

Pilning & Severn Beach Parish Council

Meeting held on Monday 1st February 2016 at 7.00pm at Severn Beach School, Severn Beach

COUNCILLORS (9) Mrs FCA Barr MBE (Chairman), Mrs C Woodhouse, Mr T Fennell, Mrs N Chappell, Mr M Pruett, Mr N Davies, Alderman P Tyzack, Mrs H Rickards & Mr I Roberts.

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

The Vice-Chairman asked those present to observe a minute's silence for Mr Roger Barr of Severn Beach, Mr John Page late of Pilning, Dennis Francis of Severn Beach and Mrs Ruth Dalton former head teacher at Severn Beach School, as a mark of respect, who had recently deceased.

Item Number	Details	Action By
2016-02-1 Apologies for absence	Apologies were accepted from Sue Binns & Collin Williams-Lock	
2016-02-2 Declarations of Interest	None	
2016-02-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 4 th January 2016 had been previously circulated. The minutes of the meeting of 4 th January 2016 were agreed as a true record. Proposed by CW and seconded by IR with one minor amendment. All in favour.	
2016-02-4 Matters Arising	<ol style="list-style-type: none"> 1. VB reported that the brambles were cut back at Pilning allotments but fence in poor condition. Recommendation from Tim Dark is to remove the fence completely. All agreed, VB to instruct Tim Dark to remove the fence. 2. VB advised that the quote for light at Keens Grove/ B4055 garages had been received from S.Glos Council. NC to circulate a letter to immediate residents to make sure they are happy with the light being inserted. VB to supply NC with 10x letters. 3. VB reported that due to weather and human error the top soil from Severn Lodge Farm was now not available for use. IR offered to source top soil for delivery to SB allotment site. 	<p style="text-align: right;">VB</p> <p style="text-align: right;">NC</p> <p style="text-align: right;">VB</p> <p style="text-align: right;">IR</p>
2016-02-5 Correspondence	<p>Please see Appendix A</p> <p>In addition to appendix A, a donation request had been received from Friends of Severn Beach Primary School for ipads. IR proposed a donation of £1000, seconded by PT. A vote was taken 7 for, 1 against, 1 abstained. VB to write to Friends of SB Primary School enclosing cheque for £1000.</p> <p>FCAB proposed a donation of £100 to the cub scouts to recognise their 100 year anniversary, seconded by MP, all agreed. VB to write to 1st Severn Beach Scout Group enclosing a cheque for £100 for the cub scouts. PT offered to represent the Parish Council at the Environment Forum meeting, all agreed. HR to also attend with PT.</p>	<p style="text-align: right;">VB</p> <p style="text-align: right;">VB</p> <p style="text-align: right;">PT/ HR</p>
2016-02-6 Accounts for Payment	<p>Please see Appendix B</p> <p>Accounts for payment, proposed by CW, seconded by NC</p>	

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<p>2016-02-7 Public Participation</p>	<p>The meeting heard from Hayley Gathercole of Marsh Common Road, Pilning regarding a request for an insertion of a crossing island on the A403 by the former Aust Ferry. VB to contact Michael Dixon to request this crossing is added to the list of requests for the A403 improvements.</p>	<p>VB</p>
<p>2016-02-8 Reports</p>	<p><u>Finance Committee Meeting</u> FCAB proposed the Parish Council accept the recommendations of the Finance Committee for the annual precept request, all agreed. VB to submit the precept request.</p> <p><u>Meeting with S.Glos. Council regarding traffic signs on Gorse Cover Road, SB</u> TF reported that he had met with Rob Wiltsher of S.Glos Council and the suggested plan had been circulated. All agreed to accept the plan. VB to inform Rob Wiltsher of S.Glos Council.</p> <p>TF also reported that in order to have resident permits it is necessary to have 70% resident support for the proposal. Robert Griffin offered to assist TF.</p> <p><u>Sevenside Safer Stronger Group Meeting – report by FCAB</u> FCAB & PT attended the above meeting on 27th January at Lower Almondsbury. We learnt that Colin Williams-Lock and Robert Griffin were re-elected Chair and Vice, and there were no apologies. Unfortunately Fire and Rescue were unable to attend so we had Michael Dixon explain to the room about the A403, which Peter and I had heard at our last parish council meeting. We then had a talk from the Solar Panel people who are putting up a field of solar panels, on land near the Garden Centres. They only got panels for Easter Compton Village Hall, so did not feel inclined to tell them about our deal. We then heard from the police, not much to add to what ever has been reported in the In View, then I told them about the B4055 that we felt we could no longer pay out money for SGC to do nothing, altho we did as for 50 mile signs at each repeater post, painted on the road. John Carver thanked us for stating we will support EC in there attempts to get a pedestrian crossing in EC, but he went on to state that they are still fighting for a complete survey on all of the B4055. The 2 SGC councillors gave their reports, but as Robert's was from his blog we have all read it. The prioritys are remaining the same until all other works have been completed and the next meeting will be on the last Wednesday in May at ECVH.</p>	<p>VB</p> <p>VB</p> <p>RG/ TF</p>
<p>2016-02-9 Ongoing Business</p>	<p>1. To consider the response regarding the Portside walking and cycling audit HR explained the Portside walking and cycling audit and after discussion it was agreed that no response was required.</p> <p>2. Local Major Developments FCAB reported that a meeting with Delta Properties is scheduled for 1.30pm on Friday 5th February 2016 at Severn Beach Village Hall. PT & FCAB had prepared relevant evidence to support the claim that the 1957</p>	<p>ALL</p>

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	<p>agreement for warehousing on the land south of SB railway station was not included. FCAB urged as many councillors as possible to attend the meeting where this evidence would be submitted.</p> <p>MP reported a field behind Minors Farm being cleared.</p> <p>PT requested that a planning solicitor is instructed to compose a letter to South Glos Council and Harrow Homes requesting the landscaping of the buffer zones as required by the 1957 agreement. VB to investigate finding a suitable solicitor and report back with cost for the work.</p> <p>3. Village Halls/Playing Fields</p> <p>a) Update regarding Severn Beach Village Hall PT reported that key members of the management committee intend to stand down at the AGM on the 15th February 2016. PT suggested that the Parish Council investigate becoming trustees of the village hall which would then enable the management committee to be responsible only for the day-to-day running of the hall. IR read aloud the list of trustees in 2013. After discussion it was agreed that PT should report back after the AGM to the Parish Council.</p> <p>b) Update regarding Pilning Village Hall IR reported the arrival of the equipment to form a skate board park at Pilning Village Hall. A note of thanks was recorded for Gary from the Way Gym for organising the dismantling of the equipment and delivery to Pilning Village Hall. Thanks also to all those who helped on the day. IR and the village hall committee are now investigating the cost for assembly, insurance and inspection of the equipment going forward. IR requested a funding for decorating at Pilning Village Hall. Three quotes had been received and £3000 was requested. A vote was taken, 7 for, 2 abstained. VB to prepare a cheque for £3000 for the decorating.</p> <p>c) Update regarding the extension at Pilning Village Hall No update this month.</p> <p>3. Update on allotment sites & 4. Update on Cemeteries FCAB reported SB allotments inevitably muddy. VB read aloud the report from Sue Binns regarding Pilning allotments and Pilning cemetery which noted allotment tidy and hedge work complete. Cemetery tidy and well cared for.</p> <p>5. Update on website MP reported new website fully operational and old site removed. VB to forward the link to the new site to councillors.</p> <p>6. Update from councillors regarding local village matters MP reported that the solar farm installation at Pilning due to commence 01.02.16. MP further reported burnt out cars and motorbikes on Farm Lane. ND noted a different siren heard. PT advised the only siren to be</p>	<p>VB</p> <p>PT</p> <p>VB</p> <p>VB</p>
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	<p>concerned about is tested at 3pm on the 3rd of each month. ND further noted that not all those who had objected to recent planning appeals had been informed of the appeal date or decision. NC reported toxic smoke from the builders yard on Station Road, Pilning. HR reported unacceptable levels of litter on the footpath near the Tesco Distribution Centre. HR to supply VB with photographs and VB then to write to Tesco to report the problem. PT suggested the Parish Council donate a tree to each primary school to celebrate the Queen's 90th birthday. PT to liaise with school. PT reported that he is due to meet with S.Glos Council regarding electrical points for Christmas trees in the parish. The Gardening Club would like to donate 1x tree to Pilning and 1x tree to Severn Beach for Christmas 2016. PT reported that he had received a request for fencing on the A403 to protect the houses immediately adjacent to the A403. After discussion it was decided that PT should advise the householders to write to S.Glos Council with their request.</p>	<p>HR/ VB PT PT/ VB</p>
2016-02-10 Planning	<p><u>Decisions from S.Glos Council</u> PT15/2738/F – Cider Barn, Whitehouse Lane, SB – Approved with conditions PT15/5382/PNA – Prior notification of the intention to erect an agricultural building for the storage of fodder and machinery – Land adjacent to Crossland Cottage, Severn Road - Refused</p> <p><u>Planning Appeal</u> APP/P0119/W/15/3133941 – Land at Station Road, Pilning – Appeal dismissed</p>	
2016-02-12 Report from S. Glos. Council	<p>Robert Griffin reported that it is now possible legally to remove fly grazing horses but the cost is very high. RG further reported that the Post-Natal clinic had moved from Pilning to Thornbury.</p>	
Date of Next Meeting	<p>The date of the next Parish Council meeting will be Monday 7th March 2016 starting at 7pm there being no further business the meeting closed @ 8.50pm. Advanced notice of the Annual Parish meeting to be held at Severn Beach School, Severn Beach on Monday 4th April 2016 at 7pm. Advanced notice of the Annual Parish Council meeting to be held at Pilning Village Hall, Pilning on Tuesday 3rd May 2016 at 7pm.</p>	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
06.01.16	Email	Agenda for Development Control (West) Sites Inspections Sub Committee, Friday 15 th January 2016, 9.30am, Turnberries,	Circulated

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		Thornbury	
07.01.16	Email	Update from Robert Griffin – 7 th Jan 2016	Circulated
08.01.16	Email	January e-bulletin from A Forgotten Landscape	Circulated
08.01.16	Email	NALC' direct information service	Circulated
08.01.16	Email	Environment Forum meeting, Thursday 4 th February 2016, Chipping Sodbury Baptist Church, BS37 6AH, 7-9pm	Circulated
09.01.16	Email	FoSBR- December 2015	Circulated
09.01.16	Post	Clerks & Council Direct – January 2016, Issue 103	Circulated
09.01.16	Post	The Clerk Magazine – January 2016	Circulated
12.01.16	Email	Agenda for Children & Young People Committee, Wednesday 20 th January 2016, 2pm, Kingswood	Circulated
12.01.16	Email	Agenda for Public Transport Forum, Monday 1 st February 2016, 7pm, Kingswood	Circulated
12.01.16	Email	Response from Michael Dixon regarding recent clearing of vegetation from A403	VB responded
14.01.16	Email	Agenda for S.Glos Local Strategic Partnership, 22 nd January 2016, 10a, Jubilee Centre, Savages Wood Road.	Circulated
18.01.16	Email	Agenda for Planning, Transportation and Strategic Environment Committee, Wednesday 27 th January 2016, 3pm at Kingswood	Circulated
19.01.16	Email	Update from Hinkley Point C Connection Project	Circulated
19.01.16	Email	Response from Planning Enforcement regarding Land at Dean House Farm, New Passage.	Passed to ND
20.01.16	Email	Agenda for Development Control (West) Committee, 28 th January 2016, 11am, Thornbury	Circulated
22.01.16	Email	Delta properties press release and exhibition – 5 th Feb 2015, 10.30-2pm Severn Beach Village Hall	Circulated
22.01.16	Email	Agenda for Policy & Resources Committee, Monday 1 st Feb 2016, 2pm, Kingswood	Circulated
25.01.16	Email	Severnside SSCG meeting – 27 th Jan 2016, Almondsbury Old School Hall, 7pm	VB displayed
25.01.16	Email	Further response from S.Glos Council regarding Gorse Cover Road, SB	Passed to TF/MP/PT/FCAB
29.01.16	Email	Severn Estuary Partnership – January E News	Circulated
29.01.16	Email	Copy of a letter to J Lopresti MP from Mrs Pat Edwards regarding A403 works	n/a
30.01.16	Email	SevernNet Area Coastal community team economic plan update from PT	n/a
31.01.16	Email	Report from PT regarding SB Village Hall Committee meeting held on 18.01.16	Circulated
01.02.16	Email	Additional meeting of the Safer & Stronger Communities Strategic Partnership for Members of the Partnership on 16 th February 2016, 9am, Kingswood	Circulated
01.02.16	Email	Report from FCAB regarding the Severnside Safer Stronger meeting held on 27 th January 2016 at Lower Almondsbury	Circulated

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APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
01.02.16	Mrs V Bywater	Wages + office payment & fuel allowance	1437.64	0.00	1437.64
01.02.16	HMRC	NI & PAYE	0.00	0.00	0.00
01.02.16	BT (DD)	Telephone & Broadband	82.74	16.54	99.28
28.02.15	IT Guru Limited	Original cheque lost in post	52.50	0.00	52.50
01.02.16	Mr T Dark	Odd jobs	75.00	0.00	75.00
01.02.16	Mr M J Fisher	Grass cutting & maintenance	1050.00	0.00	1050.00
01.02.16	Mrs V Bywater	Key cutting for new padlock for SB allotments	70.00	0.00	70.00
01.02.16	KN Office Supplies	Stationary	51.87	10.37	62.24
01.02.16	Geo Testing Services	Ground investigation for extension at Pilning	2410.00	482.00	2892.00
01.02.16	CFS	Photocopying	14.40	2.88	17.28
01.02.16	North & Letherby Ltd	Cost for submission of response to PSP consultation	530.00	106.00	636.00
01.02.16	FoSBR	Annual membership fee	20.00	0.00	20.00
01.02.16	PRO Structures Ltd	Pilning Village Hall extension	1518.75	303.75	1822.50
01.02.16	Mrs V Bywater	Cost of hosting website £4.95/ mnth Nov, Dec, Jan, Feb	19.80	0.00	19.80
01.02.16	34SP.com Ltd	Cost of hosting website March 2016 - March 2017	49.50	9.90	59.40
01.02.16	Mrs V Bywater	Stamps	13.59	0.00	13.59
01.02.16	Mrs V Bywater	AVG Anti Virus computer software (1 year)	33.33	6.66	39.99
01.02.16	Friends of SB Primary School	Donation for ipads at school	1000.00	0.00	1000.00
01.02.16	1st SB Scout Group	Donation for cub scouts anniversary	100.00	0.00	100.00
01.02.16	SB Decorating and Maintenance Company	Decorating at Pilning Village Hall	3000.00	0.00	3000.00
		TOTAL	11,529.12	938.10	12,467.22

APPENDIX C – FINANCE COMMITTEE

	2012/2013	2013/ 2014	2014/ 2015	2015/ 2016	Budget 2015/2016	Budget 2016/2017
INCOME						
Precept	56,000.00	60,989.00	60,722.00	61,845.00	57,400.00	63,081.00
Allotments	2,413.35	1,752.08	1,524.16	55.00	1,500.00	1,500.00
Grants	1,000.00	-	5,000.00	-	-	4,000.00
Mugs	34.00	-	-	-	-	-
Bank Interest	90.57	60.83	29.15	20.33	30.00	30.00
Trf cementary account		628.47		2,235.00	-	2,000.00

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Refunds	150.19	112.96	771.11	198.13	-	100.00
VAT Refund	1,294.35	3,532.63	2,580.22	4,868.47	2,500.00	3,000.00

Total 60,982.46 67,075.97 70,626.64 69,221.93 61,430.00 73,711.00

EXPENDITURE

Clerk Wages 112	10,167.72	7,849.97	11,047.76	6,561.00	10,500.00	12,000.00
Clerk Other 112	700.00	-	-	335.50	100.00	250.00
Subsidiary Power 111	1,112.78	1,112.78	330.00	-	1,000.00	1,000.00
Office Admin 111	1,369.80	1,453.49	1,782.79	2,073.37	1,500.00	2,000.00
Subs 143	166.00	-	76.98	181.00	175.00	200.00
HMRC PAYE 112	2,461.00	4,407.90	760.95	1,111.16	2,000.00	2,000.00
Professional Fees	2,853.99	5,465.60	8,984.23	7,007.91	6,500.00	9,000.00
Clr Honorarium & Exps	534.80	265.06	374.11	97.60	750.00	1,000.00
Village Halls LG (MP) Pilning	11,696.21	3,940.74	4,317.30	4,417.88	3,000.00	3,000.00
					-	5,000.00
Village Halls LG (MP) SB	298.58	209.59	180.00	340.00	3,000.00	3,000.00
General Maintainance	14,464.22	22,941.05	20,323.44	20,292.92	20,000.00	27,000.00
Cemetery 214	461.66	5,340.00	6,250.00	3,066.56	3,000.00	3,000.00
Section 137 (Donations)	5,872.29	3,293.80	4,104.39	2,467.95	4,500.00	4,000.00
PHA 1936 (Key holder)	170.00	240.00	180.00	300.00	400.00	400.00
Info Services 142	1,540.72	249.00	664.68	664.66	1,000.00	1,000.00
Allotments	1,290.03	5,073.45	1,339.05	1,507.32	2,600.00	2,500.00
Entertainment 145	1,062.00	-	-	16.99	500.00	100.00
Trf cementary account	1,250.00				-	2,500.00
Parish Plan/ Elections	3,711.16			3,155.51	4,500.00	

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Bank charges

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Total	61,182.96	61,842.43	60,715.68	53,597.33	65,025.00	78,950.00
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Bank Accounts -

26/11/2015

Current Account -
00953608

4,983.87

Deposit Account -
00077603

65,965.48

Current account -
00091118

1,063.44

Petty cash account

35.42

Ben Fear account

1,105.84

Total 73,154.05

DRAFT