

# **OLDBURY ON SEVERN PARISH COUNCIL**

Minutes of Parish Council Meeting held on Tuesday 2<sup>nd</sup> September 2014 at 7.30 pm in the Memorial Hall, Oldbury

## **PRESENT**

**Parish Councillors:** Mr B Turner - Chair, Mr K Sullivan, Mr M Riddle, Mr G Poole, Mrs J Hales and Mr A. Knapp.

**Clerk:** Mrs D Bramley **Public:** 4 Parishioners

## **707/14 Apologies for Absence**

None

## **708/14 Declarations of Interest in Items on the Agenda**

None

## **709/14 Public Forum**

A parishioner commented on the fact that people were not cleaning up after their dogs and asked if posters could be put up reminding them of the consequences of not picking up dog mess. Cllr Turner will contact the Dog Warden and request further posters and enquire about the number of “dog mess” prosecutions.

## **710/14 Approval of Minutes**

It was proposed by Cllr Poole; seconded by Cllr Hales and **resolved** by all that the minutes of the Council Meeting on 1<sup>st</sup> July 2014 be signed as a correct record.

It was proposed by Cllr Poole; seconded by Cllr Hales and **resolved** by all that the minutes of the Council Meeting on 15<sup>th</sup> July 2014 be signed as a correct record.

## **711/14 Planning**

### **711.1/14 To Discuss Planning Applications & Appeals**

**PT14/2929/RVC** – The Coach House Chapel Road - Removal of condition 2 attached to listed building consent PT14/1257/LB. **Council Response: No Comment**

**PT14/2926/CLP** – The Old Barn, Camp Road - Certificate of lawfulness for the proposed erection of single storey side extension. **Council Response: This application was WITHDRAWN.**

### **711.2/14 To Note Planning Applications (No Comments Offered / Consultation Period Expired)**

**PT14/2827/F** - Pool Farm, Oldbury Lane - Change of use of agricultural building to workshop (Class B1) as defined in the Town and Country Planning (Use Classes) Order 1985 (as amended)

**PT14/2502/F** – 2 Rook Cottage, Haw Lane, The Naite - Erection of first floor side extension to form additional living accommodation and erection of front conservatory.

**WITHDRAWN - PT14/2695/PNA** – Honeypot Farm, Mumbleys Lane - Prior notification of the intention to erect an agricultural building for the storage of machinery, feedstuffs and equipment

### **711.3/14 To Note Planning Decision Notices**

**WITHDRAWN – PT14/2533/F** - Former Ship Inn, Camp Road - Erection of double car port with associated works

**REFUSAL - PT14/2193/F** – Dallas, Foss Lane, Oldbury On Severn - Erection of single storey extension to stable block 1 to facilitate the conversion to 1no. dwelling with associated works. Erection of front canopy and alterations to stable block 2.

**PERMIT - PT14/1869/PDR** - Kayles House at the Ship Inn, Camp Road Oldbury on Severn - Erection of single storey rear sunroom extension to provide additional living accommodation

### **711.4/14 To Discuss Planning Concerns regarding possible Violations of Planning Consent**

Cllr Turner feedback on the outcome of the investigation into the ridge height of the Skittle Alley conversion being higher than the original building which is shown by the Ship guttering. Cllr Turner circulated the email from Mr James Cooke (SGC Enforcement Officer) which stated the height had been measured and was 5.6 metres which is in line with the planned 6.0 metres. It was agreed that Cllr Turner take Mr Cooke up on his offer of a site meeting with Mr Ghaidan, the Ship Inn architect to discuss this issue further. It was agreed that it would be helpful in future if dimensions were included on all planning diagrams.

### **711.5/14 To Discuss/Receive Feedback regarding The Old Stores Site**

Cllr Riddle stated that the Exploratory report has been circulated to South Gloucestershire Councillors which included that it was too expensive to do anything at the site. Cllr Riddle will ask if it can be released to the Parish Council. Cllr Poole asked if a “Closing Order” was an option.

### **711.6/14 To Discuss/Receive Feedback regarding Developments in Thornbury e.g. Park Farm & Morton Way**

Nothing to Report

### **711.7/14 To Receive Feedback from Permitted Development Rights Changes Workshop**

Cllr Sullivan fed back re the Permitted Development Right Changes and mentioned a number of examples e.g. changing a shop to a house if it is vacant and no building work is required. Although planning permission is no longer needed the South Gloucestershire Council planning department have to be informed. As with other planning applications SGC have a short consultation period. The presentation notes were included in the circulation file.

**With the agreement of the Cllrs present Cllr Turner bought Item 13.3 on the Agenda forward.**

### **712/14 To Discuss/ Receive Feedback regarding developing a Parish Emergency Plan**

Cllr Turner stated that he had spoken to Emily Jessop and she was happy to develop an Emergency Plan for the Parish. A draft plan was circulated to Cllrs prior to the meeting. South Gloucestershire Council (SGC) has now circulated an Emergency Plan Template and Guidance Notes too. Cllrs discussed the draft plan with Miss Jessop and the implications of having such a plan which included: who is responsible for it: what is an emergency; what can we do for ourselves; do we have levels of emergency; SGC must adopt the plan. Cllr Turner proposed reviewing SGC's Emergency Plan template with the parish's draft version and once complete respond to SGC's regarding their plan.

It was agreed that Cllr Turner and Miss Jessop would develop the plan further and then present it to Cllrs and eventually parishioners. He will also mention the emergency plan's development to the Parish Plan Committee to see if they would be interested in becoming involved. The Parish Council commended Miss Jessop on the very comprehensive Draft Emergency Plan she produced for this meeting given the short time scale. The Clerk will write formally to Miss Jessop and convey these sentiments.

**Action: Clerk**

**Two parishioners left the meeting.**

### **713/14 Finance**

#### **713.1/14 To Approve / Note the following payments**

It was proposed by Cllr Sullivan; seconded by Cllr Poole and agreed by all to approve the following invoices submitted for payment.

<i>D Bramley – Clerk Salary Jul via Standing Order</i>	£	209.89
<i>D Bramley – Clerk Salary Aug via Standing Order</i>	£	209.89
<i>D Bramley – Clerk Office (Jul &amp; Aug) &amp; Expenses</i>	£	20.00
<i>Total</i>	£	439.78

The Clerk stated that the Insurance Renewal Invoice had been received but will need to be amended for the new Noticeboard and Play equipment and would increase above the usual annual increment. It was agreed by all to sign the cheque once the updated invoice had been received.

**Action: Clerk**

#### **713.2/14 To Discuss the Funding Request regarding the Football Pitch**

Cllr Turner stated that Parish Council funding for the football pitch survey is currently not required as a request has been submitted to the South Gloucestershire Council New Homes Bonus scheme.

#### **713.3/14 To Note the 2014/2015 Budget & Payments/Receipts Statement – circulated to Cllrs**

The Budget Statement against Payment and Receipts for 2014/2015, circulated to Councillors was noted & signed.

### **714/14 Flooding/Drainage**

#### **714.1/14 To Discuss/ Receive feedback regarding Church Hill/Church Road**

Cllr Riddle reported that Dan Taylor, Highways Engineer stated that the root cutting would go ahead as planned and that they would have to dig down to the pipe to introduce the cutter & hope it is level so the cutter does not get stuck.

### **715/14 Recreation**

#### **715.1/14 Playing Fields Committee (PFC) Reports**

Cllr Turner reported that the installation of the new play equipment is nearly complete and the inspection to sign off the new equipment is due soon. The Clerk stated that the new equipment has to be included on the Asset Register and Insurance policy, which would result in an additional premium. Cllr Turner will forward the breakdown of the new equipment costs to the Clerk.

**Action: Clerk**

#### **715.2/14 To Discuss Security on the Oldbury on Severn Playing Fields**

This item is covered under Item 720.2/14

#### **715.3/14 Oldbury on Severn CE School Report**

Cllr Hales reported that there were 65 children at the school. With the new housing developments in Thornbury the school is concerned as to where the children will go to school as they have not been consulted. The Head Teacher will be contacting Sought Gloucestershire Council to discuss this issue.

#### **715.4/14 Broadband and British Telecom (BT)**

Cllr Riddle reported the fibre optic broadband roll out is ongoing. Both the Kington Road and Sheepwash Green Boxes are to be updated however the Shepperdine green box is not currently on the task list. The speed parishioner's will receive is dependent on their distance from the green box.

## **716/14 Parish Property**

### **716.1/14 Risk Assessment & Asset Inspection Document Review Actions**

A list of all the actions was circulated to Cllrs and discussed at the meeting. Any updates are included below.

<b>PARISH COUNCIL</b>	
Village Cross The Pound – Repair loose paving slab and possibly replace missing slab.	Completed
Pickedmoor Lane Trees - Monitor overhanging branches of tree nearest the Pickedmoor Lane/Kington Lane junction	Cllr Turner has spoken to James Druett (Lower Severn Internal Drainage Board) who will look at the trees later in the year and report back to Cllr Turner.
Village Green - Monitor bollards for any rotting at base 5 New Posts are needed.	Cllr Knapp reported that this task is in hand.
<b>PLAYING FIELDS COMMITTEE</b>	
Pavilion - Update sticker in the Electrical Cupboard to reflect last check date.	
Pavilion - Have ceiling panel repaired & ensure that it is not damaged again.	Completed
Oil & Gas Storage - Cut back hedges/bushes to allow access to oil tank.	
Oil & Gas Storage - Replace lock of gas storage cupboard.	PFC March Minutes - Lock has been purchased
Green Metal Shed - The tables and chairs stored here are redundant and could be disposed of.	
Green Metal Shed - Clear rubbish around the shed. Confirm what the black tubing by the side of the shed is used for.	The black tubing is ducting for cables to be run to the MUGA
<b>ITEMS REQUIRING CONFIRMATION:</b>	
Pavilion Storage Annexe – Confirmation a fire extinguisher is no longer needed in pavilion annexe.	
Pavilion - Confirmation that regular users have Portable Appliance Testing.	Busy Bees & Oldbury Decker's trying to arrange
All inspections of the Playing Fields & Pavilion are being completed regularly & recorded.	Cllr Turner will raise this at the next PFC meeting

### **716.2/14 To Note New Asset & Ownership Registers**

The new Asset and Ownership Registers were noted and circulated to Cllrs. This document will be updated again with the new play equipment.

### **716.3/14 To Discuss Obtaining a Defibrillator in the Parish**

Cllr Turner reported that he had looked at the British Heart Foundation and BT Schemes and information on both has been circulated to Cllrs. Cllr Riddle informed Cllrs that Alveston has provided one for their parishioners which they purchased themselves and intend to provide another one. The Alveston Community Group that raised funds for the defibrillator is happy to meet and discuss how they raised the required funds. Cllr Poole will follow up on the schemes available including the ongoing maintenance cost and look at potential funding sources.

### **716.4/14 To Discuss the Shepperdine Red Telephone Box**

Cllr Riddle reported that the telephone is not working, the box is over grown and the door is broken and will no longer shut. Cllr Riddle will talk to BT and enquire whether they will repair it. He will also ask the Shepperdine parishioners views regarding the box.

## **717/14 Highways**

### **717.1/14 Parking on Pavements**

Cllr Turner reported that this item is ongoing and the leaflets will continue to be used. It was stated that people park on the pavement to prevent their vehicles being damaged by tractors.

### **717.2/14 Speeding on Chapel Road, Church Hill & Westmarsh Lane**

It was noted that the Consultation to reduce the speed to 20 mph along Chapel Road / Church Hill / Westmarsh Lane has been circulated. Cllr Riddle has looked into obtaining a Smiley Face Speed sign and it would cost approximately £5K excluding installation. He will contact South Gloucestershire Council and request a temporary smiley face speeding sign to be put on Chapel Road coming into the village. The Speed Watch teams are also operating in a number of places in the village and have noted people speeding and talking on mobile phones.

### **717.3/14 School Road Safety**

This item is covered under Item 717.2/14

#### **717.4/14 To Discuss Road Traffic Safety in Oldbury Lane**

Cllr Riddle has not had the opportunity to talk to South Gloucestershire Council about getting concealed entrance and slow moving vehicle warning signs installed on either side of the bend. Cllr Riddle will also request that "SLOW" is marked on the road surface.

#### **718/14 Footpaths/Bridleways**

Cllr Sullivan reported that he had been approached by a parishioner who was having problems with overgrown hedges obstructing the tractor. Cllr Sullivan will liaise with the hedge owners and the tractor owner to resolve the problem.

Cllr Knapp stated that there was an issue with Cars Parking next to the hedge in Haw Lane which prevented the hedge from being cut.

#### **719/14 Proposed Power Station & Other Power**

##### **719.1/14 Horizon Consultative Group & Other Power Related Meetings**

The latest information about the Regulators Completing their Initial Generic Design Assessment (GDA) Assessment step for the UK Advanced Boiling Water Reactor (UK ABWR) was circulated to Cllrs.

##### **719.2/14 Oldbury Power Station Site Stakeholder Group**

Nothing to Report

#### **720/14 Parish Council Administration**

##### **720.1/14 To Discuss / Receive Feedback regarding Oldbury on Severn Website & IT Development**

Cllr Sullivan informed Cllrs that a folder was being developed for people moving into the parish which will contain information about the parish. It was proposed by Cllr Turner, seconded by Cllr Riddle and agreed by all to allow Cllr Sullivan to purchase the required folders up to a cost of £200. The information provided in the folder will need to be maintained and updated.

##### **720.2/14 To Discuss the Cricket Club Lease & Problems of Nuisance on the Playing Fields**

Cllr Poole circulated his notes regarding the issues at the Playing Fields. Many issues have been raised in the past but no action has been taken and parishioners local to the Playing Fields are being increasingly bothered by the goings on in the Car Park and Playing Fields especially at night. It was agreed to arrange a site meeting with Cllrs and the Playing Fields Committee members to discuss these issues by the end of September and look at the Cricket Club lease in more detail. The Clerk will circulate the Cricket Club Lease to Cllrs. **Action: Clerk**

#### **721/14 Long Term Future of Parish**

##### **721.1/14 To Discuss/ Receive Feedback regarding the Policies, Sites & Places(PSP) Development Document**

Cllr Turner reported that the formal response to consultation had been submitted along with the corrections to the Oldbury on Severn maps. The Parish Council is waiting for the revised PSP document which will take into account the consultation responses.

##### **721.2/14 To Receive Feedback regarding the Oldbury Parish Plan**

Cllr Turner reported that the next meeting is in October and he has a Draft Update that will be circulated to Cllrs. Some groups are coming to an end and the Parish Plan Group wish to go back to the Parish and obtain their view now.

#### **722/14 Correspondence (Italics – Also available via email)**

*Consultation: Draft Statement of Community Involvement (SCI) 2014*

*Consultation: Review of Private Sector Housing Service*

*Consultation: Council Tax Reduction Scheme Changes*

**Council Response: No comment to the above Consultations**

#### **723/14 Circulation (Italics – Also available via email)**

*Proposed National Grid (Hinkley Point C) Development Consent Order Notice, Notice of Road Closure – Pullens Green Rd Bridge from 15<sup>th</sup> Sept 2014 for 5 day & Permitted Development Rights Changes Workshop Presentation*

#### **724/14 Minor Matters or Items for Next Agenda**

Cllr Turner stated that he would be meeting with Cllr Sullivan discuss the Flood Reinsurance Consultation response.

The Clerk stated that Standing Order 31 (SO 31) needs to be suspended due to changes in the law relating to the photographing, recording, broadcasting or transmitting of the proceedings of a meeting by any means. It was agreed by all to suspend SO 31. The Clerk will update this Standing Order to be in line with the new regulations. **Action: Clerk**

Cllr Poole asked for the Maintenance of the Horsepool to be added to the Agenda.

*This concluded the business of the meeting, which closed at 10.05 pm*

**Next Meeting: Tuesday 4<sup>th</sup> November 2014**

Signed by Chairman

4<sup>th</sup> November 2014