



MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY 21ST FEBRUARY 2024 AT 19:30 AT THE BUNGALOW HMP ASHFIELD.

Present.

Cllrs G Boyle (chair), A Hemmings, R Dunning, M Pibworth, D Freestone and J Hawkins
In attendance: Clerk D Dunning and 2 PCSOs

Public Participation

Local PCSOs Bianca and Emma introduced themselves. Key messages:

- Keep reporting issues to the Police, posting on Facebook does not inform the Police.
- Information on StreetSafe provided for distribution.
- Police are aware of issues relating to young people congregating in St Aldams and the underpass.
- Vehicle thefts – ensure vehicles are locked and all valuables including tools removed.
- Garages have been targeted in Boyd Valley so ensure valuables such as bikes are locked. Also take care when advertising bikes for sale as these can become targets for criminals.
- Rural crime – farmers are encouraged to join appropriate networks such as Farm Watch.

PCSOs left the meeting 19:40

2024/02/21 No. 1. To receive apologies for absence.

Cllrs English (holiday), Symons (Cornwall) and Bailey (other commitment). Ward Cllrs Palmer and Stokes (full council)

2024/02/21 No. 2. Declarations of interest

Cllr Freestone in 5c grants as club chairman of Pucklechurch Cricket.

2024/02/21 No. 3. Minutes

Resolved to approve the minutes of the meetings on 17th January and 7th February 2024 true records. Minutes were duly signed by the chair of council.

2024/02/21 No. 4. To receive report from ward councillor(s).

No reports supplied.

2024/02/21 No. 5 Agenda items to action

2024/02/21 5a. To consider updates relating to the Community centre and adjacent Recreation ground and agree any actions.

PCA meetings on 14th February 2024

Cllr Freestone attended both meetings and provided verbal feedback. Key points:

- User groups are aware of the shortages of committee members but with the exception of the playgroup, may not fully appreciate the potential ramifications if the charity folds.
- If the PCA resolves to close the charity, the committee has agreed the hall would remain operational until July 2024.
- 3 people have come forward to stand for the committee.
- PCA charity requires minimum of 3 trustees/ maximum of 10.
- PCA is constituted as a Charitable Incorporated Organisation (CIO).

Agreed to arrange a meeting with the PCA committee prior to a public meeting.

Martyns' Law

The outline details of the potential implications of Martyns' Law on the community centre were noted. The building is likely to fall into the standard tier which will require proportionate steps to mitigate the impact of a terrorist attack and reduce harm – to-date actual requirements remain undecided.

Location of new noticeboard.

Resolved for safety reasons to reposition the new notice board within the community centre ground so it faces Abson Road.

2024/02/21 5b. To review and agree actions for the remaining S106 spending.

Outdoor sports facilities

There has been little support for improving the sports changing rooms.

It appears there are issues with storm water affecting Hill View Road exacerbated by increasing levels of rainfall. It was noted that the council had not had any correspondence from residents or South Gloucestershire about any problems for several years. Council was also disappointed that councillors were not invited to a meeting between residents, Ward Cllr Palmer and drainage engineers from South Gloucestershire Council (SGC) despite the Recreation ground being discussed, and holding email records of SGC's last comments arising from investigations in 2013.

Resolved to investigate the problem and focus S106 spending on Improved surfaces / drainage of the sports pitch.

Agreed:

- Need to source any hard copy maps of Recreation ground drains
- Arrange meeting with SGC drainage engineers
- Cllr Hemmings to supply details of drainage engineers
- Cllr Freestone to contact the football clubs to gather any supporting evidence of drainage issues.

Natural and Semi-natural Open Space

The council noted its previous request to SGC to recognise the long-term environmental importance of Leigh Farms and its commitment to securing and protecting these assets to create both a carbon sink and a community asset which benefits the whole of South Gloucestershire. Building on this it was agreed to write to SGC to investigate using S106 money to progress some limited rewilding and tree planting initiatives.

Resolved Cllrs Dunning and Hawkins to develop proposal.

Alternative options discussed included new seating and planters on the Recreation ground to improve/enhance accessibility to the space and increase biodiversity through appropriate planting.

Accessing the remaining funds for Allotments and Provision for Children and Young People to be investigated.

2024/02/21 5c. To consider and agree grants for 2023/24.

Name of Applicant	Purpose of grant	Grant applied for	Agreed
Citizens Advice	Support for Pucklechurch residents	£1,000	£1000.00
Great Western Air Ambulance	Cost of flight	£2,000.00	£2000.00
Green Transport	Improved lighting in the yard.	£169.96	£169.96

Pucklechurch cricket club	Training nets	£900.00	£900.00
Allotments Association	Secure area for composting toilet	£600.00	£600.00
Tower playgroup	Pre-school insurance	£500.00	£500.00
1st Pucklechurch Rainbows	Craft materials	£260.00	£260.00
Revel	Contribution to costs	£1,312.50	£1000.00 for toilet hire
Pucklechurch playgroup	Multicultural & environmental resources	£400.00	£400.00
St Thomas a Becket	External lighting	£700.00	Conditional grant up to £700.00
Total		£7,842.46	£7519.96

After careful consideration it was agreed to pay grants as shown which exceeded the agreed budget as all the applications were deemed to provide benefits across the parish.

Resolved to fund grants in excess of the grants budget of £4000.00 through general funds.

Whilst the council supports the external lighting of the church around Christmas, it has deep concerns over the lack of sustainability in the current costly method of hiring lights each year.

Resolved not to contribute to costs already incurred.

Further **resolved** to approve in principle a grant of up to £700.00 towards lighting the church for Christmas 2024 conditional on the church exploring and sourcing more sustainable lighting options such as solar.

2024/02/21 5d. To receive update and confirm decision on future youth provision.

Resolved that there is no budget allocated for youth provision in 2024/25 and no further action will be taken. LPW will be informed.

2024/02/21 5e. To approve 20 hours overtime for additional work undertaken for the local plan as agreed.

Resolved to approve and pay 20 hours overtime.

2024/02/21 5f. To agree date/venue/content of annual assembly meeting

Agreed to book the School hall during the first half of April on a Wednesday evening. Focus of meeting to include future of the Community Centre and draft Neighbourhood plan.

2024/02/21 5g To undertake regular review of measures to enhance and improve biodiversity as required under Natural Environment and Rural Communities Act 2006 S40

Resolved Cllrs Dunning and Hawkins to oversee reviews to council.

2024/02/21 No. 6. Agenda items to note

2024/02/21 6a. To note increases in costs for 2024.

Noted increase in email hosting and waste disposal.

2024/02/21 6b. To note WECA Small community events fund.

Agreed to send details to Revel

2024/02/21 6c To note the annual Ultra Run events will pass through Pucklechurch parish on 2nd March 2024 and 24th August 2024.

Noted.

2024/02/21 6d To note final plans for orienteering event on 1st May.

Noted.

2024/02/21 6e To note improvements to the Shortwood eastbound bus stop including a new bus stop cage road marking and installation of a new clearway sign as already circulated.

Noted.

2024/02/21 No. 7. Planning

2024/02/21 7a. Planning applications

To note comments submitted under delegated powers.

2024/02/21 7ai P24/00178/TCA 25 Parkfield Road Pucklechurch South Gloucestershire BS16 9PN. Works to 1no. Willow to be reduce height by 3m and radial spread by 2m, Works to fell 2no. conifers situated in the Pucklechurch Conservation Area.
Defer to the tree officer. Noted

2024/02/21 7aii P24/00034/HH 3 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

Erection of first floor rear extension to form additional living accommodation with terrace area, stairs and balustrade.

Objection – as agreed on 2024/01/17 7ai. Noted

2024/02/21 7aiii P24/00088/HH 7 Main Road Mangotsfield South Gloucestershire BS16 9NH

Erection of single storey front/side extension to provide additional living accommodation.

No objections. Noted

New application received after the agenda issued

2024/02/21 7aiv P24/00415/HH 5 St Aldams Drive Pucklechurch South Gloucestershire BS16 9QQ

Erection of two storey side and single storey rear extension to form additional living accommodation.

Resolved no objection in principle on the basis that is ancillary use for the main dwelling house only as the council has some concerns over the need for two front doors.

Additional planning response under delegated powers as notified by the clerk

- P24/00422/TCA 79 Westerleigh Road Pucklechurch South Gloucestershire BS16 9PU – Work to fell 1 no. Cedar Tree and fell Leylandii hedge situated within the Pucklechurch Conservation Area. Defer to tree officer. **Noted**
- P24/00440/TCA 23 Shortwood Road Pucklechurch South Gloucestershire BS16 9PL Works to crown reduce 1no. beech by 2m, as situated in Pucklechurch conversation area. Defer to tree officer. **Noted**
- P24/00152/HH 1 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA Replacement of existing stone wall. No objection. **Noted**

2024/02/21 7b. Planning decisions.

2024/02/21 7bi P24/00088/HH 7 Main Road Mangotsfield South Gloucestershire BS16 9NH

Erection of single storey front/side extension to provide additional living accommodation.

Approved with conditions. **Noted**

2024/02/21 7c. Planning enforcement and any other actions

None.

2024/02/21 No. 8. Reports

2024/02/21 8a. To receive report from the Clerk.

- Request received for a Save Our Green Spaces banner to be displayed at the community centre.
Council agreed it has no objections in principle but as the hall is leased, the PCA should be contacted for approval.
- Chased HAGS claim again who have confirmed they are still sorting out arrangements.
- Requested quotations for accessible roundabout from six different suppliers. Quotes will be presented at the March meeting.
- Consultations circulated - Booking system for Sort It recycling centres and 4-year Council Plan.
- LPW wish to support Pucklefest in a manner that links with the council's aspirations of where and how LPW work with youth in the community.
Council agreed it is happy for LPW to provide any appropriate offer suitable for young people at Pucklefest.
- Shared path land transfer completed. Preliminary works due week commencing 26th February with main work to complete the link starting in April.
- Attending Local Climate & Nature Action Plan Conference on 22nd February.
- Open invitation to councillors from the English Springer Spaniel club to attend their dog show on 12th May.

2024/02/21 No. 9 Finance

2024/02/21 9a. To agree payment of contractual or other obligations for February 2024

Circulated authorisations approved for payment. Cllrs Boyle and Hemmings to authorise.

Payee	Description	Net	VAT	Total	
D Dunning	salary	£1,739.91	£0.00	£1,739.91	
Action Print	Local plan printing	£18.00	£0.00	£18.00	£1,757.91
HMRC	Tax & NI	£581.76	£0.00	£581.76	
Anna Chelmicka	Litter	£350.00	£0.00	£350.00	
Primrose Gardening	Monthly contract 138	£1,541.67	£0.00	£1,541.67	
Vision ICT	17807 website hosting	£175.00	£35.00	£210.00	
Andre Pellegram	SI-228 technical support	£488.46	£97.69	£586.15	
South Gloucestershire Council	Localism Jan-Mar 2024	£2,012.82	£402.56	£2,415.38	
Total		£6,907.62	£535.25	£7,442.87	£7,442.87

Direct debits				
Supplier	Goods	Net	VAT	Total
o2	phone	£11.00	£2.20	£13.20
Plusnet	Internet access	-£8.86	-£1.77	-£10.63
BT	Set up and Jan 2024	£41.45	£8.29	£49.74
NEST	Pension Contribution	£115.29	£0.00	£115.29
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

2024/02/21 9b. To receive and agree reconciliations for January 2024

Reconciliation and bank statements checked and ratified by Cllr Hemmings

Balance per bank statements as at 01/01/24	£
NatWest reserve account	£30,280.38
Unity Bank	£72,304.41
NatWest current account	£63,328.95
Current A/C activity for January 2024	
NatWest current account	
Less: payments for January 2024	£248.60
Plus: income for January 2024	£0.00
Balance per NatWest current A/C bank statements as at 31/01/24	£63,080.35
Unity Bank	
Less: payments for January 2024	£6,163.79
Plus: Unity income for January 2024	£0.00
Balance per Unity bank statements as at 31/01/24	£66,140.62
NatWest Reserve account	
Plus: annual interest	£0.00
Balance per NatWest reserve A/C bank statements as at 31/01/24	£30,280.38
Total bank accounts as at 31/12/23	£159,501.35
Less: any un-presented cheques as at 31/01/24	£0.00
Add: any un-banked cash as at 31/01/24	£0.00
Net NatWest Current A/C balance as at 31/01/24	£63,080.35
Net Unity balance as at 31/01/24	£66,140.62
Net NatWest reserve A/C balance as at 31/01/24	£30,280.38
Total balances all bank accounts as at 31/01/24	£159,501.35

Print screen of accounts January 2024

Balance c/fwd	63,080.35	30,280.38	66,140.62			
	A	B	C			
Combined balance	D	159,501.35		Bank rec at 31/01/24		
				NW Current A/c	63,080.35	Enter bank statement bala
				NW Bus Reserve A/c	30280.38	Enter bank statement bala
Balance as at 1st April 2023		134,902.56		Unity Bank	66,140.62	
Plus: receipts in year to date		111,709.34			159,501.35	
Less Payments in year to date		87,110.55		Less: uncleared chqs		Total value of uncleared ch
Balance as at 31st January 2024	E	159,501.35		F should equal D & E	159,501.35	Diff 0.00

NatWest bank account January 2024

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If you have changed your address or telephone number please let us know.

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
06 JAN 2024	BROUGHT FORWARD			63,248.15
17 JAN	Direct Debit 707 LIMITED C-PUC001		52.51	63,195.64
19 JAN	Direct Debit NEST IT000000793489		115.29	63,080.35
01 FEB	Direct Debit EDF ENERGY 671063327375		23.00	63,057.35

Unity bank account January 2024

Your Current T2 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
22/01/2024	Faster Payment Debit	B/P to: Daphne Dunning	£1,830.38	£0.00	£69,255.69
22/01/2024	Faster Payment Debit	B/P to: Dodington PC	£48.00	£0.00	£69,207.69
22/01/2024	Faster Payment Debit	B/P to: Primrose Gardening	£1,541.67	£0.00	£67,666.02
22/01/2024	Faster Payment Debit	B/P to: Greenfields	£1,400.40	£0.00	£66,265.62
22/01/2024	Faster Payment Debit	B/P to: Primrose Gardening	£125.00	£0.00	£66,140.62

Meeting closed at 20:59.

Date of next scheduled meeting is 20th March 2024.

Signed:

Date: 20th March 2024