

# OLDBURY ON SEVERN PARISH COUNCIL

Minutes of Council Meeting held on Tuesday 4<sup>th</sup> March 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 and Mr A. Knapp

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

## 639/14 Apologies for Absence

Apologies were accepted from Cllrs Baker and Hales.

## 640/14 Declarations of Interest in Items on the Agenda

None

## 641/14 Public Forum

None

## 642/14 Approval of Minutes

It was proposed by Cllr Sullivan; seconded by Cllr Riddle and **resolved** by all that the minutes of the Council Meeting on 7<sup>th</sup> January 2014 be signed as a correct record.

It was proposed by Cllr Riddle; seconded by Cllr Poole and **resolved** by all that the minutes of the Council Meeting on 5<sup>th</sup> February 2014 be signed as a correct record.

## 643/14 Planning

### Planning Applications – Noted with No Comments Made

**PT14/0260/OHLE** - Oldbury Power Station, Power Station Road, Oldbury - Application for consent under Section 37 of the Electricity Act 1989 to modify existing downleads (incoming electrical circuit connections from the terminal pylons YXA038 & YXB039 to ground level) at the Oldbury-on-Severn 132kV substation.

### Planning Notices – Noted

**NO OBJECTION – PT14/0258/NMA** – Ship Inn, Camp Road, Oldbury On Severn – Non-material amendment to PT12/4059/F to install an additional window in the south elevation at first floor level.

**PERMIT – 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)

**NO OBJECTION – 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.

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

### The Old Stores Site – Discussed

Cllr Riddle and James Cooke have tried to contact Mr Kemp regarding the ownership of the site as a list of owners was promised at the end of January. It was also stated that the outline planning permission expires after 3 years. It was proposed by Cllr Poole, seconded by Cllr Turner and agreed that Cllr Riddle ask James Cooke to write to Mr Kemp regarding the current position regarding ownership, the possibility of reissuing of the notice to clear the site and the potential future of the site if left as it is.

Cllr Sullivan stated that Robert Walsh is still meant to be getting back him & he will also talk to James Cooke as he is worried there has been no contact from Mr Kemp.

### Developments in Thornbury - Park Farm / Morton Way – Discussed

Cllr Turner read a draft letter to Cllrs regarding how the Flood Risk Assessment Stage 2 document was published before any decision to include Morton Way North as Strategic New Build Housing in the Core Strategy. The letter asks for assurances that Oldbury on Severn will not be adversely affected by surface water. It was agreed to send this letter to Mr Steve Evans, Director for Environment and Community Services. **Action: Clerk**

Cllr Sullivan read a draft letter addressed to Mr Steve Webb regarding the Environment Agency and their split role e.g. floods defences Site and habitat protection. It was also proposed by Cllr Poole, seconded by Cllr Turner and agreed by all to send this letter. **Action: Clerk**

## 644/14 Finance

a) The following receipts were noted

<i>NS &amp; I Interest 1<sup>st</sup> January to 31<sup>st</sup> December 2013</i>	£	62.28
	<i>Total</i>	£ 62.28

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

<i>D Bramley – Clerk Salary January via Standing Order</i>	£	209.89
<i>D Bramley – Clerk Salary February via Standing Order</i>	£	209.89
<i>D Bramley – Clerk Office (January &amp; February) &amp; Stationary Expenses (Stamps &amp; Paper)</i>	£	29.69
<i>K Sullivan – Website Business Cards</i>	£	40.00
<i>PF Web Designs – Renewal of Maintenance Contract Apr 14/15 &amp; Domain/ Hosting May</i>	£	190.00
<i>Total</i>	£	679.47

- c) The Transfer to the NS & I account of £10,000 was noted.
- d) The Local Council Tax Reduction Support Grant for £433 was noted.
- e) The Budget Statement against Payment and Receipts for 2013/2014, circulated to Councillors was noted.
- f) To Approve the 2014/2015 Playing Field Committee Budget Statement Funds  
Cllr Turner is still looking into which water meter is being read and will discuss this further with the Playing fields Committee at their meeting later this week. It was proposed by Cllr Turner; seconded by Cllr Riddle and agreed by all to approve the Playing Field Committees Budget Statement for 2014/2015.
- g) New Homes Bonus  
Nothing to Report

### **645/14 Flooding/Drainage**

#### **Flooding at Church Road/Church Hill**

A scheme has been agreed to help resolve the flooding and drainage issues in Church Road/Church Hill. Cllr Riddle has asked that any evidence of flooding on this road and frequency is given to Nigel Hale as evidence to support the proposed scheme.

There is some other damage/blockage to the drainage pipe that runs at the back of 1 – 4 West Marsh Lane that will be repaired too.

### **646/14 Recreation**

#### **Playing Fields Committee (PFC) Reports and Updates to the Playing Fields Constitution**

Cllr Turner stated that a conditional Biffa Award had been granted. To adhere to the conditions the Playing Fields Committee must register with Entrust as an Environmental Body. Cllr Turner has been in contact with both Entrust and Biffa and explained that the Playing Fields Committee is a subcommittee of the Parish Council and have day to day operational responsibilities. As only two Parish Councilors sit on this committee the Parish Council's cannot have control over the funds. Biffa & Entrust are both happy with this arrangement as Parish Councils are treated like Local Authorities and cannot control the funds.

Cllr Turner then went on the state that as a result of registering as an Environmental Body the Playing Fields Constitution needs to be updated to include an addendum to meet the Entrust requirements. Cllr Turner explained the amendments to the main Constitution and that the Addendum was based on the model provided by Entrust to meet their requirements. Cllr Turner circulated copies of both documents for Cllrs to read. It was proposed by Cllr Poole, seconded by Cllr Riddle to approve the updated Constitution and Addendum. Cllrs Knapp, & Turner agreed and Cllr Sullivan abstained. Cllr Turner will attend the next Playing Fields Committee meeting and present the new documents for them to sign. The position regarding VAT was discussed and will be investigated.

#### **Oldbury on Severn CE School Report**

Nothing to Report.

#### **Broadband and British Telecom (BT)**

Cllr Riddle has requested an update from Jennifer Brake, although it has not been received. It is believed that fibre optics have been laid in the BT ducting down Oldbury Lane & Pickedmoor Lane but new green boxes are required. Cllr Sullivan asked if the new green boxes could be more centrally located as the best service is received closer to the green box. It was also stated that to receive the new fibre optic service residents may have to change contracts with their provider.

### **647/14 Parish Property**

#### **Asset Inspection & Risk Assessment Document Review**

The Clerk stated that another Asset Inspection & Risk Assessment needs to be carried out as last one was completed in October/November 2012 and approved May 2013. The Clerk & Cllr Turner will arrange a time for another inspection and Cllr Turner will confirm the Playing Fields previous actions were completed. **Action: Clerk/Cllr Turner**

## **648/14 Highways**

### **To Discuss the Streetcare Scene Services Contract Documentation**

Cllr Turner is still consulting with Mr Dixon to resolve the issue of the Dog Bin by the sailing club entrance, which is owned by the Parish Council. The annual cost to empty the bin weekly is £229.50 or £142.29 for a fortnightly collection. Litter bins can be used for dog waste and South Gloucestershire Council are putting labels on the bins to inform parishioners of this. There is concern that if the bin is removed even more dog waste will be left along the path.

### **Parking on Pavements**

Cllr Turner stated that since the police have become involved the situation has improved.

### **Speeding on Chapel Road, Church Hill & Westmarsh Lane**

In March the Speed Visor will be on Chapel Road, Oldbury on Severn opposite Cherrytrees for east bound traffic to collect speed data only that will be used to identify the best times for the Speed Watch group to operate. A Speed Watch group is being formed with the support of the Parish Plan Roads and Signage group. They will receive full training in the operation of the speed gun and will be able to operate anywhere in the parish.

Speed data has been received for vehicles traveling north and south along Church Hill. This data shows that some vehicles were travelling as fast as "46 mph".

### **School Road Safety**

Funding for the implementation of a "20 mph" limit around the school to the Anchor Inn is going to be discussed the Severn Vale Area Forum this week.

### **Condition of Culvert & Verge – Church Road**

There is a damaged culvert in Church Road that is causing kerb stones to fall into the Rhine that could potential block it. This culvert is on the task list to be repaired. After a discussion regarding what else is actually needed on Church Road e.g. a defined kerb & footpath from the Bus Shelter to the Anchor Inn it was agreed that Cllr Riddle arrange a site meeting with Mike Johnson (Culvert Engineer) and Rob Wiltsher (Highways Engineer) to discuss what can be achieved and what funding is available. Cllr Sullivan stated that he expects the verge to be repaired as it has been severely damaged and would like to see a kerb reinstated.

## **649/14 Footpaths/Bridleways**

Cllrs would like to send their thanks to the Sailing Club for improving the entrance to the Sailing Club footpath by the kissing gate with tarmac.

## **650/14 Proposed Power Station & Other Power**

Cllr Turner stated that Mr Lynden had sent a report which he will include in the Circulation File.

## **651/14 Parish Council Administration**

### **Oldbury on Severn Website & IT Development**

Cllr Sullivan stated that the revised website is now up and running. There has been a meeting with the webmaster to hand over the calendar maintenance and discuss a formal contract which will include the cost of additional hours.

Cllr Sullivan also handed out the website business cards to Cllrs to circulate amongst parishioners.

### **Notice Board for Shepperdine**

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

### **Update to Standing Orders**

The Clerk circulated the updated Standing Orders and a list of the changes to Cllrs after the last meeting. It was proposed by Cllr Turner; seconded by Cllr Riddle and agreed by all to adopt the Updated Standing Orders.

### **Requirements to Move to Paperless Planning**

Cllr Poole demonstrated a projector to the Parish Council that they can have for the cost of the new bulb. He may also be able to acquire a used laptop to use with it. It was agreed to take Cllr Poole up on his offer and reimburse the cost of the new bulb.

## **652/14 Long Term Future of Parish**

### **Policies, Sites & Places Development Planning (PSP DPD)**

Cllr Turner stated that they are awaiting a response for South Gloucestershire Council.

### **Oldbury Parish Plan**

Cllr Turner circulated an update for each working group to Cllrs prior to the meeting.

### **Community Shop**

Nothing to Report. It was agreed to remove this item from the Agenda

**653/14 Correspondence (Italics – Also available via email)**

*Consultation: Draft Renewables Supplementary Planning Document (SPD.) - Council Response: Cllr Turner had circulated a Draft response to Cllr prior to the meeting from the Parish Liaison Group. It was agreed by all to submit Cllr Turners response.*

*Consultation: Review of the Landscape Character Assessment SPD - Council Response: None, however some aspects have been included in the Consultation Response above.*

*Consultation: Waste Management Supplementary Planning Document (SPD)- Council Response: None*

*Consultation: Local Flood Risk Management Strategy - Council Response: This will be discussed at the meeting on the 18<sup>th</sup> March.*

*Dog Fouling Posters – Council Response: A poster will be put on the noticeboard by the Severn Way.*

*Notification of Road Closure for Fun Run - Council Response: None*

**654/14 Circulation (Italics – Also available via email)**

*Over Fifties Forum Winter 2013/2014, Action in Case of Flooding Flowchart, Severn Estuary Flood Risk Management Strategy (SEFRMS) Consultation update including EA Response Summary Document, Severn Estuary Partnership SEFRM S Consultation Report, Revision to the Local Planning Application requirements and Came & Company Guidance for your Council on Managing Flood Risk.*

**655/14 Minor Matters or Items for Next Agenda**

Cllr Turner mentioned the Statement of Community Involvement 2014 consultation regarding more meaningful community involvement in the planning system. He will circulate the 2008 document to Cllrs for discussion at the next meeting.

Cllr Turner mentioned the following planning application: PT14/0637/NMA – Ship Inn, Camp Road - Non-material amendment to PT12/4059/F to change proposed render to Western Red Cedar to first floor extension of main building. A special meeting will be arranged to discuss this application.

*This concluded the business of the meeting, which closed at 10.05 pm*

***Next Meeting: Tuesday 6<sup>th</sup> May 2014***

Signed by Chairman

6<sup>th</sup> May 2014