As instructed by council to note the contract for lighting at the Millennium stone has been cancelled.

Noted. Chair of council to produce a community update and a future meeting will consider alternatives including solar lights.

2023/02/15 6c. To note details of Ultra Runs on 4th March 2023 between 08:00 – 16:00 and 26th August 2023 between 08:00 – 16:00.

Noted.

2023/02/15 6d. To note that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2023-24 is £9.93.

Noted.

2023/02/15 NO.7 PLANNING

2023/02/15 7a Planning applications

2023/02/15 7ai P23/00349/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. Appendix 1

Applications received since agenda issued:

2023/02/15 7aii P23/00487/HH 22 Hillview Road Pucklechurch South Gloucestershire BS16 9RQ

Erection of front porch. Erection of a single storey rear extension to form additional living accommodation. Erection of 1no. detached outbuilding/ garden store. Works to raise garden levels to facilitate the erection of 1 no. underground garage.

Deferred to the clerk to collate and submit any comments.

2023/02/15 7aiii P22/06458/HH Pucklechurch House 35 Westerleigh Road Pucklechurch South Gloucestershire BS16 9RD

Revised plans - Demolition of garage and erection of a single storey side extension. Erection of 1 no. detached garage.

Noted no comments.

2023/02/15 7b. Planning decisions

All decisions were noted.

2023/02/15 7bi P22/06368/HH 29 Cedar Way Pucklechurch South Gloucestershire BS16 9RN

Installation of 1no side dormer to facilitate loft conversion (retrospective). Replacement of existing flat roof with a pitched roof. Refused.

7bii P23/00116/TCA Pucklechurch Social Club Village Hall Abson Road Pucklechurch South Gloucestershire

Works to 1no. Wild Cherry to cut back from building to give 2m clearance, Works to 1no. Horse Chestnut to remove split branch situated in the Pucklechurch Conservation Area. No Objection.

2023/02/15 7c. Planning enforcement and any other actions.

None

2023/02/15 No 8. REPORTS

2023/02/15 8a. To receive pre-submitted reports from Councillors. Health and safety report for allotments was noted. **Resolved** to share report with Allotment committee and agreed to follow up at a future meeting.

2023/02/15 8b. To receive report from the Clerk.

- A 'no objection' response was submitted for P23/00208/HH 91 Main Road Mangotsfield South Gloucestershire *Erection of a single storey rear extension to form additional living accommodation.*
- South Gloucestershire Council/lpw outreach youth service have just announced they are bringing their youth bus to Pucklechurch every Monday from 4:00 to 5:30 for up to three months from 20th February. The bus will be parked in the community center car park, (Monday session previously held in Wick). Publicity on social media.
- Councillors were requested to confirm that the circulated feedback to the Town and Parish charter can be submitted. **Resolved** to submit comments
Clause 8 The Forum is the unifying voice of the parish tier of local government, recognised and respected by South Gloucestershire Council.
Response: This needs rewording - it is a forum for discussion and information exchange but has no mandate to speak on behalf of, or to represent T & PC views other than for those that attend meetings. It cannot therefore be described as a unifying voice.
Clause 9 The Forum's role is to facilitate interaction and act on the collective needs of the local parish councils each of whom is represented at its meetings. Providing opportunity for all to interrelate with South Gloucestershire Council.
Response: This implies that all T&PCs are represented at the meetings which is clearly not the case, those present can't take or make decisions as would a representative corporate body - it needs rewording to articulate that it that it acts on the needs or concerns of those T&PC's that attend and in doing so provides an opportunity for direct interaction with South Gloucestershire Council.
- Concerns raised over parking outside the entrance to the Poplars. These were noted but the parish council has no legal powers to prevent parking and concerns should be raised with South Gloucestershire Council parklegally@southglos.gov.uk or reported to 101
- Reminder of networking event to link Town and Parish Councils with youth providers on 23rd Feb at 7pm in Yate

- One report of anti-social behaviour at Eagle Crescent with a request for more signage saying no ball games – concerns were noted and the council agree its response.

2023/02/15 9. FINANCE

2023/02/15 9a. To agree payment of contractual or other obligations and receive monthly reconciliations.

Table 1 Payments for February 2023

Cheques for authorisation 15/02/23						
Payee	Description	Net	VAT	Amount Paid	BACS	Power
D Dunning	Salary Feb 23	£1,656.53	£0.00	£1,656.53	BACS	LGA 1972 s112
Viking (refund D Dunning)	Stationary	£70.96	£14.19	£85.15	BACS	LGA 1972 s111
HMRC	tax & NI Feb 23	£522.40	£0.00	£522.40	BACS	LGA 1972 s112
Anna Chelmicka	litter picking Feb	£350.00	£0.00	£350.00	BACS	Open Spaces Act 1906 ss9&10
South Glos Council	Localism charges Jan - Mar 3805169108	£1,725.00	£345.00	£2,070.00	BACS	Open Spaces Act 1906 ss9&11
Primrose Gardening	Monthly maintenance contract Feb Inv 76	£1,492.83	£0.00	£1,492.83	BACS	Open Spaces Act 1906 ss9&10
SLCC	Training Neurodiversity BK209327-1	£45.00	£9.00	£54.00	BACS	LGA 1972 s111
Midland Forestry t/a West Country Forestry	Approved tree work The Rec B69362	£360.00	£72.00	£432.00	BACS	Open Spaces Act 1906 ss9&11
VisionICT	Website hosting April 23- Mar 24 16019	£175.00	£35.00	£210.00	BACS	LGA 1972, s.142
G Boyle	HP Ink July 22-Jan 23	£49.92	£10.02	£59.94	BACS	LGA 1972 s111
Total		£6,447.64	£485.21	£6,932.85	£6,932.85	-

£1,741.68

Direct debits for Feb 2023				
Supplier	Goods	Net	VAT	Total
o2	phone	£13.40	£2.68	£16.08
Plusnet	Internet access	£17.17	£3.43	£20.60
NEST	Pension Contribution	£106.19	£0.00	£106.19
EDF Energy	Electricity Eagle Crescent	£18.00	£0.00	£18.00
EDF Energy	Electricity Parkfield	£18.00	£0.00	£18.00

707	Monthly waste collection	£39.78	£7.96	£47.74
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BACS payments approved. **Resolved** grants as detailed in 2023/02/15 5f and contractual payment to be authorised by Cllrs Molloy and English.

Table 2 Reconciliation for January 2023

Balance per bank statements as at 01/01/23	£
NatWest reserve account	£30,147.77
Unity Bank	£52,326.82
NatWest current account	£66,212.20
Current A/C activity for January 2023	
NatWest current account	
Less: payments for January 2023	£627.18
Plus: income for January 2023	£75.00
Balance per NatWest current A/C bank statements as at 31/01/23	£65,660.02
Unity Bank	
Less: payments for January 2023	£5,852.74
Plus: Unity income for January 2023	£0.00
Balance per Unity bank statements as at 31/01/23	£46,474.08
Total bank accounts as at 31/01/23	£142,281.87
Less: any un-presented cheques as at 31/01/23	£0.00
Add: any un-banked cash as at 31/01/23	£0.00
Net NatWest Current A/C balance as at 31/01/23	£65,660.02
Net Unity balance as at 31/01/23	£46,474.08
Total balances all bank accounts as at 31/01/23	£142,281.87

Table 3 Print screen of Accounts

Balance c/fwd	65,660.02	30,147.77				
	A	B				
Combined balance	E	162,633.06	Bank rec at 31/01/22			
			NW Current A/c	65,660.02	Enter bank statement balance here	
			NW Bus Reserve A/c	30,147.77	Enter bank statement balance here	
Balance as at 1st April 2022		119,324.90	Unity Bank	46,474.08		
Plus: receipts in year to date		233,466.11		142,281.87		
Less Payments in year to date		210,509.14	Less: uncleared chqs		Total value of uncleared cheques at quarter end	
Balance as at 31st January 2023	F	142,281.87	G should equal E & F	142,281.87	Diff	0.00

Table 4 NatWest bank statement balance January 2023

02491 0001/0001		NatWest		Current Account	
Date	Details	Withdrawn	Paid in	Balance	
6 Jan 2023	BROUGHT FORWARD			66,160.52	
17 Jan	Cheque 003173	180.00 ✓		65,980.52	
	Direct Debit EDFENERGY CUST PLC 9431333333	180.90 ✓		65,799.62	
19 Jan	Direct Debit 707 LIMITED C-PUC001	47.74 ✓		65,751.88	
20 Jan	Direct Debit NEST IT000000793489	166.86 ✓		65,585.02	
24 Jan	Credit No.100661 605114			65,666.02	
1 Feb	Direct Debit EDF ENERGY 671063327375	75.00 ✓		65,591.02	

Table 5 Unity Bank statement balance January 2023

Your Current T2 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
20/01/2023	Faster Payment Debit	B/P to: VisionICT	£78.00	£0.00	£49,213.31
20/01/2023	Faster Payment Debit	B/P to: Primrose Gardening	£1,492.83	£0.00	£47,720.48
20/01/2023	Faster Payment Debit	B/P to: Midland Forestry	£336.00	£0.00	£47,384.48
20/01/2023	Faster Payment Debit	B/P to: Anna Chelmicka	£350.00	£0.00	£47,034.48
20/01/2023	Faster Payment Debit	B/P to: Microshade	£560.40	£0.00	£46,474.08

Resolved to approve reconciliations.

Meeting closed at 20:55

The next meeting is 15th March 2023

Signed:

Date: 15th March 2023

Appendix 1

P23/00349/F | Erection of 1 no. dwelling with parking, access and associated works. | Land At 1 Oaktree Avenue Pucklechurch South Gloucestershire BS16 9RP

As with the previous applications for this site Pucklechurch parish council (PPC) objects to the proposed development of this site as described. It was made clear at the Committee meeting at which the previous application was refused that the land to the front of the property could not be described as private amenity space. The proposed new dwelling is not provided with sufficient private and useable amenity space to meet the needs of the intended future occupants. The application is therefore contrary to the requirements of PSP43 of the Policies Sites and Places Plan (Adopted). Contrary to the Design & Access statement the pedestrian and vehicle access to the property will not remain unchanged as a car-parking space has been added as a proposal situated in the rear – garden that will necessitate altered vehicle access to this space. This further reduces the level of private amenity space.

Council notes the comments submitted by Paul Johnson on behalf of SGC Sustainable Transport - Transportation DC - Mr Johnson is mistaken in his assertion that this will be a one-bedroom property when the plans clearly show a 2 bed 3 person property is being proposed. The requirement is a total of 3 car parking space between the two properties. The garage is undersized, and this is acknowledged by the applicant, which means for the purpose of this application as per PSP16, where garages are provided below the minimum size requirements only 50% of them will count towards the parking standards.

Finally, the plans as submitted show a plot that measures equidistant in width from the front to back which PPC does not agree to be the case and so requests SGC's Planning Officer assesses the internal floor space accurately as this was reported to be in the region of 66sqm in the previous application.