



OLDBURY ON SEVERN PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Wednesday 3rd January 2018 at 7.30 pm in the Memorial Hall

PRESENT: Cllr Keith Sullivan (Chair), Cllr Dylan Griffiths (Vice Chair), Cllr Matthew Clothier, Cllr Matthew Riddle, Cllr Glynn Poole, Cllr John Cornock, Cllr Ian Bell.

Clerk: Emma Pattullo **Parishioners:** Mr Barry Turner (NDP committee); no other parishioners were present

1. Apologies for absence

Mr Malcolm Lynden (SSG representative)

2. Agenda declarations of interest and dispensation requests

No declarations of interest or dispensation requests were received.

3. Approve minutes of the last council meeting

It was proposed by Cllr Poole, seconded by Cllr Bell and resolved by all that the minutes of the meeting on the 7th November 2017 be signed as a correct record. The minutes were signed by the Chair.

4. Public Forum

No issues were raised.

5. Chair's report

Cllr Sullivan gave a report on the meetings that he had attended, as follows:

- Met with Barry re Flooding etc at Greenwood House 20.11.17
- Attended NDP at Mem Hall 1400 21.11.17
- Attended Mem Hall Cttee 1930 21.11.17
- Met with Emma re various at Greenwood House 23.11.17
- Met with Barry re NDP issues at Greenwood House 27.11.17
- Met with David Hall re planning at Chapel 27.11.17
- Met with Matthew R. at Priest's Orchard 29.11.17 (at 0800!)
- Attended NNB with Horizon 05.12.17
- Met with Dylan re FPC 08.12.17
- Brief meet with Chris Fairhead re PFC 21.12.17
- Brief meet with Mike Pheysey re PFC 27.12.17
- Brief meet with Ian Knapp re PFC 02.01.18
- Walk round flood defences following issue of flood warnings 03.1.18

6. Review of actions (not covered on the agenda)

It was noted that various issues which had been dealt with over the past year were still not fully resolved. The first meeting of the new year is a timely point at which to assess these issues and determine which need to be carried forward into the Council's work in 2018.

Old Stores site: Cllr Riddle reported that SGC have taken legal advice on possible enforcement action and have been advised that such action would be likely to fail as there is no current legal owner. A lady has come forward who is a relation of the deceased former owner, she has expressed interest in buying the site from the estate. SGC have carried out soil samples to assess the levels of contamination and hence likely costs of remedial works. Once these results are known it is hoped that the potential purchaser might be able to agree a sale price with the executors.

Badgers living on the Old Stores site are causing damage to neighbouring properties; the wider issue of badger damage in the village was also raised in public forum at the last council meeting. Badgers are a protected species, thus control measures are difficult. Cllr Riddle agreed to speak to SGC Pest Control & Environmental Health officers to see if they can advise on any legal control measures.

Action: MR to speak to SGC officers

Councillors held a discussion around other possible uses for the site and whether the council could/should be proactive in promoting any of these. Suggestions included: a new Memorial Hall with parking; business units; sports facility e.g. a bowls green. It was agreed that the council should keep a watching brief on what happens to the site in the near future.

Speeding: There is a continuing issue of speeding in the parish, particularly in the 20mph zone. Cllr Riddle reported that a speed monitor is due to be put in but this will not pick up cyclists. Speeding cycles are a particular concern as they are near silent and often come through the village in large groups. The police have advised that they have no powers to prosecute cyclists for speeding; it is understood that if a cyclist were to cause an accident, they could then be prosecuted, but obviously it would be preferable for such a situation to be prevented.

Cllr Bell suggested that as cyclists often use the village shop, that could be a good location to advertise asking them to slow down and be more aware of the risk.

It was also suggested that the council could contact cycling organisations, e.g. Cycle Touring Club or local cycling clubs, to see if they have any suggestions as to how to lessen the risk.

Action: Clerk to draft a letter to cycling organisations.

Historically there was a Speedwatch monitoring team in the village but this has ceased operation in recent years. It was run by volunteers who faced bad feeling within the village and so understandably resigned from the role. Cllr Bell, who was on the former Speedwatch team, suggested that if the parish council were to clearly demonstrate support for a Speedwatch operation it might increase levels of support and participation.

The following resolution was proposed by Cllr Sullivan and seconded by Cllr Bell: **“This council considers speeding in the parish is a problem and some action needs to be taken”**. The resolution was passed by a 5:2 majority.

Cllr Clothier commented that it was hard to see how speeding restrictions could be enforced given limited police resources. Cllr Riddle replied that if a car is recorded as speeding by a Speedwatch team, a letter is sent to the registered owner. If three such letters are sent, these are followed up by a police visit.

This issue will be discussed further in future meetings.

Shepperdine Church: The ownership of the church and land surrounding have been the subject of previous discussions. The church is likely to be in the way if the power station construction goes ahead. As it is a listed building it is likely that it will need to be relocated rather than demolished. Cllr Sullivan has spoken to the incumbent vicar who believes that the church building is owned by the Church of England. Cllr Clothier has discussed with Mr John Cullimore who believes that his family own the surrounding land but not the church itself – a small rent is paid for the land. Cllr Sullivan agreed to approach a solicitor for advice.

Action: KS to discuss with solicitor.

Forgotten Landscape bench: following discussion at a previous meeting, the Clerk has been in communication with Katie Scaife re: siting of the bench.

Post Farm site entrance: at the last meeting it was reported that the road surface on Butt Lane outside the entrance to the new Post Farm development was very muddy and dangerous. Cllr Riddle has spoken to SGC planning enforcement and the developers have now instigated more cleaning of the road; the problem is not completely solved but there has been an improvement as a result.

Councillors also noted that new pipework has been laid across Butt Lane at the site and that the tarmac repair is of poor standard with pot holes already forming.

7. Planning

7.1 To note the following Planning Applications

Reference	Location/Address	Details of Application	Response
PT17/4476/F	New Gates Farm Equestrian Centre Hill Lane Oldbury On Severn South Gloucestershire BS35 1RT	Erection of 6 no. 6m lighting columns each with two 400w Asymmetric Floodlights.	No objection, but requested conditions re design & operating hours
PT17/5333/F	Oldbury Power Station Power Station Road Oldbury On Severn	Construction, operation and subsequent decommissioning of a temporary intermediate level waste drying plant (conditioning facility and waste transfer area) and associated external plant and structures	No comment
PT17/5379/PNGR	Barn At Naite Farm Oldbury Naite Oldbury On Severn	Prior notification of a change of use from Agricultural Building to 1no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).	No comment
PT17/5414/F	Pool Farm Oldbury Lane Thornbury South Gloucestershire BS35 1RE	Change of use of land from agricultural to mixed agricultural and equestrian use (sui generis). (as defined in the Town and Country (Use Classes) Order 1987 (as amended).	Not yet responded – extension agreed until 4th Jan 2018

Councillors discussed application PT17/5414/F (Pool Farm). Some concerns were expressed as to the limited information provided and the exact nature of the new use but it was pointed out that this was not a material planning issue so could not be the basis of a valid comment. It was agreed that no comment would be put forward on this application.

7.2 To note SGC Decision Notices

Reference	Location/Address	Details of Application	OPC response & decisions
PT17/3789/F	Pool Farm Oldbury Lane Thornbury South Gloucestershire BS35 1RE	Change of use of open storage area (Class B8) to General Industrial (Class B2) to provide ancillary storage and circulation space to adjoining Class B2 Unit	No comment APPROVE WITH CONDITIONS
PT17/4269/RVC	Jobes Green Farm Shepperdine Road Oldbury	Variation to condition no 1 attached to PT13/3656/RVC to now read The use	No comment

	On Severn South Gloucestershire BS35 1RL	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 site on or before 27th November 2021 in accordance with a scheme of work submitted to and approved in writing by the Local Planning Authority.	APPROVE WITH CONDITIONS
PT17/1904/F	Pound House, Camp Road	Erection of two storey rear and single storey side extension to form additional living accommodation	SGC refused in Aug 2017. Appeal submitted.
PT17/1977/F	Manor Farm, Shepperdine Road, Oldbury On Severn	Conversion and extension of existing barn to form 1no. dwelling with associated works.	No comment Approve with conditions

8. Flooding & Planning Committee report

Cllr Griffiths reported that the last FPC meeting concentrated on preparation for the upcoming joint meeting with SGC, LSIDB and the Environment Agency. This meeting is to be rescheduled due to clashing with a funeral.

Cllr Poole has drafted a response to the West of England Joint Spatial Plan consultation. Councillors agreed that the draft response covered the necessary points and that it should be submitted without alteration.

Action: Clerk to submit response to JSP consultation.

9. Neighbourhood Development Plan committee report

Mr Turner presented a report on recent progress. A public engagement event is scheduled for **Saturday the 27th January 2018 between 12.00 and 18.00**. This will be an opportunity for Parishioners to see the results of the Neighbourhood Planning work so far. The main issues are:-

- The outcome of the Flood Risk Assessment and how it ranks the sites in terms of resilience to flood risk, which is the critical (but not the only) factor in terms of suitability for modest development.
- The draft Objectives the working group has developed based on the responses to the spring 2017 questionnaire.
- Seeking feedback to confirm that the approach being taken is broadly in line with the community's expectations.

A government grant of £3841 has recently been received which will fund specialist support for technical assessment and drafting of the plan. The grant award also given access to free advice from "Aecom UK" who will provide support for site selection and housing needs assessments. Further grant funding may be available if required.

During the first quarter of 2018, feedback from the public engagement event will be used to inform development of the draft plan including proposals of sites with potential for development. This will be the subject of further consultation in accordance with the requirements of Reg. 14 of the Neighbourhood Planning (General) Regulations 2012.

10. Nuclear

10.1 NNB committee report

The minutes from the recent meeting with Horizon have been circulated to all councillors and were taken as read.

10.2 Site Stakeholder Group

Mr Lynden was not able to attend the meeting but had circulated a written report to councillors.

The site has reached a point at which it is very unlikely that any significant amount of radioactivity could be emitted off site. The Office of Nuclear Regulation (ONR) has agreed that it is therefore no longer necessary to maintain an Offsite Emergency Plan. Strict controls will continue to be enforced on site and equipment, personnel and expertise to deal with radioactive emissions will be maintained. Offsite emergencies will be the responsibility of SGC.

Magnox have submitted plans to SGC to install a waste drying plant to condition their ILW (intermediate level radioactive waste) prior to placing it into ductile cast iron containers. In due course these containers will be transferred to the ILW Store at Berkeley for safe keeping until the National Deep Geological Repository is sited and constructed by about 2040.

Mr Lynden will be joining the chairs of other SSGs at the BEIS offices in Whitehall in mid February for briefings on NDA plans for the future management of Magnox, accelerated decommissioning of reactors, expected performance of SSGs, and possibly, the next step in the process of siting and planning the Deep Geological waste Disposal Facility. They will also give evidence to the government enquiry into the failed Magnox Contract.

11. Communications committee report

Cllr Sullivan reported that the Communications committee continues to make slow progress. The calendar on the website is now being used for hall bookings, it is intended that this should be expanded to include playing fields bookings and other village events.

12. Playing Fields committee report

The PFC have not met since the last full council meeting. Cllr Sullivan has discussed the heating upgrade plans with various PFC committee members since the last council meeting and they have agreed that the insulation of the building should be improved at the same time. Ian Knapp has reported that the building currently has about 2" of wall insulation and there is room for fitting more.

Cllr Sullivan proposed that a heating consultant should be engaged to draw up a specification for the new insulation and heating system. A detailed specification prepared by an expert will result in a more efficient system and is likely to be required if any grant applications were to be made to cover part of the costs. Councillors resolved that a heating consultant should be asked to do this work and approved a maximum spend of £1000. This will be funded by the parish council.

The next PFC meeting is due to take place on 11th January.

13. Highways/Footpath/Bridleways

13.1 Church Hill / Westmarsh Lane works

Cllr Riddle reported that the request for street works will be addressed at a forthcoming SGC meeting.

Cllrs Sullivan & Poole reported that the sump pit near Christmas Cottage is full of water, above the level of the exit pipe. It is assumed that the pipe has become blocked or flow restricted by silt running off the highway. Cllr Riddle agreed to contact SGC Streetcare to request clearance of the drainage gullies in this area.

Action: MR to contact Streetcare

13.2 Adoption of tarmac area

Cllr Riddle has arranged a site meeting with Craig Freeman (SGC) to discuss. There is no Land Registry record of ownership for the area. It was pointed out that the new area needs marking off to delineate the road edge and parking bays need to be marked.

14. Finance

14.1 Budget and payment/receipt statement

The Clerk presented the budget statement for the year to date.

14.2 Receipts

The following receipts were noted:

R8-17/18	Cricket club rent 2017	£ 336.80
R9-17/18	Groundwork UK grant for Neighbourhood Development Plan	£ 3841.00
	Total	£ 4177.80

14.3 Payments

The following payments were resolved to be made:

P44-17/18	BT phone line rental – November (DD)	£ 29.88
P45-17/18	BT phone line rental – December (DD)	£ 29.88
P46-17/18	E Pattullo - Clerk's office expenses (November/December)	£ 20.00
P47-17/18	E Pattullo - Clerk Salary December	£ 320.21
P48-17/18	E Pattullo - Clerk Salary January	£ 320.21
P49-17/18	Memorial hall hire October-December	£ 135.00
P50-17/18	Barry Turner – Expenses - NDP	£ 280.54
P51-17/18	Mrs Yates – Catering for NNB meeting	£ 90.00
P52-17/18	Keith Sullivan - Expenses	£ 63.52
	Total	£ 1289.24

14.4 Operating budgets for Oldbury Parish Council for financial year 2018-19

A draft operating budget for the coming financial year was presented, this had been circulated prior to the meeting.

Councillors requested the following changes:

- Website improvements – budget amount increase to £700
- Land/legal/planning/advice – budget amount increase to £2,500 to cover heating consultant for the pavilion improvements and specialist advice on combined impacts of Thornbury/Buckover developments.

It was resolved that, subject to the above changes, the proposed budget should be adopted for the financial year 2018-19.

The budget is broadly balanced, with a planned surplus of £92.

14.5 Approval of precept request to SGC

Following the budget decision, it was resolved to request a precept of the same amount as in the current financial year, namely £15,577. The precept request form was signed by Cllr Sullivan.

14.6 Operating budget for the Playing Fields Committee for financial year 2018-19

The proposed operating budget for the Playing Fields Committee was presented to councillors and agreed by all. The budget covers only normal operation of the playing fields but a proportion of reserves have been earmarked for the planned capital improvements. Councillors noted that there are sufficient reserves available to cover that project.

15. Parish Council Administration

15.1 Publication of information on website, noticeboards etc.

Under the Transparency Code, the council is required to publish notifications, agendas and minutes of all meetings (including committee meetings) on the website. There is still a requirement for meetings to be notified in a prominent place within the parish (i.e. the noticeboards). It was agreed that it would be appropriate for the noticeboards to carry a list of planned meeting dates/times but that these notices should carry a reference to the website and contact details for the Clerk. Parishioners can then access the agendas and minutes from the website or via the Clerk.

The website is being rearranged to make it easier to locate committee agendas & minutes; each committee will have a separate page. It will be the responsibility of the clerk/secretary of each committee to make sure that these pages are kept up to date.

Cllr Sullivan also noted that the "Current Issues" and "What's new in the parish" sections of the website are often out of date and that there is no clear responsibility for keeping them current. The communications committee have suggested having a nominated person tasked with this. Cllr Sullivan proposed that a named councillor or councillors should be nominated to oversee this task but the proposal was not seconded so did not proceed to a vote. It was felt that no one person would have a broad enough knowledge of what is happening in the parish to know what should be on there.

Cllrs Bell & Riddle offered to look at these website sections and see if they could update them at all, this should also identify how feasible it is for a councillor(s) to take this on as a long term task.

Action: IB and MR to jointly see if news pages can be updated.

15.2 Adoption of constitutions for Communications Committee and Flooding & Planning Committee

The constitutions for these committees were viewed and discussed.

Communications committee constitution was approved.

FPC constitution was approved subject to a minor change in section 2(ii) to emphasise that the committee will look at strategic planning issues; normal planning application consultations will continue to be dealt with as at present.

The Clerk will make the minor amendment and circulate copies of both.

Action: Clerk to circulate agreed committee constitutions.

15.3 Exclusion of the public from sensitive meetings

A discussion was held on the possibility of exclusion of the public from meetings where the material to be discussed is sensitive. The Clerk agreed to research the legal position.

Action: Clerk to research legal position on exclusion of the public.

15.4 Cricket club lease and rent review

The new lease has been drawn up and will be passed to the cricket club committee for signature. The rent increase has been calculated according to the agreed formula.

16. Consultations and Correspondence

Correspondence

- *New Biodiversity Action Plans for SGC & Oldbury parish*
- *Grant request from Brandon Trust Children's Playlink*

Due to slippage against the agenda, discussion of the above items of correspondence were postponed until the next meeting.

- *SGC Spring Clean event*

SGC have asked parishes to express interest in carrying out a 'Spring Clean' rubbish collection event during the period 13th February to 14th May. SGC can support these event by lending equipment, providing rubbish bags and arranging for resulting bags of rubbish to be removed. Such events have previously happened in the parish; Cllr Poole agreed to contact the organiser of the last event to see if he would lead on organising another. The Clerk was asked to register the parish's interest and find out when the equipment might be available.

Action: GP to approach organiser of previous events.

Action: Clerk to register interest with SGC.

Consultations for November/December 2017

The following consultations & resulting actions were noted, no further action was required.

- SGC "Positive activities for younger people" – *passed to PFC & youth club, no council response made*
- DCLG "Planning for the right homes in the right place" – *no response made*
- SGC "Ageing better" – *no response made*
- SGC "Food plan" – *no response made*

17. Any other minor matters or items for the next agenda

17.1 Insurance review

Cllr Bell reported that he is still working on a detailed review of the council's insurance cover, assisted by Cllrs Riddle and Poole. A number of questions and issues have been raised. The chair of the PFC has been asked to respond to some questions but no response has yet been received. The insurance agent has responded to some queries by email; Cllr Bell is hoping to meet with the agent later in January and will report in time for consideration at the March PC meeting.

17.2 Empty properties at Shepperdine

Cllr Clothier reported that there is considerable local concern regarding the empty properties in Shepperdine which are owned by Horizon. There have been reports of thefts, drug taking etc. Cllr Clothier has contacted Claire Loveday. Claire has offered to arrange a meeting with the Horizon project manager on site to discuss.

Action: MC to liaise with Claire Loveday to organise a meeting.

18. Close of Meeting

The meeting was closed at 22:05pm.

The next meeting will be held on **Tuesday 6th March 2018 at 7:30pm.**

Signed by Chairman: