



**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY  
19<sup>th</sup> JULY 2023 AT 7:30PM AT THE BUNGALOW HMP ASHFIELD.**

**Present.**

Cllr G Boyle - Chair, L English, A Hemmings, J Hawkins, J Bailey, D Freestone, M Pibworth and T Symons.

Public Participation  
None.

**2023/07/19 No 1. To note apologies for absence**

Cllr Dunning and Ward Cllrs Stokes and Palmer.

**2023/07/19 No 2. Declarations of interest**

Cllr Symons declared an interest in item 6d due to magistrate's work.

**2023/07/19 No 3. Minutes**

**Resolved** to approve the minutes of the meeting on 21<sup>st</sup> June 2023.

**2023/07/19 No 4. To receive report from ward councillor(s).**

Submitted report from Ward Cllr Palmer:

- Pucklechurch Speedwatch – still waiting on the Police for meeting date raised at Boyd Valley CEF for a meeting. Westerleigh parish is in the same position.
- Waste collection disruption continues but SGC and Suez have put in some extra sites - in addition to the Lyde Green Park and Ride site, there is also a drop off site at the Park and Ride site next to the Council Offices at Badminton Road, Yate and at Cleve Rugby Club in Mangotsfield. Suez and their employees are in talks again so hopefully a resolution can be reached.
- With the closure of the Badminton Road A432, it would seem that drivers are looking for different routes to get to the Ring Road. Reports of heavy traffic on Shortwood Road, with evening queues reported from the Church to the Ring Road, and busier than usual on the morning. A high-level group has been set up at South Gloucestershire Council to monitor the impact of the closure of the Badminton Road, which is likely to be long term so any measures that might ameliorate the effect on Pucklechurch would be welcomed.

Councillors expressed concern over the impact of multiple road closures on the parish as well as the inconsistently poor communication over dates, times, detours, and bus services.

**Resolved:** for the Clerk to report Council's dissatisfaction with appropriate South Gloucestershire Council officers and to ask for improvements to be made.

**2023/07/19 No 5 Agenda items to action**

**2023/07/19 5a. To consider report on request for a path across the Recreation ground and agree any actions**

It was noted that the construction of a path across the Recreation ground would conflict with its use by residents and others for sporting and other purposes. Equally the potential cost of the construction of such a path was not allowed for within the Council budget and as there was already a suitable safe paved route from the car park via Hillview Road and Castle Road the expenditure could not be justified.

**Resolved:** for the Clerk to write to the Headteacher of Pucklechurch Primary School and request that communication with parents referenced the paved route from the Community Centre car park to school via Hillview Road and then Castle Road as part of its Travel Plan.

**2023/07/19 5b. To receive Allotment inspection report and associated actions.**

The content of the inspection report was noted as well as the actions arising from it regarding improvement and termination letters sent to tenants in line with tenancy agreements and Council policy.

**Resolved:** for the Woodland, Open Spaces, StreetCare and Allotments working group to investigate the splitting of a vacated larger plot to provide two or more plots.

**2023/07/19 5c. To consider verbal updates relating to the Community centre and adjacent Recreation ground and agree any actions.**

Updates were provided:

1. A building surveyor had provided a list of what can be surveyed vis a vis the Community Centre, which now needs to be checked against what PCA has recently risk assessed or had surveyed.
2. The football and cricket clubs have been collaborating on what may be required for new changing facilities and a report with suggestions will be presented at a future council meeting for consideration.
3. Investigation of the costs associated with replacing the storage unit roof were ongoing.

**2023/07/19 5d. To agree suggestions for a work programme for Streetcare in Pucklechurch.**

**Resolved:** to request the following works to be undertaken

1. Clear pavement of overgrowth along Westerleigh Rd from St Aldams Farm to the village.
2. To investigate solutions to the flooding issue along the pedestrian alley way between the bottom of Birch Drive and Abson Rd and to remove weeds (without weedkillers).
3. General cleaning of all road signs to make them visible. e.g. No horse riding sign by the GP surgery which is illegible.
4. To clear fly tipped and other litter in the hedge along Redford Lane
5. Cleaning of the bus stop shelters.
6. To ensure PROW gates are accessible.

**2023/07/19 5e. To receive verbal update from Boyd Valley CEF meeting on 11 July 2023.**

**Noted** that a written report had been circulated.

**2023/07/19 No 6. Agenda items to note**

**2023/07/19 6a To note further information from LPW and that an information fact finding on-line meeting on options for youth provision is arranged for 2<sup>nd</sup> August 2023.**

**Noted**

**2023/07/19 6b. To note the newly extended biodiversity duty for public authorities and agree if actions required.**

**Noted and Resolved** for the Clerk to include this as a regular standing item on council meeting agendas so as to promote ensure council activity and appropriate actions.

**2023/07/19 6c To note Pilot Active Travel Grant - grants of up to £1,000 to help promote walking and cycling are available. Closing date 28<sup>th</sup> July.**

**Noted.**

**2023/07/19 6d. To note information provided by South Gloucestershire Council on Community Payback schemes.**  
**Noted.**

**2023/07/19 No 7. Planning**

**2023/07/19 7a. Planning applications**

**2023/07/19 7ai. P23/02036/CLLB Unit 10 Pucklechurch Trading Estate Pucklechurch South Gloucestershire BS16 9QH**

Demolition of internal archive room.

**Resolved:** No objection.

To note previously submitted comments

**2023/07/19 7aii P23/01678/HH Brooklyn Cottage Feltham Road Pucklechurch South Gloucestershire BS16 9SH**

Erection of second storey extension to existing garage to form additional living accommodation. Installation of proposed balcony to the rear.

**Objection**

At its meeting on Wednesday 21 June the Council agreed a resolution to object to the application. This is a property washed over by the Green Belt - it is impossible for PPC to assess how much the original property has already been extended by volume. Nevertheless it sits in a prominent position adjacent to the road - the proposed addition of an upper floor to the double garage would result in that building being disproportionately large when compared to the main dwelling house - especially when viewed towards the Pucklechurch direction and impactful on the openness and visual amenity of the Green Belt, In addition, the attempt to maintain the subservience of the roofline when compared to the main dwelling would result in a gambrel or dutch-style roofline which sits awkwardly at odds with the pitch of the other roofs that it sits adjacent to. **Noted.**

**2023/07/19 7aiii P23/01995/TCA 11 Shortwood Road Pucklechurch South Gloucestershire BS16 9PL**

Works to reduce crown of 3no. Olive trees by up to 1m and 5 no. Italian Cypress reduce crown by up to 1m trees situated within the Pucklechurch Conservation Area.

Submitted comments under delegated powers: Pucklechurch parish council is happy to defer to the tree officer. **Noted.**

**2023/07/19 7b. Planning decisions**

**2023/07/19 7bi P23/00847/F Land At 33 Partridge Road Pucklechurch South Gloucestershire BS16 9SP**

Erection of 1 no. attached dwelling with associated works to include change of use from amenity land (sui generis) to residential (class C3). Erection of single storey extension to existing dwelling to form additional living accommodation. Refused. **Noted.**

**2023/07/19 7bii P23/01532/HH Harwood Farm Castle Road Pucklechurch South Gloucestershire BS16 9RF**

Installation of 6no. solar panels to roof of existing garage. **Approved with conditions.**  
**Noted.**

Received after agenda issued.

**2023/07/19 7biii P23/01692/CLP Coxgrove Lodge Coxgrove Hill Pucklechurch South Gloucestershire BS16 9NL**

Erection of 1no. pool room building. **Approved Certificate of Lawfulness.** **Noted.**

## 2023/07/19 7c. Planning enforcement and any other actions

Received after agenda issued.

### 7ci. APP/P0119/W/23/3320556 - P23/00349/F Land At 1 Oaktree Avenue Pucklechurch South Gloucestershire BS16 9RP

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

## 2023/07/19 NO 8. Reports

### 2023/07/19 8a To receive pre-submitted reports from Councillors.

There were none.

**Resolved:** that barring extraordinary circumstance that any pre-submitted reports submitted by councillors would only be discussed at a subsequent meeting as specifically published agenda items.

### 2023/07/19 8b To receive report from the Clerk.

- New barrier at the allotment site delayed through injury awaiting new date
- Storage cupboard at community centre – Does the parish council still required it? PCA charge for this hire but need to check it is in line with a policy applicable to all hirers.

**Resolved:** to retain storage subject to policy being supplied and costs ascertained – also for the Chair & Clerk to rationalise files and contents.

- Fence has collapsed at the Rec by Scout hut. Can council agree to delegate authority to clerk to arrange a replacement with a wooden post and rail fence

**Agreed**

- Internet at the Community Centre is through the social club telephone line. Does council want this renewed as is or does it want to get costs of installing a new line to the hall.

**Resolved:** to retain the supply as is through the social club phone line at council expense and for the Clerk to contact the PCA with a view to waiving storage charges in return.

## 9. Finance

### 2023/07/19 9a To agree payment of contractual or other obligations.

July payments

Name	Description	Net	VAT	Total	
D Dunning	salary	£1,608.33	£0.00	£1,608.33	
	home working	£26.00	£0.00	£26.00	
	stamps	£13.20	£0.00	£13.20	£1,647.53
HMRC	tax & NI	£544.60	£0.00	£544.60	
Primrose Gardening	Monthly contract inv 96	£1,541.67	£0.00	£1,541.67	
Primrose Gardening	Removal of broken fence at Scout hut	£65.00	£0.00	£65.00	£1,606.67
Gloucestershire Playign Field Association	Annual subscription	£50.00		£50.00	
Anna Chelmicka	litter	£350.00	£0.00	£350.00	
Ensign Print	Summer Pucklechurch News Inv. 8544	£264.00	£0.00	£264.00	
Andrea Pelligram Ltd	Neighbourhood plan Inv. SI-174	£733.30	£146.66	£879.96	
<b>Total</b>		<b>£5,196.10</b>	<b>£146.66</b>	<b>£5,342.76</b>	<b>£5,342.76</b>

Direct debits for July 2023				
Supplier	Goods	Net	Vat	Total
o2	phone	£11.00	£2.20	£13.20
Plusnet	Internet access	£17.17	£3.43	£20.60
NEST	Pension Contribution	£106.19	£0.00	£106.19
EDF Energy	Electricity Eagle Crescent	£23.00	£0.00	£23.00
EDF Energy	Electricity Parkfield	£24.00	£0.00	£24.00
707	Monthly waste collection	£43.76	£8.75	£52.51

**Resolved** to approved payments. Cllrs English and Hemmings to authorise.

**2023/07/19 9b. To receive relevant updates and approve reconciliations for June 2023.**

<b>Balance per bank statements as at 01/06/23</b>	<b>£</b>
NatWest reserve account	£30,280.38
Unity Bank	£77,596.25
NatWest current account	£65,022.36
<b>Current A/C activity for June 2023</b>	
<b>NatWest current account</b>	
Less: payments for June 2023	£238.50
Plus: income for June 2023	£0.00
Balance per NatWest current A/C bank statements as at 30/06/23	£64,783.86
<b>Unity Bank</b>	
Less: payments for June 2023	£6,901.93
Plus: Unity income for June 2023	£0.00
Balance per Unity bank statements as at 30/06/23	£70,694.32
<b>NatWest Reserve account</b>	
Plus: annual interest	
Balance per NatWest reserve A/C bank statements as at 30/06/23	£30,280.38
<b>Total bank accounts as at 30/06/23</b>	
	<b>£165,758.56</b>
Less: any un-presented cheques as at 30/06/23	£0.00
Add: any un-banked cash as at 30/06/23	£0.00
<b>Net NatWest Current A/C balance as at 30/06/23</b>	<b>£64,783.86</b>
<b>Net Unity balance as at 30/06/23</b>	<b>£70,694.32</b>
<b>Net NatWest reserve A/C balance as at 30/06/23</b>	<b>£30,280.38</b>
<b>Total balances all bank accounts as at 30/06/23</b>	<b>£165,758.56</b>

