



Oldbury on Severn Parish Council

Clerk/RFO: Emma Pattullo
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**Meeting to be held at the Oldbury Memorial Hall
Tuesday 3rd July 2018 at 7.30pm**

AGENDA

- | | | |
|--------|--|------------------------|
| 7.30pm | 1. Apologies for absence | |
| | 2. To receive Agenda declarations of interest and dispensation requests | |
| | 3. To approve minutes of last council meeting | |
| 7.35pm | 4. Public Forum | |
| 7.45pm | 5. Chair's Report | |
| | 6. Review of actions (not otherwise covered on the Agenda) | |
| 7.50pm | 7. Planning applications | |
| | 7.1 To note Planning applications (attached) | Cllr Poole |
| | 7.2 To note SGC Decision notices | For information |
| 7.55pm | 8. Flooding & Planning Committee | Cllr Sullivan |
| | 8.1 To receive Flooding & Planning Committee report | |
| | 8.2 To discuss appointment of Flood Warden | |
| 8.05pm | 9. Neighbourhood Development Plan committee report | Mr Turner |
| 8.15pm | 10. Nuclear | |
| | 10.1 To discuss agenda for Horizon briefing session on 10 th July | Cllr Sullivan |
| 8:20pm | 11 Communications group | Cllr Sullivan |
| | 11.1 To receive Communications group report | |
| | 11.2 To discuss setting up a Facebook page | |
| 8:30pm | 12 Playing Fields committee | |
| | 12.1 To discuss pavilion heating system proposals | Cllr Sullivan |
| 8.40pm | 13. Highways & Road Safety | |
| | 13.1 To receive Road Safety Committee report | Cllr Bell |
| | 13.2 To adopt Road Safety Committee constitution | Cllr Sullivan |

8.50pm	14. Finance 14.1 To note budget and payment/receipt statement (attached) 14.2 To note receipts (attached) 14.3 To approve/note payments (attached) 14.4 To note submission of annual return to external auditors 14.5 To note progress on insurance review	Clerk Clerk Clerk Clerk Cllr Bell
9:00pm	15. Parish Council Administration 15.1 To note completion of Risk Register review and Asset Inspection 15.2 To discuss whether to apply to SGC to increase the number of parish councillors 15.3 To receive advice re: planning permission for new flag pole 15.4 To receive GDPR progress report 15.5 To discuss Memorial Hall trust deed	Clerk Cllr Sullivan Clerk Clerk Cllr Sullivan
9.30pm	16. Consultations and Correspondence <u>Correspondence</u> <ul style="list-style-type: none"> • Police request for details of WW1 commemorative events • SGC Notice of Intent for closure of part of Shepperdine Road (between Dairy Farm and the junction with Nupdown Lane) for 3 days <u>Consultations for May/June 2018</u> <ul style="list-style-type: none"> • Gypsy encampments survey (<i>expired - no comment submitted</i>) • Healthwatch funding arrangements (<i>expiry 23rd July</i>) • Healthy lifestyles promotion (<i>expiry 15th July</i>) • Rights of way improvement plan (<i>expiry 31st August</i>) 	All
9:35pm	17. Any other minor matters or items for the next agenda 17.1 To receive update re: William Stephens Charity	Cllr Bell
9:40pm	18. Close of meeting	

Next meeting **Tuesday 4th September 2018 at 7.30pm**

Papers Attached

1. This Agenda
2. Planning applications
3. Finance – budget statement year to date
4. Finance – receipts and payments

Additional papers – copies available from the Clerk

5. NDP progress report
6. Pavilion energy report
7. Road Safety Committee draft constitution with clerk’s suggested changes

PLANNING APPLICATIONS

7.1 To note the following Planning Applications

Cllr Poole

Reference	Location/Address	Details of Application	Response
PT18/2167/F	Applestone Barn, Chapel Road, Oldbury On Severn	Extensions to existing garage to facilitate conversion to 1no detached dwelling.	No comment
PT18/2505/R3F	Land Off New Passage Road, And The A403 (Severn Road) South Gloucestershire	Avonmouth Severnside Enterprise Area (ASEA) ecological mitigation and flood defence scheme	No comment
PT18/2770/RVC	Stoneleaze Farm Shepperdine Road Oldbury On Severn	Removal of condition (a) attached to planning permission SG.58/A to remove agricultural occupancy condition	No comment
PT18/2893/F	Knights Farmhouse Shepperdine Road Oldbury On Severn	Installation of fences and flooring to create menage	

7.2 To note Decision Notices received

Reference	Location/Address	Details of Application	OPC response & SGC decisions
PT18/0667/CLE	Poppies Barn, Shepperdine Road, Oldbury On Severn	Application for existing use as residential dwelling	No comment Approved with conditions
PT18/1544/F	Cross Hands Farm Kington Lane Thornbury	Erection of single storey east extension to form additional living accommodation.	No comment Approved with conditions
PT16/3565/O	Cleve Park, Land At Junction Of Morton Way And Grovesend Road, Thornbury	Residential development of up to 350 dwellings, including 14 self-build dwellings (all Use Class C3), development of a 70 unit elderly care facility (flexible Use Class C2 and/or C3), development of up to 1,150 sq m floorspace flexible community and/or commercial facilities.	Refused by SGC in March 2018 Appeal allowed by public inquiry May 2018
PT18/1367/LB	Dairy Farm, Shepperdine Road, Oldbury On Severn	Internal and external alterations to include refurbishment of windows, doors and fire places, installation of en-suite and bathroom to first floor, re-laying of flagstone floor, replace/repair rotten timber floor/ceiling joists on first floor (resubmission of PT17/4310/LB)	No comment Approved with conditions
PT18/1368/LB	Jobes Green Farm	Internal and external alterations to include	No comment

	Shepperdine Road Oldbury On Severn	installation of rear external door, 3no. rooflights and alterations to soil vent pipe arrangement. Repairs and refurbishment to existing internal doors, windows and rotten joists. Formation of cloakroom/WC below stairs and installation of new fireplaces.	Approved with conditions
PT18/1400/RVC	Middle Close, Vine Farm, Oldbury Naite, Oldbury On Severn	Removal of condition 9 attached to PT06/3618/F to enable the commercial building approved to be used as a separate enterprise	No comment Approved with conditions
PT18/1909/F	8 West End Oldbury On Severn BS35 1PY	Erection of first floor side and single storey rear extension with side porch canopy to provide additional living accommodation	No comment Approved with conditions

OPC PAPER 3 – JULY 2018

Finance – Budget statement for year to date

<u>RECEIPTS</u>	Budget 2018/19	Actual receipts year to date	Under/over budget
PRECEPT + CIL	15,577.00	8,389.26	-7,187.74
INTEREST	100.00	0.00	-100.00
CRICKET RENT	350.00	0.00	-350.00
INSURANCE CLAIMS/DONATIONS	500.00	0.00	-500.00
VAT RECLAIM	4,000.00	0.00	-4,000.00
MISCELLANEOUS RECEIPTS (UNBUDGETED)	n/a	562.34	n/a
TOTAL RECEIPTS	£20,527.00	8,951.60	-11,575.40

<u>PAYMENTS</u>	Budget 2018/19	Actual spend year to date	Under/over budget
CLERK SALARY	4,590.00	1,874.24	-2,715.76
OFFICE & EXPENSES	300.00	84.47	-215.53
TRAVELLING EXPENSES	500.00	31.20	-468.80
CHAIRMAN'S ALLOWANCE	200.00	0.00	-200.00
INSURANCE	2,500.00	669.28	-1,830.72
AUDIT FEE/ACCOUNTANCY	400.00	0.00	-400.00
HALL/ROOM HIRE	500.00	135.00	-365.00
COURSES/TRAINING/SUBSCRIPTIONS	300.00	40.00	-260.00
MAINTENANCE/REPAIRS/REPLACEMENTS/NEW ASSETS	750.00	149.40	-600.60
LOCALISM (DOG BIN EMPTYING)	245.50	142.48	-103.02
LAND/LEGAL/PLANNING/SURVEYS/ADVICE	2,500.00	1,056.00	-1,444.00
WEBSITE/IT MAINTENANCE & DEVELOPMENT	700.00	0.00	-700.00
NEIGHBOURHOOD DEVELOPMENT PLAN	1,000.00	259.69	-740.31
NEW NUCLEAR BUILD CONTINGENCY	3,000.00	0.00	-3,000.00
ELECTION CONTINGENCY	500.00	0.00	-500.00
PLAYING FIELDS SUBSIDY & VAT REFUND	2,150.00	0.00	-2,150.00
GRANTS/DONATIONS	300.00	0.00	-300.00
MISCELLANEOUS PAYMENTS (UNBUDGETED)	n/a	0.00	n/a
TOTAL PAYMENTS	£20,435.50	4,441.76	-£15,993.74

<u>EARMARKED FUNDS</u>	Amount 2018/19
MAJOR SITES DEVELOPMENT E.G. NNB	6,000.00
NEIGHBOURHOOD DEVELOPMENT PLAN	1,000.00
ELECTION CONTINGENCY	500.00
LAND/LEGAL/PLANNING/SURVEYS/ADVICE	2,500.00
INFRASTRUCTURE	3,000.00
MAINTENANCE/REPAIRS/REPLACEMENTS/NEW ASSETS	2,500.00
TOTAL EARMARKED FUNDS	£15,500.00

Bank Reconciliation				
<u>Bank Balances at last statement:</u>	<u>30/05/2018</u>		Balance at 31/03/2018	£ 37,372.84
Current A/C	£ 24,527.12		plus Receipts	£ 8,951.60
NS & I	£ 18,836.67		minus Payments	£ 4,441.76
plus Uncleared Receipts	£ -			
minus Uncleared Payments	£ 1,481.11			
Total:	£ 41,882.68		Total:	£ 41,882.68

OPC Paper 4 – July 2018

14 FINANCE – Receipts & Payments

14.2 To note the following receipts

R3-18/19	Community Infrastructure Levy	£ 560.26
	Total	£ 560.26

14.3 To approve/note the following payments

P12-18/19	Barrett Corp & Harrington – insurance valuation report **	£ 600.00
P13-18/19	ALCA – GDPR training course attendance	£ 40.00
P14-18/19	Came & Company – insurance premium increase following valuation report **	£ 69.28
P15-18/19	Barry Turner – expenses	£ 35.55
P16-18/19	SGC Localism contract Q2 2018	£ 72.14
P17-18/19	Ian Bell - expenses	£ 6.50
P18-18/19	BT line rental - July	£ 29.88
P19-18/19	BT line rental - August	£ 29.88
P20 18/19	E Pattullo - clerk's salary July	£ 378.50
P21-18/19	E Pattullo - clerk's salary August	£ 378.50
P22-18/19	E Pattullo - office expenses May-June 2018	£ 32.50
	Total	£ 1,627.73

** Cheques sent before the meeting – to cover actions previously agreed.