



**MINUTES OF THE ORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY
17TH JULY 2024 AT 19:30 AT THE BUNGALOW HMP ASHFIELD.**

Present.

Cllrs G Boyle (chair), R Dunning, M Pibworth, A Hemmings, D Freestone and T Symons (19:35).

In attendance: Clerk D Dunning, two members of public

Public Participation

Aimee Cherry-Williams introduced herself and provided information on her work as a WERN village agent.

One member of the public expressed an interest in becoming a councillor and was given a brief overview of the role.

One member of public left the meeting.

2024/07/17 No 1. To receive apologies for absence and approve reasons given.

Cllrs Bailey and Hawkins. Ward Cllrs Palmer and Stokes (SGC council).

2024/07/17 No 2. Declarations of interest (if any) and dispensations.

Cllr Freestone in 5a as chair of Pucklechurch Cricket club.

2024/07/17 No 3. To approve minutes and sign as a correct record of the council meeting.

Resolved to approve the minutes of the meetings on 19th June 2024 as a true record. Minutes were duly signed by the chair of council.

2024/07/17 No 4. To receive report from ward councillor(s).

Written report received from Ward Cllr Palmer:

- Parking by vehicles on the pavement next to the old Spar shop. I have written to SGC expressing concern that the vehicles parked on the pavement are forcing pedestrians and people using mobility scooters onto the road as the vehicles are blocking the pavement. This is very dangerous and needs to be stopped – probably by enforcement and improved delineation of the pavement along this stretch.
- The signage at the start of the multi-use path alongside the prison is very poor and obscured by vegetation, so I have asked for the vegetation around the signs to be cut back and signage improved. If you're not familiar with the area it would be hard to see that the cycle path access starts at the roundabout. (I walked through that section the other day and was pleased that it is much more open now – a big improvement.)
- At SGC Cabinet meeting on Monday there was a long discussion regarding the Local Plan. 17 additional potential sites have come forward (one in Boyd Valley – the CEMEX site at Wick for 45 houses). There will be 8 weeks of consultation between July and September with drop in sessions. These have the potential to accommodate 1751 houses. Six are brownfield sites (815 homes). However, even with these additional green belt sites, the total number of potential new homes does not provide a 10% buffer for the Council's own needs if measured across the whole housing supply, let alone additional supply to help meet Bristol City Council's unmet needs. Therefore, the Council's position is that it is not able to address BCC unmet needs, either wholly or in part. This was unanimously agreed.

2024/07/17 No 5 AGENDA ITEMS TO ACTION

2024/07/17 No 5a. To consider any updates and agree any actions relating to the Community Centre and adjacent Recreation ground.

To receive and consider a further drainage and pitch improvement proposal and agree any actions.

Cllr Freestone presented background details on the proposal. Advice on the cricket square is in accordance with ECB (England and Wales Cricket Board) guidance.

Resolved to accept the new quotation which was seen as a sensible and proportional approach to all the various issues on the Recreation ground.

To review draft project proposal for S106 funds and agree any actions.

Resolved to delegate authority to Cllrs Boyle and Freestone to agree final content for submission in early August.

To note progress on legal matters.

Noted all relevant documentation supplied to the solicitor and submitted to Land Registry, including the required written valuation of the land – cost of valuation £200.00. Awaiting invoices.

To note an informal meeting has been arranged with the Scouts Association.

Noted 22nd July.

To note the installation of accessible roundabout

Due to handprints being left in the new wet pour surfacing, further work is needed to repair the damage. Waste will be removed early next week. Awaiting invoice

The council agreed to write to Ward Cllr Palmer about criticism of the condition of the play area on the Recreation ground.

To note the removal of picnic benches

Unfortunately, no permission had been sought. Agreed to include information to address the general lack of awareness of the obligations, constraints and legal requirements the council has to consider.

2024/07/17 No 5b. To receive any updates on S106 funding and other legal matters and agree any actions.

Deferred to end of the meeting.

2024/07/17 5c. To review the following policies as agreed in May:

- Filming and Recording
- Grievance
- Health and safety
- Investment
- Memorial bench

Resolved to approve policies.

2024/07/17 5d. To consider a request to provide written support to Lord Foster and Electrical Safety First with their Bill to ensure greater safety in the use and disposal of lithium batteries.

Noted

2024/07/17 5e. To consider future approach to litter in the village and agree any actions.

Following the sad news of the death of Anna Chelmicka, the council paid tribute to her work keeping the village clear of litter and to her commitment over the years to the wider Pucklechurch community.

Resolved to approach the maintenance contractor to cover litter picking in the short time at a cost of £25/hour maximum 2 hours per week.

Resolved Cllr Symons develop an outline proposal for a contract for future litter picking.

2024/07/17 5f. To receive professional advice on the condition of the cantilever frame in St Aldams.

Resolved to obtain quotations for a full replacement.

2024/07/17 5g. To agree the submission to South Gloucestershire council for a speed limit reduction on B4465 on safety grounds.

Resolved to approve and submit the request for speed limit reduction for consideration by South Gloucestershire Council.

2024/07/17 5h. To receive request from Ward Councillor Stokes regarding speeding on Westerleigh Road and agree any actions.

Agreed to ask South Gloucestershire to undertake a speed assessment in the first instances.

2024/07/17 6. AGENDA ITEMS TO NOTE

2024/07/17 6a. To note update on WESTlocal funding bid for community transport (if decided).

No further update received.

2024/07/17 6b. To note Police report

Noted.

2024/07/17 6c. To note freedom of information (FOI) request actioned.

Noted.

2024/07/17 6d. To note circulated training opportunities and any training undertaken.

Councillors were reminded to send details of any relevant training undertaken.

2024/07/17 7. PLANNING

2024/07/17 7a. Planning applications.

2024/07/17 7ai P24/01511/F Fleur De Lys 12 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

Change of use of Micro Pub (sui generis) to 2no. offices (Class Eg(i)) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)

Resolved no objection in principle – see appendix 1

2024/07/17 7aii P24/01644/CLE Fleur De Lys 12 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

Use of part of building as a public house/restaurant/expanded food provision (Sui Generis), with ancillary residential accommodation at first floor level

Resolved objection – see appendix 1

2024/07/17 7aiii P24/01494/F Churchmead Farm Hodden Lane Pucklechurch South Gloucestershire BS16 9SG

Erection of rear extension to facilitate Change of use of agricultural building into 1no. dwelling (class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

Resolved no objection

2024/07/17 7aiv P24/01618/HH Bijou Bridge Road Mangotsfield South Gloucestershire BS16 9NG

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

Resolved objection as the percentage of volume added is unclear. Delegated authority to Cllr Boyle to provide text to the clerk for submission.

To note comments submitted under delegated powers

2024/07/19 7av P24/01496/CLP Bijou Bridge Road Mangotsfield South Gloucestershire BS16 9NG

Installation of hip to gable dormer conversion with new windows, doors and render.

Objection – see appendix 1

2024/07/19 P24/01569/TCA 18 Shortwood Road Pucklechurch South Gloucestershire BS16 9PL

Works to 1no. Horse Chestnut to reduce back to previous points in height of about 1-2m, leaving any furnishing growth if available otherwise the top will be a pollard. The sides brought in to previous points and further where possible to bring most of the crown inside the line of the boundary hedge. To crown lift and to 3.5m situated in the Pucklechurch Conservation Area.

Defer to tree officer

2024/07/17 7b. Planning decisions.

2024/07/17 7bi. P24/01082/HH 3 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

Erection of a first-floor rear extension to form domestic store. **Refused.**

2024/07/17 7bii 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. **Approved with conditions.**

7c. Planning enforcement and any other actions.

2024/07/17 7ci COM/23/0810/OD - 3 Shortwood Road Pucklechurch

Correspondence noted.

2024/07/17 No 8. REPORTS

2024/07/17 8a. To receive report from the Clerk.

- Sourced chains for 3.6m swing frame subject to final fitting check - cost £453 +vat
- As agreed met with PCA and provided suggestions for their financial reporting.
- Pucklechurch News - updated mailing list, liaised with printers and emailed request for articles.
- Advised WERN local agent that Cllr Pibworth the new contact
- New combination lock at the Recreation ground
- Provided information on neighbourhood planning consultant to lead councillor at Siston parish council.

- Signed SGC agreement for noticeboard at Shortwood but highlighted wrong location map attached – awaiting response.
- Responded to complaints about Parkfield play area
- Requested a full inspection of the zip wire and re-tensioning
- Investigated costs to inspect play areas. Commissioned Gordon Inspections to undertake checks in August at a cost of £65/site
- New youth bus 'Doris' is now available for events etc – Cllr Hemmings updated the council.

2024/07/17 No 9 FINANCE

2024/07/17 9a. To approve contractual and other obligations for July 2024.

All invoices were checked for accuracy against payment list - Cllr Freestone

Name	Description	Net	VAT	Total
D Dunning	salary	£1,860.08	£0.00	£1,860.08
	home working	£26.00	£0.00	£26.00
	Stationery and postage	£11.45	£0.00	£11.45
HMRC	tax & NI	£639.71	£0.00	£639.71
Primrose Gardening	inv 154 contract	£1,541.67	£0.00	£1,541.67
Primrose Gardening	inv 155 materials to repair entrances to Rec	£225.00	£0.00	£225.00
Gloucestershire Playing Field Association	Annual subscription	£50.00	£0.00	£50.00
Instant Landscape	Installation of new noticeboards	£750.00	£0.00	£750.00
David James	Land valuation	£200.00	£40.00	£240.00
South Gloucestershire Council	Localism charges April - June 24	£2,097.18	£419.44	£2,516.62
Total		£7,401.09	£459.44	£7,860.53

Direct debits

Supplier	Frequency	Goods	Net	VAT	Total
o2	monthly	phone	£11.96	£2.39	£14.35
BT	monthly	broadband March	£29.95	£5.99	£35.94
NEST	monthly	Pension Contribution	£128.31	£0.00	£128.31
EDF Energy	monthly	Electricity Eagle Crescent	£18.00	£0.00	£18.00
EDF Energy	monthly	Electricity Parkfield	£24.00	£0.00	£24.00
707	monthly	Monthly waste collection	£48.13	£9.63	£57.76

Resolved to approve payments. Cllrs Boyle and Hemmings to authorise.

2024/07/17 9b. To receive and agree reconciliations for June 2024.

Reconciliation checked for accuracy against bank statements – Cllr Pibworth

Balance per bank statements as at 01/06/24	£
NatWest reserve account	£30,687.25
Unity Bank	£91,843.87
NatWest current account	£62,341.78

Current A/C activity for June 2024	
NatWest current account	
Less: payments for June 2024	£42.00
Plus: income for June 2024	£0.00
Balance per NatWest current A/C bank statements as at 30/06/24	£62,299.78
Unity Bank	
Less: payments for June 2024	£13,560.72
Plus: Unity income for June 2024	£8,036.00
Balance as at 30/06/24	£86,319.15
NatWest Reserve account	
Plus annual interest	£0.00
Balance per NatWest reserve A/C bank statements as at 31/012/24	£30,687.25
Total bank accounts as at 30/06/24	
	£179,306.18
Less: any un-presented cheques as at 30/06/24	£0.00
Add: any un-banked cash as at 30/06/24	
	£0.00
Net NatWest Current A/C balance as at 30/06/24	£62,299.78
Net Unity balance as at 30/06/24	£86,319.15
Net NatWest reserve A/C balance as at 30/06/24	£30,687.25
Total balances all bank accounts as at 30/06/24	£179,306.18

Figure 1 Print screen of June 2024 accounts

Total receipts	62,341.78	30,687.25	99,879.87				
Less: payments in month	42.00	0.00	13,560.72			42.00	0.00
Balance c/fwd	62,299.78	30,687.25	86,319.15			349.95	0.00
	A	B	C				
Combined balance	D	179,306.18		Bank rec at 30 6 24			
				NW Current A/c	62,299.78		
				NW Bus Reserve A/c	30687.25		
				Unity	86,319.15		
Balance as at 1st April 2024		134,805.36			179,306.18		
Plus: receipts in year to date		76,468.33					
Less Payments in year to date		31,967.51		Less: uncleared chqs			
Balance as at 30th June 2024	E	179,306.18		F should equal D & E	179,306.18	Diff	0.00

Figure 2 Print screen of NatWest current account balance as at 30/06/24

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

Date	Description	Paid In(£)	Withdrawn(£)	Balance(£)
06 JUN 2024	BROUGHT FORWARD			62,299.78
01 JUL	Direct Debit EDF ENERGY A-E7470400-001 INITIAL PAYMENT		24.00	62,275.78
	Direct Debit EDF ENERGY A-37F88231-001 INITIAL PAYMENT		18.00	62,257.78

Figure 3 Unity bank balance as at 33/06/24

24/06/2024	Faster Payment Debit	B/P to: Primrose Gardening	£1,541.67	£0.00	£87,236.84
24/06/2024	Faster Payment Debit	B/P to: Primrose Gardening	£308.69	£0.00	£86,928.15
24/06/2024	Faster Payment Debit	B/P to: CPRE	£36.00	£0.00	£86,892.15
24/06/2024	Faster Payment Debit	B/P to: Ensign Print	£264.00	£0.00	£86,628.15
24/06/2024	Faster Payment Debit	B/P to: Anna Chelmicka	£350.00	£0.00	£86,278.15
27/06/2024	Credit	██████████	£0.00	£20.00	£86,298.15
28/06/2024	Fee	Manual Credit Handling Charge	£0.50	£0.00	£86,297.65
28/06/2024	Credit	JEFFERIES HJ LTD	£0.00	£50.00	£86,347.65
30/06/2024	Fee	Service Charge	£28.50	£0.00	£86,319.15

2024/07/17 9c To receive and review figures for Q1

Resolved to approve Q1

Pursuant to 1 (2) of the Public Bodies (Admission to Meeting Act 1960, the meeting resolved that, because of the confidential nature of the business to be transacted, the Public and Press are requested to leave the meeting.

One member of public left the meeting

2024/07/17 No 5b. To receive any updates on S106 funding and other legal matters and agree any actions.

Update was noted.

Next meeting **21st August 2024**

Meeting closed at 21:00

APPROVED MINUTES SIGNED COPY HELD BY

Appendix 1

7ai P24/01511/F Fleur De Lys 12 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

No objection in principle as the proposed change of use would retain the commercial use of this element of the development site albeit not in the form that enabled the loss of the public house provision to be mitigated.

However, the parish council would request that any permission that is granted for the proposed change of use to two office spaces is accompanied by a condition that removes permitted development rights that would enable these two spaces to be converted, for example to residential dwellings without prior approval.

The parish council also requests that any permission is accompanied by an appropriately worded condition that requires the street frontage and the coach gates (which previous consents established should be retained) to be retained and maintained.

7aii P24/01644/CLE Fleur De Lys 12 Shortwood Road Pucklechurch South Gloucestershire BS16 9RA

Pucklechurch parish council (PPC) objects to this application on the grounds that there is clear evidence that a sufficiently long period of non-use has elapsed and that the intention to abandon this long-running use has manifested itself in multiple ways. The length of time for which the building has not been used for public house / restaurant commercial purposes commenced on 23rd March 2020 and was quickly followed by a raft of applications for change of use. PPC believes that 'the application for and grant of permission could demonstrate sufficient "intention" to abandon the use and/or evidence to suggest resumption is no longer possible.' Similarly, our research shows that 'the time which has to elapse after cessation of use for "abandonment" to have occurred is extremely variable and to a large extent relies on the level of physical deterioration'. The remaining portion of the public house was never used as a restaurant facility in its own right – we understand that there is case law that shows regard should be paid as to whether or not the use is still capable of existing. In this instance the building has been stripped of all the relevant fixtures, fittings and facilities that would have enabled continued use in such a manner and, consequently also supports the assertion that the intention was not only to abandon this use, but that abandonment has taken place.

Given that copious evidence has been offered to demonstrate the non-economic viability of not only the whole public house and then subsequently the replacement micropub, it is clear that what remains is also no longer physically or economically capable of being a public house with expanded food provision and ancillary residential accommodation. No other commercial use for what remains has been explored. PPC understands that "If a developer's intentions are unrealistic and stubborn to the facts, then on an objective basis the use will likely have been abandoned." PPC believes this to be the case since the intention to offer the remaining building for these purposes with any degree of success is entirely unrealistic.

The condition of the building is such that key elements that would have supported its continued use have been demolished, not least of which being the kitchen facilities - this supports the argument that its use as a public house and restaurant facility has effectively been abandoned. The extent of the building works required would have to go far beyond repair and reinstatement. There is no associated parking, no toilet facilities, no kitchen, no front door, no storage, no staff facilities or anything else that would enable the use for the remaining portion of the building to continue to be used in this way. The gateway to the road as shown on the plans will be shared with the office spaces currently being applied for. The fact that the public house as a whole was argued to be financially unviable as a going concern (and accepted via previous planning applications) supports the argument that the intention has always been to abandon the use of this building as a public house and restaurant facility. The building was gutted and let fall into disrepair. The poor condition of the building was compounded by the fact that it was used covertly and illegally as a cannabis

farm in 2020 without being noticed by the owners. The current physical condition of the property gives the impression to any reasonable observer that this use has been abandoned, so much so that complaints about the extremely poor condition of the building were raised in May 2024 by our local ward Councillor, who asked South Gloucestershire Council's Planning Enforcement team to look at serving a Section 215 Notice on the owner, on the grounds that it was a deteriorating building in a Conservation area, and having an adverse impact on the amenity of the area.

In summary PPC believes that the remaining elements of what was the public house has lost its existing use rights as the result of abandonment.

2024/07/19 7av P24/01496/CLP Bijou Bridge Road Mangotsfield South Gloucestershire BS16 9NG

Installation of hip to gable dormer conversion with new windows, doors and render.

Objection - While the proposed roof extension appears to fall within permitted development rights, the '1.2m glazed Juliet balcony' referenced on the 'Proposed first floor plan' does not.

The balcony appears to be making use of a pre-existing flat-roof that would presumably need modification - also none of the elevation plans provided reference the balcony itself.

APPROVED MINUTES SIGNED COPY HELD BY THE CLERK