

Pilning & Severn Beach Parish Council

Meeting held on Monday 1st June 2015 at 7.00pm at Pilning Village Hall, Pilning

COUNCILLORS (10) Mrs FCA Barr MBE (Chairman), Mrs C Woodhouse, Mrs H Rickards, Mrs S Smith, Mr M Pruett, Mr N Davies, Mr T Fennell, Mrs S Binns, Alderman P Tyzack & Mrs N Chappell.

Also Present: - Mrs Victoria Bywater (Clerk), Mr & Mrs Williams-Lock.

The Chairman asked those present to observe a minute's silence for Andre Hodson, SB, as a mark of respect, who had recently deceased. In the minutes of the last meeting it was reported that Percy Locke had recently deceased and the Chair would like to note that Percy Locke was a former Parish Councillor from 1955 – 1964.

Item Number	Details	Action By
2015-6-1 Apologies for absence	Apologies were received from Ian Roberts.	
2015 –6-2 Declarations of Interest	None	
2015-6-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 11 th May 2015 had been previously circulated. The minutes of the meeting of 11 th May 2015 were agreed as a true record with two minor alterations. Proposed by CW and seconded by SS. All in favour.	
2015-6-4 Matters Arising	<ul style="list-style-type: none"> • NC asked if any further information had been received regarding the ownership of the wall at Northwick. VB confirmed that the car park was adopted highway by S.Glos Council but the wall was still in question. NC to ask the new owner for clarification. • VB reported that due to holidays and a funeral the planning sub-group had yet to meet. • FB reported that she had inspected the allotments at SB with a number being in need of strimming. VB to instruct Mike Fisher to trim the allotments not being worked. VB advised that one of the allotments mentioned had just been re-let. 	NC
2015-6-5 Correspondence	Please see Appendix A Further to Appendix A; <ul style="list-style-type: none"> • A letter of resignation had been given to FB from VB giving due notice. The post to be discussed In Camera at the end of the meeting. • The consultation period for the final stage of the S.Glos Council Local Plan now underway. VB to instruct James North to write to S.Glos asking for the removal of the site listed on Bank Road as a permanent site for members of the travelling community. • Severn Estuary Partnership News event on 29th September 2015 – PT to attend. • Email from Kevin Weeks regarding the unworked allotments at 	PT

Pilning & Severn Beach Parish Council
Meeting held on Monday 1st June 2015 at 7.00pm
at Pilning Village Hall, Pilning

	<p>SB. VB to respond to Kevin Weeks asking him to please continue to care for allotment 40 and that 10, 13 & 21 would be strimmed off shortly.</p> <ul style="list-style-type: none"> • A request for funds from Pilning Pips had been received. VB to ask a representative to attend the July meeting at 6.30pm to discuss possible options. • PT to attend a meeting on 7th July 2015 where the new Community Infrastructure Levy in S.Glos: The impact on Town & Parish Councils will be explained. VB passed PT the details. • Forgotten Landscape new representative to be invited to the September meeting at 6.30pm. 	<p>VB</p> <p>VB</p> <p>PT</p> <p>VB</p>
2015-6-6 Accounts for Payment	Please see Appendix B Accounts for payment, proposed by MP, seconded by ND, all agreed.	
2015-6-7 Public Participation	None received.	
2015-6-8 New Business	<p><u>1.Local Major Developments</u> NC informed the meeting that she had received a letter from Network Rail regarding the piling for the electrification of the railway starting in June. (Post meeting this letter was delivered SB residents too).</p> <p><u>2.Village Halls/Playing Fields</u></p> <p>a) Severn Beach Village Hall- PT reported the he and SS had attended the Village Hall meeting. The balance sheet shows high expenses and maintenance and reduced income. There had been a request for tree planting which would be added to the July 2015 agenda. SS added that the village hall needs money to maintain the building to attract people to hire it out therefore it would be used more. SS had supplied the village hall with a list of possible places to apply for grants. SS offered to be a liaison representative with the children's groups in the parish. SB proposed SS to become Children's Liaison representative, seconded by PT. Vote 6 for, 2 against, 2 abstained. SS to report on progress at the September meeting. CW reminded the meeting that not only has Severn Beach Village Hall been supported financially at many times in the past but also offers had been made to take over the responsibility of the hall which had been declined.</p> <p>b) Pilning Village Hall – NC reported that Pilning Pips had approached the Village Hall committee regarding a rent reduction and the possibility of not using the hall on a Monday as well as a Friday. CW to check regarding the rental of the container on site.</p> <p>The Village Hall balance sheet is a little better as there have been a number of enquiries regarding Football and discussions are in progress regarding changing the pitch layout to allow for two pitches on the field. SB asked if the Parish Council are responsible for the playing field. NC confirmed that the Village Hall management committee run the field and the hall.</p>	<p>VB</p> <p>SS</p> <p>CW</p>

Pilning & Severn Beach Parish Council
Meeting held on Monday 1st June 2015 at 7.00pm
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<p>SB requested that the gates to the play area are repaired. VB to instruct this repair as soon as possible.</p>	VB
<p><u>3.Allotments</u> – SB to meet the maintenance man regarding the access to the water trough on the Pilning allotments. VB to supply SB contact details of maintenance man, a plan of the Pilning allotments and a list of current holders. VB to instruct strimming of former railway siding and the perimeter of the allotments as soon as possible.</p>	VB VB
<p><u>4.Cemeteries</u> – FB updated the meeting on the progress of the path at the old cemetery. Some of the curb edging donated could be used in this project. VB to find out when this work is due to commence and let James Hemming know about the curb edgings.</p>	VB
<p>SB asked who is responsible for the gravestones which are falling in. FB advised that the Parish Council are not responsible but as a lot of the graves in disrepair and no longer have any relatives to look after them, it had been agreed at a Cemetery Committee meeting to ask Mike Fisher to tidy them up</p>	VB
<p><u>5. Land at Bank Road</u> – this had been discussed earlier in the meeting.</p>	
<p><u>6. Local Green Spaces Consultation</u> - this had been discussed earlier in the meeting. VB to re-circulated email to PT. The work for this had been carried out previously and there are no additional items required.</p>	VB
<p><u>7.Village Matters</u> – SB asked where the minutes of previous meeting are available to the public. VB confirmed they are uploaded to the website immediately following approval. Discussion followed on other possible sites for those without internet access. Copies are always available by contacting the Clerk too.</p>	VB
<p>PT confirmed the questionnaire had been sent to the Editor of the InView magazine.</p>	
<p>SS requested that all members who would like a copy of the Parish Councillors Guide should be furnished with a copy as soon as possible. VB to order 7 copies and distribute.</p>	VB VB
<p>Robert Griffin to be asked by VB to supply a copy of a map of the parish.</p>	
<p>FB reported high speeds on Beach Avenue and Beach Road. VB to report to S.Glos Council and request a 20mph zone. FB to also report this to the Severnside Area Forum. FB to invite police representative to the October Parish Council meeting.</p>	VB FB
<p>FB further reported horses on the foreshore and A403 including a dead horse. FB confirmed this had been reported by herself and VB to Robert Griffin.</p>	
<p>FB questioned the traffic sequence at the Western Approaches site having priority over the A403. VB to contact S.Glos Council.</p>	VB
<p>VB to chase the re-painting of the white lines at the junction of the A403 and Ableton Road.</p>	VB
<p>MP reported problems with the new roundabout on the A403. VB to request a meeting with S.Glos Council to view the roundabout.</p>	VB
<p>FB requested the reinsertion of the bus stops on the B4055 near the former Ellinghurst Farm. VB to write to S.Glos Council to request this.</p>	VB

Pilning & Severn Beach Parish Council
Meeting held on Monday 1st June 2015 at 7.00pm
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	<p>PT requested that a representative from the Community Land Trust is invited to the November meeting of the Parish Council.</p> <p><u>7.Reports</u> – PT reported on progress with the Pilning War Memorial. Curbing had been obtained by kind donation from Britannia Construction and delivery had been made by kind donation from Helm Construction. VB to write to both companies to thank them. Unfortunately, to date no agreement has been made with S.Glos. VB offered to contact S.Glos to discuss possible options.</p> <p>SB reported a successful visit to The Wild Place and it had been an interesting and enjoyable evening.</p> <p>PT reported his contribution to the Forgotten Landscapes project and he had attended a meeting regarding possible artists for public art on Severn Way.</p> <p>PT further reported his contribution to the Sirens Trust where he is the Chair of the Trustees. He reported his attendance at the judging of the final submissions of children’s art two of who attend SB School.</p>	<p>VB</p> <p>VB</p>
2015-6-9 Planning	<p><u>Decisions by S.Glos Council</u></p> <p>PT15/1121/F 176 Gorse Cover Road, SB – Approve with conditions</p> <p>PT15/0987/F 61 Cross Hands Road, Pilning – Approve with conditions</p> <p>PT15/1274/F – 19 Cranmoor Green, Pilning – Approve with conditions</p> <p>PT15/0337/F – Foxhole Farm, Pilning St, Pilning – Approve with conditions</p> <p><u>Withdrawn Planning Application</u></p> <p>PT14/2994/F Meadow Caravan Park Bank Road, Pilning</p>	
Date of Next Meeting	The date of the next Parish Council meeting will be Monday 6 th July 2015 starting at 7pm there being no further business the meeting closed @9.15pm.	
In Camera	Discussion was held on the appointment of the new Clerk and RFO. It was agreed to set the closing date for submissions for the 19 th June 2015 followed by a meeting at Rednend Farm to discuss the submissions on the 22 nd June 2015. The interview dates would be decided on the 22 nd June 2015.	

APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
11.05.15	Email	Welcome letter from NALC to all new councillors	Circulated
11.05.15	Post	Information on the Community Infrastructure Levy in S.Glos: The impact on Town & Parish Councils	Discussed
11.05.15	Email	Healthwatch S.Glos.	Circulated
12.05.15	Hand	Resignation letter from Clerk	Discussed
14.05.15	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Fri 22 May 2015, 9.30am, Thornbury	Circulated
16.05.15	Email	DIS Extra – NALC’s Direct Information	Circulated
19.05.15	Email	Agenda for Council, Wed 27 th May 2015, 7pm, Kingswood	Circulated
20.05.15	Post	Response from S.Glos Council regarding the sign on the war	Passed to NC

Pilning & Severn Beach Parish Council
Meeting held on Monday 1st June 2015 at 7.00pm
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		memorial and Northwick School parking bays	
22.05.15	Email	New project officer for A Forgotten Landscape – Katie Scaife	Circulated
22.05.15	Email	Monthly Community Spaces Consultation and Information	Circulated
22.05.15	Email	Agenda for Economy & Skills Strategic Partnership meeting, 2 nd June 2015, 10am at The Café at Resound, Blackhorse Hill, Bristol	Circulated
22.05.15	Email	Publication of S.Glos Local Plan, Proposed submission: Policies, Sites and Places Plan – Regulation 19 Consultation	Circulated
23.05.15	Email	May Blog from Robert Griffin	Circulated
26.05.15	Email	New Local Councils’ Information Service from ALCA	Circulated
26.05.15	Email	Doug Nethercott – regarding S.Glos Publication of the S.Glos Local Plan, Proposed Submission: Policies, Sites and Places Plan – Regulation 19 Consultation	Discussed
27.05.15	Email	Date of next Town & Parish Council Form – Tues 14 July 2015 at Baileys Court, Bradley Stoke	VB asked for Planning to be added to agenda
27.05.15	Email	Agenda for Development Control (West) Committee, Thursday 4 th June 2015, 11am, Turnberries Community Centre, Thornbury	Circulated
29.05.15	Email	Agenda for Policy and Resources Committee, Monday 8 th June 2015, 2pm at the Council Chamber, Civic Centre, Kingswood	Circulated
29.05.15	Email	Agenda for Public Transport Forum, Monday 8 th June 2015, 7pm, Council Chamber, Civic Centre, Kingswood	Circulated
29.05.15	Email	Severn Estuary Partnership News – May 2015 E-News	Circulated & Discussed
30 th May 2015	Hand	Resignation letter from Mr N Pearce	Discussed

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
01.06.15	Mrs V Bywater	Wages + office payment & fuel allowance	815.36	0.00	815.36
01.06.15	HMRC	NI & PAYE	143.97	0.00	143.97
01.06.15	Mr N Pearce	Odd jobs	45.00	0.00	45.00
01.06.15	Mr M J Fisher	Grass cutting & maintenance	1850.00	0.00	1850.00
01.06.15	South Glos Council	Rent for Allotment site at SB 16.03.15 to 15.03.16	500.00	0.00	500.00
01.06.15	Mr L Liddiatt	Quarterley payment for grass cutting at Northwick	200.00	40.00	240.00
17.05.15	BT (DD)	Telephone & Broadband	31.50	6.30	37.80
01.06.15	Vertigo Maintenance	Cleaning of bus shelters	60.00	0.00	60.00
01.06.15	School Prizes	Payable to V Bywater (£50 x 2 + £40 x 2)	140.00	0.00	140.00
01.06.15	Marlwood School	Donation for School Prizes	40.00	0.00	40.00
01.06.15	Mrs V Bywater	Stamps	21.20	0.00	21.20
01.06.15	Open Spaces Society	Annual Membership	45.00	0.00	45.00
01.06.15	Bristol Water	Water at SB Allotments	81.64	0.00	81.64
01.06.15	S.Glos Council	Localism Apr - Jun 2015	768.75	153.75	922.50
01.06.15	KP Trophies	Trophies for Pilning Flower Show	39.96	7.99	47.95
		TOTAL	4,782.38	208.04	4,990.42