

OLDBURY ON SEVERN PARISH COUNCIL

Minutes of Council Meeting held on Tuesday 6th November 2012 at 7.30 pm in the Memorial Hall, Oldbury

PRESENT

Parish Councillors: Mr B Turner - Chairman, Mr M Riddle, Mr A Knapp, Mrs J. Hales and Mr G Poole.

Clerk: Mrs D. Bramley **Public:** 6 Parishioners & 4 Representatives for the Ship development.

478/12 Apologies for Absence

Apologies were accepted from Cllr Sullivan & Cllr Baker

479/12 Declarations of Interest in Items on the Agenda

None

480/12 Public Forum

a) Presentation regarding the development of The Ship

Five draft drawings for the 3 house option were circulated to councilors before the meeting and another was distributed at the start of the meeting showing the parking area. Parishioners present were shown the plans. The Ship development representatives introduced themselves and included Adrian Reed (Developer), Stuart Rackham (Planning Consultant), Frank Ghaidan (Architect) and Andy New (Developer/Builder).

The scheme that has been developed will ensure minimal changes are made to the façade of the main building and the skittle alley when it is converted into residential properties. It is planned to convert the main building into 2 properties and the skittle alley into 1 property.

The proposed changes to the main building are to remove a double door to the left of the property, remove the link to the skittle alley and split the building into 2 properties. The main rooms will be downstairs with the bedrooms upstairs. At the back of the building a single story extension will be built onto the flat roof structure but it will be no higher than the main building and will not have a bigger footprint.

The skittle alley is a long and narrow building and converting it to a house using the current entry point will result in a house with one long corridor accessing all rooms which is not ideal. The proposed changes involve converting the service building into the entry point thus reducing the corridors required. The first floor height will be raised to the level of the ridge height and there will be no change to the footprint. No first floor windows will overlook the neighbours and there will be minimal lighting in this area.

Outside each property will have a garden and there will be 6 car park spaces, set back from the road, in the front. The snack shack building will be converted to a double garage for the skittle alley property. Also in the front area there will be a Bin storage area with a collection point on the road.

The car parking area, which will have part of it leveled and the bin storage area were discussed at length. It was asked where the bins would be collected from on the road and that properties have 2 wheelie bins along with several other boxes and bags that would need to be stored & collected. . It was agreed that this would have to be looked at again.

The planning issues, which have been discussed with South Gloucestershire Council, were then discussed:

1. There will be an increase of 2 dwellings and the loss of the public house. A report has been completed which will be submitted with the application stating that there is no demand for a public house.
2. The location of the site is not in the development boundary but they have no intention to increase the property footprint.
3. The traffic movement at the site has been looked at by a transport consultant and the traffic movements at the site when it is converted to 3 residential properties will be reduced from when it was a public house.
4. The site is located in a Flood Zone 3 area. A flood risk assessment is being completed and they have looked at other sites where housing could be build but have agreed with South Gloucestershire Council that there are currently no other sites.
5. Sustainability of the properties has also been looked at and they will incorporate insulation, LED lighting, solar panels (not visible) and they will be ecofriendly houses.

Councilors and parishioners present then asked a number of questions:

Cllrs asked if they will be looking at harvesting rain water - This will be looked at to help reduce flooding.

Cllr Riddle asked if they intended to do any excavation work in the garden – There will be no excavations in the gardens and they are aware of the monument situated there.

Cllrs discussed the electric gates on the plans as there are not many in the village and are out of character in the parish – these gates will be removed.

Cllrs also discussed the railing height – the railings are not very high and were intended to help make it clear that the property is no longer a public house and to stop people using the car park area to turn around – it was concluded that the railings would be removed along with the electric gate.

Cllrs asked about the sewerage and surface water as the current system is overloaded – Wessex Water and South Gloucestershire Council have not mentioned anything to them but they will raise the issue with them again.

Cllr Hales asked how many bedrooms would each property have – Each house would have 4 bedrooms

Cllr Hales asked if the cellar was going to be retained – The cellar will be retained but it would not be classed a habitable as it would not be insulated etc..

A parishioner stated that the footpath by the Ship was blocked – This will be looked at and cleared if necessary.

A parishioner asked about the solar panels being on a north facing roof – They would be angled on the roof and would not be seen as they would not be above the ridge height of the skittle alley.

Cllr Knapp stated that the top of the skittle alley could be seen from Chapel Road and that any structure put on the roof would be seen and is out of character within the village – A visual survey will be completed to see what can be currently seen.

b) Presentation from the Oldbury on Severn Film Club

Mr. Gerald Dyke explained to the Parish Council about the new Film Club he is hoping to set up in Oldbury on Severn. A committee has been formed and an article has been placed in the November 4 Ward magazine asking for anyone interested in joining to contact them. Initially, if there is sufficient interest they intend to put on a ‘free screening’ but to do this there will be some upfront costs involved. The free screening using borrowed equipment will cost approximately £130 which includes the licence (for non-paying audiences), Memorial Hall rental and film rental. Using the borrowed equipment future events would cost approximately £40. The borrowed equipment does not include a screen which would cost about £100 and the speaker system may not be sufficient for use in the Memorial Hall. It is too early to apply for grants and if the borrowed equipment is not sufficient they will need to hire equipment. The Federation of Film Societies has 6-8 sets of equipment for hire in the area (Bath) but they are well used. The equipment costs £50 to hire and for another £100 a person will come and set up the equipment. With the addition of the cost to join the Federation of Film Societies (£45) hiring equipment will cost approximately £350 for the first event reducing to approximately £90 for future events.

Mr Dyke is therefore asking the parish Council to consider giving a donation to this new Film Club so that they can put on their ‘free screening’. If there is not sufficient interest they would not use the money.

Councilors asked several questions:

What has the interest been so far? 12 – 15 people have registered interest.

What numbers would make the club viable? 40 people would make it viable, 60 people would be good but 80 people would be a maximum.

How would membership work? There are two options, an annual membership fee or a donation per film. It is more likely to be an annual membership. The Club cannot charge to view any films as the license will be for a nonprofit organisation.

Are you going to open up membership to surrounding parishes? Yes, the 4 Ward magazine is circulated to them too.

Cllr Turner will ask Terry Ray from the Thornbury Film Club if they have equipment that they can borrow initially.

c) Fire at Westmarsh Lane Industrial Yard

A parishioner raised an issue that was highlighted when the fire brigade were dealing with the fire at Westmarsh Lane. The fire hydrant was only able to support one fire engine. The parishioner wondered if the hydrant was working correctly and at full pressure. It is believed that the fire hydrant does not have a separate water supply. Cllr Turner will contact the Fire Authority and raise this issue with them. It was also added that the Fire Service did a good job of responding and dealing with the fire however when a horse went into The Pill although they had 3 engines and specialist equipment a JCB eventually got the horse out.

481/12 Approval of Minutes

It was proposed by Cllr Hales; seconded by Cllr Poole and **resolved** by all that the minutes of the Council Meeting 4th September 2012 are signed as a correct record.

482/12 Planning

Planning Applications – Discussed

PT12/3515/F – Memorial Hall, Camp Lane – Demolition of existing rear store and W.C. area. Erection of single storey rear extension to form store and W.C. facilities. Installation of ramp to side elevation.

Council Response: None

PT12/3332/F – Starlings Den, Oldbury Naite, Oldbury on Severn – Erection of two storey side and single storey rear extension to provide additional living accommodation. (Amendment to previously approved scheme PT10/0389/F)

Council Response: None

Planning Applications – Noted - No Comments Offered / Consultation Period Expired

PT12/3135/F – Knights Farm, Shepperdine Road – Demolition of existing barn and erection of replacement agricultural building for the storage of fodder and machinery

PT12/3252/CLE – Ridge House, Mumbleys Lane – Application for certificate of lawfulness for the existing use of land as residential curtilage

PT12/3124/F – West End House, West End Lane – Erection of detached three bay wooden garage

PT12/3042/PNA – Land at Mumbleys Lane, Thornbury – Prior notification of intention to erect an agricultural building for the storage of vegetables and farm machinery.

Planning Notices – Noted

WITHDRAWN - PT12/3415/NMA – Linden Lea, Shepperdine Road - Non Material amendment to PT12/0583/F to instal rear balcony - This application was withdrawn before circulation to Councillors

CONSENT – PT12/2730/LB – Jobes Green Farm Shepperdine Road – Installation of Bat Roost to NE elevation

PERMIT – PT12/2718/F – Withypool Farm, Nupdown Lane – Erection of a ground floor extension to provide additional living accommodation.

PERMIT – PT12/2165/F – Newgates Farm, Shepperdine – Change of use of agricultural land and buildings to land for the breeding of horses (Sui Generis) and Riding School (Class D2) as defined in Town and Country Planning (Use Classes) Order 1987 (as amended). Construction of ménage. Change to description in italics

PERMIT – PT12/2116/F – Chapel Cottage, Chapel Road, Oldbury on Severn – Erection of detached domestic garage with ancillary accommodation and erection of single storey front extension to facilitate conversion of existing garage to office and porch. Several Amendments received.

PERMIT – PT12/2588/OHL – National Grid, Land at Oldbury on Severn – Application for consent under Section 37 of the Electricity Act 1989 to replace a single tower (YXB036) with a Western Power Distribution 132kV ‘Z’ route connection & the removal of a short section of overhead line between towers YXB036 & 039

The Old Stores Site – Discussed

There is nothing to report regarding the site development. James Cooke has written to the owner, who had indicated they were keen to proceed with the development back in August, but has had no response. Cllr Riddle circulated an email from James Cooke detailing the potential cost of clearing the site.

The Ship Development Proposals – Discussed

Please refer to the Public Forum

Bloor Planning Application (PT12/2395/O) – Discussed

Nothing further to report regarding the application. It was noted that any flood water would be pumped into the Pickedmoor Brook which could cause major problems downstream and needs further investigation.

Cllr Riddle is arranging a meeting with the Environment Agency and Lower Severn Drainage Board to discuss this application and others issues e.g. Park Farm and the Power Station.

Park Farm Development (PT11/1442/O & PT11/1441/O) – Discussed

Nothing to Report.

483/12 Finance

a) The following receipts were noted:

<i>South Gloucestershire Precept (50%)</i>	£ 6000.00
<i>Nat West Reserve Account Interest (Jul – Sep)</i>	£ 1.25
<i>Total</i>	£ 6001.25

b) A donation to the Oldbury Film Club was discussed.

It was proposed by Cllr Riddle; seconded by Cllr Poole and agreed by all to donate 50% of the total cost and then loan the other 50% if sufficient interest is shown. The total cost will be £350.

c) A donation to Children’s Playlink for Funding for Disabled Children 2013/14 was discussed.

It was agreed by all not to make a donation.

d) To Playing Field Committee Budget, circulated to Councillors was noted & the subsidy payment was discussed.

It was proposed by Cllr Riddle; seconded by Cllr Poole and agreed by all to pay the Oldbury on Severn Playing Fields Committee subsidy.

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

<i>Broker Network Ltd – Insurance Renewal</i>	£ 1757.66
<i>D Bramley – Clerk Salary (Nett)</i>	£ 401.00
<i>D Bramley – Admin/Office Expense (£20.00 Office)</i>	£ 20.00
<i>Oldbury on Severn Memorial Hall – Rental (includes £15 for Parish Plan Meeting)</i>	£ 75.00
<i>Playing Fields Committee Subsidy</i>	£ 1500.00
<i>Total</i>	£ 3753.66

- f) The Budget Sheet for 2012/2013, circulated to Councillors was noted.
- g) The Draft Budget for 2013/2014, circulated to Councillors was discussed.
It was proposed by Cllr Riddle; seconded by Cllr Knapp and agreed by all to approve the budget and set the precept at £12,000.

484/12 Flooding/Drainage

Flooding at Ham Lane

Ham Lane is still a bit wet even though the ditches have been dug out. The two new gullies are on the list to be completed but no date has been given.

Flooding at Church Hill

No update regarding the investigation into a cracked pipe was given.

Collapsed Pipe (Behind Pill Cottages adjacent to the Anchor Inn)

The pipe behind Pill Cottages adjacent to the Anchor has collapsed. This pipe has a flap that prevents water flowing back up it but due to part of the pipe being cracked and having sunk the water is now in danger of causing flooding. Both South Gloucestershire Council & the Lower Severn Internal Board Drainage (LSIDB) have indicated it is not their responsibility to repair the pipe. It was installed by the LSIDB and they are responsible for the maintaining the Rhine. It is unfair to expect the house holder whose land this pipe crosses to finance the repair as it is not just their water running through this pipe. It needs to be repaired to ensure the drainage system is able to function correctly and prevent further flooding in the area. Cllr Riddle stated that there is a Drainage Board meeting coming up and that he would have the issue brought to their attention.

It was proposed by Cllr Poole, seconded by Cllr Hales and resolved by all that Cllr Turner send the following to the Lower Severn Internal Drainage Board.

‘Oldbury on Severn Parish Council resolve that the Rhine which runs behind the houses in Church Road which has a section of concrete pipe with a flapper valve termination that has apparently collapsed is an asset for the benefit of the community as a whole and should be maintained by the LSIDB and not the responsibility of individual householders’

A parishioner also raised a similar issue that a section of ditch near his property is not being cleared and is causing excess water in the area. Cllr Riddle will also raise this at the Drainage Board meeting.

485/12 Recreation

Playing Fields Committee (PFC) Reports and Updates

Cllr Turner stated that he had amended the Socio-Economic Grant form circulated by Mr Fairhead for £25,000 and returned it to him. The Parish Council does have some funds to purchase new equipment.

Oldbury on Severn CE School Report

Nothing to report, the next meeting is on 19th November 2012.

Broadband and British Telecom (BT)

Nothing to report but the Thornbury exchange is due to be upgraded next year.

Diamond Jubilee Memorial Stone

Cllr Hales stated that the stone weighs 7.3 tonnes and although they can get it on the lorry to transport it to Oldbury on Severn they have no way of getting it off the lorry. Mr Lynden said he would ask the Power Station if they have a crane that could be used.

486/12 Parish Property

Risk Management Review Document Actions

The Risk Assessment is in draft form but another visit to the Pavilion is needed to review a few areas again. Cllr Turner will arrange a date for a second visit to the Pavilion.

The Risk Management Review document actions as listed below:

	Action	Update / Comment
1	Ensure Parish Council can access Account Passwords, if necessary.	Completed
2	Carry out a Parish Council Asset Inspection and Update Risk Assessment document.	A draft document has been completed
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

No progress has been made.

487/12 Highways

Parking on Pavements

This has improved and cars are now parking in front of the Chapel.

Speeding on Chapel Road & Westmarsh Lane

This issue is covered by the Parish Plan. It was suggested that white lines are put down the middle of several roads e.g. Chapel Road, The Naite and Pickedmoor Lane as cars are not staying on their side of the road especially when going around corners. Cllr Riddle will take this to South Gloucestershire Council and see what can be done.

Trees on Pickedmoor Lane

Work is expected to start on the trees shortly.

School Road Safety

Plans for the road safety measures to be introduced near the school were circulated to Councillors. It is expected that the flashing warning signs will be installed shortly but the '20' mph signs around the school will need to be formally requested. Due to the consultation process the '20' mph signs will take approximately 1 year to obtain. The width of the road also needs to be checked.

Hedges in West Marsh Lane

Cllr Turner informed the councillors that the letter was sent to the parishioners and that they had contacted the Clerk. They were upset by the letter as they had already removed and cut back the hedge. The Clerk stated to the parishioner that it was agreed to send the letter at the meeting on the 4th September and that she had not been informed that the hedge has been dealt with. The hedge was cut right back and removed from the road as soon as the parishioners returned from their vacation straight after the September meeting. Cllr Turner recapped the story about who is responsible for the cutting of the hedge.

Royal Mail Post Box Chapel Road

Due to a pothole at the base of the letter box water is being sprayed into it when cars pass. Post is also being damaged. Cllr Riddle will investigate the problem.

Kingston Lane Ditch

It was stated that cars are parking on the verge on Kingston Lane by Beech Farm. There is a ditch next to the verge and it is beginning to erode and cars could end up slipping into the ditch.

Camp Road Drains & Gullies

Cllr Hales has reported the blocked gullies and drains on Camp Road near Holly Cottage. Cllr Hales also asked how often they are cleared but has yet to receive a response. Cllr Riddle stated that the gullies have been added to the list to be cleared but will be at least 6 months before they are dealt with.

488/12 Footpaths/Bridleways

It was stated that a footpath by the Ship was blocked with rubble. This path needs to be checked on the Public Right of Way map to ensure that it is actually a public footpath.

489/12 Proposed Power Station & Other Power

Horizon Consultative Group & Other Power Related Meetings

Horizon has been bought by Hitachi and they plan to build a new power station at the Shepperdine site. It would take 3-4 years to obtain site approval and another 3-5 years to actually build the power station. Hitachi has a good record and any power station would be designed to meet British standards.

The bidding process for Energy Solutions Europe, the parent body organisation for Magnox sites, is progressing well with 4 bidders vying for the 14 year, 4-5 billion package.

Wind Farm Developments

Nothing to Report

490/12 Parish Council Administration

Website & IT Development including PC Agenda and Minutes

Cllr Sullivan circulated a draft business directory, a contacts and meeting date list for each committee and a procedure for website maintenance before the meeting. On behalf of Cllr Sullivan Cllr Turner asked everyone to check the Business Directory and inform Cllr Sullivan of any other businesses that need to be added as he will be adding it to the website shortly. Cllr Turner also asked if anyone was interested in volunteering to fill in the gaps on the contacts list or could fill in the meeting date list to contact Cllr Sullivan.

Standing Orders Update due to New Code of Conduct & Review of other documents

The Clerk stated that the Standing Orders need to be updated in line with the new Code of Conduct. The Clerk will review make the changes and review all formal documents at the same time. Draft documents will be circulated for the next meeting.

491/12 Long Term Future of Parish

Affordable Housing

Nothing to Report

Revised Core Strategy & National Planning Policy Framework (NPPF)

Cllr Turner stated that he had gone through the Planning Inspectors report on the Core Strategy. He stated that the Inspector had changed a word in CS 37 - Major Infrastructure Projects - Nuclear Related Development from being a *requirement* to provide community facilities to 'the Council will *seek* appropriate contributions for off-site facilities' Cllr Turner & Cllr Sullivan will respond before the 16th November deadline.

Cllr Riddle added that it states that 2000 more houses are needed in South Gloucestershire but does not state where. Cllr Turner will include a request that a statement is included in the Core Strategy stating why no more houses are built in Thornbury.

Cllr Turner also stated that the Parish Liaison Group had also responded on the inspectors report.

Oldbury Parish Plan

The Oldbury on Severn Parish Plan has been published and circulated to the parish with an open meeting taking place on the 26th October to move the plan forward. There is another meeting tomorrow and Cllr Turner stated that the Parish Council needs to continue to support the Parish Plan for it to work and that it would be advisable to regularly report the progress back to the Parish Council.

492/12 Correspondence

Consultation on South Gloucestershire Councils Parking Enforcement Policy - Council Response: No Comment

Consultation on South Gloucestershire Councils Planning Enforcement Policy - Council Response: No Comment

Consultation on South Gloucestershire Councils Housing Strategy - Council Response: Cllr Turner Responded

493/12 Circulation

The circulation file contains the following items:

Improvements to Environment Agency Flood Notifications, Strong Safer Communities – Community Engagement Team Reorganisation, Came & Co Parish Matters Autumn 2012 Newsletter, Bus Service changes Bristol and South Gloucestershire, South Gloucestershire Over Fifties Forum Newsletter Autumn 2012, Merlin Non-traditional Housing re development newsletter October 2012

494/12 Minor Matters or Items for Next Agenda

Cllr Turner stated that he had contacted South Gloucestershire Council (SGC) regarding obtaining a Dog Bin. He went on to read the response from SGC. In summary the Parish Council would have to purchase a bin at a cost between £150 to £250 and have to pay every time it is emptied at a cost of £4.26 per empty. Cllr Riddle believes there has been a change in policy regarding the emptying of bins and will check into it.

Cllr Knapp mentioned that books had appeared in the Church Lane bus shelter with a donation jar. It is unclear as to who put the books in the shelter and permission was not obtained from the Parish Council. Cllr Hales will ask if the School has put the books in the Bus Shelter.

This concluded the business of the meeting, which closed at 10.10 pm

Next Meeting: WEDNESDAY 2nd January.

Signed by Chairman

2nd January 2013