



OLDBURY ON SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting

held on Tuesday 6th March 2018 at 7.00 pm in the Memorial Hall

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

Clerk: Emma Pattullo **Parishioners:** *Mr Malcolm Lynden (NNB committee), Mr Barry Turner (NDP committee);* 16 other parishioners were present.

1. Apologies for absence

Apologies were received from Glynn Poole.

2. To receive agenda declarations of interest and dispensation requests

Cllr Riddle declared an interest in the planning application PT18/0114/F at Naite Farm (item 7.1) as the applicant is a family friend.

3. Approve minutes of the last council meeting

It was proposed by Cllr Riddle, seconded by Cllr Griffiths and resolved by all that the minutes of the meeting on the 3rd January 2018 be signed as a correct record. The minutes were signed by the Chair.

4. Public Forum

4.1 Presentation by Mr Stuart Rackham on proposed Church Hill development

Mr Rackham presented an update on plans for this development. He last presented to the council in November 2016. The site is alongside Church Hill with constraints including green belt designation, settlement boundary and on-site ecology. Mr Rackham is now in pre-application discussions with SGC planning department.

The planned number of houses has been reduced to 6 in total, which will include 2 affordable houses. The latter will be for sale in accordance with SGC strategic plans but will be tied to meeting local need, i.e. potential purchasers will need to either live or work in Oldbury parish. Councillors questioned why the number of affordable homes had been reduced from earlier plans; Mr Rackham responded that this was needed in order to make the whole scheme viable. JC also asked whether the site itself is wide enough for the planned development; Mr Rackham replied that the site had been surveyed in detail and plans have been confirmed against the survey results.

Mr Rackham and his colleagues have been in discussions with the SGC ecology officer about the ecological value of the site. They have also been working with a highway consultant to plan highway improvements including provision of passing places and a footpath to the school. MR asked whether the developers had considered the risk of people parking on Church Hill itself; this is risky due to its steepness. SR replied that this issue had not been discussed with SGC highway officers but that the plans include off-street parking for every house, thus he did not expect there would be a need for parking on the road. Mr Rackham also noted that the developers will include other preventative measures if required e.g. double yellow lines.

A parishioner asked what size the planned homes will be and how many parking spaces will be provided. Mr Rackham replied that the houses will be 3-4 bed and will meet the SGC standards and controls for parking provision. Parishioners were concerned that this would not be sufficient as most households in the area have at least two cars due to the lack of public transport provision. Mr Rackham reiterated that SGC standards will be met and that this was an issue faced by all rural housing developments. Cllr Griffiths noted that Church Hill was a sensitive area for parking due to the proximity of the school, with some parents trying to park to drop off or pick up their children at the same time as others were walking

their children to or from school. Mr Rackham noted that the development will include provision of a footpath to the school and thus should make walking to the school safer. Mr Rackham stated that he had noted parishioners' concerns regarding parking and will raise this during pre-application discussions with SGC planning officers and will report back to the council once plans are further developed.

A parishioner noted that the road at Church Hill was characteristic of the Oldbury area, being a narrow road with hedging alongside. Changing the nature of this road will impact on the village. How can this be justified? Mr Rackham responded that he believes that the benefits to the village in provision of affordable housing and safer access to the school will compensate for the change of character.

A parishioner asked what lighting is proposed for the development. Mr Rackham replied that this has not yet been considered but that lighting plans would form part of any planning application made.

4.2 Representation from parishioners regarding the planning application PT18/0114/F for a dog boarding kennels at Naite Farm

Several parishioners have contacted the Council to express their concerns over the application for a dog boarding kennels at Naite Farm. A number of other parishioners also spoke at the meeting. Many of their concerns covered similar issues:

- Noise; especially considering the flat landscape, lack of natural screening and very low levels of background noise in the area;
- Proximity of the proposed development to private dwellings (many more than around similar developments in other parts of the county);
- Increased traffic;
- Potential for disturbance of residents' dogs due to barking;
- Lack of notification from SGC despite living near to the site.

The Chair explained that SGC are responsible for notifying residents about planning applications; although the Parish Council are a statutory consultee for all applications within the parish, they do not otherwise have any more rights than a member of the public and cannot require SGC to issue any notifications.

A number of parishioners have posted comments on the SGC website planning portal. A parishioner asked, how many objections were needed before they would be considered by planning officers? Cllr Riddle explained that all comments are taken into consideration and that SGC receive around 5000 planning applications each year, of which around 150 will be considered by the Development Control committees which involves a site visit followed by discussion in a full committee meeting which is held in public. Ward councillors have the power to 'call in' particular applications for consideration by the Development Control committee and Cllr Riddle stated that he intends to call this application in.

The applicant's agent had also contacted the Parish Council giving more information on their plans including a requirement from SGC that a noise survey should be carried out. A parishioner asked whether this would take account of the very low level of background noise in the area as a 'baseline' against which noise from the proposed development would be assessed. Councillors were not able to answer but agreed that this would be a very relevant consideration.

4.3 Other public forum matters

No other matters were raised.

5. Chair's report

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

- Met with Matthew R re Shepperdine Chapel and other matters 08.01.18.
- Discussion with Phil Neave re heating Pavilion 08.01.18
- Attended NDP meeting, Barry's House, 09.01.18
- Attended photo shoot at Mem Hall 10.01.18
- Chaired FPC meeting with SGC and LSIDB at Mem Hall 10.01.18

- Attended Comms Meeting at Mem Hall 22.01.18
- Met with Tom S re flap valves at Greenwood House 24.01.18
- Phone conference with Karen Porter re Mem Hall Constitution.
- Attended NDP open meeting at Mem Hall 27.01.18
- Met with Barry re NDP and FPC at Greenwood House 28.01.18
- Attended SSG at Conference Centre 31.01.18
- Met with NDP and AECOM for sites walkabout 07.02.18
- Visited Jobs Green, Dairy Farm, the Windbound and Sheppardine Church with Matthew C and Horizon staff to discuss future plans, 08.02.18
- Attended PFC at Pavilion, 08.02.18
- Attended Local Plan Villages (non-strategic development) event at Kingswood SGC 19.02.18
- Attended FPC at Mem Hall 1400 20.02.18
- Attended Hall AGM at Mem Hall 1930 20.02.18
- Met with Matt C and Katie Scaife at Windbound and Horse Pool 21.02.18
- Met with Jane Wormald, Liz Beth and Barry re NDP at Yate 22.02.18
- Met with Ian Bell at Greenwood House 27.02.18
- Attended NDP at Barry's House 02.03.18
- Attended Comms Meeting at Allan's House 05.03.18

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

Cllr Riddle to speak to SGC officers re control measures against badgers:

- Cllr Riddle has done so but is awaiting a response.

Sheppardine Church – KS to speak to solicitor:

- This issue has been resolved; the church is owned by the Church of England.

Updating of website – IB/MR were actioned:

- Cllr Bell and Cllr Riddle met to discuss and have emailed the Chair with their suggestions. These include putting Cllr Sullivan's regular 'Parish Notes' article, written for 4Ward, also on the website. There is a need for someone to act as a contact point for parishioners to send relevant items of news/information; Cllr Bell agreed to do this.

Exclusion of public from meetings – Clerk to research:

- The Clerk explained that there is a provision under the Public Bodies (Admission to Meetings) Act 1960 for an authority to resolve that the public should be excluded from a meeting "*whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings*". The act of making such a resolution is subject to normal transparency requirements i.e. must be on the advertised agenda. It must be made clear the grounds on which the exclusion is deemed necessary.

Spring Clean event:

- This has been organised by Colin Johnson and will take place on Saturday 10th March.

Horizon properties at Sheppardine:

- Cllr Sullivan and Cllr Clothier have met with Horizon staff to discuss recent issues; Horizon have reported that works at Dairy Farm and Shepperdine Farm will be starting imminently.

7. Planning

7.1 To note the following Planning Applications

Cllr Poole

Reference	Location/Address	Details of Application	Response
PT17/5182/F	The Hayloft, Camp Road, Oldbury On Severn	Conversion of existing detached garage to form residential annexe ancillary to main dwelling. Installation of 2no dormers to south elevation of main dwelling.	No objection
PT18/0114/F	Naite Farm, Oldbury Naite, Oldbury On Severn	Erection of building for dog boarding kennels	Not yet responded <i>(extension agreed until 8th March)</i>
PT18/0192/F	Walnut Barn, Kington Lane, Thornbury BS35 1NQ	Erection of single storey rear extension and first floor side extension to form additional living accommodation	No comment
PT18/0667/CLE	Poppies Barn, Shepperdine Road, Oldbury On Severn	Application for existing use as residential dwelling	Not yet responded <i>(expires 8th March)</i>

Cllr Riddle left the room to allow discussion of application PT18/0114/F in which he had declared an interest.

Councillors discussed application PT18/0114/F and considered representations from the applicant and a number of parishioners.

It was resolved by all that an OBJECTION response should be made, on the grounds of:

- Noise disturbance;
- Close proximity of dwellings;
- Lack of natural noise screening due to flat land and low levels of background noise;
- Disruption;
- Increased traffic.

The Clerk was asked to draft a response accordingly.

Action: Clerk to draft response and circulate to councillors for comment by end of 7/3/18.

No councillor wished to make comment on PT18/0667/CLE Poppies Barn, thus no response will be submitted.

Cllr Riddle returned to the room.

7.2 To note Decision Notices received & other planning matters

Reference	Location/Address	Details of Application	OPC response & SGC decisions
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. Approved on appeal

PT17/4498/F	Magnox Limited Oldbury Site Oldbury Naite BS35 1RQ	Erection of Site Services Building (SSB) to house an electrical, control and instrumentation (E C and I) overlay system.	No comment Approved with conditions
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 Approved with conditions
PT17/3446/F	Land At Morton Way, Thornbury	Erection of 83 dwellings and associated infrastructure (Phase 3 of Morton Way development site)	Approved with conditions
PT18/0403/TRE	Warren Lodge, Kington, Thornbury BS35 1PG	Works to fell 1no Larch tree. Covered by SGTPO 30/08 dated 3rd October 2008	No comment Refused

8. Flooding & Planning Committee

8.1 Flooding and Planning Committee report

The minutes of the FPC meeting held on 20/02/18 were noted.

Cllr Sullivan reported that since the meeting he has spoken to Mark Parry (Head of Streetcare, SGC) about their planned works on flap valves and highway drainage. No dates for these works have yet been set; Mark Parry agreed to contact KS within the next week to notify him of plans.

Cllr Sullivan and Mark Parry also discussed the information presented at the joint FPC/SGC/LSIDB meeting in December when it was stated that Oldbury 'couldn't flood' because bank levels in the upper parts of the catchment were lower than those in the village. However in March 2016 the village did flood. Mark Parry agreed that this work needs further discussion.

There is still ongoing debate about the legal responsibility for maintenance of flap valves. LSIDB have quoted case law but these cases do not appear to be directly related to the issue of flaps. The FPC wish to approach a solicitor for advice; Cllr Sullivan has obtained a quotation of £220/hour + VAT with an estimate of 4 hours required for initial work. The FPC have proposed that the PC should approve an expenditure of up to £1,000 for this legal advice. A resolution "To approve expenditure up to £1,000 for solicitor advice on responsibility for flap valves" was proposed by Cllr Sullivan, seconded by Cllr Griffiths and carried with 5 votes in favour and 1 against.

Cllr Griffiths suggested that it would be wise to wait until SGC have written to riparian owners about this issue so they are aware of the situation. Cllr Riddle agreed and noted that this is likely to be an issue for all riparian owners in the parish.

8.2 Appointment of Flood Warden

The parish has not had a Flood Warden for some time. Cllr Sullivan has been covering some aspects of the role but it would be preferable to have someone formally appointed.

Cllr Clothier asked why a flood warden was needed. Cllr Sullivan replied that it was an Environment Agency recommendation and would cover monitoring and recording of flood-related information and liaising with other bodies regarding flooding issues.

Cllr Riddle suggested that the name 'Flood Warden' is off-putting and might put people off moving to the village; could it be re-named 'Drainage Warden'?

Cllr Sullivan replied that the council need to appoint someone first; the role name and specific duties can be settled by the FPC.

Cllr Riddle suggested forming a working group to clarify the role requirements and responsibilities, prior to advertising for someone to take on the role. Cllr Riddle and Mr Lynden agreed to action this.

Action: MR and ML to meet to draft a role description for a Flood Warden.
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9. Neighbourhood Development Planning

9.1 Neighbourhood Development Plan committee report

The NDP status report prepared by Mr Turner was noted.

The Clerk noted that there is still a substantial amount of grant money which needs to be spent before the end of March. This is money received from the Dept. for Communities and Local Government. Mr Turner responded that this money is being used to pay for a consultant who is helping with various aspects of the LDP which are not covered by the 'free' consultancy service provided as part of the grant award. It is expected that this consultancy bill will be approximately £3,000 which will use up most of the grant monies. This amount will be invoiced by the end of March – councillors were asked to note that in order to meet the terms of the grant, the invoice will need to be paid before the next full council meeting. The expenditure will be presented for retrospective approval at the May meeting. Mr Turner will also need to produce a report to the awarding body on how the grant has been spent, this is due in April.

9.2 Parish Plan Steering Group paper

Cllr Sullivan had produced a paper (circulated prior to the meeting) which proposed winding up the Parish Plan Steering Group. The work of that group has been largely overtaken by the NDP process.

This proposal was accepted. It was agreed that remaining money in the Parish Plan Group account should be transferred to the Parish Council account.

Action: KS to formally notify and thank group members and arrange transfer of account balance.

10. Nuclear

10.1 NNB committee report

The minutes of the NNB committee meeting held on 06/02/18 were noted.

Cllr Sullivan reported that a response to the National Policy Statement consultation has been submitted.

10.2 Site Stakeholder Group

The minutes of the recent SSG have been circulated. Mr Lynden reported that the NDA have recently been criticised by the Public Accounts Committee but have not yet responded. A report of the inquiry which is looking into the award of the Magnox decommissioning contract is due to be published within the next few months.

11. Communications committee report

Cllr Sullivan reported that a meeting had been held on 5th March. The online calendar on the website is now working well for hall bookings and is ready for use by others – possibly for pavilion bookings if someone on the PFC is prepared to do this.

The committee is making gradual improvements to the website. The cricket club website has been shut down and they have requested a page on the parish council website.

12. Playing Fields committee report

The minutes of the PFC meeting held on 08/02/18 were noted.

The committee have agreed to accept the parish council's offer to pay for a heating consultant to advise on a new pavilion heating system and insulation. Informal advice received suggests that the use of external insulation would extend the life of the building as well as improve heating efficiency.

Cllr Bell noted that there was no mention in the minutes of his recent questions regarding insurance which were put to the PFC in December and have still not been answered.

13. Highways/Footpath/Bridleways

13.1 Speeding in the village

Cllr Riddle presented the results of speed monitoring recently carried out by SGC. These were compared to similar data taken before the 20 mph speed limit was put in place. The lower limit has reduced the 85%ile speed in most cases except for traffic travelling southwards (up the hill) by the school. Cllr Riddle has requested the installation of a 'smiley face' sign on Chapel Road, this should be installed within the next week.

It was noted that there are errors in the provided data detailing percentage exceedances of the speed limit; these have been based on the old 30 mph limit not on 20 mph. Cllr Riddle agreed to go back to the relevant SGC officer to request corrected data.

Action: MR to request corrections.

Parishioners noted that the speeds of some vehicles in the village was frightening to pedestrians especially in parts of the village where it is sometimes necessary to walk in the road as there is no footpath or footpaths are blocked by parked vehicles. A parishioner asked whether the parish council could do anything more to address speeding issues e.g. installation of speed bumps. This was answered under item 13.2.

13.2 Formation of Road Safety Committee

Cllr Bell noted that a number of road safety issues have been raised in the parish recently, including speeding, excessive speed by cyclists, lack of footpaths and parking on pavements and corners. Cllr Sullivan had recently received a letter from a parishioner who complained that she struggles to manoeuvre a pushchair around the village due to poorly parked cars.

Cllr Bell stated that he believes that these need addressing as combined issues and with the clear support of the parish council. Cllr Bell proposed forming a road safety committee which would be a formal committee of the PC. He has identified other parishioners who would be prepared to be involved.

A resolution "To form a road safety committee" was proposed by Cllr Bell, seconded by Cllr Sullivan and carried with 5 votes in favour and 1 abstention. Cllr Riddle commented that the committee must deal with issues across the whole parish, not just in Oldbury village. Cllr Bell offered to chair the new committee, this was accepted by all.

Action: IB to move forward with formation of road safety committee.

14. Finance

14.1 Receipt of budget statement

The Clerk presented a statement of current spend against budget. It was noted that several budget items showed a significant underspend; some of these are contingency items (e.g. election contingency, NNB contingency fund) where there had been no need for spend. Other item had probably been over budgeted – for example the website contract had been renewed for two years in the last financial year so this item only needed to cover extra work in the current financial year. Travel expenditure was also significantly less than budgeted.

14.2 Receipts

No monies had been received since the last meeting.

14.3 Payments

The following payments were resolved to be made:

P53-17/18	Mrs D Yates – Catering for FPC meeting on 17.1.18	£ 90.00
P54-17/18	BT phone line rental – January (DD)	£ 29.88
P55-17/18	BT phone line rental – February (DD)	£ 29.88

P56-17/18	E Pattullo - Clerk's office expenses (January/February)	£ 74.55
P57-17/18	E Pattullo - Clerk Salary February	£ 320.21
P58-17/18	E Pattullo - Clerk Salary March	£ 320.21
P59-17/18	South Glos Council – Localism charge Q3	£ 70.34
P60-17/18	Memorial Hall – NDP meetings Jan-March 2018	£ 65.00
P61-17/18	ALCA/NALC subscription for April 2018-March 2019	£ 145.92
P62-17/18	PF Web Designs – development of NDP website	£ 150.00
P63-17/18	Barry Turner – NDP expenses – printing & travel	£ 101.40
P64-17/18	Barry Turner – PC expenses – travel	£ 14.40
P65-17/18	PF Web Designs – attendance at comms committee & website improvements	£ 40.00
	Total	£ 1,451.79

14.4 To approve change to clerk's contracted hours

At the council meeting in January 2018 it was agreed that due to increasing workload, the clerk's hours should be increased to 9 hours per week for the new financial year. This change will take effect from 25th March 2018.

A revised standing order form was signed accordingly.

14.5 To agree new localism contract with SGC

SGC are moving to three-year contracts for localism services, for Oldbury this contract covers emptying of the dog waste bin. The charge for the coming financial year is £240.50. It was agreed that this service is still required and that the contract should be signed.

The new contract was signed by Cllr Sullivan.

15. Parish Council Administration

15.1 To note progress on insurance review

Cllr Bell has over recent months been carrying out a detailed review of the council's insurance cover. His most recent report was circulated prior to the meeting. Cllr Griffiths thanked Cllr Bell for his efforts in undertaking such a comprehensive piece of work.

Councillors agreed to take forward Cllr Bell's recommendations as follows:

- *Annual Index Linking.*

It will be agreed with the insurance Agent that the insurance inventory total value will be discussed, with respect to annual inflation, prior to paying the annual premium.

- *Bus Shelters.*

The valuation assessor (BCH) - see item below - will be asked to include consideration of the two bus shelters valuations in their report.

- *Boundary Stones & Cross on the Pound.*

The two Boundary Stones and the Cross will be removed from the insurance inventory.

- *Phone Box.*

The phone box will be removed from the insurance inventory.

- *Various Minor Items.*

The following items will be retained on the insurance inventory at current identified values:-

Church Road bus shelter Notice Board.

Dog Bin at the Sailing Club entrance gate.

Oak Bench at Village Green.

Two Oak Benches on the Pound.

Litter Bin at Church Road bus shelter.

Shepperdine bus shelter Notice Board.

The Funeral Bier will be removed from the insurance inventory.

- *General Content.*

This to be changed such that it indicates the Clerk's computer at the same value as previously for this item on the inventory.

- *War Memorial.*

This was previously meant to mean the Cross on the Pound and will now be removed from the inventory (See item 3 above).

- *Legal Liabilities.*

This to be retained as is stated on the inventory.

- *Pavilion and Two Bus Shelters.*

An order will be placed against Barratt Corp Harrington (BCH), in line with their recent quotation, to carry out a survey and report of evaluation for the Pavilion and the two Bus Shelters. This order to be placed immediately by the Clerk at a value of £500.00. Cllr Bell will liaise with BCH to organise the assessment.

Action: Clerk to issue order to BCH

- *Playing Field Committee (PFC).*

The Chairman will ensure that the PFC answers the questions previously raised by Cllr. Bell on the 11th December 2017 & 16th January 2018 as directed to the PFC's Chairman.

Action: KS to remind PFC of the need to respond.

It will be necessary for an annual assessment to be made each year prior to paying the insurance premium, to ensure that the insurance inventory represents the current inventory required to be covered by the insurance.

Cllr Bell advised that he had arranged a meeting with the insurance company's agent later in the week at which many of these points could be covered.

At this point the meeting was adjourned.

Meeting reconvened on Monday 12th March at 7:00pm. Present were Keith Sullivan, Matthew Clothier and Ian Bell. Clerk was Emma Pattullo.

15.2 To receive an update on compliance with General Data Protection Regulations

The new General Data Protection Regulations come into force on 25th May 2018. There are particular responsibilities placed on public bodies, which include all councils.

NALC have provided a 'tool kit' of useful information and draft paperwork. The Clerk is using this to ensure that relevant policies are drafted ready for adoption at the May council meeting. The Clerk is also undertaking an audit of all data held by the council to determine if any further action is required.

All public bodies are required to appoint a Data Protection Officer (DPO), which must be someone with significant knowledge of the GDPR and cannot be anyone who processes data; this means for most parish councils that the DPO cannot be the clerk.

Various companies have recently approached the council offering their services in this capacity. SGC are providing DPO and advice services to schools via their Integra service arm. The clerk was asked to investigate whether this Integra service might also be available to parish councils. If not, the Clerk should approach companies to get quotes for providing the service.

Action: EP to investigate possible options for provision of DPO service.

15.3 To discuss adoption of the Town and Parish Council / SGC Charter

This charter is an agreement between SGC and members of the Town and Parish Council Forum. It covers mutual responsibilities and expectations for dealings between SGC and Councils.

Councillors agreed to adopt the Charter.

16. Consultations and Correspondence

Correspondence

SGC – Protocol on the death of a senior national figure: This covers SGC plans for actions in the event of the death of a senior member of the royal family, current or former Prime Minister, a serving local MP or serving member of SGC. The Clerk was asked to circulate to all councillors for info. One of the actions included is protocol for the flying of flags on such occasions; Cllr Sullivan noted that the council's flag was now held by a parishioner who lives opposite the Memorial Hall which is where the public flagpole is currently sited. A discussion was held as to whether the flagpole would be more appropriately situated in a more central part of the village; it was agreed that the Pound would be a suitable location as it is more generally visible than the Memorial Hall. Cllrs Bell & Sullivan agreed to publicise the council's intention to relocate the flagpole to the Pound and invite comments from parishioners.

Action: Clerk to circulate the Protocol document.
Action: KS/IB to include notice of the intention to move the flagpole in 4Ward/on the website.

SGC – Public Space Protection Orders: These are a new form of order which councils can request to be issued by SGC. They can be used to address anti-social behaviour in public areas where such behaviour is having a detrimental effect on the quality of life of local residents. The requesting Council would need to meet all associated costs and determine how enforcement of the order would be resourced. The Clerk was asked to circulate information to councillors.

Action: Clerk to circulate PSPO information.

Boundary Commission recommendations: Cllr Bell reported that the final recommendations of the recent review have now been published. The recommendation for the Oldbury area is that the parish should stay in a rural Severnside ward, which is in line with what the council requested during the consultation process.

Citizens Advice South Glos impact report: noted.

Brandon Trust – request for funding: A discussion was held around this request for funding towards provision of holiday activities for children with physical and/or learning disabilities. It was felt that the council has made considerable provision towards facilities for young people in the area through provision of the MUGA and thus, no funding should be given at this time.

SGC – Biodiversity action plans for South Glos and for Oldbury Parish: These have been produced by the SGC Biodiversity Officer. Councils have a legal duty to have regard to conserving biodiversity when carrying out their activities; for example, when responding to planning applications. The parish Action Plan details areas which have designated conservation status and important species found within the parish and suggests actions which might be taken to enhance biodiversity within the parish. The Clerk was asked to circulate this information, including to the NDP committee.

Action: Clerk to circulate biodiversity action plans.
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Consultations

- SGC “Climate Change Strategy” – no response submitted.
- SGC “HomeChoice Rehousing Policy” – no response submitted.
- SGC “Playing Pitches, Indoor and Built Sports Facilities Strategies” – has been passed to PFC and the Youth Club.
- SGC “New Local Plan” – expires 30th April. FPC will respond.

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

17.1 Sailing club charity bike ride promotion

Cllr Bell has promoted this event in various locations around the parish. Cllr Sullivan noted that the sailing club are still in need of marshalls to help with the event; anyone interested should contact the club.

18. Close of Meeting

The meeting was closed at 7:55 pm on 12th March 2018.

The next meeting will be held on Tuesday 1st May 2018 @ 6:30 pm.

Signed by Chairman: