

Pilning & Severn Beach Parish Council

Meeting held on Monday 2nd November 2015 at 7.00pm at Pilning Village Hall, Pilning

Before the meeting at 6.30pm, Jessica Bett and Patrick Conroy, Senior Planning Officers from S.Glos. Council addressed the meeting regarding Neighbourhood Plans.

COUNCILLORS (7) Mrs FCA Barr MBE (Chairman), Mrs S Smith, Mr M Pruett, Mr N Davies, Alderman P Tyzack, Mrs S Binns & Mrs H Rickards

Also Present: - Mrs Victoria Bywater (Clerk), Cllr Robert Griffin, Lynn Prosser, Mary Evans, Ian Roberts and Colin Brickell.

The Chairman asked those present to observe a minute's silence for Frank Sellick of Severn Beach, as a mark of respect, who had recently deceased.

Item Number	Details	Action By
2015-11-1 Apologies for absence	Apologies were accepted from Mrs N Chappell, Mr T Fennell and Mrs C Woodhouse.	
2015 –11-2 Declarations of Interest	None	PT
2015-11-3 Minutes of the previous Parish Council Meeting	The minutes of the previous meeting held on 5 th October 2015 had been previously circulated. The minutes of the meeting of 5 th October 2015 were agreed as a true record with three minor alterations. Proposed by MP and seconded by ND. All in favour.	
2015-11-4 Matters Arising	MP requested 20 laminated copies of the Cease & Desist Order to be printed. VB to print and deliver to MP for MP to display.	VB/ MP
2015-11-5 Correspondence	Please see Appendix A FCAB requested the GPFA Annual Report 2014/ 2015 is resent. A donation request had been received from Cruse Bereavement. After discussion, it was agreed to donate £50 to Cruse Bereavement. PT proposed a donation to SARA following their support to Kev Brady when he recently swam the Severn. This was seconded by SB, all in favour.	VB VB
2015-11-6 Accounts for Payment	Please see Appendix B Accounts for payment, proposed by MP, seconded by SS.	
2015-11-7 Public Participation	Ian Roberts requested the support from all Councillors regarding the access to the land off Gypsy's Platt. VB explained that the Parish Council cannot permit access across Gypsy's Platt as they do not own the land. All agreed to assist where possible.	ALL
2015-11-8 Ongoing Business	PT reported he had attended the Town & Parish Council Forum (T&PCF) meeting and the Heritage Learning Event. At the T&PCF meeting there had been a discussion on the consultation of the Special Expenses and it was agreed to request each Parish is consulted with individually on their own specific Special Expenses. ND reported he and FCAB had attended the working group meeting	

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	regarding the B4055. He requested that the Parish Council gave their support to agreeing to financially assist with a joint traffic report on the B4055. After discussion, it was agreed that in principal Pilning & Severn Beach would financially support the report. This was proposed by ND and seconded by MP, all in favour. ND to inform the Chairman of the working group and update the meeting going forward.	
2015-11-9 Ongoing Business	<p>1. Adoption of Councillors' Expenses Policy. VB had previously circulated a recommended policy from SLCC. VB to draft a Councillors' Expenses Policy based on the recommended policy from SLCC.</p> <p>2. Local Major Developments Robert Griffin reported that he had received a report from the police and S.Glos. Council regarding the illegal rave. The only option for residents is to call 101 and report.</p> <p>3. a) Severn Beach Village Hall. HR reported she had attended the meeting where it was decided that it is necessary to find somebody to apply for grants on behalf of the Village Hall. After discussion, it was agreed that VB should advertise for somebody in the InView magazine. SS reported a broken 'springy' at SB play equipment. VB to instruct Sutcliffe to make this repair. b) Ian Roberts thanked the Parish Council for their support so far with the extension to Pilning Village Hall. He updated the meeting on his progress with seeking grants.</p> <p>4. Yellow lines opposite Vicarage Road, Pilning. After discussion, it was agreed that VB should ask S.Glos. Council to insert a white advisory line temporarily. VB to request the double yellow lines are added to the list for the Area Forum meeting in Spring 2016.</p> <p>5. Allotments SB reported she had met with Elm Tree Contractors regarding the trees at Pilning allotments. After explanation, it was agreed for SB to instruct Elm Tree Contractors to complete the work on the trees on Bank Road site of the site. MP reported he had inspected the SB allotments and there are a number not being worked. PT reported that he intends to get two more quotes for the work to plot SB40.</p> <p>6. Cemeteries SB reported some of the graves require topping up. FCAB to chase this.</p>	<p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p> <p>VB</p> <p>SB</p> <p>FCAB</p>
2015-11-10 New Business	<p>1. Village Matters MP updated the meeting that the demarcation between the rail tracks to be used by SITA does end at the bridge as previously thought. ND reported that the bridlepath had been cleared well by the landowners at Wharf Lane. PT suggested a thank you letter should be sent to those responsible for</p>	

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	<p>weeding the boat displays in SB. FCAB to write letters of thanks. PT further requested that the boats are named and offered to progress this work in good weather. FCAB to check the bank account of the Restoration Group to see if there is any money for paint available. FCAB reported the large pot holes outside the shops in SB. VB advised this is best reported via the 'Report It' section of the S.Glos. Council website but also offered to write to complain in addition.</p> <p>FCAB questioned Robert Griffin on progress on the hand rail on the steps opposite the bakery. Robert Griffin informed the meeting that the steps are not the responsibility of S.Glos. Council. FCAB asked Robert Griffin to further investigate this and inform S.Glos. Council that as they inserted the steps the hand rail is their responsibility.</p> <p>SS suggested the SB notice board is located outside the public toilets as no other site appeared suitable. VB to investigate the cost of a notice board.</p> <p>2. Twinning</p> <p>PT advised the meeting that a suggestion of the Parish Plan had been to Twin with another area and this had been recently reinforced at a meeting of the Severn Estuary Partnership because of cultural benefit. VB to ask the Parish for their suggestions via Facebook.</p> <p>3. Website</p> <p>It was agreed that MP should look at revamping the Parish Council website.</p>	<p>FCAB</p> <p>FCAB</p> <p>VB</p> <p>RG</p> <p>VB</p> <p>VB</p> <p>MP/ VB</p>
2015-11-11 Planning	<p><u>Decisions by S.Glos Council</u></p> <p>PT15/3834/F Erection of detached garage (retrospective), Beach House, Riverside Park, SB - Approve</p> <p><u>Permitted Development Prior Notification</u></p> <p>Telecommunications installation upgrade and associated works on public footpath off Severn Road, SB</p> <p>Appeal withdrawn</p> <p>PT12/4017/F Land at Valley Farm, Ingst – 2no. wind turbines</p>	
2015-11-12 CiLCA Learning Agreement	It was agreed by all and signed by FCAB.	
2015-11-13 'Being a Good Councillor' Training with ALCA	SS suggested ALCA deliver a 'Being a Good Councillor' course to Pilning & Severn Beach Parish Councillors. VB to investigate cost and availability of the course.	VB
2015-11-11 Report from S. Glos. Council	Robert Griffin updated the meeting on the new bus timetable for the 625. It was also reported that the traffic congestion onto junction 17, M5 had been much improved by a slight change to the traffic light sequencing.	
IN CAMERA	A late item was received regarding the resignation of Sarah Smith from the Parish Council. VB to advertise the vacancy.	VB
Date of Next Meeting	The date of the next Parish Council meeting will be Monday 7 th December 2015 starting at 7pm there being no further business the meeting closed @	

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	9.38pm.	
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APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
06.10.15	Email	Project Update for Know Your Place West of England – Sept 2015	Circulated
06.10.15	Email	Job opportunity – Coastal Community Officer	Circulated
06.10.15	Email	Potential Changes to Youth Services Funding – S.Glos. Council	Circulated
06.10.15	Email	Agenda for Council, Wed 14 th Oct 2015, 7pm, Kingswood	Circulated
08.10.15	Email	School Appeals Panel Members required	Circulated
12.10.15	Email	Housing Related support – update with survey	Circulated
12.10.15	Email	Healthwatch S.Glos. October 2015 e-bulletin	Circulated
13.10.15	Email	Cruse Bristol donation request	Discussed at meeting
13.10.15	Email	Confirmation of Planning Enforcement Investigation – 112 Gorse Cover, SB	Circulated
13.10.15	Email	Consultation on Glos Archives	Circulated
14.10.15	Email	Agenda for Development Control (West) Committee, Thurs 22 nd Oct 2015, Thornbury	Circulated
14.10.15	Email	October blog from Robert Griffin	Circulated
14.10.15	Email	S.Glos Consultation – review of Community Safety & Anti-Social Behaviour Team	Circulated
14.10.15	Email	SW SLCC Regional Conference – 10 November 2015	Circulated
15.10.15	Email	Info on new bus 625 timetable from Mr D Nethercott	Circulated
15.10.15	Email	Enquiry regarding hardstanding at SB allotments from Mr K Weeks	Circulated & VB responded
15.10.15	Post	Copy of petition regarding bus 625 timetable from Mrs V Kane	VB responded
15.10.15	Email	Winter 2015 ALCA Local Matters	Circulated
16.10.15	Email	NALC's Direct Info services	Circulated
16.10.15	Email	Response from S.Glos Council regarding Planning Application direct link	VB responded
17.10.15	Email	S.Glos Council Briefing Note 17 th August 2015	Circulated
19.10.15	Email	Letter of thanks from St Peter's Hospice	Circulated
19.10.15	Email	Confirmation of receipt of complaint from EA regarding speeding vehicles on seawall	Circulated
20.10.15	Email	3Rs Newsletter October 2015	Circulated
20.10.15	Post	Confirmation from S.Glos. Council of receipt of petition regarding 625 bus route	n/a
21.10.15	Email	Minutes from the extraordinary meeting of SCS	Circulated
21.10.15	Email	Response from S.Glos Council re. actions from the October 2015 meeting	Circulated
21.10.15	Email	Open Spaces magazine Autumn 2015 Vol. 31 No. 4	Circulated
22.10.15	Email	S.Glos. Partnership Partners' Conference 2015	Circulated
22.10.15	Email	SevernNet Area Coastal Communities Team Proposed Outputs & Steps	Circulated
22.10.15	Email	Correspondence from M Reeves regarding lighting on sea wall	VB responded
23.10.15	Email	Bristol PCC Public Forum	Circulated
26.10.15	Email	ALCA Cities and Local Government Devolution Bill	Circulated
26.10.15	Email	Response from Sue Mountstevens regarding 101 complaint	Circulated
26.10.15	Email	Consultation on Community Engagement	Circulated
26.10.15	Email	Invitation to visit Farm Foods facility	VB responded
27.10.15	Email	Changes to Safer & Stronger Community Groups	Circulated
27.10.15	Email	Response from EA regarding speeding vehicles on the sea wall	Circulated
27.10.15	Email	Agenda for Children & Young People Committee, Wed 4 th November 2015, 2pm, Kingswood	Circulated
27.10.15	Email	Agenda for Development Control (West) Sites Inspection Sub Committee, Friday 6 th November 2015, 9.30am, Thornbury	Circulated
27.10.15	Post	Clerks & Councils Direct, Nov 2015 Issue 102	Circulated
28.10.15	Email	Consultation on the West of Eng joint spatial plan and strategic transport – invitation to forum meeting on Monday 30 th November 2015 at Kingswood Civic Centre.	Circulated
29.10.15	Email	Briefing sessions on joint spatial plan and strategic transport consultations	Circulated
29.10.15	Post	S.Glos Deaf Association Autumn Newsletter	Circulated
30.10.15	Email	Total Transport Project update	Circulated
30.10.15	Email	Severn Estuary Partnership News – October 2015 E news	Circulated
30.10.15	Email	SevernNet reminder email regarding kick off workshop	Circulated

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30.10.15	Email	Fibre broadband now available in our area	Circulated
02.11.15	Email	GPFA Annual report 2014 – 2015	Circulated
02.11.15	Email	DIS Extra – NALC	Circulated

APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
11.10.15	DZ Architecture Ltd	30% deposit on architectural services for Pilning Village Hall	2400.00	0.00	2400.00
02.11.15	Mrs. V Bywater	Wages + office payment & fuel allowance	815.56	0.00	815.56
02.11.15	HMRC	NI & PAYE	132.57	0.00	132.57
02.11.15	Mr. T Dark	Odd jobs	45.00	0.00	45.00
02.11.15	Mr. M J Fisher	Grass cutting	1660.00	0.00	1660.00
02.11.15	C Thompson	Repairs to Pilning Play Equipment	130.00	0.00	130.00
02.11.15	BT (DD)	Telephone & Broadband	63.97	12.79	76.76
02.11.15	Mrs. V Bywater	Stamps (£12.96+ £20.39) + Padlock (£15.74)	32.75	0.00	32.75
02.11.15	Royal British Legion	Wreath	100.00	0.00	100.00
02.11.15	Pro Structures Ltd	Interim fee for planning services new Pilning Village Hall	1215.00	243.00	1458.00
02.11.15	CFS	Photocopying	12.91	2.58	15.49
02.11.15	S.Glos Council	Election Fees	3155.51	0.00	3155.51
02.11.15	Cruse Bereavement Care	Donation	50.00	0.00	50.00
02.11.15	Severn Area Rescue	Donation	100.00	0.00	100.00
02.11.15	Mr. P Tyzack	Expenses	46.35	0.00	46.35
		TOTAL	7,363.27	258.37	7,621.64