

**MINUTES OF A MEETING OF PUBLLOW WITH PENSFORD PARISH COUNCIL  
HELD ON MONDAY 18<sup>TH</sup> NOVEMBER 2013 AT 7.15 pm AT THE  
MEMORIAL HALL PUBLLOW LANE PENSFORD**

**Present: Chairman:** Mr T Heaford    **Vice-Chair:** Mrs J Stephenson  
Mr L Seymour, Mrs S Grimes, Cllr P Edwards, Mrs J Gully, Mrs J Jones,  
Mrs L Cains, Mr S Filer.    **Clerk:** Mrs J Bragg

Chairman informed Parish Council Mrs Bowes was in hospital. All Parish Council wished her well.

Chairman reported that after 23 years Mr & Mrs Sessford would be retiring from Pensford Post Office. Parish Council agreed to mark their retirement with a gift and to invite them to the December Meeting.

**1) Members of the Public:** There were none present.

**2) Apologies for Absence** were received from Mr Kelly.

**3) Minutes of Monday 14<sup>TH</sup> OCTOBER 2013** were altered on page 41/13 to read Mrs Stephenson and Mr Heaford attended. Chairman then signed them as a true record.

**4) Matters Arising from the previous minutes:** Chew Valley Area Partnership Meeting: Clerk to find out the date for this meeting.

**Milestone Bungalow:** It was noted that the Garage has now gone.

**The Spangles:** Chairman & Mrs Jones to follow up with a meeting with Enforcement.

**Web Site:** Thanks were to be extended to Steve Grimes for much updating that had occurred.

**Bristol Airport Community Fund:** Cllr Edwards reported that it is not in their remit to donate to Defibrillator Applications.

**5) Items for Discussion:**

**a) Placemaking Plan:** A meeting had taken place. All who had volunteered to help have made a start on their forms. Photographs have been taken of the village and surrounding areas. Some have been added to the web site. The next meeting was scheduled for Thursday 21<sup>st</sup> November to proceed further.

It was reported that there was an assessment of Pensford carried out by Bristol Architects Department approximately ten years ago. Mrs Grimes to look into this.

**b) Peats Hill:** See Clerks progress report for details. On discussion Parish Council agreed to push forward and speak to Matthew Smith at B&NES for an update. Also to copy Bristol Water with correspondence.

**c) Parking in Car Park Church Street:** Clerk had received an email from a member of the public seeking clarification of the Parking arrangements in the Church Street Car Park. Parish Council confirmed that there was indeed a parking sign which used to be in situ. Church Street Car Park has never been a designated public car park however and it is owned by three different institutions. Parking has been made more difficult by the installation of rear access gates to many of the properties in Church Street. Planning enforcement were informed of these accesses as and when they were created and did nothing.

**Bus Stop:** It was reported that the Bus Stop is once again becoming congested at school finish time.

**d) Remembrance Sunday - Donation to Bugler/Poppy Wreath:** Donations were agreed as per last year. It was reported that the service went very well with the Police in attendance doing their usual to help with the halting of the traffic. Lisa Cains was thanked for representing the Parish Council and laying the wreath.

**e) ALCA AGM:** Attended by Mrs Grimes. 21 people attended however 30 were required to be quorate. The meeting was able to proceed after 30 minute wait, and decision was made that those attended represented more than one organisation. A new Secretary was appointed from 2<sup>nd</sup> December. Accounts were approved and they showed an under spend due to no Secretary in position. Subscriptions will remain the same as last year. A Working Party will be formed to review the Constitution. An email will follow to the clerks regarding the Quality Parish Scheme. Further Training Courses are advertised on the web site. The absolute decision date for the Core Strategy is 2015.

**f) Chairman's Awards:** Nominations were agreed and will be submitted before the closing date.

**g) Defibrillator for Hillcrest:** A coffee morning had been arranged in conjunction with the Toddler Group for the 19<sup>th</sup> November 2013. Adverts had been placed and details circulated. The Pensford 10k will be making a donation. The Music Festival Committee have kindly confirmed that they will make a donation equal to the difference between the money raised and the quoted costs. A plaque will be included with the installation to recognise the sponsors. It was reported that there is a lack of understanding of how to use the Defibrillator once it is installed a demonstration evening will be held. It was suggested that the Gospel Hall on the High Street would be suitable location.

**h) Bristol Airport Open Evening:** This takes place on Wednesday 11<sup>th</sup> December at 6.00 pm.

**i) Old Bus Shelter on Bridge:** Clerk confirmed that advice via email had been sought from B&NES Planning and they have initially confirmed that any alterations will possibly need a planning application. Mr Filer will take a look at the bus stop and then pre-planning advice will be sought if considered necessary.

**j) Invitation to comment on Core Strategy amendments (Email sent to all):** Parish Council were reminded that the exhibitions take place in Whitchurch on the 19<sup>th</sup> November and in Keynsham on the 21<sup>st</sup> November. Whitchurch Village have been changed from an RA1 Village required to take 50 houses to an RA5 village and are now required to take 200 new houses. The exhibition will show two areas where B&NES wish to remove the Green Belt and call it Brownfield. A decision is still awaited on the proposal by Robert Hitchins Builders for 295 houses. And a decision is awaited from Development Control regarding 125 houses which Horseworld are proposing.

The Barratts Site continues to progress and Sleep Lane will now be closed for 6 weeks. This will undoubtedly cause a traffic congestion issue. It was reported that Mr D Trigwell is leaving B&NES Council.

**k) Parish Rangers:** This new scheme was reported at the Parish Liaison Meeting on 16<sup>th</sup> October 2013. It was introduced by Stefan Chiffers. Each Parish Cluster will have access to a Parish Ranger who can help with small tasks in the Parish such as painting signs. The Parish Ranger scheme is being trialled in the Chew Valley Cluster Area. Further details are to be sent to the Clerk.

**l) Memorial Hall - Chairman Vacancy:** Parish Council agreed that they should advertise the Vacancies of Chairman, Vice-Chairman and Treasurer of the Memorial Hall. These vacancies will be available from March 2014. KC Printing had kindly offered to produce some flyers to help advertise the positions.

**m) Neighbourhood Plan Volunteers:** Clerk had received details from two volunteers to date. Volunteers will be contacted in the New Year.

#### **6) Clerks Progress Report:**

**Web Site:** Our Webmaster now reports that he has installed an up to date and superior software package. This has allowed him to completely re-design the parish website. The navigation is much clearer and there are drop down menus at the top, which lead directly to the pages you want to view. Everything from the old site has been transferred (except the police & crimes pages which have been deleted in exasperation). The front page now shows extracts of latest news and events on the right side-bar. More detailed news and events pages are accessible from the top menu. Please have a look at the new website and let the Webmaster know what you think.

**Christmas & New Year Recycling Dates:** Have been sent to Steve to add to the Web Site.

**Parish Online Mapping Evening:** The Parish Online mapping evening took place on Wednesday 6<sup>th</sup> November apologies were given and interest shown in a further training session if possible. A Bath Spa University Student has been in touch with the Clerk to offer further training either at the University or at a convenient venue on a one to one basis or a group training. Once all log in details are complete a meeting will be arranged.

It was suggested at the evening that a special Place Making layer would be useful, and that this should be common to all the parishes. Get Mapping have agreed to do this. B&NES have confirmed that they will continue to pay all the costs of Parish Online for all parishes.

**Visitors to October Meeting:** An email of thanks has been sent to PC Gemma Hill for attending the October Meeting. An email of thanks and support with their business venture has been sent to Tom & Sally at Greenfeasts.

**Back Lane:** Lisa Cains kindly took photographs of the wall as it is in its current state. Clerk sent the pictures to Highways and an copy to Structures in the hope that they would now recognise that the wall is in a serious condition. The reply back from Highways is as follows:- “Keep you updated. Vahide one of structural engineers attended this site yesterday and has come back and advised us that the wall is not in danger of falling down, obviously it needs rebuilding/repainting. He has noted that there are some loose stones on the High Street elevation of the wall which need to be removed or repointed back in so they do not fall on to pedestrians. I will write to the owner regarding this and see if he has any time scale for the rest of the work. (I’m only guessing but would he be waiting for an insurance claim to be sorted, I believe that the vehicle that hit the wall was from Asda!)

There is no further update at present.

**Pensford Hill:** A resident reported that the vegetation was cut back around the post box and what was overhanging the wall opposite Station Approach which they appreciated however what was cut off was dragged across the road and thrown over this residents fence on the corner of Station Approach, obviously part of this residents property and private land. Clerk emailed Highways on the residents behalf and requested that this vegetation should be removed. All vegetation has now been removed

**New Highways Inspector:** The following was received from Trina Cummings: As most of you are now aware I am taking early retirement as of this Friday 15/11/2013. This is just to let you know that as of Monday 18/11/2013, Anthony Davies, one of my colleagues from the Bath area will be taking over this area, so

any problems, enquiries you may have please feel free to contact him on [anthony\\_davies@bathnes.gov.uk](mailto:anthony_davies@bathnes.gov.uk)

Clerk has sent an Email to Trina thanking her for her help during her time with B&NES.

**Parish Sweeper:** An email has been sent to Wayne Honey to ask if the Parish Council can opt back into this scheme. If so, then those that have shown an interest in the position will be contacted.

**Traffic & Safety Issues:** The following was reported to Traffic & Safety Nick Jeanes.

**Lock Up Cottages:** A further email was sent to Traffic & Safety suggesting putting down Keep Clear Lines. No update on the parking issues here.

**Lock Up:** A request for a new litter bin by the Lock Up has been made.

**Footpaths:** There is now a new Public Rights of Way Officer covering Colin Hudson's vacancy temporarily at present. Her name is Sheila Petherbridge. Mrs Stephenson has had a meeting with her regarding the footbridge at the rear of Mill Place and also the footpaths at Church Farm.

**Peats Hill:** Concerns here have been ongoing. Below is a sample of a few of the emails and replies exchanged in relation to this Highways issue.

**A copy of one of Clerks emails to Highways:** We (The Parish Council) have discussed the problems via email regarding Peats Hill, before and in July you were waiting for the Landowner to come back to you re: the ditch clearing. I do not know if you have travelled along here recently but it is absolutely appalling. Something needs to be done urgently. I travelled this road yesterday and the top of the Hill is flooded. The road surface underneath the water is now full of pot holes, I had to drive my car in the middle of the road to avoid the pot holes either side. It is extremely dangerous not only for motorists who may come along in the dark not knowing the area and hit this water and pot holes, but also cyclists too, As the evenings are drawing in it makes the matter even more dangerous. Telephone calls have been lodged with Council Connect and letters from unhappy parishioners have been received from the Parish Council and Ward Councillor - Cllr P Edwards.

Please can some warning signs be put up and please can this matter be looked at as a priority.

**Reply from Trina Cummings** - "Yes we are aware of this issue and the people involved. Myself and our engineer have been to this site and are currently investigating the source of the problem. As soon as we have anything confirmed that we can brief you on we will be in contact. In the meantime we will have signs erected to warn of the flooding and uneven road surface. I have a works order in to make the area safe and will have this done asap.

You will need to contact Kath Yeo for any further information on this issue and as of the 15/11 you will need to contact council connect on 01225 394041 for all other enquiries/requests"

**Email from Cllr Edwards to local resident :** "Thanks for your well documented E-Mail in relation to the Peats Hill Problem, both Julie Bragg and myself have been very much involved over a period of months in trying to get this problem resolved and the road surface repaired to an acceptable standard, because at present it is extremely dangerous. I was alerted to the problem by Mr Colin Taylor 183 Publow Lane and after numerous telephone calls and E-Mails I managed to get Trina Cummings Banes Highway Inspector to visit site with an Engineer and the following

reply was mailed to Colin early October.”

**Reply from Highways** - “Thank you for your letter regarding the ongoing problem at Peats Hill. Our Engineer and myself have been to site and have made investigations as to the problem and possible solutions. At the moment there is no viable drainage at this location. Our Engineer is in discussion with one of the landowners with regards to a scheme to alleviate the problem in conjunction with some surface patching works. Please rest assured we are trying our utmost to resolve this”

Meanwhile we have been notified that Trina will be taking Retirement rest assured both Julie and myself will continue to do all we can to get this matter resolved, and I have copied this reply to you, to the Councils Chief Executive Dr Jo Farrar, the divisional Director Environmental Services Matthew Smith, and Mr Jacob Rees Mogg MP

**Email from Woollard Resident to Peter Edwards:**

Dear Peter, I have been asked to seek your help to the now VERY DANGEROUS state of the top of the hill. I telephoned BANES Highways on 30<sup>th</sup> May 2013, 1<sup>st</sup> August 2013, 7<sup>th</sup> October 2013 and today.

30<sup>th</sup> May - Will send surveyor who will advise us in due course.

1<sup>st</sup> August - Given Ref 7960 - Has been looked at - worked out the problem and requested action - “Job in Programme” - normally 28 days to advise but person on leave say 2 months for action.

7<sup>th</sup> October - I advised potholes now very dangerous especially for cyclists and non locals - also mentioned that years ago the surplus water flowed through a gap down over the field. Noted.

6<sup>th</sup> November - Even more dangerous with the heavy rain and have been advised by two separate parties, non locals, in the last 24 hours of their fright on approaching this water and not knowing the depth or what was underneath the water and that was in daylight hours! Even Warning Signs would prepare drivers.

**Latest Email from B&NES:** Kath Yeo has heard from Bristol Water again regarding this location. She reports that it appears that there are 2 leaks going on here - one is Bristol Water which they have accepted liability for (they also said that their reinstatement of the carriageway would address the serious defects that have been caused to it by the standing water); the other defect appears to be coming from a land drain which is situated at exactly that point - which Kath needs to speak with Jim Collings (our Senior Engineer, Drainage) about when he gets back in to the office next week. Trina and Kath have worked together on this issue up to this point, and Kath has now taken over sole responsibility for dealing with the situation.

**Further Highways Issues:** Council Connect were emailed the following: - Please can an engineer take a look at the A37, the road has a large dip/camber in it. The location would be travelling out of Pensford on the A37 towards Chelwood, pass the Car Sales on the right hand side, round the bend (known as Nursery Corner), There are then some baskets of stones adjoining the A37 at the bottom of a bank which belongs to a property called Collingwood on Old road, it is between here and the entrance to Old Road on the Left hand side that the road is dipping away and is quite distracting when driving. No update to offer at present.

**Pensford Hill:** An email was sent to Highways following a letter from a resident experiencing problems with overgrown vegetation walking along the pavement on Pensford Hill. The following was sent to Highways. The Parish Council have received a letter from a member of the public who is complaining about the condition of the pavement from Parsonage Lane, Pensford to the start of the houses on both sides of Pensford Hill. Blackthorn has now grown so far out it touches the roadside kerb. This person has to duck under it and when there is weight of water on it the bramble is extremely dangerous. Both sides of the hill also require sweeping, and now leaves are falling the pavements are in a slippery

state too. Please can this problem be dealt with so that the minority in the village without cars can continue to walk in safety.

**Pensford Memorial Hall Bookings:** The bookings are now being taken by the Licensee Marie & Steve they can be contacted on [marie.s.rose@hotmail.com](mailto:marie.s.rose@hotmail.com) 07881388319 or 01275 331340.

**War Memorial:** Quote still awaited for cleaning.

**Publow Lane Houses:** The Neighbourhood manger at Curo Mr Neil Vann is responsible for the upkeep of the Publow Lane Houses has offered to make a site visit to discuss concerns raised. Clerk to progress with Mrs Gully.

**Planning Enforcement:** Milestone Bungalow, Bristol Road: The Garage has now gone.

**Planning Appeal:** Chapel Mill Lane Woollard. Still no update offered from the Planning Appeals department with regard to the outcome.

**Incoming Post:**

**Parish Cluster Group Meetings:** These are the proposed dates for next year's PCG meetings are at Saltford Hall - Wednesday 22<sup>nd</sup> January 2014 - Time 6.30-8.00pm  
Wednesday 18<sup>th</sup> June 2014 - Time 6.30-8.00pm

**Keynshams New Library & One Stop Shop:** Bath & North East Somerset Council would like to invite you to hear all about the new opportunity in Keynsham - a joint Library and One Stop Shop where the community could go if they needed some help or advice whatever may be happening in their lives.

You may also wish to be part of this new space to work collaboratively alongside other agencies and partners to ensure that Keynsham residents have access to all services they needed in one visit.

Come join us at a meeting on **Wednesday 20 November 2013 at 1pm until 5pm, Kaposvar Room, Guildhall, Bath** to see how the new building is going to look and may be used and explore the potential with us! Please RSVP to [sara\\_dixon@bathnes.gov.uk](mailto:sara_dixon@bathnes.gov.uk)

**Application to designate Stowey Sutton Neighbourhood Area:**

**Stowey Sutton Parish:** An application for the designation of Stowey Sutton Parish as a neighbourhood area has been submitted by Stowey Sutton Parish Council. Comments can be made on the application during the consultation period starting on **Thursday 24<sup>st</sup> October 2013 until 5pm on Thursday 5th December 2013.**

**Bristol Airport Draft Noise Action Plan:** Bristol Airport has just published a Draft Noise Action Plan 2013 to 2018 for comment. The link is <http://www.bristolairport.co.uk/about-us/environment/noise-action.aspx>

The deadline for comments to the Airport is 20 December and is to be sent by email to [consultation@bristolairport.com](mailto:consultation@bristolairport.com)

**Tenders for Supported Bus Services:** B&NES has a number of bus service contracts expiring in August 2014. In advance of tendering we are consulting with all Councillors, Parish & Town Councils, Operators and other stakeholders, about the details of the contracts to be tendered. The due date for responses is Monday 25<sup>th</sup> November. (Email sent to all), any comments please let Clerk know.

## Updates following the Clerks Progress Report:

Cllr Edwards reported that he has not received a satisfactory reply from Mr Pegler at Planning Enforcement in relation to correspondence regarding the Log Cabin in Woollard Lane.

Public Rights of Way: The new Public Rights of Way Inspector Sheila Petherbridge has been very helpful.

Parish Mapping: Mrs Grimes, Mrs Stephenson & Mrs Bragg will attend training on this.

## **7) Planning:**

### Applications to be discussed by Sub-Committee:

#### **13/04262/FUL**

KC Printing Pensford Hill Pensford. Erection of a new two storey workshop & office, renovation of existing works premises, returning them to original use as a two bed dwelling following demolition of existing single storey workshop & lean-to extensions to print works premises. **Parish Council Support.**

**13/04126/MINW** Resourceful Earth Limited Construction of facility to process food waste via anaerobic digestion to create electrical energy for export to grid, heat for wood drying and digestate for fertiliser, control building and education centre and ancillary facilities, roads and hardstandings, revised junction to Charlton Field Lane.

It was agreed that the Parish Council would support a decision from Compton Dando Parish Council when it is published.

### Planning Outcomes:

**13/04082/FUL** Mr D Britton Emndale 9 Police Lane Pensford. Erection of a rear/side two storey extension. **REFUSED**

**Tree Works Notification: 13/04554/TPO** Mr Davis 13 Station Approach Pensford. Fell 2 x Sycamores, Hazel - Coppice, 1 x Ash - prune. Thin 1 in 5 trees in area. **Support.**

**13/04555/TPO** Mr Cooper 14 Station Approach Pensford. 1 x Ash, Fell. Prune back shrubs and small trees on border to give 1m clearance. Remove 1 in every 5 trees. **Support.**

## **8) Financial Matters:**

### Payments to be authorised:

Mrs J Bragg	Clerk Salary October	759.89
Mrs J Bragg	Clerk Imprest	21.00
Mr P Sessford	Donation to Electric for Defibrillator	20.00
Moran & Sons	Refurbishing of Hall Floor	1432.20

### Receipts:

Memorial Hall	Donation to Floor works	1193.50
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Clerks Salary for October included a Scale Point Rise back dated to January 2013 and a 1% Pay increase back dated to April 2013. This was agreed by the Parish Council.

## **9. Any Other Business:**

**School Donation for Brian Watson Garden:** Clerk to obtain details from school regarding fund raising activities which they have carried out so far to raise funds for this project. The Parish Council will then decide on a donation.

**Defibrillator:** There will be a stand at the Christmas Fayre collecting donations for the defibrillator fund.

**Back Lane/Sign:** There has been a business sign at the bottom of Back Lane for a long period of time.

**Pensford Hill:** Overhanging vegetation still remains.

**December Meeting:** Cllr Edwards kindly offered to supply wine to have after the December Meeting.

**Tennis Club:** Following continuous fundraising the Club hope to have enough to re-surface the courts next year. Unfortunately vandalism had occurred to the new bench.

**Memorial Hall:** It was noted that three quotes had not been obtained for the work to the floor. Clerk to draw this to the attention of the Committee.

## **10. Notice of Future Meetings:**

**DATE OF NEXT MEETING MONDAY 9<sup>th</sup> DECEMBER 2013 AT 7.15 pm**