



PUCKLECHURCH PARISH COUNCIL

MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON WEDNESDAY 20TH JULY 2026 AT 19:30 AT THE BUNGALOW HMP ASHFIELD.

PRESENT.

Cllrs R Dunning, J Hawkins, and D Freestone

In attendance: Clerk D Dunning AND Ward Cllr Stokes (from 19:45)

Cllr Dunning was elected Chair.

Public Participation.

None.

2026/07/20 No 1. To receive apologies for absence.

Cllrs Parker, Symons, Boyle, English, Hemmings and Reid. Ward Councillor Palmer.

2026/07/20 No 2. Declarations of interest (if any) and dispensations

Non-pecuniary interest by Cllr Freestone in 5a as Chair of Pucklechurch Cricket.

2026/07/20 No 3. To approve minutes and sign as correct records of the council meetings.

Resolved to approve the minutes of 17th June 2026. Minutes were duly signed by the Chair of meeting.

2026/07/20 No 4. To receive report from ward councillors.

Ward Cllr Stokes:

- Disappointment over the Marsh Farm planning application
- Noted ongoing correspondence around the wind turbines,

Ward Cllr Palmer submitted a written report:

- On 15th July Full Council passed a motion to call upon Leader of Council to write to the Secretary of State for Housing, Communities & Local Government to express concerns that the current definition of Grey Belt is failing to achieve the government's intended aims. It risks permanently undermining the clear function of the Green Belt as established by the postwar Atlee government. The Leader of Council shall ask the Government to revise its 'grey belt' definition to:
 - Ensures purpose c in the assessment has equal weight with other Green Belt purposes.
 - Ensure that residential and economic development is focussed on previously developed land.
 - Protect productive farmland and important wildlife habitats from harmful development.
 - Set ambitious and legally binding targets for genuinely affordable and socially rented homes in all new developments, with developers held to account if they are not delivered.
 - Recognise the role in preventing coalescence of communities both with the urban area and with each other.

2026/07/20 No 5 AGENDA ITEMS TO ACTION.

2026/07/20 No 5a. To receive any updates and agree any actions relating to the Community Centre.

Cllr Freestone provided feedback from the last PCA meeting noting work on the fire escape has commenced and quotes are being obtained for work on the terrace. PCA is pressing for the installation of the fire alarm system. It was agreed a further informal meeting with the PCA should be arranged.

2026/07/20 No 5b. To receive any updates on the Scout hut and agree any actions.

Nothing to report.

2026/07/20 No 5c. To receive any updates and agree any actions on other projects:

- i) No further works on the Recreation ground improvements project are scheduled until autumn.
- ii) Pucklechurch woodland
Bat Walk on 4th August 8.30 has 19 adults and 5 children signed up.
- iii) CHOW project – priority should be focussed on young people in the first instance. Agreed to obtain a costed offer for the autumn based on the approved budget.

2026/07/20 No 5d. To consider from LPW regarding youth provision in Pucklechurch and agree any actions.

Resolved to thank LPW for their offer but to decline this as the parish council is currently working with the CHOW provision.

2026/07/20 No 5e. To receive response from South Gloucestershire Council's waste management team and agree any further actions.

Agreed no further actions needed at this time.

2026/07/20 No 5f. To receive and consider correspondence received regarding the Recreation play area.

Resolved to write to reiterate the council's commitment to upgrading this vitally important resource as funds permit.

2026/07/20 No 5g. To consider and approve revised policies including:

- I. Disciplinary
- II. Pucklechurch News Editorial
- III. Social media
- IV. Safeguarding Children and Vulnerable Adults
- V. Memorial bench
- VI. Mobile phone

Resolved to accept suggested amendments and approve policies.

2026/07/20 No 5h. To review and consider responses to the parish council's letter regarding the Leigh Farm wind turbine project and agree any further actions

Resolved to continue dialogue with South Gloucestershire Council.

2026/07/20 No 5i. Following the approval of outline planning permission at Marsh Farm P25/02362/O, consider and agree any further responses to raise concerns with specified aspects within the current proposal.

Resolved to raise concerns with the Planning department.

2026/07/20 No 5j. To consider and agree the council's action plan for 2026_27.

Resolved to defer to next meeting due to small number of councillors present.

2026/07/20 No 6. AGENDA ITEMS TO NOTE

2026/07/20 No 6a. To note items of correspondence:

- i. To note joint meeting with Westerleigh and Coalpit Heath Parish Council and Places for People has been rearranged for 29th July at 6.30pm at Westerleigh Village Hall.
- ii. To note the estimated costs of a contested parish election in 2027 is £ 4,560.00.
- iii. To note the request for improvements to the bus stop on Castle Road, which have considered as a new length of footway has been added to the investigation list - reference number **KF220**.

2026/07/20 No 6b. To note amendments to the proposed Local Choice and Special Expenses policy.

The Clerk outlined the key changes and timeframes. This will result in an overall increase in the combined council tax bill when implemented.

2026/07/20 No 7. PLANNING.

2026/07/20 No 7a. Planning applications.

To note comments submitted under delegated powers.

2026/07/20 No 7ai. P26/01378/HH 71 Hawkrigde Drive Pucklechurch South Gloucestershire BS16 9SW

Installation of side dormer to facilitate loft conversion and a first floor extension over existing porch to provide additional living accommodation.

Submitted comments of no objections noted.

2026/07/20 No 7b. Planning decisions. All noted

2026/07/20 No 7bi P26/00979/HH 38 Becket Court Pucklechurch South Gloucestershire BS16 9QG

Replacement of existing greenhouse. (Retrospective). Approved with conditions.

2026/07/20 No 7bii P26/01053/F 82 Shortwood Road Pucklechurch South Gloucestershire BS16 9PJ

Change of use from dwellinghouse (Class C3) to childrens home (Class C2). Approved with conditions.

2026/07/20 No 7c. Planning enforcement and any other actions.

2026/07/20 COM/26/0448/OD

Enforcement is investigating.

2026/07/20 No 8. REPORTS.

2026/07/20 No 8a. To receive report from the Clerk.

- New recycling bags have been delivered throughout Pucklechurch.
- FOI Training reminder for Cllrs Symons. Reid and Freestone
- New planning application P26/01559/F The Hill 38 Abson Road Pucklechurch for a drop kerb. While some safety concerns were raised, it was noted that neighbouring properties already have drop kerbs,
- The circulated presentation on the National Scheme of Delegation outlines how nearly all planning decisions for Pucklechurch will be made by officers (excluding any large scale developments).

- A complaint about the Christmas tree and lights on the Millennium Green was discussed. It is understood there funds were successfully raised following the disappointing lights last year so any new purchases should address the problem.

2026/07/20 No 9 FINANCE.

2026/07/20 No 9a. To approve contractual and other obligations for June 2026

Payee	Description	Net	VAT	Total
D Dunning	Salary	£2,186.35	£0.00	£2,186.35
HMRC	Tax & NI	£733.79	£0.00	£733.79
At All Thins Clean	Scout hut cleaning	£90.00	£0.00	£90.00
Breakthrough Communications	Data Protection subs595	£595.00	£119.00	£714.00
ALCA	23558 Data Protection training	£14.00	£0.00	£14.00
ALCA	23557 FOI training x 2	£28.00	£0.00	£28.00
Primrose Gardening 290	Maintenance contract	£1,585.00	£0.00	£1,585.00
Primrose Gardening 291	Litter picking	£250.00	£0.00	£250.00
Primrose Gardening 292	Disposal of fibreglass bus shelter roof	£75.00	£0.00	£75.00
Total		£5,557.14	£119.00	£5,676.14

Invoices checked and confirmed for accuracy against payment list – Cllr Hawkins
Resolved to approve payments. Cllrs Dunning and Freestone to authorise.

Direct debits.

Supplier	Goods	Net	VAT	Total
O2	phone	£12.50	£2.50	£15.00
BT	broadband	£49.22	£9.84	£59.06
NEST	Pension Contribution		£148.75	£148.75
EDF Energy	Electricity Eagle Crescent	£15.66	£0.00	£15.66
EDF Energy	Electricity Parkfield	£11.37	£0.00	£11.37
EDF Energy	Electricity Scout hut	£82.03	£0.00	£82.03
Reconomy	Monthly waste collection	£51.12	£10.22	£61.34
Reconomy	Fuel surcharge	£1.79	£0.36	£2.15
Microshade	IT Services	£62.59	£12.52	£75.11
Water 4 Business	scouthut supply	£125.46	£10.09	£135.55
Unity Bank	charges June 25	£10.15	£0.00	£10.15

Noted. Invoices checked for accuracy against direct debit list – Cllr Hawkins

2026/07/20 No 9b. To receive and agree reconciliations for June 2026.

Balance per bank statements as at 01/06/26	£
Unity Bank current	£101,390.59
Unity Instant access savings	£91,676.60
Hinckley and Rugby BS	£76,206.99

Unity Bank current	
Less: payments for June 2026	£18,392.02
Plus: Unity income for June 2026	£135.00
Balance as at 30/06/26	£83,133.57
Unity Bank instant access savings	
Less: payments for June 2026	£0.00
Plus: Income for June 2026	£445.70
Balance as at 30/06/26	£92,122.30
Hinckley and Rugby BS savings account	
Less: payments for June 2026	£0.00
Plus: income for June 2026	£0.00
Balance as at 30/06/26	£76,206.99
Balance as at 30/06/26	£251,462.86

Figure 1 Print screen of June 2026 accounts.

Balance c/fwd	76,206.99	92,122.30	83,133.57				
	A	B	C				
Combined balance	D	251,462.86		Bank rec at 30 6 26			
				Hinckley and Rugby 90 day	76206.99		
Balance as at 1st April 2026		181,833.93		Unity instant access savings	92122.30		
Plus: receipts in year to date		106,842.65		Unity	83,133.57		
Less: Payments in year to date		37,213.72			251,462.86		
Balance as at 30th June 2026	E	251,462.86		F should equal D & E	251,462.86	Diff	0.00

Figure 2 Print screen Unity Bank current account statement June 2026.

Account Statement

01 June 2026 to 30 June 2026

Account Name: Pucklechurch Parish Council

Sort Code: 608301

Account Number: [REDACTED]

Swift Code (BIC): NWBKGB2L

IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£101,390.59	£18,392.02	£135.00	£83,133.57

Figure 3 Print Screen Unity savings account June 2026.

Account Statement

01 June 2026 to 30 June 2026

Account Name:

Pucklechurch Parish Council

Sort Code:

608301

Account Number:

Swift Code (BIC):

NWBKGB2L

IBAN:

GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£91,676.60	£0.00	£445.70	£92,122.30

0

Figure 4 Print Screen Hinkley and Rugby BS savings account as at 01/05/2026.

	
Savings Accounts Summary	
Pucklechurch Parish Council	
Local Council 90 Day Notice 17011058069	Interest rate: 2.8 %
Available balance £76,206.99	Pending balance £76,206.99

All approved. Reconciliation checked for accuracy against bank accounts – Cllr Hawkins

2026/07/20 No 9c. To receive and consider Q1

Noted and approved.

Date of next meeting 15th August 2026

Meeting closed at 20:50 (8.50pm)