



# OLDBURY ON SEVERN PARISH COUNCIL

Minutes of the Parish Council Meeting

held on Tuesday 1<sup>st</sup> September 2015 at 7.30 pm in the Memorial Hall

## PRESENT

**Parish Councillors:** Mr K Sullivan (Chair), Mr G Poole (Vice-Chair), Mr D Griffiths, Mr M. Riddle, Mr J Cornock, Mrs M Baker & Mr M Clothier.

**Clerk:** Mrs D Bramley **Public:** 2 Parishioners

## 826/15 APOLOGIES FOR ABSENCE

None

## 827/15 DECLARATIONS OF INTEREST & DISPENSATION REQUESTS IN ITEMS ON THE AGENDA

None

## 828/15 PUBLIC FORUM

### 828.1/15 Damaged Signs

Cllr Sullivan informed Cllrs that a parishioner had requested that the two signs coming into the village were repaired. One sign is on the Pickedmoor Lane / Kington Lane junction and the other, at the Stock Hill junction. Cllr Riddle will log this issue with South Gloucestershire Council. **Action: Cllr Riddle**

### 828.2/15 Grass Strip at the Playing Fields

A parishioner stated that a strip of grass at the Playing Fields next to his land is not being cut. Cllr Sullivan stated that this issue will be discussed with the Playing Fields Committee and the Cricket Club. **Action: Cllr Sullivan**

### 828.3/15 Cyclist's Speeding down Church Hill

A parishioner asked if there is anything that can be done regarding the speed of cyclist's in the '20' mph area down Church Hill. Cllr Riddle will forward the comment to the South Gloucestershire Cyclist Forum. **Action: Cllr Riddle**

## 829/15 APPROVAL OF MINUTES

It was proposed by Cllr Clothier; seconded by Cllr Griffiths and **resolved** by all that the minutes of the Council Meeting on 7<sup>th</sup> July 2015 be signed as a correct record.

## 830/15 TO APPOINT REPRESENTATIVE TO OLDBURY ON SEVERN SCHOOL GOVERNORS

It was proposed by Cllr Riddle; seconded by Cllr Poole and **resolved** by all to appoint Cllr Griffiths as the representative on the Oldbury on Severn School governors

## 831/15 PLANNING

### 831.1/15 To Discuss Planning Applications & Appeals

**PT15/2917/O** - Land at Post Farm, Thornbury - Residential development of up to 125no. dwellings on 6.6 hectares with public open space and associated infrastructure. Outline application including access with all other matters reserved.

**Council Response: It was agreed by all to submit the following response to this application:**

*Oldbury-On-Severn Parish Council **OBJECT** to the above application for the following reasons:*

- 1. The Flood Risk Assessment for the application is flawed. It does not show a satisfactory strategy for dealing with surface water drainage. It also does not demonstrate a secure methodology with regard to the assessment of groundwater behaviour.*

*These and other major problems within the Flood Risk Assessment have been identified in the report prepared by Stella Davies (South Gloucestershire Council Drainage and Flood Risk Management Team) in respect of the application.*

*This council is concerned that failure to prepare accurate assessments of drainage management in any major development application in the local Thornbury area could well have an impact downstream within Oldbury village in respect of fluvial flooding.*

- 2. The supporting data supplied in relation to highways and vehicle movements in Butt Lane does not appear robust enough to cater for highways safety needs. Butt Lane is a single lane road on a curving*

*incline/decline plane and the visibility splays as proposed in the application are too narrow. Because the proposed entrance/exit is poorly sited on a bend vehicle drivers will not have a good field of view.*

*Whilst current traffic flows may be within tolerance, consideration should be given to the potential of increased flows in respect of the construction of a new nuclear power station within Oldbury parish.*

3. *This application is not necessary in relation to supporting the Local Core Strategy and the Strategic Development Plan. The current approved developments at Thornbury Fields and Park Farm will satisfy those criteria*

Cllr Poole will draft the response for the Clerk to submit.

**Action Cllr Poole / Clerk**

### **831.2/15 To Note Planning Applications (No Comments / Consultation Expired)**

**PT15/2935/PNGR** - Barn At Kington Road - Prior notification of a change of use from agricultural building to 1 no. residential dwellings (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

### **831.3/15 To Note Planning Decision Notices**

**PERMIT - PT15/2556/F** -Kyneton Farm House, Kington Lane - Demolition of existing conservatory and erection of single storey rear and side extension to form additional living accommodation.

**PERMIT - PT15/2569/F** – Dallas, Foss Lane - Change of use of existing stable block 1 to 1no. dwelling with associated works. (Resubmission PT15/0378/F). Change of use of land for the siting of 1no. mobile caravan.

**REFUSAL - PT15/1575/F** - Kyneton House, Mumbleys Lane - Erection of detached carport and storage area with office facilities over and associated works

**WITHDRAWN - PT15/1573/F** - Kyneton House, Mumbleys Lane - Erection of 2 no. agricultural barns, fencing and gate and associated works

**WITHDRAWN - PT15/2155/RVC** - Ridge House, Mumbleys Lane - Removal of condition 5 attached to planning permission PT12/1219/F to allow for the development of improved stabling and a manege.

**DISCHARGED - DOC15/0046** - Holt Farm, Shepperdine Road - Discharge of Condition 6 (eport on Investigations) attached to planning permission PT14/4784/LB. Internal and external alterations to existing farmhouse, conversion of barn and erection of a single storey link extension with associated works to form additional living accommodation for main dwelling.

**PERMIT - PT15/2388/LB** – Willow Farm House, Kington Lane - Internal and external alterations to form an ensuite, dressing room and ancillary accommodation.

**PERMIT - PT15/2192/F** - 2 Rook Cottages, Hall Lane - Erection of single storey front extension and two storey side extension to form additional living accommodation (Resubmission of PT14/2502/F)

**PERMIT - PT15/1737/LB** – 1 The Pill, Church Road - Internal and external alterations including replacement windows, demolition of rear porch and erection of single storey rear extension, installation of chimney to east elevation.

**WITHDRAWN - PT15/1565/RVC** - Pound House Farm - Removal of condition 27 & variation of condition 10 attached to planning permission PT13/2618/F to enable the installation of a hardcore access track.

**PERMIT - PT15/1610/F** - Valley Farm, The Naite - Conversion of existing barn to form 1 dwelling with detached garage/store

### **831.4/15 To Discuss/Receive Feedback Regarding The Old Stores Site**

Cllr Sullivan reported that a meeting with Steve Evans, Director of Environment and Community Services has been arranged for the 2<sup>nd</sup> October 2015 at 1.30 p. It was agreed the meeting should take place at the Chapel School room. Cllr Sullivan is producing a presentation for Mr Evans detailing the history and issues relating to the site and would welcome any photographs of the site. Also the expectations for this meeting were determined and include knotweed removal, management of the vegetation and having the site returned to its original levels. **Action: Cllr Sullivan**

### **831.5/15 To Discuss/Receive Feedback Regarding Developments In Thornbury**

Cllr Sullivan enquired how the sewerage from park Farm and Thornbury Fields was being dealt with. It was stated that both sites will have new pipe work laid that will connect to existing pipes.

### **832/15 FINANCE**

#### **832.1/15 To Note the 2015/2016 Budget & Payments/Receipts Statement**

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

### **832.2/15 To Discuss/Approve Donation Request from to Gloucestershire Archives**

A donation request from the Friends of Gloucestershire Archives was received to support the 'For the Record' project. It was proposed by Cllr Poole, seconded by Cllr Riddle and agreed by all to donate £250 to the project. The cheque was written and duly signed.

### **832.3/15 To Approve / Note the following payments**

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

<i>Grant Thornton – External Audit Fee (written 20/07/2015)</i>	£	360.00
<i>D Bramley – Clerk Salary July via Standing Order</i>	£	214.50
<i>D Bramley – Clerk Salary August via Standing Order</i>	£	214.50
<i>D Bramley – Clerk Office (Jul &amp; Aug) &amp; Expenses</i>	£	20.00
<i>South Gloucestershire Council – Dog Bin Emptying Q1 (Written)</i>	£	70.02
<i>Came and Company – Insurance Renewal</i>		1,853.19
	<i>Total</i>	£ 2,732.21

The insurance renewal documentation invited the Parish Council to enter into a long term 3 year agreement. It was agreed by all to enter into a new 3 year long term agreement which would expire on the 30<sup>th</sup> September 2018.

### **832.4/15 To Discuss/Receive Feedback regarding the Memorial Hall Financial Position**

Cllr Sullivan stated that the next meeting is on the 15<sup>th</sup> September 2015 and confirmed that the majority of Cllrs will be attending. Cllrs want to understand how the project became so overspent and also how a loan was agreed without the trustees being aware of the situation.

### **832.5/15 To Discuss/Receive Feedback regarding the Parish Council Pension Requirements**

The Clerk stated that it has been confirmed that as the Parish Council does not have anyone to auto enrol into a pension scheme they do not need to set up a pension scheme unless staff wish to join one. Staff must still be informed of their rights regarding a pension scheme, the Pension Regulators Declaration of Compliance still has to be completed and the staff reviewed every time the payroll is completed to assess the workforce for any changes. The Clerk will complete the required tasks when required. **Action: Clerk**

### **832.6/15 To Note Annual return Completion with no queries or comments**

It was noted that the External Audit Annual Return Form which was returned by Auditor Grant Thornton has no queries or comments. The completion of the Audit Notice has been displayed on the notice board

### **833/15 FLOODING/DRAINAGE/RIVER**

#### **833.1/15 To Discuss/ Receive Feedback regarding Church Hill/Church Road**

Cllr Sullivan stated that after a number of correspondences with South Gloucestershire Council representatives it was felt that due to the changes in staff that a site meeting with Cllrs and residents would be the best way forward to agree a solution that will minimise the flood risk on Church Road. Cllrs Sullivan and Riddle will arrange a meeting with Mark Perry (SGC Engineering Manager, Streetcare & Transport) and Stella Davies (SGC Drainage Manager) to discuss this situation. **Action: Cllrs Sullivan and Riddle**

#### **833.2/15 To Discuss/Receive Feedback regarding the Pipes and Flaps Paper**

Cllr Sullivan stated that as the Parish Council intends to visit the Lower Severn Internal Drainage Board (LSIDB) to see what they do and how they work. The issues with the pipes and flaps can to be discussed at the same time. Cllr Sullivan will arrange the visit with the LSIDB. **Action: Cllr Sullivan**

### **834/15 RECREATION**

#### **834.1/15 Playing Fields Committee (PFC) Report**

Cllr Sullivan reported that the Parish Council & Playing Fields Committee working party set up to look at the Playing Fields access and security arrangements came up with a detailed scheme of 5 packages with associated costs, which were circulated to Cllrs prior to the meeting. It was also agreed that the improved access to the 'open' car park and associated works is the responsibility of the Parish Council.

It was proposed by Cllr Baker, seconded by Cllr Riddle and agreed by all to approve Package 1 (new fencing and gate(s) across the front of the car park) and Package 2 (car park surface leveling & tarmac) at a cost of up to £4,325.

The other 3 packages of work which include access to the Cricket Pavilion and security fencing are the responsibility of the Playing Fields Committee.

The Clerk reported that the Wayleave agreement to have a BT Pole installed at the pavilion for Busy Bees has been completed and returned.

## **835/15 PARISH PROPERTY**

### **835.1/15 To Discuss/Approve Risk Assessment & Asset Inspections Document and Actions**

Cllr Sullivan stated that the document needs to be discussed with the Playing Fields Committee to determine a method to ensure that the actions highlighted are completed. **Action: Cllr Sullivan**

### **835.2/15 To Discuss Obtaining a Defibrillator in the Parish**

Cllr Poole reported that there have been some issues submitting the application and confirming willingness to participate. Cllr Baker and the Ambulance Trust must confirm and validate their willingness to participate before the application is given final consideration by the British Heart Foundation. Cllr Poole will continue progressing the application. **Action: Cllr Poole**

### **835.3/15 To Discuss the Shepperdine Red Telephone Box**

It was stated that the Shepperdine Phone Box electricity supply still needs to be disconnected then the telephone box will be removed.

### **835.4/15 To Discuss Maintenance of the Horsepool**

Cllr Sullivan reported that Mr Druett (Lower Severn Drainage Board) will clear the Horsepool. Cllr Sullivan will find a place to put the removed spoil. Cllrs Sullivan and Riddle met with Mr Ian Wilson to discuss the work needed to alter the pipework into the Horsepool so that it flows correctly. **Action: Cllr Sullivan**

## **836/15 HIGHWAYS**

Nothing to Report

## **837/15 FOOTPATHS/BRIDLEWAYS**

### **837.1/15 To Receive Feedback regarding Ham Lane Highway Classification – Cllr Riddle**

Cllr Riddle informed Cllrs that Ham Lane is a public (Class 4 or 5) highway, up to where the lane divides then the two lanes become a bridle way which is privately owned. Anyone can drive down the lane to where the lane divides and the surface of the lane will be repaired up to this point. Only horse riders, walkers and cyclists can use a bridleway, however vehicles can use a bridleway to access land.

## **838/15 PROPOSED POWER STATION & OTHER POWER**

### **838.1/15 Oldbury Power Station Site Stakeholder Group**

Cllr Sullivan attended the Oldbury Site Stakeholder Group meeting is on the 29<sup>th</sup> July 2015 at 6.30 pm. The meeting arranged on the 29<sup>th</sup> September 2015 at the Oldbury Power Station Conference Centre will now be a drop in session for Shepperdine residents. Horizon will also be talking to Shepperdine residents individually.

The Parish Council also received feedback from Horizon regarding The Windbound, which was read to Cllrs. It was agreed the response will include the following:

The Parish Council have no objection to the removal of the building due to its health and safety risk to parishioners and other visitors; that the integrity of the bank is maintained during the removal process and that the car park is not increased in size as it could become a potential site for travelers. The response will also include the Parish Council's disappointment that several properties still remain boarded up and unused. **Action: Cllr Sullivan**

## **839/15 PARISH COUNCIL ADMINISTRATION**

### **839.1/15 To Discuss / Receive Feedback regarding Parish Communication e.g. Website**

Cllr Sullivan reported that the website has been configured to be compatible with mobile devices. The other Oldbury website has also been modified to help prevent confusion between the two sites. A Parish Plan Communication meeting is being arranged to look at the website.

### **839.2/15 To Discuss the Cricket Club Lease & Problems on the Playing Fields including Security**

The Cricket Club Lease will be discussed with the Playing Fields Committee once all the alterations have been undertaken. The Playing Fields Security issues were covered under Item: 834.1/15.

### **839.3/15 To Discuss/Approve Standing Orders**

After some discussion relating to Standing Order 24 – Unauthorised Activities it was agreed by all to remove this Standing Order. The Clerk will amend the document and update the website copy. **Action: Clerk**

### **839.4/15 To Discuss/Receive Feedback regarding Format of Agenda & Other Papers Paper**

Cllr Sullivan stated that he was still looking at the changes to the agenda.

Cllr Sullivan proposed that the agenda and associated information is emailed to Cllrs, which was agreed by all. The Clerk will email this information in the future.

**839.5/15 To Note Resignation of the Parish Clerk and Discuss Advertising for a Replacement Parish Clerk**

Cllr Sullivan reported that he had received a resignation letter from the Clerk. Cllr Sullivan has begun the task of advertising for a replacement and putting together the required information. **Action: Cllr Sullivan**

**840/15 LONG TERM FUTURE OF THE PARISH**

**840.1/15 To Discuss/ Receive Feedback regarding Planning Strategies & Policies**

*e.g. Policies, Sites & Places Development Document & Joint Strategic Planning Strategy*

Nothing to Report

**840.2/15 To Discuss/Receive Feedback regarding the PSP New Nuclear Build Paper - Cllr Sullivan**

Cllr Sullivan stated that funding to facilitate the Parish Councils representations regarding the new nuclear build will be required.

**840.3/15 To Discuss/Receive Feedback regarding Affordable Housing Paper - Cllr Sullivan**

Cllr Sullivan stated that the letter to Luke Hall regarding Strategic Flood Risk Assessment 2 (SFRA2) which was circulated to Cllrs had been sent.

**840.4/15 To Receive Feedback regarding the Oldbury Parish Plan**

Nothing to Report

**841/15 CORRESPONDENCE (Italics – Also available via email)**

Housing Development in Oldbury Letter from Mr Stuart Rackham – Cllr Sullivan informed Cllrs that Mr Rackham is a Planning Consultant representing the owner of land running along the side of Church Hill. It was agreed to request that Mr Rackham put any proposals together and attend a meeting with the Cllrs. **Action: Cllr Sullivan**

**842/15 CIRCULATION (Italics – Also available via email)**

None

**843/15 MINOR MATTERS OR ITEMS FOR NEXT AGENDA**

Cllr Sullivan stated that the gully opposite The Pill, Church Road is blocked. Cllr Riddle will log the issue with South Gloucestershire Council.

Cllr Baker stated that the road surface at the top of Pickedmoor Lane is breaking up by the triangle. Cllr Riddle will log the issue with South Gloucestershire Council.

*This concluded the business of the meeting, which closed at 9.29 pm*

***Next Meeting: Tuesday 3<sup>rd</sup> November 2015 at 7.30 pm***

Signed by Chairman

3<sup>rd</sup> November 2015