



OLDBURY ON SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting

held on Tuesday 01 November 2016 at 7.30 pm in the Memorial Hall

PRESENT Mr Keith Sullivan (Chair), Mr Matthew Clothier, Mr Glynn Poole, Mr Matthew Riddle, Mr John Cornock and Mr Ian Bell.

Clerk: Eirian Vaughan Lewis **Parishioners:** 12

956/16 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Dylan Griffiths (Vice Chair) who was not able to attend until 8pm.

957/16 WELCOME OF CLLR BELL TO THE PARISH COUNCIL

Cllr Sullivan welcomed Cllr Ian Bell to the Parish Council. Cllr Bell has replaced Cllr Marie Baker who recently resigned. The Parish Council would like to thank Cllr Baker for all her work on the council and wish her all the best for the future.

958/16 DECLARATION OF INTEREST & DISPENSATION REQUESTS IN ITEMS ON THE AGENDA

Cllr Riddle disclosed a personal and prejudicial interest, as the owner of land in Thornbury, on item 9.1 on the Agenda, and will leave the room if this issue is discussed.

Cllr Clothier disclosed a personal and prejudicial interest, as he works for the owner of the land at the Gloucester Road development, he will not comment on this planning application when discussed on 8.1 on the Agenda.

959/16 APPROVE MINUTES OF THE LAST COUNCIL MEETING

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

960/16 PUBLIC FORUM

12 Parishioners attended the meeting. Simon Jones spoke to the council and gave an update on the Church Hill development proposal.

A Residents' Community Engagement Event will take place on Wednesday 9 November 2016 at the Pavillion from 4pm until 7.30pm. A website has been set up where Parishioners can comment and leave feedback for the developers.

Parishioner's present asked questions about the development, Cllr Sullivan thanked Simon Jones and associates for attending the meeting. The Parish Council will not comment on this development until a full planning application has been received.

961/16 CHAIR'S REPORT

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

1. Attended New Planning Policy meeting with Barry Turner at Kingswood 14.09.16.
2. Meeting with Glynn Poole re Hope Farm, de-fib unit and policy 20.09.16.
3. Memorial Hall Committee meeting 20.09.16
4. Meeting with Chris Fairhead, Jon Stephens and Denise Young re cleaning contract 26.09.16
5. Meeting with Barry Turner re Oldbury Neighborhood Development Plan 28.09.16
6. Meeting with Robin Pitman at Memorial Hall for projection 02.10.16
7. Attended special Parish Council meeting re Hope Farm 04.10.16
8. Attended New Nuclear Build meeting 04.10.16
9. Attended Playing Fields Committee meeting 06.10.16
10. Meeting with Eric Williams re tarmac 08.10.16
11. Meeting with Eric Williams re tarmac 11.10.16
12. Attended Neighborhood Planning meeting at South Gloucestershire Council in Yate with Barry Turner 17.10.86
13. Attended Parish Plan Steering group meeting 18.10.16.
14. Meeting with Eirian re Budget, Agenda, and associated matters 19.10.16.
15. Meeting with Ian Bell regarding role as new Councilor 19.10.16.
16. Meeting with Barry re Environment Agency PidS 20.10.16.
17. Meeting with Mark Sorrell re Anchor Drains and Church Hill flooding and Tarmac Car Park 24.10.16

962/16 REVIEW OF ACTIONS (NOT COVERED ON THE AGENDA)

No outstanding actions.

963/16 PLANNING

963.1/16 Discuss the following Planning Applications

Clr Poole discussed the Council's response to two planning applications, and the Tree preservation order at Hope Farm.

Reference	Location/Address	Details of Application	Comments
PT16/4845/0	Hope Farm, Chapel Road, Oldbury on Severn	Erection of 5no. Dwellings (outline) with access to be determined; all other matters reserved.	OBJECT
PT16/4774/0	Land West of Gloucester Road, Gloucester Road, Thornbury	Erection of 180no.dwellings on 8.00 hectares of land with public open space, drainage, associated works and access. Outline application with access for consideration, all other matters reserved.	OBJECT

963.2/16 To Note Planning Applications and Planning Decision Notices

Reference	Location/Address	Details of Application	Comments
PT16/5176/F	Jacob's Well Featherbed Lane, Oldbury on Severn	Alterations to raise the roofline and erection of extensions, including balcony, to form additional living accommodation. Erection of front porch.	Approved with conditions
PT16/4224/PNGR	Barn at Naite Farm, Oldbury Naite, Oldbury on Severn	Prior notification of a change of use from part of Agricultural Building to 1no. Residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)	OPC No comment SGC Refusal
PT16/3872/PND	Windbound Inn Shepperdine Road Oldbury on Severn	Prior notification of the proposed demolition of Windbound Care Home	Prior Approval required
PT16/4164/PNGR	Barn at Kington Road Oldbury on Severn	Prior notification of a change of use from part of Agricultural Building to 1no. Residential dwelling (Class C3) as defined in the Town & Country planning (Use Classes) Order 1987 (as amended)	OPC No comment SGC Refusal
PT16/4038/PNA	Beechwood House Cowhill Oldbury on Severn	Prior notification of the intention to erect 1no. Agricultural building for storage of fodder and machinery	Approved

963.3/16 Old Stores Site

Cllr Riddle gave an update on the Old Stores Site. South Gloucestershire Council has been working with Ben Kemp, who had lined up a buyer, unfortunately three of the executors' have not signed off the transfer, therefore sale of the land cannot progress further. South Gloucestershire Council have now contacted their legal experts for advice.

963.4/16 Developments in Thornbury

The housing development at the Land West of Gloucester Road was discussed under Agenda item 8.

964/16 LONG TERM FUTURE OF THE PARISH

964.1/16 Policies, Site and Places DPD

No update this time, waiting for progress on the SFRA2.

964.2/16 Strategic Flood Assessment

There have been a delay in completing the Strategic Flood Assessment document, but it is now back on track. Assessment expected to be complete by the first or second quarter of 2017, another meeting will be held on the 29 November 2016.

964.3/16 Neighbourhood Plan updates

Barry Turner updated the Parish Council on the progress made so far. The application for designation as a Neighbourhood Area has been made to South Gloucestershire Council. On the 27 October a meeting was held at South Gloucestershire Council, the application was discussed and no issues were raised.

This means that essentially the Neighbourhood Area (The Parish Boundary) has been designated. During the week commencing 7 November the decision documents will be sent (in

laminated form) so that the intent to prepare a Neighbourhood Plan can be publicised around the community .

Other avenues of communication will also be used e.g. 4WARD and Parish website to provide more information , seeking engagement in the process. Consideration of using various other media sources was discussed. It is important that as many members of our community are aware of the initiative.

A flow diagram of the procedure and consultation timescales was discussed. The Parish Council agreed to form a sub group to prepare the Neighbourhood Development Plan (currently at stage four), consisting of Councillors from Oldbury on Severn Parish Council, members of the Parish Plan Steering Group and other interested parties.

965/16 FLOODING/DRAINAGE/RIVER

965.1/16 Update on current issues

Cllr Sullivan gave an update on the flooding issue from March 2016. The Parish Council completed their Parish Report end of August and a copy was sent to the relevant authorities on the 02 September. A report from the Environment Agency dated August 2016, published in October, does not include any items from the Parish Council report.

Cllr Sullivan has responded asking why the items have not been included? There has been no response from the Environment Agency, South Gloucestershire Council and Lower Severn Internal Drainage Board.

On a positive note, through the efforts of Cllr Riddle and Stella Davies from South Gloucestershire Council,£60,000 funding has been sourced between Swinford near Bath and Oldbury on Severn to pay for an investigation (including a consultant if necessary) to look into the flooding issues and reduce the risk for the future. Cllr Sullivan raised the issue of how this is going to be spent at Oldbury on Severn? He suggested that the Parish Council should be part of the team looking into the issues here, and should have input to all meetings held.

Cllr Sullivan also reported that we have not had a response from the Lower Severn Internal Drainage Board regarding the Pipes and Flaps paper. Cllr Riddle informed the Council that the LSIDB are looking at it and will discuss further at their next Board meeting.

966/16 NUCLEAR

966.1/16 New Nuclear Build

The minutes of the New Nuclear Build Sub Group meeting, held on 06 October 2016 was circulated to Councillors before the meeting. Cllr Sullivan gave an update from the last meeting. He has contacted Horizon and is trying to arrange for a member of the Parish Council to attend the next Project Liasion Group at Wylfa Newydd. It would be useful to attend to see what issues they have with the New Build Project there and see how local Parishes have dealt with the consultations taking place in the local community. A drop box system of email was discussed; Cllr Sullivan is looking into the matter with Peter Farrell, Information Technology Consultant.

966.2/16 Oldbury Site Stakeholder Group (SSG)

A joint Site Stakeholder Group meeting between Berkeley and Oldbury sites is taking place on 02 November 2016, at the Oldbury Conference Centre. Malcolm Lynden discussed various items that are on the agenda. The Environment Agency will be doing a presentation on the Generic Design Assessment for the new reactor and John Gilbert from Horizon will be attending and give

an update on progress at Wylfa Newydd. Malcolm also gave feedback from a meeting that he had attended in Manchester recently regarding Radioactive Waste Management.

967/16 HIGHWAYS

967.1/16 Road surface issues update

Cllr Sullivan reported that the specification for the work needed to do the road surface repairs has been completed. Cllr Sullivan thanked Eric Williams for all the work he has done on this project. Five contractors have been identified to tender for this project. Cllr Sullivan will hold a meeting with all contributors to the project to move it forward.

Action: Cllr Sullivan

967.2/16 Potholes at Church Hill

Cllr Riddle has logged this issue with South Gloucestershire Council. A Parishioner asked to have further information about this issue, and the part of Bristol Water in this locality as this has been a repeated incident. Cllr Riddle will pursue this further.

Action: Cllr Riddle

968/16 FOOTPATHS/BRIDLEWAYS

968.1/16 New Footpath warden update

No one has come forward to volunteer for the role of new footpath warden.

969/16 FINANCE

969.1/16 Note the 2016/17 Budgets & Payments/receipts statement

The Budget Statement against Payment and Receipts for 2016/17, circulated to Councillors was noted and signed.

969.2/16 To note the following receipts

The following receipts were noted:

<i>Precept</i>	£	6085.50
Total	£	6085.50

969.3/16 To approve attached payments

The following payments were approved:

<i>E V Lewis – Clerk Salary September via Standing Order</i>	£	218.88
<i>E V Lewis – Clerk Salary October via Standing Order</i>	£	218.88
<i>E V Lewis – Clerk Office (September/October)</i>	£	20.00
<i>Keith Sullivan (Chair Expenses)</i>	£	54.72
<i>Defib Sales & Training (written before the meeting)</i>	£	264.00
<i>South Gloucestershire Council (Dog Bin Emptying Q2 – written before the meeting)</i>	£	70.20
<i>Oldbury Memorial Hall (Hire of Hall for 2016)</i>		260.00
<i>ALCA - Information Governance Training for Parish Clerk</i>	£	30.00
<i>Oldbury on Severn Playing Fields Committee</i>	£	1,500.00
Total	£	2,636.68

969.4/16 Draft Budget 2017/18 Approval

The draft Budget for 2017/18 was discussed. Details will be released later after certain checks have been carried out. It was suggested that we write an article in the 4Ward to explain to Parishioners why we are raising the Precept. Cllr Griffiths raised his concerns about using the reserves, and highlighted that the Parish Council will have to keep a close eye on this issue moving forward. The Clerk will update the Budget accordingly and circulate to Councillors before publication.

Action: Clerk

970/16 PARISH COUNCIL ADMINISTRATION

970.1/16 Dates of Parish Council meetings for 2017

Dates approved.

970.2/16 Williams Stephens Charity

Cllr Bell reported that he is now Chair. Austin Pearce has resigned; a thank you letter to Austin had been prepared by the Clerk. It was agreed that Cllr Griffiths be the Parish Council representative. The Annual Meeting of the Charity will be held on the 21 November 2016. Minutes from last year's meeting will be approved and distributed; any issues from the meeting will be brought to the attention of the Parish Council.

970.3/16 Update on Information management (Privacy, Security & Transparency)

The Clerk reported that she had attend a course on Information Management, (Privacy, Security and Transparency) held at Keynsham on the 17 October 2016. Clerk has taken an action to start a Freedom of Information folder, which will contain a process on how to respond to any requests for information in the future.

970.4/16 Charity Request

Clerk has received a request for a donation from the Citizens Advice Bureau. Clerk to find out if the CAB is available for Parishioners at Oldbury. A donation will be made in the next financial month. Clerk to offer promotion of the Charity via poster on Parish Council notice board.

Action: Clerk

971/16 CONSULATION, CORRESPONDENCE AND CIRULATION FILE

971.1/16 Letter from Solicitor

A letter was received from Sims, Cook & Teague, Solicitors at Thornbury who have requested copy of the deeds of the Methodist Chapel. Cllr Sullivan will contact Solicitors and arrange a meeting to show what documents we have available.

Action: Cllr Sullivan

971.2/16 Consultations

Consultation on the Re-Commissioning of Community Based Services – No Comment
Children & Young People's Mental Health Wellbeing Consultation – No Comment

972/16 PARISH PROPERTY

972.1/16 Defibrillator Training

Cllr Poole discussed the training required for the Defibrillator in the Parish as stated by the British Heart Foundation, (who donated the Defibrillator). Cllr Poole has made enquires about training on using the Defibrillator and CPR and explained about cost involved. Malcolm Lynden had some information from a member of staff at Oldbury Site which explained the procedure to use during an emergency. Cllr Sullivan discussed the issues raised at an incident that happened at the Parish recently. A familiarisation session was suggested. This idea was approved by all as a good way forward with this issue. Malcolm Lynden is to pursue the contact mentioned above to see if the individual can provide CPR training.

Action:
Cllr Poole/Malcolm Lynden

972.2.16 Access to Defibrillator

Cllr Sullivan questioned the current access to the Defibrillator and asked if the Parish Council is prepared to change our current policy and not have the Defibrillator locked. The issue was discussed and it was approved by all that a notice is attached to the box to say how to open it.
Cllr Poole to change the notice.

Action: Cllr Poole/

973/16 RECREATION

973.1/16 Playing Fields Issues

Cllr Sullivan reported that the cleaning issues have been resolved.

973.2/16 Cricket Club Lease

Cllr Griffiths reported that the work on updating the lease is progressing well. He requested assistance in updating the maps; Cllr Sullivan suggested contacting Paul O' Connor. Chairman of the Cricket Club is Charlie Keedwell.

974/16 Any other minor matters or items for the next agenda

Cllr Clothier has been contacted regarding the lightening of Beacon's for the anniversary of the end of World War 1. This event will be held in November 2018. It was agreed that Cllr Clothier reply to say that the Parish Council is interested in participating, and further discussion to be held nearer the date.

This concluded the business of the meeting which closed at 10pm.

Next Meeting: Tuesday 03 January 2017 at 7.30pm.

Signed by Chairman