



OLDBURY ON SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting

held on Tuesday 05 January 2016 at 7.30 pm in the Memorial Hall

PRESENT Mr K Sullivan (Chair), Mr G Poole (Vice-Chair), Mr D Griffiths, Mr M Riddle, Mrs M Baker, Mr M Clothier and Mr J Cornock

Clerk: Eirian Vaughan Lewis Parishioners: None

862/16 APOLOGIES FOR ABSENCE

Apologies were received from Mr Malcolm Lynden and Mr Barry Turner.

863/16 DECLARATION OF INTEREST & DISPENSATION REQUESTS IN ITEMS ON THE AGENDA

Cllrs Baker, Griffiths, Poole, Riddle and Sullivan disclosed a personal and prejudicial interest as shareholders in the Community Shop in item 7.1. As this left the meeting non-quorate it was agreed this item would not be discussed.

Cllr Riddle disclosed a personal and prejudicial interest, as the owner of land in Thornbury, on item 8.1 on the Agenda and will leave the room when this issue is discussed.

864/16 APPROVE MINUTES OF THE LAST COUNCIL MEETING

One correction was noted on the minutes, incorrect date for the next meeting. Correction approved and it was proposed by Cllr Poole; seconded by Cllr Baker and resolved by all that the minutes of the Council Meeting on 3rd November 2015 be signed as a correct record.

865/16 CHAIR'S REPORT

Cllr Sullivan reported on the following items:

1. Parish Plan Steering Group on the 1st November.
2. Lower Severn Drainage Board (LSDB) meeting on the 19 November.
3. Cllr Sullivan attended the naming of the new Severn Area Rescue Association (SARA) Lifeboat Norma and Amy Watkins on the 28 November 2015.
4. Methodist Chapel public meeting about the closure of the Chapel after the Easter Service in 2016.
5. ALCA have made us aware of a Transparency Grant available Cllr Sullivan supports the Parish Clerk in sending a application for the grant by end of January 2016.
6. Following the French terrorist attacks Oldbury on Severn flew the flag at half mast for three days.

866/16 PUBLIC FORUM

No Parishioners present.

867/16 REVIEW OF ACTIONS (NOT COVERED ON THE AGENDA)

All actions complete.

868/16 PLANNING

868.1/16 Discuss the following Planning Application

Land at Post Farm was discussed. The Gazette article published after the Community meeting held at the Turnberries Centre in December was read out. **Action: Cllr Poole to draft a letter highlighting the Parish Council concerns and send to Stella Davies.**

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| ACTION Cllr Poole |
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| Reference | Location/Address | Details of Application | Comments |
|-------------|------------------------------|---|---------------|
| PT15/2917/O | Land At Post Farm, Thornbury | Residential development of up to 125no. dwellings on 6.6 hectares with public open space and associated infrastructure. Outline application including access with all other matters reserved. | Object |

868.2/16 To Note Planning Applications and Planning Decision Notices

| Reference | Location/Address | Details of Application | Comments |
|----------------|--|--|--------------------------|
| PT15/5199/RVC | Oldbury on Severn Community Shop, Church Road | Removal of Condition 1 attached to planning permission PT13/1272/F to allow the use and building to remain on site | |
| PT15/4283/LB | Willow Farm House, Kington Lane | Internal and external repairs and alterations to form additional living accommodation. | Approved with conditions |
| PT15/4093/F | The Cobbles, Oldbury Naite | Erection of glazed link between existing residential unit and ancillary building. (Amendment to previously approved scheme PT13/3938/F) | Awaiting approval |
| PT15/4159/CLE | Pool Farm, Oldbury Lane | Application for Certificate of Lawfulness for the existing use of building for (Class B2) for business premises, workshop and storage of materials | Awaiting approval |
| PT15/3997/F | Apple Mill Barn, West End Lane | Erection of first floor side and single storey rear extension to form additional living accommodation. | Approved with conditions |
| PT15/3449/F | Rook Cottages, Hall Lane | Erection of a detached double garage | Approved with conditions |
| PT15/4786/PNGR | Barn at Lowgoods Farm, Shepperdine Road, Oldbury on Severn. BS35 1RL | Prior notification of a change of use from Agricultural Buildings to 2 no. residential dwellings (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) with operational development | Approved with conditions |

868.3/16 Feedback regarding the Old Stores Site

Following a meeting held in October 2015, Mr R Walsh is compiling a report about the Old Stores Site. The report will be published in January 2016.

868.4/16 Feedback regarding Developments in Thornbury

No issues discussed.

868.5/16 Feedback regarding Emergency Planning paper

Emergency Planning Paper issued to Councillors before the meeting. The paper was discussed at the meeting.

Proposal: Cllr Sullivan proposed that simple preparations, for example; a list of vulnerable properties, their inhabitants and any disabilities they have would be useful.

Parish Plan Steering Group could set up a group to discuss this further. Cllr Baker volunteered to be a part of the group. Paper approved. Proposed by: Cllr Riddle, seconded by Cllr Cornock.

Action: Pass this to the Plan Steering Group.

869/16 LONG TERM FUTURE OF THE PARISH

869.1/16 To discuss/receive feedback from Policies, Site and Places DPD

Cllr Riddle left the room whilst this issue was discussed.

Cllr Griffiths gave feedback from the meeting that he and Mr Barry Turner attended on the 1st December 2015. South Gloucestershire Council reported at the meeting the shortfall of houses in the area and the five year plan to resolve the issue.

869.2/16 To discuss/receive feedback from the Strategic Flood Assessment

Cllr Sullivan reported that the meeting held on 6th December 2015 had been very positive. A draft brief from that meeting has been circulated to Councillors and the Parish Council have commented on the brief. A further meeting will be held on the 20 January 2016, Cllr Sullivan, Cllr Griffiths and Barry Turner attending.

Parish Council discussed the issue of contribution towards costs. A maximum sum was agreed but will be confidential for the present

870/16 FLOODING/DRAINAGE/RIVER

870.1 To discuss receive feedback regarding Church Hill/Church Road

Various dates proposed for the meeting, but no firm date decided.

870.2 To discuss/receive feedback regarding the Pipes and Flaps Paper

Following the meeting with the LSIDB held on the 19 November 2015, Cllr Sullivan showed a diagram to Councillors explaining the history of the ordinary watercourses and of pipes and flaps

that had been installed in the 1970's by the LSIDB. It is our view that these were then adopted by the LSIDB as part of the overall scheme. This will be held on record as the Parish Council's view of the matter for the time being.

870.3 To discuss received feedback regarding Lessons learnt from Flooding in Cumbria

Cllr Sullivan discussed the recent flooding that occurred in Cumbria in early December 2015 and lessons learnt from this incident. The flood defences, particularly in Cumbria, were overwhelmed, in spite of the fact that they had recently been improved. If we had experienced such rainfall here, and the tide been high such that the gates were tide-locked, parts of Oldbury would have been flooded.

Proposal: Data on how much rain fell in what period in Cumbria to be sourced. Parish Council must compare this with the data used in the FRA's for local housing developments. Information on the rainfall in the Oldbury area would be required for comparison.

This paper was approved Proposed by: Cllr Clothier, seconded by Cllr Riddle

House insurance issue regarding flooding was also discussed. **Action on Cllr Griffiths to look into insurance claims.**

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| ACTION Cllr Griffiths |
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871/16 POWER STATION

871.1 To receive feedback from Oldbury Site Stakeholder Group (SSG)

Malcolm Lynden had informed Cllr Sullivan that the last flask of fuel should be leaving the Oldbury Site by end of January 2016. The next Site Stakeholder Group (SSG) will be held on the 27 January 2016.

871.2 To discuss/receive feedback regarding the New Nuclear Build

Cllr Sullivan has contacted Horizon regarding a meeting with the Parish Council, Date to be set in early 2016.

872/16 HIGHWAYS

872.1 To discuss/receive feedback on Spelling Corrections to Altered Parish Sign

Cllr Riddle reported that the issue has been logged and a new sign has been manufactured. One sign has been replaced. Cllr Riddle will keep chasing this issue up.

872.2 To discuss /receive feedback regarding the Blocked Gully at the Pill

Cllr Riddle reported that the work was completed today (5th January).

873/16 FOOTPATHS/BRIDLEWAS

No Issues.

874/16 FINANCE

874.1 To note the following receipts

The following receipts were noted

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|---------------------------------------|---|--------|
| <i>Donation towards Defibrillator</i> | £ | 50.00 |
| <i>Donation towards Defibrillator</i> | £ | 400.00 |
| <i>Total</i> | £ | 450.00 |

874.2 Note Budgets & Payments statement

The Budget statement against Payment and Receipts for 2015/16, was circulated to Councillors was noted and signed.

874.3 Note approve attached payments

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|---|---|---------|
| <i>E V Lewis – Clerk Salary November via Standing Order</i> | £ | 216.70 |
| <i>South Gos Election Cost (written prior to meeting)</i> | £ | 977.05 |
| <i>Phillip Pearce – Car Park Fence (written prior to meeting)</i> | £ | 950.00 |
| <i>Oldbury on Severn Methodist Chapel (written prior to meeting)</i> | £ | 180.00 |
| <i>South Gos Council – Dog Bin Emptying (Q3 written prior to meeting)</i> | £ | 70.02 |
| <i>British Heart Foundation(written prior to meeting)</i> | £ | 400.00 |
| <i>Defib Sales & Training Ltd</i> | £ | 660.00 |
| <i>E V Lewis – Clerk Salary December via Standing Order</i> | £ | 216.70 |
| <i>E V Lewis – Clerk Office (Nov/Dec) & expenses</i> | £ | 23.78 |
| <i>Total</i> | £ | 3694.25 |

874.4 Discuss new Councillor Expenses form

Draft Councillor Expenses form circulated, discussed and approved. Proposed by: Cllr Poole, seconded by Cllr Clothier.

Request for an order of welcome packs for the Parish approved. Proposed by Cllr Poole, seconded by Cllr Baker.

875/16 PARISH COUNCIL ADMINISTRATION

875.1 Feedback regarding the new Parish website

Positive feedback received on layout and content of new website.

875.2 Feedback regarding the new format minutes and agenda

Positive feedback received on new format of minutes and agenda.

875.3 Approve NS&I paperwork

New signatory forms approved and signed for the removal of previous clerk signature. New clerk signature and contact details updated.

875.4 Dates for Parish Council meetings for 2016

Dates approved at the last meeting.

875.5 Discuss South Glos Council Consultation timescales for Parish Councillors

See 876.1 below

876/16 CONSULTATION, CORRESPONDENCE AND CIRCULATION FILE

876.1 The Consultation paper was circulated before the meeting. Cllr Sullivan discussed the issue on consultation timescales.

Proposal: Cllr Sullivan explained the new system of dealing with consultations via email, the Parish Council could comply with the timescales and all Councillors would be able to take part in the debates and to vote on decisions. Paper approved. Proposed by: Cllr Riddle, seconded Cllr Griffiths.

Action: Cllr Sullivan to discuss Planning process and Consultations with Clerk & Vice Chair before next meeting.

Consultations received in November and December:

Review of Modern Records Service – consultation date extended and Parish Council response sent.

Consultation on Mobile Street Traders

Draft Waste Strategy 2015-2020

Sexual Health Services

Draft cycling strategy for South Gloucestershire

877/16 PARISH PROPERTY

877.1 Discuss Risk Assessment & Asset Inspections Documents and Action

To be completed at the next meeting.

877.2 Feedback on Defibrillator

Application for grant with the British Heart Foundation for the provision of the defibrillator unit and training pack has been made and approved. Cllr Baker has agreed to be the nominated advisor, as qualified first aider and on behalf of the Parish Council.

The Parish Council is required to provide locally raised funding towards the cost. Donations have been received by the Parish Council. The order has been placed for the defibrillator, and location of the unit will be outside the Parish shop.

Cllr Baker reported that the information for training on using the defibrillator is available on the British Red Cross website.

877.3 Discuss feedback on the Shepperdine Red Telephone Box

Electrical work on the telephone box has been completed. The box is now disconnected and will be removed in the next two weeks.

878/16 RECREATION

878.1 Any issues from the Playing Fields Committee

Cllr Sullivan reported that work is progressing well. The gate is in, fencing is complete and installed and the scalping finished. The tarmac work will be done in February. At the Cricket Club end the gateway has been widened, the fence is to be put in and tarmac to be laid.

879/16 Any other minor matters or items for the next agenda

879.1 HM The Queen's 90th Birthday Celebrations

Names of parishioners that are over 90 years of age have been sent to South Gloucestershire Council. Invitation letters have been sent to the Parish Clerk and Clerk distributed letters at the meeting.

879.2 Nomination of Ex Councillor to attend HM The Queen's Garden Party

Councillors nominated Barry Turner as representative from Oldbury on Severn Parish Council

879.3 Overgrown hedge

Cllr Riddle has logged a request for the hedge to be cut

879.4 Mirrors to be used at bottom of Westmarsh Lane for the use of seeing traffic come from both directions

Issue discussed. It was agreed that this would not be progressed as it can give misleading results.

This concluded the business of the meeting which closed at 9.27pm

Next Meeting: Tuesday 01 March 2016 at 7.30pm

Signed by Chairman:

01 March 2016