

OLDBURY ON SEVERN PARISH COUNCIL

Minutes of Council Meeting held on Tuesday 5th November 2013 at 7.30 pm in the Memorial Hall, Oldbury

PRESENT

Parish Councillors: Mr B Turner - Chairman, Mr K Sullivan, Mr M Riddle, Mrs M Baker, Mr G Poole, Mr A. Knapp & Mrs J Hales. **Clerk:** Mrs D Bramley **Public:** 3 Parishioners

600/13 Apologies for Absence

None

601/13 Declarations of Interest in Items on the Agenda

None

602/13 Public Forum

Collapsing Culvert near Louis Hall's Corner

A parishioner reported that a culvert was collapsing and that the road needs to be repaired.

Road Sign on Road to the Power Station

A parishioner reported that a road sign on Oldbury Lane had slipped down and was now causing visibility issues for car drivers when turning onto the lane. Cllr Turner will log this with Streetcare.

Community Shop

A parishioner expressed their frustration that they had not been informed that the new community shop would be right in front of their property. They have experienced a great deal of disruption especially noise and the grass verges near the development have been completely ruined. When the shop is in operation, they fear, it will also be disruptive and people will not park in the parking area but outside, by their home, on the road. Although the community shop only has permission for 3 years if it is successful and the permission is extended it will change the life they have had for the last 30 years. Also where services have been installed the holes have not been filled adequately and are visible along with further damage to the verge. They do appreciate a lot of people have worked hard to make the shop a success but it is not in front of their homes.

Cllrs appreciated the issues that the parishioner had raised. Cllr Turner explained that the parking at the shop was being altered and the Anchor car park was going to be used and that a path from the car park to the shop was being investigated. They also had not discounted including the original parking area on the shop site if the funds were available. He went on to say that if the shop is successful then further planning permission would be required for it to remain after the temporary permission expires. If it was unsuccessful there were several options that would need to be discussed. It was agreed that it does stand out at the moment and needs to blend in more which hopefully will happen over time.

603/13 Approval of Minutes

It was proposed by Cllr Sullivan; seconded by Cllr Turner and **resolved** by all that the minutes of the Council Meeting on 3rd & 9th September and 9th October be signed as a correct record.

604/13 Planning

Planning Applications & Appeals – Discussed

APPEAL – APP/P0119/A/13/2206126 - PT13/2721/PNC - Knights Farm Shepperdine Road - Prior Notification for Change of Use of Offices (B1 (a) to residential (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1985 as amended. **Council Response: No Comment**

Planning Applications – Noted with No Comments Made

PT13/3656/RVC - Jobs Green Farm, Shepperdine Road - Variation of condition 1 attached to planning permission PT09/5240/F to read - The use hereby permitted shall be discontinued, the land restored to its former condition (including the reinstatement of the topsoil currently stored on site) and all structures, vehicles and equipment removed from the site on or before 1st November 2017.

PT13/3639/LB - Stable Cottage Mumbleys Lane Thornbury Bristol South Gloucestershire BS35 3JZ - Installation of replacement front door.

PT13/3547/CLE - Mistletoe Cottage Chapel Road - Certificate of Lawfulness for existing use of annexe as a self-contained single dwelling house.

PT13/3482/F - School House, Mumbleys Lane – Erection of detached garage.

PT13/3156/RVC – The Old Workshop, Church Road - Variation of Condition no. 3 & 4 attached to PT13/1272/F to replace the existing Locust tree with 1 no. Native English Oak tree & to use The Anchor car park for a temporary period of 3 years.

Planning Notices – Noted

PERMIT - PT13/3042/F - Knights View Cottages, Shepperdine Road - Erection of an agricultural building for the storage of fodder and machinery.

PERMIT - PT13/2726/F - Cross Hands Barn, Kington Lane - Demolition of existing garage. Erection of 1no. detached double garage with store area.

REFUSAL - PT13/2721/PNC - Knights Farm Shepperdine Road - Prior Notification for Change of Use of Offices (B1 (a) to residential (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1985 as amended. Appeal has been submitted.

PERMIT - PT13/2423/F - Holly Cottage, Camp Road - Demolition of existing garage, shed and greenhouse to facilitate the erection of a single storey detached building to provide storage and ancillary accommodation.

PERMIT - PT13/2222/F – Land at Ham Lane, Oldbury on Severn – Change of use of land from agricultural to land for the keeping of horses. Erection of a stable block with associated works.

The Old Stores Site – Discussed

There was a site meeting on the 4th November with Mr Cooke. He stated he would send another Enforcement Notice. He stated that the next step would be to prosecute the owner although they are not sure who the owner is even though it is clearly stated on the planning application. Mr Cooke also confirmed that it is at South Gloucestershire Council discretion as to whether they deal with the site and not their legal duty. It was agreed that Cllrs Turner & Sullivan will attend the Communities Committee meeting tomorrow and raise the Old Stores Site issues there. Cllr Turner will also chase a copy of the solicitor's letter that was promised several months ago.

Developments in Thornbury - Park Farm / Morton Way – Discussed

Nothing to Report except the Morton Way drainage scheme has been amended.

605/13 Finance

- a) The following receipts were noted

<i>South Gloucestershire Precept (50%)</i>	£ 6254.50
<i>Total</i>	£ 6254.50

- b) The Playing Field Committee Budget, circulated to councillors was discussed and it was proposed by Cllr Sullivan, seconded by Cllr Baker and agreed by all that Cllr Knapp would take the PFC Budget back to Jon Stephens to clarify several issues including how the short fall in receipts will be dealt with. It was agreed to delay paying the subsidy until these issues had been dealt with.
- c) It was proposed by Cllr Sullivan; seconded by Cllr Poole and agreed by all to approve the following invoices submitted for payment

<i>Broker Network Ltd – Insurance Renewal – Cheque Signed Prior to Meeting</i>	1700.60
<i>D Bramley - Clerk Salary September via Standing Order</i>	200.50
<i>D Bramley - Clerk Salary October via Standing Order</i>	209.89
<i>D Bramley - Back Pay (1st April 2013 to 30th September)</i>	56.34
<i>B Turner – Chairman Expenses (Toner Cartridge)</i>	64.00
<i>Oldbury on Severn Memorial Hall – Rental</i>	125.00
<i>Playing Fields Committee Subsidy</i>	On Hold
<i>D Bramley - Clerk Office & Stationary Expenses (September & October)</i>	20.00
<i>Total</i>	2376.33

- d) The Budget Statement for 2013/2014, circulated to Councillors was noted.
- e) The Draft Budget Statement 2014/2015, circulated to Councillors was discussed. The unearmarked funds are about £ 14,000 which is sufficient for a Parish Council with at precept of £12,000. It was proposed by Cllr Poole; seconded by Cllr Hales and agreed by all to approve the budget and set the precept at £12,000.
- f) Reinvestment of the Reserve Funds
The Clerk stated that Avon Local Council Association had been contacted for advice and as they do not have a County Secretary currently the Secretary, for the Bath & North East Somerset Local Councils Association responded and asked several questions. The Clerk will chase them up and also contact the Society of Local Council Clerks.
ACTION: Clerk
- g) Financial Support for the Community Shop Project
Cllr Turner went through the funding options for the shop and as the Share Issue had not been resolved it was agreed to wait until this issue was finalised before discussing financial support for the shop further.

Cllr Turner will look at submitting a New Homes Bonus application.

h) BIFFA Award Grant for Play Equipment

Cllr Turner has secured 3rd Party funding for the BIFFA application from Horizon and has submitted the application form. We will hear the outcome of the application in about 4 – 6 months.

i) New Homes Bonus

Nothing to Report

606/13 Flooding/Drainage

Flooding and Drainage in the parish are long term issues and a meeting with South Gloucestershire Council (Lead Local Flood Authority), James Thomas (Internal Drainage Board) and Colin Taylor (Environment Agency) has been arranged to discuss the major issues including the maintenance of flood defences, Pickedmoor Brook, Sea Level Flaps and the difference in the way risk is categorised for flooding and insurance. Minor issues such as Church Hill will be included on the agenda.

Flooding at Church Road/Church Hill

Nothing to Report – Nigel Hale will show Cllr Riddle the options available for the new pipe layout.

Reprofiling of the Rhines from Priest Orchard to the Anchor

The work that was scheduled for this year has been completed and more work is expected next year.

607/13 Recreation

Playing Fields Committee (PFC) Reports and Updates

The BIFFA grant application has been submitted, some assets have been repaired as mentioned in 608/13 and work is being undertaken on the Skateboard ramp.

Oldbury on Severn CE School Report

Cllr Hales reported that there are currently 61 children in the school and an after school club has been set up and is very popular. The Macmillan Coffee morning also raised £265.

Broadband and British Telecom (BT)

Fibre Optics are expected to be installed to the 3 ‘Green’ Boxes in the parish by 2015.

608/13 Parish Property

Risk Management Review & Asset Inspection Document Actions

A list of all the outstanding actions were circulated to Cllrs and discussed at the meeting. Any updates on progress have been included below. Actions marked as completed in the previous minutes have been removed.

Risk Management, Risk Assessment and Asset Inspection Review September 2013 Actions

PARISH COUNCIL	
ACTION	COMMENT
Shepperdine Bus Shelter - Complete the removal of the ivy.	Cllr Poole will look into removing the ivy
Shepperdine Bus Shelter - Put a sign warning of asbestos roof.	Cllr Poole will put up the new sign.
PLAYING FIELDS COMMITTEE	
Playing Fields Committee Secretary to provide Chair with the email account password for emergencies.	
Pavilion – Repair/Install guttering down pipe by Pavilion Annexe.	
Pavilion - Put up a notice to inform users that electrical equipment used in the hall that does not belong to the PFC is not covered by the PFC insurance.	
Pavilion Annexe - Put up notice that chairs can only be stacked to 15 high.	
Green Shed - Remove redundant tables & chairs and subject to PFC approval allow Busy Bees to use the shed exclusively. - Remove rubbish around shed.	The rubbish has been cleared away
Pavilion Benches - Repair the slats on the back of the 2 unfixed benches.	Cllr Knapp has repaired the benches
MUGA - Secure silver metal shed, put unused MUGA equipment in it and include a sign informing users to store unused equipment in the shed when not in use. - Remove rubbish and broken slabs.	The Silver Shed has been secured and the rubbish has been removed.

All inspections of the Playing Fields & Pavilion need to be completed regularly and recorded.	Cllr Baker will chase this item

Land & Asset Ownership Register

The Land and Asset Ownership Register along with an updated Asset Register, which was circulated to Cllrs was noted.

The Woodland Trust & the Conservation Volunteers – Free Trees for Projects

It was agreed that the Parish did not need any further trees at this time.

609/13 Highways

Parking on Pavements

A letter was sent to the Corner Cottage and they kindly cut back the overgrown scrub. There is still an issue with cars parking on the pavement. Cllr Turner has written to PCSO Dimery several times but received no response.

Cllr Turner will contact PCSO Dimery again and mention the visibility issues with cars on the pavement by the corner of Church Road, the car parked by Westmarsh Lane and the danger these obstructions, due to irresponsible parking, pose.

Speeding on Chapel Road, Church Hill & Westmarsh Lane

This is ongoing and it was debated as to whether to submit a request to get ‘20’ mph signs installed on Church Hill and Westmarsh Lane. The Parish Council will also look at getting a sign that flashes a driver’s speed. It was also unclear as to what speed was legally enforceable in the area. The School speed signs are now visible again as the bushes have been cut back.

School Road Safety

Nothing to Report

610/13 Footpaths/Bridleways

Nothing to Report

611/13 Proposed Power Station & Other Power

Horizon Consultative Group & Other Power Related Meetings

Mr Feltham gave a report regarding the last Shadow Review Group meeting. The officers from Somerset County Council, who have had experience of working with a nuclear company, now have permission to talk to South Gloucestershire Council. They gave South Gloucestershire officers a great deal of advice including what they needed to do before they started working with Horizon and what to expect later. At the meeting it was reiterated that Oldbury Parish Council want to be kept informed and involved at every step, which Horizon confirmed they would do. The key issues for the development of the new Oldbury site were listed at the meeting and include accommodation, flood risk, access & movement, environment impact and health & safety. It was also confirmed that the Oldbury power station will go ahead after Wyfla, in Anglesey.

612/13 Parish Council Administration

Oldbury on Severn Website & IT Development

Cllr Sullivan reported that at the meeting with the webmaster it was agreed that some new photographs would be added to the website and a Google Community Diary would be set up and go live in December. The Clerk will be the primary contact for the diary with Cllr Sullivan as backup, if needed. Cllr Sullivan will include an article about the website and the new google diary in the 4 Ward magazine. There have been a number of updates to the website which include information about the community shop, footpaths in the parish and the playing fields.

Notice Board for Shepperdine

Cllr Sullivan stated that the noticeboard was in the process of being made.

Update to Standing Orders & Financial Regulations

The Clerk stated that the new NALC Model Standing Orders has been received and will update the Parish Councils accordingly for approval at a later meeting. The new NALC Model Financial Regulations are still in Draft as they are awaiting the outcome of Bill currently going through parliament relating to the cheque signature requirements. When the new Financial Regulations are released the Parish Councils Financial Regulations will be updated accordingly for approval at a later meeting.

ACTION: Clerk

Planning Changes

The Clerk informed Cllrs that South Gloucestershire Council (SGC) intends to move to a paperless planning system, this means that the Parish Council will no longer receive a paper copy of the application. It was agreed that the Clerk respond to SGC explaining the current issues and that the Parish Council cannot move to a paperless system at the

moment.

ACTION: Clerk

Freedom of Information Request

A Freedom of Information request has been received regarding the Clerks hours and salary, which was read by Cllr Turner. It was agreed that Cllr Turner would respond to the request.

613/13 Long Term Future of Parish

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

Cllr Turner presented the draft response to councillors. It was proposed by Cllr Poole, seconded by Cllr Baker and agreed by all that Cllr Turner send this response to South Gloucestershire Council.

Revised Core Strategy & National Planning Policy Framework (NPPF)

The Revised Core Strategy is expected to be approved by the 15th November 2013. The National Planning Policy Framework will be removed from the agenda.

Oldbury Parish Plan

The working groups are progressing well. Mr Orford has been consulting with South Gloucestershire Council regarding the roads and will be making a presentation to the Parish Council in the future.

Community Shop

Nothing Further to Report.

614/13 Correspondence *(Italics – Also available via email)*

Consultation - South Gloucestershire Safer & Stronger Communities Partnership Expiry 29th November 2013

Consultation - South Gloucestershire Council's Procurement & Commissioning Strategy: Expiry 3rd January 2014

Council Response: No comment to the above consultation

615/13 Circulation *(Italics – Also available via email)*

Superfast Broadband Press Release September 2013, South Gloucestershire Informal Waste Management Supplementary Planning Document, Parish Matters Autumn 2013 & South Gloucestershire Over Fifties Forum

616/13 Minor Matters or Items for Next Agenda

The Clerk notified the Councillors of the Community Right to Challenge guidelines which were put in the Circulation File.

The Clerk stated that the meeting dates for next year will be booked with the Memorial Hall and a copy of the dates was put in the Circulation File.

The Clerk stated that the change to Nupdown boundary had been approved and will take effect from the May 2015 elections. Affected Parishioner's will be informed of the changes nearer the time.

This concluded the business of the meeting, which closed at 10.04 pm

Next Meeting: Tuesday 7th January 2014

Signed by Chairman

7th January 2014