

Pilning & Severn Beach Parish Council

Meeting held on Monday 4th December 2017 at 7.00pm at Severn Beach School, Severn Beach

COUNCILLORS (9) Mrs FCA Barr MBE (Chairman), Mr T Fennell, Mrs N Chappell, Mr M Pruett, Mr N Davies, Alderman P Tyzack, Mrs S Binns, Mrs H Rickards & Mr K Weeks.

Also Present: - Mrs Victoria Bywater (Clerk), District Councillor Robert Griffin, Richard Stedman & Colin Brickell.

Item Number	Details	Action By
2017-12-1 Apologies for absence	Apologies were accepted from Carol Woodhouse.	
2017 –12-2 Declarations of Interest	None	
2017-12-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 6 th November 2017 had been previously circulated. The minutes of the meeting of 6 th November 2017 were agreed by all as a true record.	
2017-12-4 Matters Arising	<ul style="list-style-type: none"> • SCB requested a further chase of Tim Dark to remove the compost area at Pilning allotment site. VB explained that there had been a large wasp nest in the compost area which had delayed the removal of the compost site but now that we had had frost it should be fine to remove. • Discussion took place on the Redwick Road parking issue. RG asked to help with finding a solution to the problem. 	VB RG
2017-12-5 Correspondence	Please see Appendix A <ul style="list-style-type: none"> • VB read aloud the letter received from Mayor Tim Bowles who had responded after the many letters sent. Mayor Bowles explained in his letter that he has no responsibility for Highways. VB to respond explaining to him that it is his influence on decisions regarding Highways is the help we seek. • A donation request had been received from Four Towns Vale Link. VB to ask for more information on the number of residents in the parish who benefit from their service and a recent balance sheet. To be discussed at January 2018 meeting. 	VB VB
2017-12-6 Accounts for Payment	Please see Appendix B Accounts for payment were approved. NC raised the ongoing issue with the grass cutting at Pilning Playing Field. NC explained that the grass is long/ wet and cut too fast when cut and this means the grass clumps together.	
2017-12-7 Public	The meeting heard from Patrick Conroy and Jane Wormald of South Glos Council regarding Settlement Boundaries.	

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<p>Participation</p>	<p>Patrick explained that all settlements have boundaries defining urban and countryside divisions. He explained that the settlement boundaries are up for review however no changes are going to be proposed to Pilning & Severn Beach due to flooding danger.</p> <p>Patrick further explained that at a recent meeting at South Glos Council, it had been agreed to provide 1300 new homes between 2016 and 2036. The options for the areas these houses would be are as follows –</p> <ol style="list-style-type: none"> 1) Development beyond Greenbelt 2) Settlements adjoining Greenbelt 3) Greenbelt neutral <p>Patrick advised that option 2 would be the most likely.</p> <p>Jane explained that smaller parish councils have opted to go for a Neighbourhood Plan but warned of the high cost and again the flooding issues which would have to be addressed. She further explained that all costs would have to be met by the parish councils.</p> <p>Richard Stedman addressed the meeting regarding the issue of parking on Redwick Road, Pilning. He explained that although the bus stop causes a slight issue at times, yellow lines in the area will only push the problem along into other already busy roads. He suggested that the parish council help with the insertion of dropped kerbs for residents so that the cars can be moved off road-side.</p> <p>FCAB thanked Mr Stedman for his view but explained the parish council would not be able to assist residents with the cost of dropped kerbs.</p> <p>Robert Griffin offered to visit the houses involved and find out the issues.</p>	<p style="text-align: center;">RG</p>
<p>2017-12-8 Reports</p>	<p><u>Pilning Playing Field Report November 30th 2017 - SCB</u></p> <p>The playing field was tidy and litter free! Though there is no bin but as the previous day was bin collection it might have been recently litter picked.</p> <p>Query – At front gate there is a sign saying dogs are banned but not at the back gate. That is where most dog walkers enter the field. Should we put up a sign here also?</p> <p>Discussion followed on the dog related signage at the playing field and it was agreed (8 for, 1 against) to remove the sign on the gate and monitor the situation.</p> <p><u>Northwick Tower</u></p> <p>PT reported that he had met with the new owner of the Northwick School site and discussed with him the issues relating to Northwick Tower renovation work.</p> <p>FCAB suggested no further discussion at this time until a proposal is received, all agreed.</p>	

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	<p><u>A Forgotten Landscape – Artwork</u></p> <p>MP reported that he and PT had met with the artist regarding possible sites for the artwork in stone. Various sites had been discussed along with the possible need to add a mound to raise the height of the artwork. SCB reported that a request had been received to fund the meeting costs at Severn Beach to decide on the final designs of the artwork. SCB proposed to fund the cost of the meeting, seconded by FCAB (6 for, 2 against, 1 abstained).</p>	
<p>2017-12-9 Ongoing Business</p>	<ol style="list-style-type: none"> 1. To agree the landscape proposals for Pilning playing field MP had previously circulated a draft proposal. After discussion, it was agreed that all Councillors should visit the site before the next meeting. The item was deferred to the January 2018 meeting. 2. To agree to adopt the History Group way marker signs VB explained that a request had been received from the History Group to adopt the recently installed way marker signs in the parish. The History Group would continue to maintain the signs but the liability for the signs would rest with the parish council. Discussion followed. ND proposed the parish council adopt the way marker signs, seconded by MP (8 for 1 abstained). 3. To discuss the current closure of Pilning Post Office FCAB advised that there is nothing the parish council can do. 4. Local Major Developments FCAB reported that following the pledge by Lidl to employ locally, the training for staff is in Weston-super-Mare meaning some local people cannot attend. 5. Village Halls/Playing Fields <ol style="list-style-type: none"> a) Update regarding Severn Beach Village Hall PT had previously circulated the minutes from the last management committee meeting. VB advised that an amendment to the minutes was made as there was an error. PT updated the meeting regarding a report for the improvement of the football pitch. FCAB reminded attendees about the Christmas Fayre on the 16th December 2017. HR disputed the findings of VB regarding the library. VB had previously explained to HR that the power to provide libraries rests with the District Council and not the parish council. VB assured HR that all avenues were being explored to look at options for providing the service and legal advice had been applied for via the 	<p style="text-align: center;">ALL/ VB</p>

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	<p>Society of Local Council Clerks. PT suggested that HR and VB meet with Jack Lopresti MP to seek an amendment to allow parish councils to have the power to provide libraries. VB to arrange the meeting asap.</p>	VB
	<p>b) Update regarding Pilning Village Hall VB read aloud the report from Ian Roberts, Chairman of Pilning Village Hall.</p> <ul style="list-style-type: none"> • The bin emptying service had commenced • The grass cutting continues to be an issue generally with the speed of the cut which is leaving clumps of grass • The committee thanked the parish council for the new play equipment which had been installed 	
	<p>c) Update regarding the extension at Pilning Village Hall – VB reported that Ian Roberts had met with a local builder who is going to provide a quote for the foundation work required to start the planning permission. The builder will also quote for the play group room to be built.</p>	
	<p>KW suggested that Pilning Village Hall Management Committee circulate the minutes of their meetings. VB to contact Julie Tyzack.</p>	VB
	<p>NC requested the installation of the purchased basketball nets. VB to contact the Management Committee and ask where they would like them to go.</p>	VB
	<p>PT suggested taking down the tennis court net for the winter. VB to arrange for the net to be removed.</p>	VB
	<p>6. Update on allotment sites KW gave VB an updated plan of the allotment site at Severn Beach which VB confirmed matched the current position regarding plots.</p>	
	<p>SCB reported that the majority of the plots at Pilning were being worked with the exception of plot 8.</p>	
	<p>7. Update on Cemeteries FCAB reported a conifer growing on a grave in the old cemetery at Pilning. VB to write to the family to inform them that the tree will be removed. FCAB to ask Tim Dark to remove the tree.</p>	VB/ FCAB
	<p>8. Update from councillors regarding local village matters PT asked that S.Glos Council attend a meeting to explain the recently circulated Bio-Diversity Action Plan. VB to ask Sally Pattison of S.Glos Council to attend a meeting to explain the plan.</p>	VB

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	<u>Decisions by South Glos Council</u> PT17/3392/F Severnside Calibration Centre, 20 Marsh Common Road, Pilning – Demolition of existing (Class B1) office buildings and erection of 2no. buildings consisting of 4no. units comprising of (Class B8) storage and distribution and 7no units (Class B2) general industrial use with ancillary offices, parking and associated works	
2017-12-11 Report from S. Glos. Council	Robert Griffin updated the meeting on the following points – 1) Speeding an ongoing issue in the parish 2) Pilning Post Office is not supported by the shop	
Date of Next Meeting	The date of the next Parish Council meeting will be Tuesday 2 nd January 2018 starting at 7pm there being no further business the meeting closed @ 9.45pm.	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
06.11.17	Email	Have your say on the S.Glos council budget and savings plan 2018/ 2019	Circulated
08.11.17	Email	Agenda for Development Control (West) Committee, Thursday 16 th November 2017, 11am, Turnberries, Thornbury	Circulated
14.11.17	Email	Oldbury Site Stakeholder Group draft minutes from meeting on 25 Oct 2017	Circulated
14.11.17	Email	November blog from District Councillor Robert Griffin	Circulated
14.11.17	Post	Invitation to Celebration of Success at Marlwood School, Thursday 30 th November 2017 at 6pm.	FCAB & HR to attend
16.11.17	Email	NALC diversity work survey	Circulated
16.11.17	Email	Ageing Better Consultation	Circulated
17.11.17	Email	Adoption of the Policies, Sites and Places plan (8 November 2017)	Circulated
21.11.17	Email	Agenda for Scrutiny Commission, Wednesday 29 th November 2017, 10am Kingswood	Circulated
21.11.17	Email	Notice of proposed Traffic Order – 24 hour Clearway on Arthur Ball Way and Palmer Avenue, Crook’s Marsh	Circulated
21.11.17	Email	S.Glos Council protocol for marking the death of a senior national figure	Circulated
22.11.17	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Friday 1 st December 2017, 9.30am, Turnberries, Thornbury	Circulated
24.11.17	Email	Letter from Post Office Ltd regarding the current closure of Pilning Post Office	To be discussed
24.11.17	Email	Agenda for Cabinet, Monday 4 th December 2017, 2pm	Circulated
24.11.17	Post	Response from Mayor Tim Bowles – no responsibility for M49 junction	To be discussed
27.11.17	Email	Response from Rob Wiltsher of S.Glos Council regarding Redwick Road parking	To be discussed
29.11.17	Email	Severn Beach Village Hall Management Committee minutes 13.11.17	Circulated & VB responded regarding a correction
29.11.17	Email	Updated 2017 – 2021 Wessex Regional Flood and Coastal Committee Strategy	Circulated
30.11.17	Email	Annual Quality of Life Report 2017	Circulated
30.11.17	Email	Latest News from Severn Estuary Partnership – November 2017	Circulated
01.12.17	Email	Admissions policy September 2019 for Castle School Educational Trust	Circulated
05.12.17	Email	Agenda for Development Control (West) Committee, Thursday 4 th December 2017, 11am, Thornbury	Circulated

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05.12.17	Email	Agenda for Council, Wednesday 13 th December 2017, 7am, Kingswood	Circulated
05.12.17	Email	Request for nominations for Chairman of the Severnside CEF	Circulated
05.12.17	Email	Allocation of Provisional Local Council Tax Support Grant 2018 /19	Finance Meeting

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
04.12.17	Mrs V Bywater	Wages + office payment & fuel allowance	1477.32	0.00	1477.32
04.12.17	HMRC	NI & PAYE	0.00	0.00	0.00
04.12.17	Mr T Dark	Odd jobs	45.00	0.00	45.00
04.12.17	Elm Tree Garden Contractors Ltd	Grass cutting & maintenance 2017/ 2018	187.58	37.52	225.10
04.12.17	Elm Tree Garden Contractors Ltd	Cemetery grass cutting & maintenance	170.00	34.00	204.00
04.12.17	Mr L Liddatt	Quarterly payment for grass cutting at Northwick	200.00	40.00	240.00
04.12.17	Mrs V Bywater	Contribution to use of home computer - £4.69/ week - Oct - Dec 2016	37.52	0.00	37.52
04.12.17	BT	Telephone & Broadband	102.86	20.57	123.43
04.12.17	Good Directions Ltd	Bin for Pilning Playing Field	680.00	136.00	816.00
04.12.17	Dunkley's	PAYE preparation 1 May to 31 October 2017	63.00	12.60	75.60
04.12.17	Mrs V Bywater	Stamps	33.60	0.00	33.60
04.12.17	SLCC	Tenth Edition Arnold-Baker on Local Council Admin	77.60	0.80	78.40
		TOTAL	3,074.48	281.49	3,355.97