

OLDBURY ON SEVERN PARISH COUNCIL

Minutes of Council Meeting held on Tuesday 7th January 2014 at 7.30 pm in the Memorial Hall, Oldbury

PRESENT

Parish Councillors: Mr B Turner - Chair, Mr K Sullivan, Mr M Riddle, Mr G Poole, Mr A. Knapp & Mrs J Hales.
Clerk: Mrs D Bramley **Public:** 1 Parishioner

617/14 Apologies for Absence

Apologies were accepted from Cllr Baker.

618/14 Declarations of Interest in Items on the Agenda

None

619/14 Public Forum

Collapsing Culvert near Louis Hall's Corner

A meeting has been arranged with a SGC Highways Officer on 8th Jan to discuss this issue.

620/14 Approval of Minutes

It was proposed by Cllr Sullivan; seconded by Cllr Hales and **resolved** by all that the minutes of the Council Meeting on 5th November 2013 be signed as a correct record.

621/14 Planning

Planning Applications & Appeals – Discussed

PT13/4627/F - The Paddock House, Camp Road - Erection of single storey extension to existing detached garage to provide hobby/work room. (Resubmission of PT13/1590/F) **Council Response: No Comment**

PT13/4586/PNS - Oldbury Power Station Power, Station Road - Request for Prior Approval under Part 17 Class G to Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995 for the construction of an electrical overlay system building. **Council Response: No Comment**

Planning Applications – Noted with No Comments Made

PT13/3938/F - The Cobbles The Naite - Erection of glazed link between existing residential unit and ancillary building.

Planning Notices – Noted

PERMIT - PT13/3156/RVC – The Old Workshop, Church Road - Variation of Condition no. 3 & 4 attached to PT13/1272/F to replace the existing Locust tree with 1 no. Native English Oak tree & to use The Anchor car park for a temporary period of 3 years

PERMIT - PT13/3656/RVC - Jobs Green Farm, Shepperdine Road - Variation of condition 1 attached to planning permission PT09/5240/F to read The use hereby permitted shall be discontinued, the land restored to its former condition (including the reinstatement of the topsoil currently stored on site) and all structures, vehicles and equipment removed from the site on or before 1st November 2017.

PERMIT - PT13/3639/LB - Stable Cottage, Mumbleys Lane - Installation of replacement front door.

PERMIT - PT13/3547/CLE - Mistletoe Cottage, Chapel Road - Certificate of Lawfulness for existing use of annexe as a self-contained single dwelling house.

The Old Stores Site – Discussed

Cllr Riddle circulated the response from James Cooke to Councillors before the meeting. The ownership of the site should be finalised by the end of the month and Mr Cooke should hear from the legal team regarding some outstanding issues e.g. reissue of notice.

Cllr Sullivan stated that he had raised the site at the Communities Committee meeting in November but had no response to his questions regarding having the site cleared from Robert Walsh. Cllr Sullivan will chase Robert Walsh and also find out if direct action can be taken. It was also stated that the Old Stores had been an issue for 25 years.

Developments in Thornbury - Park Farm / Morton Way – Discussed

Nothing to Report

622/14 Finance

a) To Receive feedback regarding Playing Fields Committee Budget & Approve Subsidy Payment

The Clerk stated that Jon Stephens had advised the following: He had explained the increase in electrical charges to Cllr Knapp and that they were due to the increased usage of the hall. The financial year that was detailed in the 2013/2014 budget statement presented at the last meeting is now a lot healthier and he can forecast that there will be no overspend. The budget proposal does not include the state of accounts at start of year and only identifies transactional business for the year. A review has been conducted against the costs of running Busy Bee's in terms

of heating, lighting & other expenditure. This concluded that the hire charges applied to Busy Bee's should be increased; this has been agreed & implemented. Hall hire has also been greater than estimated and payment has been received for the Youth Club's arrears. The water costs due to a "leak" have been paid in full and the monthly charge will therefore decrease.

It was proposed by Cllr Turner; seconded by Cllr Sullivan and agreed by all to approve the playing fields subsidy payment.

The Clerk will contact Jon Stephens and request a budget statement for 2014/2015.

Action: Clerk

- b) To Approve the Payment to the Web Master for the additional Website Work

It was proposed by Cllr Hales; seconded by Cllr Sullivan and agreed by all to approve the additional payment to the webmaster.

- c) It was proposed by Cllr Turner; seconded by Cllr Hales and agreed by all to approve the following invoices submitted for payment

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| <i>D Bramley - Clerk Salary November via Standing Order</i> | £ | 209.89 |
| <i>D Bramley - Clerk Salary December via Standing Order</i> | £ | 209.89 |
| <i>Playing Fields Subsidy Payment</i> | £ | 1500.00 |
| <i>D Bramley - Clerk Office (November & December) & Stationary Expenses (Ink)</i> | £ | 39.99 |
| <i>PF Web Designs – Additional Work on Oldbury on Severn Website</i> | £ | 40.00 |
| <i>Total</i> | £ | 1999.77 |

- d) The Budget Statement against Payment and Receipts for 2013/2014, circulated to Councillors was noted.

- e) Reinvestment of the Reserve Funds

The Clerk has contacted the secretary for the Bath & North East Somerset Local Councils Association and as advised joined SLCC eforum although nothing useful was found. Having spoken with an SLCC advisor they mentioned the CCLA Public Sector Deposit Fund however this fund has management fees so any interest would be reduced. On a small investment the NS & I account at 0.75 is the best option.

The clerk will obtain the paperwork to transfer the funds to the NS & I account.

Action: Clerk

- f) New Homes Bonus

Several organisations in Oldbury on Severn have submitted successful New Home Bonus applications.

623/14 Flooding/Drainage

Flooding at Church Road/Church Hill

The possible schemes to help resolve the flooding and drainage issues in Church Road/Church Hill were discussed. At present it is unclear which scheme is likely to be implemented. Cllr Riddle will confirm a date to meet with Mr Nigel Hale (South Gloucestershire Council) to determine which drainage scheme is going to be implemented. The scheme is on the programmes list but other tasks are a higher priority.

It was also stated that just after Christmas water was coming up to the door of The Anchor and there were concerns as to the limited flood measures that were available to business owners.

Cllr Sullivan raised a parishioner's issue with South Gloucestershire Council (SGC). During the heavy rain the parishioner could not get any sand bags from SGC so their garage was flooded. The drainage in the area was discussed and it was stated that the pipes had been cleaned out recently. It was agreed that the drainage in the area needs to be looked at including gullies, culvert and the outcome discussed at the meeting with Nigel Hale.

Cllr Turner reported that he had logged the issue about the Post Box in Chapel Road getting water sprayed into it during wet weather due to poor road drainage and puddling. A number of parishioners have had letters damaged as a result of water entering the post box.

Cllrs also mentioned other areas in the parish that have been affected by the heavy rain including the bend in the road by Cross Hands Farm and by the hedge near Orchard House. Cllr Riddle agreed to show the South Gloucestershire Officer these sites tomorrow as well.

624/14 Recreation

Playing Fields Committee (PFC) Reports and Updates

Cllr Knapp stated that the Risk Assessment Action list was mostly complete, as detailed in the next section. The railings on the Skateboard Ramp have been fixed and have new concrete bases. The Clerk stated that the water loss could not be claimed through the insurance policy. Cllrs asked if the water meter was being read regularly and if the correct meter was being read. Cllrs Turner & Knapp will liaise with Jon Stephens to review the water bills and compare them with the meter number.

Cllr Turner stated that he had been contacted by the Biffa Award officer to clarify the budget for the equipment. The outcome of the Biffa Award application should be known by the end of the month.

Oldbury on Severn CE School Report

There are currently 59 children attending the school. There was a successful Governor's Party on the 12th December and a Governor's Dinner on the 18th December. The next Governor's meeting is on the 10th February 2014.

Broadband and British Telecom (BT)

There has been some confusion over the cables being laid along the road to the Power Station. Cllr Riddle stated that having contacted the Power Station only power cables were being laid. Thornbury has been upgraded to fibre optic cables along with some surrounding areas. Oldbury on Severn will receive broadband via fibre optic cables by 2015 via a subsidy from the Central Government.

625/14 Parish Property

Risk Management Review & Asset Inspection Document Actions

A list of all the outstanding actions were circulated to Cllrs and discussed at the meeting. Any updates on progress have been included below. Actions marked as completed in the previous minutes have been removed.

| PARISH COUNCIL | |
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| ACTION | COMMENT |
| Shepperdine Bus Shelter - Complete the removal of the ivy. | The ivy is dead and now dropping off |
| Shepperdine Bus Shelter - Put a sign warning of asbestos roof. | Completed |
| PLAYING FIELDS COMMITTEE | |
| ACTION | COMMENT |
| Playing Fields Committee Secretary to provide Chair with the email account password for emergencies. | Clerk to Contact the Secretary and enquire if this action has been completed |
| Pavilion – Repair/Install guttering down pipe by Pavilion Annexe. | Completed |
| Pavilion - Put up a notice to inform users that electrical equipment used in the hall that does not belong to the PFC is not covered by the PFC insurance. | Completed |
| Pavilion Annexe - Notice that chairs can only be stacked to 15 high. | Completed |
| Green Shed - Remove redundant tables & chairs and subject to PFC approval allow Busy Bees to use the shed exclusively. | Remove from list as redundant tables and chairs are currently being retained. |
| MUGA – Put unused MUGA equipment in silver shed and include a sign informing users to store equipment in the shed when not in use. | Completed |
| All inspections of the Playing Fields & Pavilion need to be completed regularly and recorded. | Clerk to Contact the Secretary and confirm this action has been completed |

626/14 Highways

To Discuss the Streetcare Scene Services Contract Documentation

The documents regarding the Street Scene services including a draft contract have been received by the Cllr Turner and were circulated to the other Cllrs. Cllr Turner responded to Mr Dixon as the documents received were not consistent with the discussions they had had. Cllr Turner will liaise with Mr Dixon to resolve the issue of the Dog Bin by the sailing club entrance, which is owned by the Parish Council.

Parking on Pavements

Cllr Turner has been in contact with PCSO Dimery again. The car parked at the end of Westmarsh Lane is now being parked in a safer position. The car parked on the pavement by the corner of Church Road is now there during the day too which is making the situation worse. The Parish Council has also been informed that the verge in front of the Old Post Office is being damaged as vehicles are taking the bend wide due to the parked cars. Cllr Turner is awaiting a response from PCSO Dimery to see what can be done to resolve this situation.

Speeding on Chapel Road, Church Hill & Westmarsh Lane

The results of the Speedvisor sign located on Church Road, at the entrance to Oldbury on Severn School for north bound traffic in December were circulated to Cllrs before the meeting. As the 85% percentile speed is 22 mph the Speedvisor will not be programmed to be installed again at this location. It was agreed by Cllrs that the sign was located in the wrong place and needs to be for South Bound traffic by Church Hill House. Cllr Riddle will request the sign is programmed to be installed at this location. It was also thought that measuring the '30 mph' speed limit was too high.

Cllr Riddle left the meeting at 8.55 pm

School Road Safety

Nothing to Report

627/14 Footpaths/Bridleways

Nothing to Report except the footpath to the Power Station is extremely muddy due to the recent heavy rain.

It was also stated that the gate across the end of Ham Lane was closed preventing horse riders from using it which is not permitted as it is a bridleway.

628/14 Proposed Power Station & Other Power

Horizon Consultative Group & Other Power Related Meetings

It was stated that the regulators have started the Generic Design Assessment for the new Hitachi-GE Nuclear Energy's UK Advanced Boiling Water Reactor. The process is expected to take 4 years and further information was circulated to Cllrs

Oldbury Power Station Site Stakeholder Group

A report from Mr Lynden regarding the latest news about the activity on site and other related nuclear news was circulated to the Councillors before the meeting, there were no matters arising.

Shadow Review Group

Mr Feltham stated there have been no meeting since the last Parish Council meeting.

629/14 Parish Council Administration

Oldbury on Severn Website & IT Development

Cllr Sullivan stated there had been no response to the 4 Ward article about the website and the google calendar. The calendar is developing nicely and it is hoped that some advertisers can be found to help fund the site. There are still some issues with the website including information not being updated e.g. community shop. Cllr Sullivan is going to put some notices up to advertise the site and how parishioners can have items added to the Calendar.

Cllr Sullivan is currently maintaining the Calendar but will arrange a meeting with the Clerk to hand over this task.

Notice Board for Shepperdine

Cllr Sullivan stated that the noticeboard was still in the process of being made.

Update to Standing Orders & Financial Regulations

The Clerk stated that the Parish Councils Standing Orders had been updated and will be circulated to councillors after the meeting along with a list of the changes so they can be approved at the next meeting. The Financial Regulations review is still on hold until NALC release their new Model Financial Regulations.

Action: Clerk

630/14 Long Term Future of Parish

Policies, Sites & Places Development Planning (PSP DPD).

Cllr Turner informed Cllrs that as a part of the Policies, Sites and Places Plan South Gloucestershire Council is doing a Call for Sites consultation with a deadline for a response being the 7th February. Cllr Turner along with other members of the Parish Plan Development Working Group will prepare a response and circulate it to Cllrs for comment. It was agreed that a special meeting would be arranged to discuss and approve the final response before it is sent.

Revised Core Strategy & National Planning Policy Framework (NPPF)

The Revised Core Strategy was adopted by South Gloucestershire Council on 11th December 2013

Oldbury Parish Plan

The next meeting is on the 15th January. Cllr Hales enquired if anyone could come and update the Parish Council on what has been happening. Cllr Turner will raise this at the meeting next week.

Community Shop

Fencing has been erected to define the boundary and shelving is going in soon. The shop is expected to open in early February and it is hoped that the local media will attend.

631/14 Correspondence (Italics – Also available via email)

South Gloucestershire Annual Budget

South Gloucestershire Revised Compact (is an agreement between the public sector and voluntary, community and social enterprise sector organisations in South Gloucestershire)

South Gloucestershire Affordable Housing & Extra Care Housing Draft Supplementary Planning Document

South Gloucestershire Draft Town Centres and Retailing - for the Policies Sites & Places Plan

Council Response: No comment to the above Consultations

South Gloucestershire Parish Charter – A Request to agree to the principles of the Charter

Council Response: Cllr Turner will look at the document

The Big Spring Clean 2014: respond by 21st February 2014

Council Response: Cllr Turner will enquire if Mrs Astle would be interested in organising this event

Age UK Bristol – Request to give a presentation to Parish Council & Parishioners about the services they provide

Council Response: Clerk to respond – No thank you

Invite to Western Power Distribution Workshop – Bristol Zoo 11th February 2014 at 9.15 am

Council Response: Clerk to forward to Cllr Sullivan and Mr Feltham

632/14 Circulation (Italics – Also available via email)

Planning Enforcement News December 2013, Changes to services for children and young people with special educational needs or disabilities, Winter Advice from Came & Company

633/14 Minor Matters or Items for Next Agenda

Cllr Sullivan mentioned that the curb stones that have been requested to help protect the verge in front of several houses opposite the Community Shop site will not be installed until the next financial year.

This concluded the business of the meeting, which closed at 9.50 pm

Next Meeting: Tuesday 4th March 2014

Signed by Chairman

4th March 2014