

# Pilning & Severn Beach Parish Council

## Meeting held on Monday 5<sup>th</sup> December 2016 at 7.00pm

### At Pilning Village Hall, Pilning

COUNCILLORS (8) Mrs FCA Barr MBE (Chairman), Mr T Fennell, Mrs N Chappell, Mr M Pruett, Mr N Davies, Alderman P Tyzack, Mrs S Binns & Mr K Weeks.

Also Present: - Mrs Victoria Bywater (Clerk), Mr & Mrs Williams-Lock, Mr N Pearce, Mr I Roberts (Northwick) & District Councillor Robert Griffin

**The Chairman asked those present to observe a minute's silence for Geoff Meachin, Severn Beach, Ken Parker, husband of our vicar , as a mark of respect, who had recently deceased.**

Mrs FCA Barr MBE opened the meeting by thanking everyone for their support during 2017.

At 6.30pm, a meeting was held between members of the parish council and members of the management committee of Pilning Village Hall. After discussion, it was agreed that an inspection of the field would be undertaken monthly by a member of the parish council and a member of the management committee.

Item Number	Details	Action By
<b>2016-12-1 Apologies for absence</b>	Apologies were accepted from Mrs H Rickards and Mrs C Woodhouse.	
<b>2016 –12-2 Declarations of Interest</b>	None	
<b>2016-12-3 Minutes of the previous Parish Council Meeting</b>	The minutes of the previous meeting held on Monday 7 <sup>th</sup> November 2016 had been previously circulated. The minutes of the meeting of Monday 7 <sup>th</sup> November 2016 were agreed as a true record. Proposed by NC and seconded by SB. All in favour.	
<b>2016-12-4 Matters Arising</b>	<ul style="list-style-type: none"> <li>• The fish hook posters have been put up along the sea wall</li> <li>• VB to further write to Connelly and Callaghan to request a visit to Ableton Court</li> <li>• MP to provide VB with photos of junction when flooded</li> <li>• VB to chase a response from the Severnside Rail Partnership regarding the notice board at SB station</li> <li>• Finance committee due to meet at 7pm on Wednesday 14<sup>th</sup> December 2016 at Rednend Farm. All welcome.</li> </ul>	VB MP  VB  ALL
<b>2016-12-5 Correspondence</b>	Please see Appendix A Donation request from SB village hall to assist with the cost of new windows was discussed. £2K was proposed by NC, seconded by ND, 6 for, 2 abstained. Donation request from Four Towns Vale Link had been received to assist with upgrading of minibuses. PT proposed £500, seconded by FCAB, 3 for, 5 against, not carried. SB proposed £250, seconded by KW, all agreed.	VB   VB
<b>2016-12-6 Accounts for Payment</b>	Please see Appendix B Accounts for payment, proposed by MP, seconded by KW	

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<p><b>2016-12-7</b> <b>Public Participation</b></p>	<p>The meeting heard from Mr Norman Pearce who challenged the increase from £20 to £25 for the annual rental fee of an allotment in Pilning. VB explained the ongoing rising costs associated with running the whole site and that the income from the allotments in no way goes towards the overheads of the site per year.</p>	
<p><b>2016-12-8</b> <b>Reports</b></p>	<p><u>Reports from FCAB</u>  On Monday 28th November, Peter and I went to Victoria's where the 3 of us met with Jane Browning the Emergency Planning Officer of SGC. It was a get to know you meeting and looking at any plans we had for emergencies within our Parish. Obviously flooding is the most emergency we could expect and it was realised that the flood plan needed updating, ie Ableton Court can no longer be used for parishioners out of their homes, query Village Hall and School use. It was agreed that perhaps a few of us could look into what emergencies could affect the Parish and what we could do.</p> <p>On Thursday 1st December Sue and I attended the Marlwood Celebration of Success Evening ( the old Speech Night). Being very foggy Sue and I ended up as the only 2 on the Front Row! Bear in mind that the front row consists of 2 lots of 20 seats broken by the aisle down the middle! Due to the fog many people receiving awards were absent Jonathan Shier won the prize from P&amp;SBPC, he helped out a Siblands, joined in the plays and helped a lot of people. It was not as good as last year, due mostly to weather conditions but the Samba Band woke us all up at the start with some excellent drumming, Chloe Gould (Soloist) beautifully sang 'On my own' from Les Miserables. The evening finished with No Backstory, 2 guitarists and a drummer, playing Anything or Everything. I must finish by congratulating Sue on her driving in what was very bad conditions.</p> <p><u>Report from PT</u>  I attended the presentation by the Local Government Boundary Commission, at Kingswood.  South Glos has requested a review of South Glos. ward boundaries, with a view to reducing the number of councillors to 60(currently 70).*  When the review has been done, LGBC will recommend the number of councillors SG should have, and they will recommend where the new ward boundaries should be, following a consultation procedure.  (They will not be looking at altering any Parish Boundaries, that is not their job.)  Clearly, with that remit, after the next SG elections(2019), our SG councillor will be serving a larger area than at present. At present our SG ward is coincident with our Parish Boundary, and we are actually unique across SG in that respect - in some areas a councillor represents several parishes, and in others three councillors represent a single parish. The aim is that each councillor should represent a similar number of registered electors(not residents), theoretically giving residents equal representation</p>	

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and the councillors similar workloads.. This was last reviewed about 10 years ago so development in the meantime has increased the population in some areas significantly.

The review will be on the basis of the latest figures (ie. the latest voters list, published today) plus an allowance for predicted development over the next 5 years.

The first draft of their suggestions will be published next March, and we will then have til June to make our comments. The Draft Recommendations will be published in Sept, with a deadline in November for us to comment. Final Proposals will be published in January 2018, for SG to implement.

Although this is about the South Glos councillor distribution, the Commission definitely want to hear from parishes. We are encouraged to let them know our views now, ie. we could influence the first draft if we wish to\*\*. And at any stage of the consultation they want to hear positive or negative comments, ie. if we agree with what they are suggesting they want to hear that opinion just as much as if we disagree.

\* the reason for wanting to reduce councillors is said to be to save money. In my time as Councillor I was on an 'allowance' which, given the 35hrs/wk I was doing for the council, put me at well below the minimum wage. Obviously some councillors get more involved and attend more meetings, some also represent SG on outside bodies, adding to their hours. If the intention is to enable SG to pay their councillors a more reasonable allowance, then I would agree, but if it is a bald economy measure, which will increase the workload of our councillor, and reduce his/her ability to represent us, then I object.

\*\* if our SG ward is to be enlarged then it could have Hallen, Easter Compton or Aust added to it; or any two; or even all three, depending on the numbers. I suggest that we should write to the Commission, this month, to tell them our views on this, what our preferences would be, and which of our neighbouring villages has issues and interests most similar to ours, which our SouthGlos councillor will be dealing with.

Report on meeting regarding Special Expences – VB

A meeting was held at Rednend Farm with a representative from South Glos Council to discuss the expense for South Glos Council to run the parish of Pilning & Severn Beach.

VB challenged some of the items listed which were incorporated into the Buy Back Scheme. (post meeting these items were revised).

The toilets on Beach Avenue were discussed and proposals for their future will be made by South Glos Council shortly.

The allotment lease at SB was discussed and again South Glos Council will be in contact with options.

Report from HR regarding library review

Next year, the Mobile library van (which stops at 10 venues in our Parish)

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	<p>will cease to operate.</p> <p>Plan1:  The Library van can only be continued if every parish in South Glos pays £2,285 per year for 10 years.  This figure would be reviewed annually.  If not every Parish agreed to this plan then the figure would be higher.  I think this plan is untenable.</p> <p>Plan 2:  South Glos Council will support Community centre based libraries.  They will provide book collections (changed monthly), access to the library catalogue for free reservation (ordering) of specific books for people, training of volunteers, bar code scanner for issuing and returning of books. No charges or fines for borrowers.  The Parish Council must provide:</p> <ul style="list-style-type: none"> <li>• Premises ( Committee room in Severn Beach Village Hall? - the Hall management committee would have to agree)</li> <li>• shelving ( I am negotiating with SG library service for second hand, redundant shelving)</li> <li>• computer (Council suggests this would cost £300? WiFi?)</li> <li>• volunteers needed. (I don't see this as an impossible problem. I am happy to be the "co-coordinator volunteer")</li> </ul> <p>I would like members of the Parish Council to consider the possibility of the Community Library. It is a poor exchange for the mobile van, and does not compare with the facilities of the larger libraries in Thornbury and Bradley Stoke: but it is our only hope.  There are people in our parish who do not have ready access to cars. Let us not deny them books.  I propose that the Parish Council applies to South Glos Council to provide a community library service.  Heather Rickards</p> <p>Discussion followed and it was agreed that VB would write again to S.Glos Council to suggest investigating private sponsorship of the mobile library or offering transport to Thornbury Library.  VB to add library consultation to January 2017 agenda.</p>	
<p><b>2016-12-9</b>  <b>Ongoing</b>  <b>Business</b></p>	<p>1. Local Major Developments  TF requested confirmation that no further correspondence had been received from Delta Properties. This was confirmed by VB &amp; PT.</p> <p>2. Village Halls/Playing Fields  a) Update regarding Severn Beach Village Hall  PT. Severn Beach Community area, ongoing with legal issues, free legal advice to be given.  PT. A monthly play equipment safety inspection form to be filled in.  P&amp;SBPC agreed to pay for the repairs to the park.  CT. Safety mats under the play equipment corrected and the see-saw was fixed. To invoice Pilning and Severn Beach Parish Council.</p>	<p>VB  VB</p>

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	<p>GC/PT. Grant applications ongoing.          TM. Changeover of accounts to be signed by two committee members.          PT meeting with Victoria Bywater to clarify accounts.          £750.00 payment to Pilning and Severn Beach Parish Council, for the Ball Park.          DN. Bookings - History Group          Boxing Day for family Party.</p> <p><u>Caretaker/Maintenance</u>          CT. Outside container fixed, carpet tiles replaced and kitchen blind put up.          PT/TJ. Over 50 hours of voluntary work painting the Severn Beach Village Hall. Tom Blackburn, local resident replaced the outside fascia boards.          PT/TJ. To extend outside step. D Shepard has donated ½ cubic meter of concrete.          Thing to Discuss/Decide:</p> <p>Inside painting of the village hall commencing after Christmas.</p> <p>Three quotes to be obtained for double glazing the village hall. To replace the metal window frames. Ongoing.</p> <p>The History Group need storage to store local historic archives and have requested permission to build storage at their own expense. To be decided.</p> <p>Georgina Hilton also requested a lockable storage area for her Tan So Do equipment to be stored in safety. To be decided</p> <p>Rubbish from the village hall will be taken home by hall users and committee members, as South Gloucester Council no longer provide refuse disposal for the hall. JR. Thinks this will cause problems due to the amount of persons using the area in the summer.</p> <p>Repairs List: Toilet Seat broken.          Electric socket on the stage needs fixing.          Outside lights working but need working time correction.          Paint needed for outside.</p> <p>Calendar:          Severn Beach Fun Day will be joined with the Forgotten Landscape Festival in the summer. Dates to be decided.</p> <p>b) Update regarding Pilning Village Hall          FCAB thanked Ian Roberts (Severn Beach), Chairman of the village hall management committee, for arranging the pre-meeting and proposed that the suggestion of one member from the parish council and one member from the management committee to inspect the field monthly should be</p>	
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	<p>adopted, all agreed. SCB to liaise with Ian Roberts (SB) and Ian Roberts of Northwick. Ian Roberts of Northwick offered to improve the form previously provided by VB to assist with this inspection process.</p> <p>c) Update regarding the extension at Pilning Village Hall          Ian Roberts, Chairman of the village hall management committee, advised the meeting that the extension will commence in manageable stages which will reduce cost.</p> <p>2. Update on allotment sites          FCAB updated the meeting that a skip had been filled with rubbish from the SB allotment site. FCAB requested that VB contact allotment holders to request all rubbish is disposed of off-site in future.          SB updated the meeting that the Pilning allotments which had received a warning letter were now being worked well.          TF requested clarification on the siting of greenhouses/sheds at Pilning and SB allotment sites. Mr Norman Pearce advised that they were not required at Pilning. VB advised that at SB each allotment holder would need to apply in writing to the clerk giving details of the proposal which would be looked at individually.          KW questioned the cost of SB v Pilning in running the sites. VB to produce a breakdown of costs.</p> <p>3. Update on Cemeteries          FCAB thanked PT for assisting with Northwick Tower roof which is ongoing.          VB advised that the signed deed to confirm ownership of Northwick Tower and cemetery by the parish council was being awaited and that all work on the tower should wait until this deed is received.          PT suggested the holly bush on the boundary at Northwick cemetery is removed. FCAB to contact Les Liddiatt to arrange removal.          VB requested a working group to compare the grass cutting contract for the parish including the sale of the lawn mower. SCB/ FCAB &amp; KW offered to be available prior to the Finance Committee meeting on Wednesday 14<sup>th</sup> December 2016 at 6.30pm.</p> <p>4. Update from councillors regarding local village matters          KW reported brash on the steps leading to the rhine near Cross Hands, Pilning. PT advised this was preferred by the Drainage Board as it deters people from accessing the steps.          KW reported fly tipping as follows; Green Lane, SB; Pilning Street, Pilning; Station Road, Pilning; and A403, Southworthy Farm. VB to contact South Glos. Council to report.          KW further reported mud on the A403 covering the white lines. VB to contact South Glos. Council and Highways Enforcement to report.          KW asked for clarification on the Forgotten Landscape benches. SB confirmed that the parish will receive two benches by 2018.          TF reported abandoned roadworks signs on the A403 at the junction with Redwick Road. VB to report to South Glos Council.          NC reported cars parked on the pavement opposite Vicarage Road on</p>	<p>SCB/ IR(N)</p> <p>VB</p> <p>VB</p> <p>FCAB/ PT</p> <p>FCAB</p> <p>SCB/ FCAB/ KW &amp; VB</p> <p>VB</p> <p>VB</p> <p>VB</p>
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	<p>Redwick Road, Pilning. VB to report to parking enforcement.</p> <p>MP reported mud on the road from Bristol &amp; Avon site near Hallen. VB to write to Bristol City Council to report.</p> <p>PT suggested a letter of thanks sent to the Pilning &amp; Severn Beach Gardening Club for supplying the beautiful Christmas Trees in both villages.</p> <p>PT confirmed a meeting had been arranged an unarranged by Jack Lopresti MP regarding the new junction on the M49. PT to pursue this meeting and VB to assist with the arrangements.</p> <p>FCAB mentioned the need for a handrail on the steps opposite the Bakery in SB. VB advised that the steps are privately owned with a right of way over the steps.</p> <p>FCAB requested VB write to South Glos Council regarding the lack of weight limit signs from the A403 onto B4055 at Pilning. VB to write to South Glos Council requesting this signage.</p>	<p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p>
<b>2016-12-11 Planning</b>	<p>PT14/2213/F Land off Church Road, Severn Beach – Removal of condition 11 attached to appeal decision – Approve with conditions</p> <p>PT16/5662/PNH 25 Beach Road, Severn Beach – Erection of single storey rear extension – No objection</p> <p>PT16/3148/F Paddock Northwich Road, Pilning – change of use of agricultural land to mixed use and keeping of horses – Approve with conditions</p> <p>PT16/5077/F Severn Beach Garage, Osborne Road, SB – Alterations to raise roofline and alterations to windows of building no. 1 – Approve with conditions</p> <p>PT16/5511/LB Cranmoor Villa, 31 Cross Hands Road, Pilning – External alterations to replace 2 no. garage doors and frame – Approve with conditions</p> <p>PT16/5229/F Severn Beach United Church, Beave Av., SB – 4 no. dwellings - Refusal</p>	
<b>2016-12-12 Report from S. Glos. Council</b>	<p>RG provided new timetables for the 625 service.</p> <p>RG reported that SB school is to have a security fence in the near future.</p> <p>RG reported anti-social behaviour at the Kings Arms pub, Pilning.</p>	
<b>Date of Next Meeting</b>	<p>The date of the next Parish Council meeting will be on Tuesday 3<sup>rd</sup> January 2017 starting at 7pm there being no further business the meeting closed @ 8.52pm.</p>	

**APPENDIX A – CORRESPONDENCE**

<b>Date Received</b>	<b>Received by</b>	<b>Details</b>	<b>ACTION</b>
07.11.16	Email	Message from West of England Joint Planning	Circulated
08.11.16	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Friday 18 <sup>th</sup> November 2016, 9.30am, Thornbury	Circulated
08.11.16	Email	Agenda for Environment and Community Services Committee, Wednesday 9 <sup>th</sup> November 2016, 2pm at Thornbury	Circulated

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08.11.16	Email	A Forgotten Landscape – newsletter	Circulated
08.11.16	Email	Public consultation notification – Joint Spatial Plan and Joint Transport Vision	Circulated
08.11.16	Email	Agenda for Council, Monday 14 <sup>th</sup> November 2016 at 7pm at Kingwood	Circulated
09.11.16	Email	Thank you from St Peters Hospice	Circulated
15.11.16	Email	Consultation on S.Glos Council budget and savings programme 2017/ 18	Circulated
15.11.16	Email	Acknowledgement from EA regarding crack on sea wall	n/a
16.11.16	Email	S.Glos Council – District boundary review	Circulated
16.11.16	Email	November blog from Cllr Robert Griffin	Circulated
18.11.16	Email	Policies, Sites and Places Plan: submission and publication of S.Glos Council’s suggested modification	Circulated
18.11.16	Email	Library review information pack	Circulated
21.11.16	Email	Berkley and Oldbury Joint Site Stakeholder Group November 2016 draft minutes	Circulated
21.11.16	Email	A Forgotten Landscape benches and artwork	Circulated
23.11.16	Email	ALCA update	Circulated
23.11.16	Email	Agenda for Development Control (West) Committee, Thursday 1 <sup>st</sup> December 2016, 11am Turnberries, Thornbury	Circulated
25.11.16	Email	Nominations open for S.Glos Council Chair’s Community Awards	Circulated
29.11.16	Email	Agenda for Economy and Skills Strategic Partnership, Wednesday 7 <sup>th</sup> December 2016, 10am, UWE	Circulated
29.11.16	Email	Agenda for Children, Adults and Health Committee, Wednesday 7 <sup>th</sup> December 2016, 2pm, Kingswood	Circulated
30.11.16	Email	Severn Estuary Partnership News – November 2016	Circulated
01.12.16	Email	Notification from EA regarding lifebuoy in Severn Beach	Circulated
02.12.16	Email	Agenda for Policy & Resources Committee, Monday 12 <sup>th</sup> December 2016, 10am, Council Chamber, Kingswood	Circulated
05.12.16	Email	Presentation from Boundary Commission Visit 30 November 2016	Circulated

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<b>Date</b>	<b>Payee</b>	<b>Details</b>	<b>Net</b>	<b>Reclaimable VAT</b>	<b>Total</b>
05.12.16	Mrs V Bywater	Wages + office payment & fuel allowance	923.53	0.00	923.53
05.12.16	HMRC	NI & PAYE	88.70	0.00	88.70
05.12.16	Mr T Dark	Odd jobs	60.00	0.00	60.00
05.12.16	Mr M J Fisher	Grass cutting & maintenace	750.00	0.00	750.00
05.12.16	Mr M J Fisher	Cemetery grass cutting & maintenance	300.00	0.00	300.00
05.12.16	Mr L Liddatt	Quarterly payment for grass cutting at Northwick	200.00	40.00	240.00
05.12.16	Mrs V Bywater	Contribution to use of home computer - £4.69/ week - Oct - Dec 2016	37.52	0.00	37.52
05.12.16	BT	Telephone & Broadband	121.77	24.35	146.12
05.12.16	SLCC	Annual Subscription	139.00	0.00	139.00
05.12.16	ALCC	Annual Subscription	10.00	0.00	10.00
05.12.16	Elmtree Garden Contractors Ltd	Tree works in SB & Pilning	560.00	112.00	672.00
05.12.16	Mrs V Bywater	Hire of skip SB allotment site 30.11.16	210.00	0.00	210.00
05.12.16	Mrs V Bywater	Stamps	13.20	0.00	13.20
05.12.16	Mr L Liddatt	Work at Northwick Cemetery	60.00	12.00	72.00
05.12.16	BWBSL	Water at SB allotments	118.92	0.00	118.92
05.12.16	Mrs V Bywater	Allotment stamps	18.70	0.00	18.70
05.12.16	Dunkley's	PAYE quarterly charge	60.00	12.00	72.00
05.12.16	Four Towns Vale Link	Donation	250.00	0.00	250.00
05.12.16	Severn Beach Village Hall	Donation	2000.00	0.00	2000.00
		<b>TOTAL</b>	<b>5,921.34</b>	<b>200.35</b>	<b>6,121.69</b>