

**MINUTES OF A MONTHLY MEETING OF PUBLLOW WITH PENSFORD
PARISH COUNCIL HELD ON MONDAY 10TH JULY 2006 AT 7.15p.m. AT
THE CHURCH ROOM CHURCH STREET PENSFORD**

Present: Chairman: Mr T Heaford

Mrs B Bowes, Mr D Chilcott, Mr L Seymour, Mrs S Grimes, Mrs S Loney,
Cllr P Edwards, Mr B Watson, Mr S Filer. Clerk: Mrs J Bragg.

Member of the Public Present: Mr Bond.

Tori Chubb – Community Action.

1) Welcome Tori Chubb – Community Action: Tori Chubb was welcomed to the meeting. Tori attended the meeting to give a summary of the Transport Needs Survey to the Parish Council. It was reported that 74 out of 429 Households responded giving a response rate of 17%. The survey was Chew Valley wide with a total of 15 parishes taking part. Tori reported that the survey showed Chew Magna is a popular destination with some buses visiting, although difficulty getting to Chew Magna was also highlighted. Bristol a good bus service/ road access was reported. Keynsham was also mentioned with no bus/no transport, current bus too infrequent (once a week). Demand Responsive Transport: A total of 38 households answered 'yes' to using DRCT of whom 22 had at least one person over 65. The outcomes of the survey showed the need for transport to Bath, Keynsham, Chew Magna, Pensford and Tesco at Brislington. Difficulties getting to Chew Magna surgery were frequently mentioned. Access to Keynsham by public transport was mentioned several times.

Preliminary Conclusions: Access to health facilities are obvious issues. There is a possibility that the situation of the Post Office (at the bottom of a steep hill with very little parking) is causing access issues to those with restricted mobility. Demand responsive Community Transport has a good level of support especially among the 65+ and those with a disability. It was reported that Dial-a-Ride could possibly be extended. Cllr Edwards reported that having visited many meetings it has been reported that B&NES would finance another Dial-a-Ride vehicle with Midsomer Norton/Radstock to get another vehicle with the Dragonflyer possibly being extended to cover other villages. Tori has one final analysis to carry out for another village following which a group will be formed to make final comments. Tori was thanked for attending the meeting.

2) Members of the Public: Mr Bond asked if any replies had been received from B&NES following the meeting to discuss Hinton Organics and Kelston Sparkes. It was reported that emails have been written by Cllr Edwards, Mr Heaford has since sent a letter to Cllr Curran with copies to all involved at the meeting with no response received to date. It was reported that Paul Thompson has now left B&NES. Another series of events were reported to the Area Environment Manager Jim Flory, of materials going into the Kelston Sparkes site, the odour from Hinton Organics site has again been asked to be looked into and urgent attention requested.

Because of the continual lack of response Mr Heaford proposed that the way forward would be on the 18th July Mr Heaford will write again to Cllr Curran having given him fourteen days to reply to the first letter and report that the Parish Council are now treating this matter as necessitating a formal complaint to B&NES. Parish Council were in agreement to this.

3) Apologies for Absence were received from Mrs J Gully, Mrs J Stephenson and Mr B Coles. Mr Heaford read to members of the Parish Council a letter received from Mr Coles who due to heavy work commitments has found attending recent Parish Council meetings increasingly difficult, and has therefore with great reluctance resigned from the parish council. Clerk to write to Mr Coles and thank him for his input on the parish council over the past years. If anyone has any nominees for the vacancy they should let Mr Heaford know. Clerk to advertise the vacancy. It was noted that the elections take place in May 2007, Mrs Bowes made Parish Council aware that she too would be retiring.

4. Minutes of Monday 12th June having been circulated and read were duly signed as being a true record.

5. Matters Arising from Previous Minutes: White Lines, Hillcrest: Cllr Edwards reported that to date no reply had been received from Mr Chiffers, Traffic & Safety Team regarding these lines, also no reply had been received regarding the request for a traffic count to be carried out. Clerk reported that she had also emailed Stefan Chiffers but has received no reply. Clerk reported that Highways have informed the Parish Council that the line put down is called a 'Clear Line' and that payment would be made for this type of line to be put down.

Station Approach: Clerk reported that the white lining here is complete, with the gap in the lines being joined up. Mrs Grimes is to try and find out the owner of the car which continually parks over the Keep Clear Lines. Hillcrest: Large gates were noted, but having been in situ for many years would not require any planning consent. Also the painting of walls at Hillcrest was noted but again thought to be exempt from any planning rules.

Church Street: Concerns were raised following a recent meeting with S Chiffers where details of proposals for extending the pavement by the Miners Hall were reported. The proposal is to stop motorists entering Church Street the wrong way by defining the junction more clearly. However the Parish Council would not want parking being taken away from the Village Shop. Clerk to inform S Chiffers that the Parish Council would request to see drawings prior to any works being carried out.

Car Park, Church Street: No further progress to date.

6. Items for Discussion: a) Hinton Organics/Kelston Sparkes Site:

Covered under members of the public.

b) Parish Liaison Meeting: Mr Heaford reported a very short meeting. All agenda items were covered by briefing notes. Fly tipping was discussed, any fly tipping should be reported to Council Connect.

Local Area Network was discussed. A working party was formed to discuss further and a meeting arranged.

Regional Spatial Strategy: It was reported that comments are required by the end of August, and these will be added to the consultation process. B&NES are to discuss their response this week.

Planning Services: A report took place on Planning Department. Mr Heaford reported that a recent application objected to by the Parish Council had been referred to the Sub Committee. However the Parish Council were not informed that this was happening. Mr Seymour managed to arrange last minute representations at the meeting and the proposal has now been referred for a site meeting on Monday 17th July 2006. Clerk has been unable to establish a time.

c) Parish Councils' Airport Association: The RSS have invited the PCAA to make comments regarding concerns over the Development of Bristol International Airport. It was reported that subscriptions may rise to approximately £100 per year once a new secretary is appointed.

d) Regional Spatial Strategy: Mrs Stephenson and Cllr Edwards attended a briefing session and workshop discussion on 19th June 2006. Cllr Edwards gave the following brief notes: Jobs to be created over the period – Bristol 74,000 to 92,000, Bath: 16,000 to 20,000, WSM: 8,500 to 10,000.

Comments from B&NES: Capacity studies should be carried out. Improved infrastructure is important. South Bristol Ring Road Essential. Green belt to be protected against Urban Sprawl. Bristol City Council thought that the regeneration of South Bristol was important. North Somerset Council wanted protection of green belt and thought too much time wasted, should get going before 2011. South Gloucestershire Council stated that they want to protect the green belt. Lessons should be learnt from Bradley Stoke. It was reported that responses should be sent to the Panel by 5pm on 30th August 2006.

Climatic Change: Energy? Cllr Edwards asked the question where would resources come from with gas supplies likely to run out. It was noted that no reference has been made to retired people.

Mr Heaford and Cllr Edwards to liaise regarding response.

e) Affordable Housing: A reply has been received from planning following a site appraisal. Anthony Hollingsworth considered the existing allotment site not ideal, but favoured Publow Lane and extending the existing building line. Following this response a meeting was held between Mr Chilcott, Mr Watson and Gary Ward from B&NES on Thursday 27th June, the outcome being that Gary would liaise with Somer on alternatives. A further meeting had been arranged for Thursday 13th July to meet Somer and a one of their architects to discuss further. A note following this meeting will be circulated with the July minutes.

f) Financial: Formal Approval of Accounts to 31st March 2006 & End of Year Return: It was reported that the Internal Audit had now been completed and the accounts had been signed off. It was noted that the accounts were virtually identical to those presented at the May meeting, however an adjustment had been made to the PAYE, giving a NI creditor. The Parish Council agreed that they were happy to formally approve the accounts. The risk assessment was discussed in May 2005 and it was agreed that there were no more considerations to be made. It was noted that the Village Hall Committee is now under a new Chairman and is aware that all proposed works are to be brought before the parish council. Mr Watson and Mrs Gully remain on the committee as Parish Council representatives.

Footpaths Officer: It was suggested that because the Footpaths Officer is a 'Lone worker' he should be qualified to be using the equipment that he is in charge of, and could pose a risk to the Parish Council. Therefore it was suggested that Clerk contact B&NES and find out correct details regarding his employment, job specification (if there is one), Method Statement etc.

Annual Return: It is a requirement of the Audit process that the annual return is signed by Chairman, Clerk and Financial Officer. The Annual Return was duly signed with 14th August 2006 the appointed day for any members of the public wishing to view the accounts.

Quarterly Financial Report: The quarterly financial report to 30th June 2006 were circulated showing an increase in cash balances of £2,380. A creditor for grass cutting will be offset against the allotment costs.

There were no queries raised regarding the reports and accounts, Mr Chilcott was thanked for preparing his report.

g) Pensford Lock Up: A meeting is to be held on Tuesday 11th July 2006 between Mrs Bowes, Clerk and Mel Barge from English Heritage to discuss a job specification in the meantime Mrs Bowes is still pursuing Mr Sutcliffe to obtain a list of approved companies to carry out the necessary repairs.

h) Allotments/Bristol Water: Clerk reported that there are now 7 allotment plots rented. Mr Watson had measured and marked out the new allotment plots and a site meeting had been held on Sunday 2nd July with the new tenants. Clerk is in process of completing the new tenancy agreements with each tenant being aware that they have to clear the site of any sheds etc should they vacate their plot. It was agreed that the rent should remain at £15 per year. Clerk has received a form from Bristol Water to apply for a leakage allowance. It was agreed that a site meeting should be made between Bristol Water and the Parish Council to discuss payment for the new supply. Clerk to arrange a meeting. Mr Watson reported that there is room to make two more plots if needed. Mr Watson further suggested that instead of the existing tap on the allotments the Parish Council should consider having a locked tank with a ball valve in order to save water consumption.

i) A4 Saltford Road Closure: A meeting had been held between all interested parties, a pamphlet has been issued with diversion routes. Copies were promised to be delivered to Post Office, clerk to obtain telephone number of person in charge to request more pamphlets. Cllr Edwards reported 15 – 20,000 vehicle movements per day will be interrupted during the nine weeks of work.

J) Safer Communities Initiative Fund: Clerk reported that she had emailed Marianne Rustad to ask if traffic calming along Pensford Old Road, following a recent request from members of the public for sleeping policemen or similar could be incorporated within the Safer Communities Initiative Fund 2006/07. Clerk was informed that it would be a possibility however key issues were raised which were pedestrian safety, accurate costings for work would need to be obtained, a letter would be required from Beat Manager describing the problem from his perspective and a letter of support from Traffic & Safety Team outlining support would be needed. With these hurdles ahead of us it was agreed to look at submitting a possible application for the 2007/08 fund.

7. Clerks Progress Report: Police: Clerk invited Inspector Stuckes to the September Meeting, however a letter had been received inviting the Parish Council to a Parish Forum being held on Wednesday 20th September at Fry Club, Keynsham. The forum will enable representatives from each Parish to discuss current problems encountered locally. Beat Managers will be present and will give an update on Neighbourhood Policing. Clerk and Mr Seymour are to attend.

Hursley Hill Lay-by: Clerk reported that the Enforcement Officer from the Licensing team has made a site visit and spoken to the Wood Carver operating in the lay-by. He has been instructed to discontinue his activities and clear the site of all rubbish.

BT Poles at Hillcrest: Clerk has received an email from S.Werrett at BT who confirms that all work is now complete. Clerk has spoken to a resident at no.16 Hillcrest who is very pleased with everything, although reports a small piece of damaged render which is being dealt with by BT. Clerk has emailed Mr Werrett and thanked him for his tremendous help with this matter.

Rugby Club Signs: Have now been removed from the side of the verges.

Hillcrest, Old People's Bungalows: Clerk has asked Mr Valentine at Somer to look into the ramp possibility.

Highways: Station Approach: Clerk had reported lorries continuing to turn down Station Approach and had requested a new No Through Road Sign. Spencer Toghill reported that the sign is adequate. Visibility problems were reported to Spencer who in turn reported that a good site line remains.

Woollard Lane: Pot holes along here were reported, but have since been patched.

Nelson House: Overgrown vegetation along the path here has been reported to Highways.

Pensford Bridge: The condition of the pavement appearing to dip away has been reported to Highways and since repaired. It was reported at the meeting that the pavement outside of the school is need of attention. Clerk to deal.

Blackrock Lane: Spencer Toghill will keep an eye on the road surface. He has reported to Clerk that monitoring of this lane is continual with cleansing being instructed regularly to come and clear the lane of rubbish.

Wild Pond, Priestdown: The problem here needs reporting to the Environment Agency who will need as much information as possible.

Mrs Bowes to liaise with Clerk.

A4 Closure: It was reported at the meeting that if cars are seen to be turning right at the top of Hursley Hill into Hursley Lane this should be reported to the Traffic & Safety Team who may look into putting something more defensive in the middle of the Highway.

Planning/Enforcement:

06/00969/FUL Castle Tynings Ltd, Site adj.Fermain The Orchard. This application was referred to Area B Control Committee on Wednesday 26th June, following which a site visit was requested to take place on Monday 17th July.

06/01487/FUL Castle Tynings Ltd, Westward, The Orchard. A letter with objections raised by the Parish Council had been sent to the planning department.

06/01454/FUL Mr & Mrs Jones Nursery Farm New Road. Clerk has written to planning with no objections, but recommendations that advice is taken from the Highways Agency. It was reported that this application had been referred to committee for a decision.

06/015759/FUL Mrs Ford. Use of land at Priestdown as a site for a mobile home in conjunction with new agricultural business. A letter raising the Parish Councils' objections has been sent to planning.

Enforcement Issues:

Land Adjacent to 39 Hillcrest: Storage of building materials. The Enforcement officer reports no further action to be taken. It was reported at the meeting that the building materials have been moved to the property next door.

Riverside, Publow Lane – Change of use of land: A site visit has been made. Planning have made owners aware of the need to obtain consent should the Land be changed from ancillary to domestic.

Hillside House, Pensford Hill: A complaint file will be raised and investigation regarding possible works looked into.

The Spangles: Following further enquiries regarding the portacabin clerk has asked the Enforcement Officer to update the Parish Council.

Incoming Post:

- 1) A leaflet headed 'Rethink' has been received from the Parish Councils' Airport Association.
- 2) Clerk is in receipt of posters and surveys from B&NES in respect of a consultation called Rubbish or Resource, which is being carried out by the West of England Waste Management & Planning Strategy project. Consultation events are being held. Posters will be placed on the notice boards.
- 3) Civil aviation authority have sent a copy of an information letter regarding the Introduction of Class D controlled airspace in the vicinity of Bristol and Cardiff International Airports. (Given to Mr Heaford for further consultation).
4. Clerk has received notification from Public Rights of Way regarding a complaint of surface vegetation along a footpath next to Hillside House. Details have been sent to Mr Gillett.

Aircraft Noise: Mrs Bowes asked if there is a telephone number to ring regarding complaints about aircraft noise. It was reported that there is a specific number which you use to report noise nuisance. Mrs Bowes to speak to Mr Heaford.

8. Planning: 06/02384/FUL Mr & Mrs Harrison Westover Priestdown Lane Publow. Single storey rear extension (Resubmission). **Support.**

Outcomes: 06/01508/FUL Mr & Mrs Avery 2 Knights Cottage Wick Lane. First floor side extension. **Permitted.**

06/01616/FUL Mr Tapscott 64 Hillcrest Pensford. Single & two storey rear extension. **Permitted.**

06/01656/FUL Mr & Mrs C Roper 8 Hillcrest Pensford. Rear Porch. Permitted.

06/01512/FUL Mr James Hillside House Pensford Hill. Two-storey side extension, raising roof to provide additional living accommodation & provision of dormers in rear and front elevation. **Refused.**

06/00081/FUL Pensford Vehicle Centre Ltd. Pensford Garage New Road Pensford. Construction of a commercial vehicle unit together with parking & ancillary works. **Refused.**

9. Financial Matters: Payments to be authorised:

Mrs J Bragg	Clerk Salary June – Net	443.14
Mrs J Bragg	Clerks Imprest	27.80
Mrs J Bragg	Computer Ink refill x 2	20.00
Inland Revenue	Clerk NI & Tax	49.04
Underwood Lamb	Internal Audit to 31/3/06	£ 176.25
Bristol Water	New supply/Allotment Site	688.67
D.Clarke	Consultations/ Advice Allotments	108.00

10. Any Other Business: Publow Lane: Dog fouling was reported by the stile which leads across the fields alongside Publow Lane houses. Clerk to report.

Ragwort: Reported on Pensford Hill and in a Field opposite Blackrock Lane. Clerk to report to Highways the ragwort at the side of the road, it was thought that ragwort growing in a field should be reported to DEFRA who in turn will contact the landowner.

Government Grants: Cllr Edwards reported a government grant of £40 million pounds to be given to bus lanes and new buses.

Traffic Census: It was reported that a survey would be carried out between 7am & 7pm along the A37 to determine traffic patterns and journey purposes.

Primary School: It was reported that a skip will be outside of the school for approximately 8 weeks whilst work is carried out.

11. Notice of Future Meetings:

Date of next meeting: Monday 11th September 2006 at 7.15p.m.

Clerk: Mrs J Bragg 01275 333549 Email: braggs@tiscali.co.uk