



OLDBURY ON SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting

held on Tuesday 03 May 2016 at 6.30 pm in the Memorial Hall

PRESENT Mr Keith Sullivan (Chair), Mr Glynn Poole (Vice-Chair), Mr Matthew Clothier, Mr Matthew Riddle, Mr Dylan Griffiths, Mrs Marie Baker.

Clerk: Eirian Vaughan Lewis Parishioners: 5

899/16 To elect Chairman and receive declaration of acceptance of office

It was proposed by Cllr Riddle; seconded by Cllr Clothier and agreed by all that Cllr Sullivan be elected as Chairman. Cllr Sullivan signed the Declaration of Acceptance to Office.

900/16 APOLOGIES FOR ABSENCE

Cllr John Cornock.

901/16 TO ELECT A VICE CHAIR

It was proposed by Cllr Poole; seconded by Cllr Riddle and agreed by all that Cllr Griffiths be elected Vice Chairman.

902/16 TO ELECT A PLANNING OFFICER

It was proposed by Cllr Clothier; seconded by Cllr Griffiths and agreed by all that Cllr Poole be elected Planning Officer.

903/16 DECLARATION OF INTEREST & DISPENSATION REQUESTS IN ITEMS ON THE AGENDA

None

904/16 APPROVE MINUTES OF THE LAST COUNCIL MEETING

It was proposed by Cllr Clothier; seconded by Cllr Griffiths and resolved by all that the minutes of the Council meeting on the 3rd March 2016 be signed as a correct record.

905/16 TO APPOINT REPRESENTATIVES TO COMMITTEES

It was agreed by all to appoint the following representatives:

- Oldbury Site Stakeholder Group – Mr Malcolm Lynden
- William Stephens Charity – Mr J Belbin and Mr Ian Bell
- Playing Fields Committee – Cllrs Poole and Griffiths, Cllr Sullivan can attend as Chair of Council

906/16 CHAIR'S REPORT

Cllr Sullivan gave a brief update on the following meetings that he had attended:

1. 02.03.16 meeting with Barry re Parish Plan and Oldbury Parish Council sub-committees and various flooding matters
2. 09.03.16, Walking rhine and village assessing the results of flooding following excessive rain during the night of 08.03.16 and 09.03.16
3. 15.03.16 Special Oldbury Parish Council meeting to discuss flooding
4. 05.04.16 Arrived for 1st meeting of NNB Committee, no-one else turned up!
5. 06.04.16 Meeting with Barry, flooding and major planning sites.
6. 11.04.16 Re-arranged NNB Committee
7. 15.04.16 Meeting with Eirian re Annual Parish and Annual Council meetings
8. 18.04.16 Attended LSIDB (at their request) with Barry.
9. 19.04.16 Met Barry to discuss SFRA2, drainage and major planning matters
10. 21.04.16 Attended Celebration Service for HM at St Mary's Thornbury
11. 21.04.16 Attended Beacon lighting for HM Queen at Thornbury Sailing Club 1830
12. 27.04.16 South Gloucestershire Council Meeting at Yate to discuss SFRA2
13. 27.04.16 Meeting With Eirian and Denise Young to assess assets at Pavillion
14. 28.04.16 Attended Annual Playing Fields Committee meeting
15. 29.04.16 Meeting at Memorial Hall to discuss placing of BT Line and joint use of projector, sound system and hearing loop.

907/16 PUBLIC FORUM

Nothing discussed.

908/16 REVIEW OF ACTIONS (NOT COVERED ON THE AGENDA)

All current actions on the Agenda, Cllr Sullivan asked the Clerk to go through the minutes of the past year to check for any outstanding actions.

Action: Clerk

909/16 PLANNING

909.1/16 Discuss the following Planning Applications

Cllr Poole

Oldbury on Severn Parish Council opted out of attending the meeting regarding Post Farm held at Turnberries in Thornbury on 21 April 2016. Cllr Sullivan discussed the new email system that had been introduced for planning applications at the last meeting. All Councillors to reply on the form provided, even if it is no comment.

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.	Awaiting full planning application

909.2/16 To Note Planning Applications and Planning Decision Notices

Reference	Location/Address	Details of Application	Comments
PT16/0941/F	Vindolanda, Camp Road, Oldbury on Severn	Change of use of land from agricultural to residential cartilage as defined in The Town and Country Planning (Use Classes) Order 1987 (as amended).	No comment
PT16/1523/F	Brook House, Church Road, Oldbury on Severn	Demolition of conservatory & front porch. Erection of single storey rear extension and first floor side extension to form additional living accommodation, raising of roofline on existing rear extension and erection of front porch.	No comment
PT16/1048/F	8 West End Oldbury on Severn	Erection of single storey rear and first floor side extension to form additional living accommodation	Approve with conditions
PT16/0611/NMA	Dallas, Foss Lane, Oldbury on Severn	Non material amendment to previously approved scheme PT15/2569/F to alter external wall finish, alterations to windows and doors and erection of front and rear porch	No comment
PT16/0733/LB	1 The Pill, Church Road, Oldbury on Severn	Installation of replacement windows to front elevation	Approve with conditions
PT16/0469/F	Salmon Lodge, Pullens Green, Oldbury on Severn	Erection of detached garage	Refusal
PT16/0129/RVC	The Old Orchard, Camp Road, Oldbury on Severn	Removal of condition 10 attached to planning permission PT06/1507/F to allow annex to be occupied as a separate residential dwelling	Approved with conditions
PT16/0374/PNGR	The Barn at Kington Road Oldbury on Severn	Prior notification of a change of use from part of an agricultural building to No1 residential dwelling (Class 3) as defined in the Town Country Planning (use classes) order 1995 (as amended) with operational development	Refusal
PT16/1196/PNGR	Fewsters Farm Barn, Kington Lane	Prior notification of change of use from agricultural building to No1 residential dwelling (Class C3).	Approve with conditions

909.3/16 Old Stores Site

Cllr Riddle gave an update on the Old Stores Site. He had received an email from Robert Walsh regarding the site. Following a meeting with South Gloucestershire Council Officers they are now trying to resolve who owns the property, there are two individuals that they are chasing up. Timescales for securing ownership was discussed. The neighbours next to the site have done considerable work on clearing out and tidying up, once ownership of the land is confirmed the land can be cleared.

909.4/16 Developments in Thornbury

To note there are two new housing developments that will be seeking planning applications in Thornbury, Cleeve Park and the 180 house development on Gloucester Road.

910/16 LONG TERM FUTURE OF THE PARISH

910.1/16 Policies, Site and Places DPD

No further update at this time.

910.2/16 Strategic Flood Assessment

Cllr Sullivan gave an update following the Strategic Flood Risk Assessment (SFRA2) meeting held last week. Cost of the assessment was discussed and a contribution towards the assessment project from the Parish Council has been requested. It was proposed by Cllr Poole; seconded by Cllr Baker and approved by all to contribute towards the project.

The Environment Agency has informed us that the output and recommendations of their report will be available in about a month's time.

911/16 FLOODING/DRAINAGE/RIVER

911.1/16 Church Hill/Church Road

Cllr Sullivan held a special meeting on the 15th March following the flooding in the area on the 8/9th March 2016. At that meeting Cllr Sullivan had presented a list of events of what happened and where, and a list of questions was drafted to see who the Parish Council needed to contact to provide answers.

Letters from the Parish Council were written to the Environment Agency, South Gloucestershire Council and the Lower Severn Drainage Board. The Parish Council have received replies from all three.

The Lower Severn Drainage Board requested a meeting with Cllr Sullivan, held on the 27th April. At this meeting Cllr Sullivan was given a copy of a paper written in 2002 (written by a Consultant on the operating procedure of the Drainage Board) showing serious concerns about the management of the system. Cllr Sullivan will send a copy of this letter to all Councillors. A discussion was held regarding the average rainfall in the area and the issue of water runoff at the new housing developments in Thornbury.

The Annual Council Meeting was suspended at 7.30pm for the Annual Parish Meeting and reconvened at 8.00pm.

912/16 NUCLEAR

912.1/16 New Nuclear Build

The first meeting of the New Nuclear Build Committee was held on the 11th April 2016. The minutes taken at the meeting were circulated to Councillors.

Members of the Committee include Cllr Sullivan, Cllr Clothier, Cllr Cornock, Cllr Riddle. It was agreed to co-opt Malcolm Lyndon and Tony Ashton to the Committee as they both have useful skills and will be able to contribute considerably to the tasks. The next Committee meeting will be held on the 7th June 2016

912.2 /16 Oldbury Site Stakeholder Group (SSG)

Malcolm Lynden gave an update from the Oldbury Site Stakeholder Group meeting held on the 27th April 2016.

Following the final shipment of fuel to Sellafield in January, a programme of inspections had demonstrated to the satisfaction of the Office for Nuclear Regulation that no fuel remained on site and that the site was now "fuel free". Decommissioning work had started in the cooling ponds. Staffing numbers on the site had been reduced by approximately 100. Some of those leaving had been redeployed at other sites and some personnel had move to Berkeley Site.

Proposals to establish a subgroup to consider the preferred interim end state for the Site were being delayed pending completion of a review of the Site's Lifetime plan. Mr Lynden will be attending a Stakeholder Event in Manchester this month.

913/16 HIGHWAYS

913.1/16 Update Spelling Corrections to Altered Parish Sign

One sign is still on the system, two of the signs have been completed. Cllr Sullivan raised an issue about the signs on the footpath on the way to the Sailing Club. They are rather on a small scale; Cllr Riddle would look into this issue.

Action: Cllr Riddle

914/16 FOOTPATHS/BRIDLEWAS

None

915/16 FINANCE

915.1/16 To Note Mr W Pearce as the Internal Auditor

It was proposed By Cllr Poole; seconded by Cllr Riddle and agreed by all to appoint Mr W Pearce as the internal auditor.

915.2/16 To Approve Statement of Accounts for 2015/16

It was proposed by Cllr Poole; seconded by Cllr Griffiths and agreed by all to approve the Parish Council Statement of Account 2015/16 and the Parish Council and Playing Fields Committee Consolidated Statement of Accounts 2015/16.

915.3/16 Approve and complete Annual Return 2015/16 – Section 1 & 2

It was proposed by Cllr Poole; seconded by Cllr Griffiths and agreed by all to approve the 2015/16 Annual Governance Statement (Section 1) and the Accounting Statements (Section 2).

915.4/16 Note PAYE End of Year online submission completed

The completion of the PAYE End of Year online submission was noted.

915.5/16 Note the 2015/16 Budgets & Payments/receipts statement

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

915.6/16 To note the following receipts

The following receipts were noted:

<i>Transparency Grant</i>	£	£1335.00
---------------------------	---	----------

915.7/16 Note approve attached payments

<i>E V Lewis – Clerk Salary March via Standing Order</i>	£	216.70
<i>E V Lewis – Clerk Salary April via Standing Order</i>	£	216.70
<i>E V Lewis – Clerk Office (March/April) & expenses</i>	£	29.00
<i>ALCA Subscription</i>	£	143.36
<i>PF Web Designs(New IT equipment)</i>	£	519.98
<i>PF Web Designs (Website Maintenance contract)</i>	£	312.00
Total	£	£1437.74

916/16 PARISH COUNCIL ADMINISTRATION

916.1/16 Review of SO Planning, Chairman & Financial Regulations

Standing Order on Planning has been updated following last month’s meeting.

916.2/16 Review Risk Management Document

Cllr Sullivan and Parish Clerk completed their Risk Management and Asset Inspection on 27 April 2016. Risk Management and Asset Inspection document updated. Cllr Sullivan discussed any issues highlighted on the inspection at the Playing Fields Annual Meeting.

916.3/16 Review Cricket Lease payment (review due in 2016)

Cllr Sullivan takes responsibility for the Parish Council on this issue. He will hold a meeting with Gerald Porter (from the Cricket Club) to discuss the lease. The Cricket Lease payment will be discussed at this meeting and a decision will be made this year.

917/16 CONSULATION, CORRESPONDENCE AND CIRULATION FILE

917.1/16 Consultations

Tobacco Control Strategy – No Comment

Re-commissioning Substance Misuse Service 2017 – No Comment

Hackney Carriage hire – Comment as follows:

Action: Clerk

Request a license condition that licensees serve the whole area in which they are licensed.

Replacement of Community Grants – No Comment

918/16 PARISH PROPERTY

918.1/16 Risk Assessment & Asset Inspections Documents and Action

Clerk to update and review for next year. Clerk to look at templates for easier use during inspections.

Action: Clerk

919/16 RECREATION

919.1/16 Any issues from the Playing Fields Committee

Following the Risk Assessment and Asset Inspection held recently two items were highlighted as areas of concern

1. Vermin droppings reported in the electrical switchgear cupboard.
2. Portaloo – Water leak has been repaired, however no water was available in the sink, toilet not cleaned and no toilet roll available.

Items discussed at the Playing Fields Committee meeting and will be dealt with accordingly.

Playing Fields Committee constitution to be reviewed and discussed at next Parish Council meeting.

920/16 Any other minor matters or items for the next agenda

Item for next agenda - Precept rise and added reserve for 2017/18.

Minor matters - Internet installation at the Village Hall discussed following meeting of interested parties on 28 April 2016. The Parish Clerk to look into installation and monthly costs.

This concluded the business of the meeting which closed at 9.10pm.

Next Meeting: Tuesday 5th July 2016 at 7.30pm.

Signed by Chairman: