

OLDBURY ON SEVERN PARISH COUNCIL

Minutes of Council Meeting held on Tuesday 3rd July 2012 at 7.30 pm in the Memorial Hall, Oldbury

PRESENT

Parish Councillors: Mr B Turner - Chairman, Mr M Riddle, Mr A Knapp and Mrs M Baker.

Clerk: Mrs D. Bramley **Public:** 0 Parishioners

438/12 Apologies for Absence

Apologies were accepted from Cllrs J. Hales, G Poole and K Sullivan

439/12 Declarations of Interest in Items on the Agenda

None

440/12 Public Forum

None

441/12 Approval of Minutes

It was proposed by Cllr Knapp; seconded by Cllr Baker and **resolved** by all that the minutes of the Council Meeting (Planning) held on 1st May 2012 are signed as a correct record.

It was proposed by Cllr Riddle; seconded by Cllr Knapp and **resolved** by all that the minutes of the Annual Council Meeting held on 1st May 2012 are signed as a correct record.

It was proposed by Cllr Knapp; seconded by Cllr Riddle and **resolved** by all that the minutes of the Annual Parish Meeting held on 1st May 2012 are signed as a correct record.

442/12 Planning

Planning Applications – Discussed

PT12/1961/F – Greenacre, Westmarsh Lane, Oldbury on Severn – Erection of a single storey side and rear extension to form additional living accommodation and porch. Expiry Date: 12th July 2012 **Council Response: No Comment**

Planning Applications – No Comments Offered / Consultation Period Expired

PT12/1686/F – Churngate Farm, Churngate Farm Lane, Thornbury – Erection of single storey extension to existing barn to south elevation to include installation of solar panels to roof.

PT12/1657/LB - Quarry Farm, Kington Lane - Erection of single storey side extension to facilitate conversion of existing stable to ancillary domestic accommodation (Resubmission of PT11/3144/LB)

PT12/1656/F - Quarry Farm, Kington Lane - Erection of single storey side extension to facilitate conversion of existing stable to ancillary domestic accommodation (Resubmission of PT11/3143/F)

The Quarry Farm applications have been referred to the Development Control Committee (West) and a site visit is scheduled for 06/07/2012 – Cllrs Riddle and Turner will be attending.

Planning Notices – Noted

Approve with Conditions – PT12/1337/O – The Old Stores Chapel Road, Oldbury on Severn

Demolition of existing shop and house and erection of 1no. detached dwelling (Outline) with access, layout and scale to be determined. All other matters reserved. (Resubmission of PT11/0738/O).

At the Development Control Committee (West) meeting the applicant offered to clear the whole site, which includes the part that was previously used for tipping. This has been included as a condition on the approval notice along with a waste management audit after the site has been cleared.

The Old Stores Site Enforcement

With the site clearance included as part of the planning application approval Cllr Riddle will keep James Cooke up to speed on the situation. If needed he is able to serve the land owner with a Town and Country Planning Act 1990 Section 215 Untidy Land Notice, this would enable South Gloucestershire Council to clear the land, if they see fit to do, and put a charge on the site to recoup their costs once the house is built and sold.

Wind Farm Parish Liaison Group

Cllr Turner has received another letter from South Gloucestershire Council and will be attending a meeting with Mr Brian Glasson to discuss planning issues relating to the Stoneyard Lane Wind Farm application.

Whilst at the Core Strategy (CS) hearings Cllr Turner raised the issue that CS3 does not cover the carrying out of risk assessments for wind farms. It was stated, by another attendee, that legislation already exists and does not need including. Cllr Turner has written to Mr Conroy to clarify the existence of this legislation and where it can be found. He will respond once he has spoken with the CS Inspector.

443/12 Finance

- a) It was proposed by Cllr Riddle: seconded by Cllr Baker and agreed by all to accept the Internal Audit Report circulated with the agenda.
- b) It was agreed by all to pay these expenses if they were received before the next Parish Council meeting. Councillors agreed that Mr Charles Clapham and Mr Eddie Clapham had done a very good job of refurbishing the Red Telephone box.
- c) Cllr Turner went through the three quotes that had been received to do the work on the trees in Pickedmoor Lane. After some discussion it was agreed that the work described in the Arboricultural Report would be completed and no trees would be cut down.

It was proposed by Cllr Knapp, seconded by Cllr Baker and agreed by all to ask the Drainage Board to complete the work at a cost of £350.

- d) The cancellation/rewriting of the Gifts Galore Cheque (Jubilee Mugs) as it had been lost in the post was noted.
- e) The following receipts were noted:

<i>South Gloucestershire Council Precept (50%)</i>	£ 6,000.00
<i>Vat Reclaim (01/04/2011 – 31/03/2012)</i>	£ 1,745.64
<i>Total</i>	£ 7,745.64

- f) It was proposed by Cllr Knapp; seconded by Cllr Baker and agreed by all to approve the following invoices submitted for payment

<i>PF Web Designs – Domain Name and Hosting Account (Cheque Written 16/05/12)</i>	£ 70.00
<i>D Bramley – Clerk Salary (Nett)</i>	£ 401.00
<i>D Bramley – Admin/Office Expense - £20.00 Office+ Stamps £19.11 + Paper £2.38+ Ink 13.21</i>	£ 54.70
<i>Falfield Parish Council – Society of Local Council Clerks Subscription – 50% Reimbursement</i>	£ 48.50
<i>Mr B. Turner – Diamond Jubilee Celebration Expenses</i>	£ 187.97
<i>Total</i>	£ 762.17

- g) An Invoice for the Oldbury on Severn Memorial Hall was received for £125.00 which included the Diamond Jubilee Meetings. It was agreed to pay this invoice so the cheque was written and duly signed.
- h) It was proposed by Cllr Riddle; seconded by Cllr Turner and agreed by all to approve a donation of £ 50.00 for the Citizens Advice Bureau. The cheque was written and duly signed.
- i) The Budget Sheet, circulated with the Agenda was noted, the Totals will be checked as there is a 10p difference.

444/12 Flooding/Drainage

Flooding at Ham Lane

A great deal has been done to the lane and it is a lot better, however another gully will be put in by South Gloucestershire Council..

Flooding at Church Hill

The drainage system has been jetted and is working well at the top of the , however when water is going down the hill it is not going into the gullies so the hill still has running water going down it. The weeds in the gutters also need to be sprayed.

445/12 Recreation

Playing Fields Committee (PFC) Reports and Updates

The football field funding requests are ongoing. Cllr Knapp has attached a sign to the gate regarding donations from users of the playing fields and that any donations should be deposited in Cllr Knapp's post box.

Oldbury on Severn CE School Report

The school has just had an Ofsted inspection and received a very good report. Debbie Dix is thrilled as she and all the staff were very anxious. An article was printed in the Thornbury Gazette this last week.

Broadband and British Telecom (BT)

Cllr Baker has nothing to report as she has not received any more complaints about the service in Oldbury.

Cllr Riddle stated that South Gloucestershire Council (SGC) are all ready to go ahead with the installation of superfast broadband but are awaiting EU clearance to continue. SGC are planning to have the task completed by March 2015.

Diamond Jubilee Celebrations 2012 Feedback

Cllr Turner stated that the celebrations went well, with the new tables and chairs being used. The weather was also good and everyone appeared to be enjoying themselves.

446/12 Parish Property

Red Telephone Box Repairs

The work has been completed and a letter of thanks has been sent.

Risk Management Review Document Actions

The Risk Management Review document actions have been completed as follows:

	Action	Update / Comment
1	Ensure Parish Council can access Account Passwords, if necessary.	Clerk has provided account information to the Chairman.
2	Carry out a Parish Council Asset Inspection and Update Risk Assessment document.	A draft document has been completed and a date will be arranged for September
3	Ensure Playing Fields Committee (PFC) can access Account Passwords, if necessary.	Clerk will liaise with PFC Secretary when Risk Assessment is complete
4	Ensure PFC regularly back up electronic files.	Clerk will liaise with PFC Secretary when Risk Assessment is complete
5	Ensure all Playing Fields Assets have been inspected and update Risk Assessment document.	Clerk will liaise with PFC Secretary when Risk Assessment is complete

Land Registration & Ownership Documentation

Cllr Turner has been searching for the title deeds of the old part of the Playing Field in the Gloucestershire archives and has also been talking to the Land Registry. The only records located so far are references to the land in the minutes. Cllr Turner stated that a possessory title may be obtainable and he will obtain the Land Registry Practice Guide 2 – First registration of title where deeds have been lost or destroyed.

447/12 Highways

Parking on Pavements

The situation is improving with cars parking elsewhere but still needs to be monitored.

Speeding on Chapel Road & Westmarsh Lane

This is a major issue, several ideas were discussed including speed bumps. Cllr Riddle will ask for the Speed Monitor to be returned and look into a flashing '30' sign. This item is also included in the Parish Plan.

School Road Safety

Following talks with the Parochial Church Council they have decided that the proposed idea of improving their car park was not an option so now another way forward needs to be found.

Mr Robert Joyce, a SGC Road Safety Engineer has been appointed to investigate the road safety issues and parking at school. Cllr Riddle will organise a meeting with him to show him these issues. The £5k for the flashing school lights is still allocated and they just need to be installed.

448/12 Footpaths/Bridleways

Nothing to Report

449/12 Proposed Power Station & Other Power

Horizon Consultative Group & Other Power Related Meetings

Nothing to Report.

Cllr Turner stated that Samantha Stagg (James Reed PR) had been in contact regarding team building projects. She asked if there were any projects in the Parish that may be applicable. Cllr Turner gave her the following three possible projects: Refurbish the Memorial Hall kitchen; paint the outside of the Pavilion or tidy the Church and its graveyard.

Wind Farm Developments

Nothing to Report.

450/12 Parish Council Administration

Website & IT Development including PC Agenda and Minutes

Nothing to Report

Standing Orders Addendum - Planning Meetings Terms of Reference

Cllr Turner read through the Planning Meetings Terms of Reference including the Planning Checklist and after a brief discussion it was proposed by Cllr Riddle; seconded by Cllr Knapp and agreed by all to adopt the document. The Clerk will circulate the document to all Cllrs.

To Adopt New Members Code of Conduct – Circulated with Agenda

After a brief discussion it was proposed by Cllr Turner; seconded by Cllr Baker and agreed by all to adopt the new Members Code of Conduct supplied by South Gloucestershire Council with a couple of minor amendments as discussed to make it applicable to Oldbury on Severn Parish Council. The Clerk will circulate the updated document to all Cllrs.

The Clerk stated that a New Register of Interests Form may need to be completed and that the Standing Orders will now be checked as they refer to the Code of Conduct.

451/12 Long Term Future of Parish

Affordable Housing

This item will be covered as part of the Parish Plan Actions.

Revised Core Strategy & National Planning Policy Framework (NPPF)

Cllrs Turner and Sullivan have already attended a number of Core Strategy meetings applicable to the Parish and have several left to go. Cllr Turner also stated that decommissioning of the Power Station will also be raised.

Oldbury Parish Plan

A draft copy has been circulated to Cllrs. A draft copy of the finished plan has been received by the Steering group from the graphic designer.

South Gloucestershire Council Community Governance Review (Change in Nupdown Boundary)

Nothing to Report

452/12 Correspondence

To note signing and return of the Licence for Memorial Stone/Plaque on the Highway

Consultation - South Gloucestershire Community Infrastructure Levy – Short Guide & Technical Questions

This document was moved to the Circulation File.

SGC Consultation – Future Provision of the Registration Service for Birth, Deaths and Marriages.

After a brief discussion it was agreed the Clerk will send a response stating there is a sufficient need for this service to stay in Thornbury and that some services should remain in Thornbury.

453/12 Circulation

The circulation file contains the following items:

Horizon Nuclear Power Community Update Issue 7 June 2012, SSCG Severnside Minutes from 12th April 2012 & Cardboard Recycling Education Campaign

454/12 Minor Matters or Items for Next Agenda

Cllr Turner stated that the Parish Plan did highlight a need for a Community Shop but this is a major issue that could not be rushed into and would require a substantial investment especially if purchasing of premises like The Ship was considered.

Cllr Turner stated a parishioner has applied to Magnox for a grant of £150 to purchase a tree and lawn mower for the Pound. The grant has been approved but Magnox do not pay funds to individuals. Cllr Turner has agreed that the donation could be made to the Parish Council and they would oversee any purchases.

This concluded the business of the meeting, which closed at 9.25 pm

Next Meeting: Tuesday 4th September 2012.

Signed by Chairman

4th September 2012