

**MINUTES OF A MEETING OF AN ANNUAL/MONTHLY MEETING OF PUBLLOW WITH PENSFORD PARISH  
COUNCIL HELD ON MONDAY 16th MAY 2011 AT 7.15 p.m. AT THE CHURCH ROOM CHURCH  
STREET PENSFORD**

**Present:** Mr J Kelly, Mr T Heaford, Mr L Seymour, Cllr P Edwards, Mrs S Grimes, Mr B Watson, Mr P Wareham, Mrs J Stephenson, Mrs J Jones. **Clerk:** Mrs J Bragg. Mr Craig MacDonald Somer Housing. Louise Davidson, English Rural. There was one member of the public present. Mr Heaford welcomed Mrs Jones to the Parish Council.

**ANNUAL MEETING**

**1. Election of Chairman & Vice-Chairman:** Mr Heaford was elected as Chairman, being nominated by Mr Seymour and seconded by Mr Watson. Mr Watson was elected as Vice-Chairman, nominated by Mr Heaford and seconded by Mrs Stephenson.

**2. Signing of Declaration & Acceptance of Office Book** by Chairman, Vice-Chairman and newly formed Parish Council following Elections. The newly elected Parish Council duly signed the Declaration & Acceptance of Office Book.

**MONTHLY MEETING**

**3. Welcome Craig Mac Donald Somer Housing & Louise Davidson, English Rural.** A housing needs survey took place in 2004 by Community Action. This has now expired and a new survey will be undertaken by English Rural. A copy of the draft survey was circulated. Funding for the survey will be provided by Somer Housing. A sub committee will be formed to move this forward. Publicity and circulation of the forms was discussed. BANES expect a 60% return on the survey forms. Clerk to contact Louise to arrange a meeting with the sub-committee. (Louise not available Monday or Fridays).

**4. Members of the Public:** Member of Public Mrs Jones attended the meeting. Matters raised were the lack of road sweeping of the village. Particularly Church Street and around the centre of the village. It was explained to Mrs Jones that BANES road sweep once every six months. Extra signage for the prevention of Dog Fouling in the centre of the village were also requested. Clerk to follow up.

**5. Apologies for Absence** were received from Mrs Gully & Mr Filer.

**6. Minutes of Monday 12<sup>th</sup> April 2011:** Mr Kelly was not present at the April meeting. His name was removed and the minutes then signed as a correct record.

**7. Matters Arising from the previous minutes:**

**Travellers Site:** No evidence to date regarding this rumour.

**148 High Street:** The new build still gives cause for concern. The only question which can be raised is with Building Control to clarify that the construction conforms to the plans which were given permission.

**Woollard Notice board:** Chairman to make contact with Compton Dando Chairman.

**Birchwood Lane:** It was reported that Colin Hudson proposed to put in one bollard which can be removed to allow access for farm vehicles if necessary. The positioning of the bollard is being reviewed to allow parking for two cars at the Woollard end.

**Footpaths Officer:** Unable to make contact to date.

**8. Appointment of Representatives for:**

- **Memorial Hall Committee:** Mrs Gully & Mr Watson.
- **Memorial Hall Quarterly Meetings:** Mr Heaford, Mr Watson & Clerk
- **Parish Council's Airport Association:** Mr Heaford & Mr Wareham.

- **Parish Cluster Meetings:** Mrs Jones. It was reported that the Cluster Meetings may start again in July.
- **Parish Liaison Meetings:** Mr Heaford & Mrs Grimes.
- **ALCA Meetings:** BANES Local Council Group: Mr Heaford.
- **Patient Participation Group Meetings:** Mrs Grimes and Clerk.  
**PACT Meetings:** Mrs Stephenson.
- **Housing Liaison Committee:** Mr Watson, Mr Heaford & Mrs Jones.

**9. Parish Council Charity Donation:** Agree on Organisation/s to receive a donation at a later date.

#### **10. Items for Discussion:**

**a) Defibrillator Update:** BT have now announced that if a Defibrillator is installed in a telephone box then they will continue to supply the electricity for seven years. Parish Council now have to contact the electrician, who in turn will contact Western Power. Clerk to continue with the adoption of the kiosk at Hillcrest. AED will be asked for a breakdown of costs in respect of replacement parts. It was confirmed that if a defibrillator does not work when a call has been made to the emergency services the responsibility would remain with Great Western Ambulance Service.

**b) PACT Meeting Report:** Mrs Stephenson attended the meeting on the 12<sup>th</sup> April 2011. It was reported that burglaries have increased due to carelessness. Members of the public leaving valuables on display in cars. Scrap metal thefts have increased and there have been recent thefts of man hole covers around the valley. The PACT priorities are the Prevention of Car Crime and the continuation of patrols in the Chew Valley. The next meeting takes place in Pensford. Parish Council await the minutes of the meeting.

**c) Bristol Airport/Noise Action Plan Draft Consultation:** The noise statistics given to the Parish Council have now been looked at by a member of the PCAA. Figures will be explained to Mr Heaford and Mr Wareham at a separate meeting. The Noise Action Plan consultation ended in September 2009 and the plan remains in draft until the final Government approval is granted. A Scoping Report for noise levels has been produced by the Department of Transport and is open for consultation until September 2011.

**d) Pensford 10K Report:** This year's race was very successful. Total number of runners increased. The Primary School made a profit selling teas and cakes. Cllr Peter Edwards presented the awards. An extra road diversion was put in to allow access to The Compton Inn. The date for next year is April 25<sup>th</sup> 2012.

**e) Financial Report:** The Balance Sheet and Income & Expenditure Sheet showing transactions as at 31<sup>st</sup> March 2011 were circulated. An error had been corrected on the Balance Sheet. No questions were raised. Transactions on the Defibrillator account were revised. A discussion was undertaken as to how to show the Defibrillator in the accounts. It was agreed they should be in the accounts and Capitalised and written off.

It was confirmed that there is a warranty with Zoll for the Defibrillators. A draft budgeted Income & Expenditure Account had been prepared by Mr Kelly. It was proposed that £1800 is put aside for local projects and donations for the coming year. Section 4 of the Annual Return - Annual Internal audit report, was reported to the Parish Council by the Chairman in order that the Financial Regulations have all been met.

#### **11. Clerks Progress Report:**

**Highways: Overhanging Tree - Church Street:** Highways still to issue a vegetation order.

**Birchwood Lane:** As reported on page 17/11.

**3 Hillside Cottages:** Wendy Linham at Avon & Somerset Police was sent emails regarding the problem with parking here. The local Police Community Support Officers have now been tasked to attend to this problem.

**Litter Bin:** A new bin for outside of the lock up has been requested once again. The need for a bin to be positioned by the bus stop outside of the Miners Welfare Institute has also been stressed.

**Grit Bins:** No reply from BANES regarding the replenishing of grit bins that the Parish Council have purchased.

**Church Farm, Publow:** An update has been requested from the Environment Agency regarding a tree which has fallen from land belonging to Church Farm into the river in Woollard.

**The Sidings:** A visit is still to be made following reports of shooting near the footpath from this address. PC Simon Glanfield has been emailed again.

**Licensing Services:** An email has been sent to BANES regarding the possible renting of rooms at the George & Dragon.

**Hillcrest:** No further update has been received from Electoral Services regarding the two bungalows not listed and the building works being carried out. A further email has been sent to Planning Enforcement.

**11/00064/FUL Mr Simon East Bluebell Cottage, 129 High Street.** The reason for refusal of planning permission is as follows 1) The proposed shed by reason of the increase in volume above the original dwelling house would represent a disproportionate addition to the existing dwelling house. This represents inappropriate development in the green belt. 2) The proposed shed by reason of its siting and relationship with the existing garage will introduce additional built form into this part of the site harming the openness of this part of the green belt. 3) The proposed shed by reason of its relationship with the existing outbuildings and their cumulative impact would result in a cluttered appearance with no cohesive design form, which would be harmful to the setting of the listed building in this part of the Pensford Conservation Area.

**Priestdown Gully:** Council Connect have been emailed to raise the observation that the gully is higher than the road surface.

**Fly Tipping:** Rubbish on the Green and Woollard Hill was reported to Council Connect.

**Church Street:** The Street Party held was reported to be a great success. All of the children from the primary school received celebratory mugs. £20.00 donation from the Parish Council still needs to be sent to Tara Avery.

**Patient Participation Group:** The meeting on Tuesday 17<sup>th</sup> May has been cancelled and re-arranged for the 24<sup>th</sup> May. Clerk has emailed the new Practice Manager to confirm support from the Parish Council where possible.

**Log Cabin, Woollard Lane:** The return of a planning contravention notice served is still awaited by planning. The land is unregistered with the land registry. A further update has been requested from Enforcement.

## 12. Planning:

### Applications considered by the Sub-Committee:

**11/01411/FUL Mrs Jones Elm Tree Cottage Publow Lane Publow.** Two storey side and front extensions. Parish Council request that the removed hedge is re-instated once work has been finalised.

### Outcomes:

**11/00689/FUL Ms Walker, Mr Boyd & Mr Field, 143 & 144 High Street, Pensford.** Erection of 2no. Front porches. **PERMIT**

**11/00510/FUL Mr C Hill Knights Folly Farm Woollard Lane Publow.** Erection of 2no. Animal field shelters. **PERMIT**

## 13. Financial Matters:

### Payments to be Authorised:

Mrs J Bragg	April Salary Net	555.04
Mrs J Bragg	Imprest	21.44
Mrs J Bragg	Photocopies of Acceptance of Office/ & Declaration of Interest Forms	8.80
Aon Local Council	Insurance Renewal from 1 <sup>st</sup> June'11	961.10
Trent Pottery & Furniture	Deposit for Memorial Hall Chairs	319.60
Pensford Church Room	Hire costs Jan, Feb, March	30.00

### Receipts to Note:

1<sup>st</sup> Part Precept Received April 2011 5500.00

#### **14. Any Other Business:**

**Back Lane:** Two cars have recently been parked blocking the lane. It was thought that they are possibly work vehicles.

**Hedge at Top of Woollard Lane:** A property at the top of Woollard Lane has ripped out a hedge and is putting up a block wall. Clerk to report to the Enforcement Department.

**Compton Dando:** Clerk to obtain details of a Tree Notification Order for trees recently cut down at the rear of a property in Compton Dando.

**Fire - Blackrock Lane:** A recent fire behind properties in Blackrock Lane gave cause for concern when it appeared that the Fire Engine had difficulty getting down the lane due to the seriously overgrown trees at Hursley Lane end of Blackrock Lane. Clerk to contact BANES and ask to alert the land owner.

**Tennis Club:** An Open Day held was well attended. The Primary School are now using the courts on Wednesday afternoon.

**Old Road Wall:** No further work has continued here since the clearing of the ivy off of part of the wall. Clerk to follow up with Structures department at BANES.

**Play Area:** It was noted that two strips of timber have been removed from the wooden shelter on the Memorial Hall Playing Field.

**Pensford Car Sales:** Cars have been seen parked forward onto the pavement again.

**Defibrillator:** There was a write up in the Somerset Guardian regarding the recent meeting held.

**Best Kept Village Competition:** Woollard Village will not be entering this year.

**The Spangles:** A 28-day notice served has now expired. A visit is to be made by the Enforcement Department.

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

**Patient Participation Group Public Meeting Tuesday 17<sup>th</sup> May 7.30 pm at the Church Hall, Silver Street, Chew Magna.**

**Pensford Memorial Hall quarterly meeting. Wednesday 18<sup>th</sup> May 10.00 am**

**Youth Steering Group Meeting, Millennium Hall Chew Magna, Monday 16<sup>th</sup> May 7.00 pm**

**DATE OF NEXT MEETING MONDAY 13<sup>TH</sup> JUNE 2011 AT 7.15 pm**