

**MINUTES OF A MEETING OF PUBLOW WITH PENSFORD PARISH COUNCIL
HELD ON MONDAY 14th APRIL 2008 AT 7.15p.m. AT CHURCH ROOM
CHURCH STREET PENSFORD**

Present: Chairman: Mr T Heaford Mr D Chilcott, Mr L Seymour, Mrs S Loney, Mrs J Gully, Mrs J Stephenson, Mrs S Grimes, Cllr P Edwards, Mr S Filer.
Clerk: Mrs J Bragg.

1. Members of the Public:

Prior to the start of the meeting members of the public were advised that a meeting has been arranged to look at problem areas which are the question of planning enforcement. Any supporting details will be sent to the clerk by members of the public prior to the meeting on May 6th 2008.

War Memorial: Sunday school children are to be planting flowers by the War Memorial.

Member of the public attended the meeting to thank the Parish Council for their support in respect of a current planning application. It was noted that B&NES have now refused the planning application which was to lower a kerb and create an off road parking space. The Parish Council will wait for formal notification of refusal from B&NES and then write to B&NES giving further support to having cars parked off road. This site will also be looked at on 6th May with the Executive Member for Planning.

2. Apologies for Absence were received from Mr B Watson, Mr P Wareham.

3. Minutes of Monday 10th March 2008 having been circulated and read were signed as a correct record

4. Matters Arising from the previous minutes: Bristol Core Strategy: Cllr Edwards to follow up.

Bank Visit: Still to be carried out.

Affordable Housing: No progress to report.

Web Site: There have been many additions to the web site.

Speeding Traffic on A37: It was reported that a hi-tech survey is now being carried out, the usage of the road is being monitored so too will the problem of traffic being at a start and stop position and the pollution being caused.

Cllr Edwards had received an email from a member of public supporting the use of Traffic lights on the hill.

Log Cabin, Memorial Hall: under items for discussion.

5. Items for Discussion:

a) Car Park Update: B&NES are currently liaising with Pensford Miners Welfare about the registration of their interest in the site. Discussions have taken place with Wessex Water. Details of the installation of the gates and the putting down of a hard standing in the Conservation Area will now be taken up with the Conservation Department. The Parish Council agreed to the resisting of the removal of the 'P' Parking Sign and that one ownership would be the best solution once all current problems finalised.

b) Keynsham & Chew Valley Partnership Meeting Report: Mr Heaford attended the meeting on 3rd April 2008. It was reported that Keynsham

have joined with the East part of the Chew Valley Parish Councils to form the Partnership. The meeting was well attended by a number of Parishes. The group is now seeking volunteers to consider the aims and objectives of the group. There is no fee involved. It was reported that Whitchurch and Norton Malward Parish Council are waiting to see how the group develops. **Planning Meeting:** Mr Heaford attended a meeting on 1st April 2008 to discuss the planning department at BANES. Consultants had been instructed to review the planning department and Parish Councils had been invited to attend the meeting to give their views on the Planning Department. A large representation of Parish Councils attended. A report will be available in due course.

c) Parish Councils Airport Association Meeting Report: The last meeting was held on 18th March 2008. Mr Heaford has been asked to review the Accounts for the PCAA. Although Mr Wareham was not at the meeting to give a report it was reported that the major item possibly discussed at the meeting was the current Planning application for the extension of the terminal building. Mr Heaford proposed that the Parish Council continue to support the work of the PCAA. Heavy traffic using the B3130 in the early hours of the morning was reported, with all the extra traffic causing damage to road surfaces which in some areas are dreadful. Cars & Taxis were reported to be parked in lay-bys near the airport waiting for aircraft to land instead of using the parking facilities at the airport, which for short term are very limited.

d) Refurbishment Programme Signal Crossing - Pensford Bridge: Due to the age and condition of the existing street furniture at the signal crossing there has been a need identified by B&NES to replace the equipment. The existing pedestrian crossing will be replaced between Sunday 20th April and Wednesday 23rd April. Proposals have been discussed with the Primary School. Parish Council suggested clerk contact the department involved to make them aware of possible works to bus shelter.

e) Bus Shelter: B&NES still await approval from the Department for Transport for the Greater Bristol Bus Network Scheme and will contact the Clerk when they receive further news.

f) Financial Report 2007/08: The financial summary to 31st March 2008 had been prepared and was circulated with no queries arising. The first draft of the accounts for the year ended 31st March 2008 were circulated. The Parish Council were reminded that money held in the Capital Bank account can only be used for Capital Purchases i.e. Land/Property.

There were no apparent amendments needed. The final draft of accounts will therefore be prepared for the May meeting.

Risk Assessment: Risk assessment issues were discussed. Clerk confirmed that she will pursue the risk assessment from the Footpaths Officer.

Allotments: 3rd Party Liability Insurance was discussed. Clerk to look into Allotment Association details. Putting a disclaimer on the gate was discussed.

Annual Return: The Governance Assertions were discussed. The Parish Council need to agree to all of them on the Annual Return before the return can be signed off.

It was agreed that the accounts will be adopted at the June meeting following which the Annual Return can be completed and the accounts advertised for inspection in July with 18th August being the appointed day.

Financial Regulations: The Parish Council agreed that these would be re-adopted.

g) Memorial Hall: A meeting had been held with members of the Memorial Hall Committee to discuss a quote for the re-cladding of the roof. The Parish Council agreed that the asbestos should be removed and therefore any such quotes should include the removal of the asbestos. The Memorial Hall Committee were reminded of the need to comply with the Parish Councils Financial Regulations prior to the Tender Process and the necessity of three quotes. A specification of work needed will need to be drawn up with a suggestion made that the survey carried out by Mr Pugh could possibly be updated. The suitability of the proposed materials was discussed.

Finances of the Parish Council were discussed with the Committee Member.

Play Area: Repairs are needed to keep the Play Area open. Parish Council agreed to support in principal.

Log Cabin: Advice has been taken and Land Registry documents consulted. An onsite meeting has taken place with discussions over the ownership of the ditch between Brambeldene and the Memorial Hall. Parish Council agreed that a more detailed Land Registry Map should be found. Mr Heaford is to visit the Town Hall to look at the historical Definitive Map.

Concerns were raised regarding the rear of the Memorial Hall and rubbish around there being particularly close to the Log Cabin and could this be a fire hazard. A Party Wall Act and Right to Light Act was raised as a matter which could be looked into, also the reinstatement of the Ditch?

h) Addressing Problems Woollard: It was reported that recently a survey in relation to road naming was carried out in Woollard the results being 25 for Woollard Lane as it is, 8 for Hunstrete Lane from Bridge and 1 for Upper and Lower Woollard. The results were sent to Lyn Parfitt the Street Naming Officer for B&NES whose decision would be to name Woollard Lane to the Bridge and from the Bridge through Hunstrete Lane. The problem originated from B&NES who felt that Woollard Lane is too long and there are several properties of the same name, also emergency vehicles were having difficulty in finding properties. On discussion the Parish Council would like to see more signage for Woollard Lane and support the continued use of Woollard Lane name with this extra signage. The Parish Council suggest that a correct survey of the whole of the residents should take place. Clerk to send a letter to B&NES with a copy to Compton Dando Parish Council.

Proposed House Numbering at Woollard Lane, Whitchurch: A letter had been received from B&NES regarding proposed House Numbering following concerns that emergency vehicles are unable to locate properties effectively at night due to the lack of streetlights and house names inadequately displayed. Parish Council agreed to this. Clerk to reply.

I) More Trees for B&NES: An e.mail had been received from a campaigning group who are keen to see more trees in Bath & North East Somerset. Clerk to invite Mr Gretton to a future meeting to discuss further.

li) Hinton Organics: Cllr Edwards reported on the recent court case which he attended. Problems continue at this site with heaps of compost being placed on the Kelston Sparkes site by Hinton Organics. The Planning Enforcement Department are looking into it.

The Old School, High Street Pensford: It was reported the owner of the property continues to work from this address with a table of tools on the pavement outside of his house.

6. Clerks Progress Report:

Speeding Traffic Pensford Hill: Clerk is in the process of arranging a meeting between Traffic & Safety Department, Wendy Lineham of Avon and Somerset Constabulary and the Parish Council to look at the problem areas in Pensford in relation to Speeding Traffic and vehicles causing parking problems.

Gullies: Clerk confirmed that Highways have a map showing all the gully locations within the Parish and will let the Parish Council have a copy in due course.

Parsonage Lane: The problem of blocked gullies was reported and dealt with by B&NES.

Woollard Lane: A correctly spelt road name has now been put up.

Pavement on A37: It was reported that a pavement on the A37 has a problem of overhanging vegetation causing pedestrians to walk out into the road. This has been reported to B&NES.

Noise Monitoring Results: These have been forwarded to Paul Wareham.

Hursley Hill: The pathway at the top of the hill leading towards the bus stop was reported to B&NES as it needed clearing. This has been carried out.

Street Closure Events: Clerk was asked to look into the procedure for a street closure. B&NES need a minimum of 16 weeks notice and a cost of £176.25 plus VAT or £141.00 for a registered charity would be payable.

National Parking Laws: It was reported that these will come into effect and enforced under the Traffic Management Act locally from Monday 31st March.

The aim is to keep roads safe and help beat traffic congestion. There will be an introduction of two levels of penalty charge. £50 lower charge for lesser offences such as an overstay at a parking meter. £70 higher penalty for parking on a double yellow line, bus stopping area or loading bay.

Penalty notices can also be served by post in certain circumstances e.g. driver drive off. Wheel clamping can be used for persistent offenders.

Councils are to produce annual reports on parking activities. Greater powers will be given to Parking Adjudicators. Parking attendants will be known as Civil Enforcement Officers.

Horses: The wellbeing of a horse was recently reported to Cllr Edwards. Following a conversation with the Food and Trading Standards Team the horse in question was inspected and all concerned were satisfied with its' condition and welfare. The Animal Welfare Act was looked into and it was found that improvement notices and enforcement is part responsibility of the Local Authority Inspectors. It appeared therefore that the Authority does not have a delegated Officer who deals with Equine Welfare. This is now being looked into further.

Footpaths: The amount of money available for Footpaths Clearance 2008/09 is £758.66. Clerk has sent an invoice to B&NES.

Memorial Hall Electrics: Clerk was asked to contact the Electrician regarding the Porch Lights. An e.mail was sent to Oldfield Electrical asking them to contact the Chairman of the Hall Committee. A request was sent to the former Chair of the Hall Committee requesting copies of all insurance relating to the hall.

Enforcement: Clerk was unable to obtain an update.

Postbox at Priestdown: This was discussed with Enforcement who reported it is not an enforcement issue for a postbox to be located on a fieldgate.

Incoming Post:

- a) Village of the Year details have been received from CPRE. The Closing date for entries is 31st May 2008.
- b) CPRE Membership Renewal form had been received. The amount of £20.00 is now payable.
- c) B&NES have produced a survey, Empowering Communities Review. The purpose of the survey is to investigate ways in which the council can further empower local people to have a greater role in achieving local community outcomes.
- d) B&NES have produced an Equalities information form which clerk has completed and returned.
- e) Planning Services have written to inform the Parish Council that the Bath Western Riverside Supplementary Planning Document (SDP) was adopted as of 5th March 2008. It will now form part of Bath & North East Somerset's local development framework.
- f) A draft version of the Existing Buildings in the Green Belt supplementary planning document has been received with a draft of the Locally Important Buildings supplementary document. Comments have to be returned by 22nd May. Mr Heaford to look at in more detail.

7. Planning:

Applications looked at by Sub-Committee:

08/00047/AR Punch Taverns, Travellers Rest Pensford Hill. Display of externally illuminated fascia and freestanding sign. Parish Council object. Concerns re: Over lighting/too much signage, no apparent neighbour notification, works had already been completed before the return date of the planning application. Clerk rang and wrote to planning with comments.

Application Looked at:

08/01231/FUL Mr Daniels 58 Hillcrest Pensford - Detached dwelling on land of No. 58. The Parish Council objected to this proposal. Comments made were that the site would be overdeveloped and both properties would have no garden left. The drawings were not very clear.

Outcomes:

087/02876/FUL Mr M Sivier Stoneycroft Woollard Lane Publow. Conversion of storage barn to a residential annex ancillary to the main dwellinghouse. Permitted.

07/02560/FUL Dr John & Mrs B Bowes Cottles Farm House Blackrock Lane Publow. Residential Annexe. Permitted.

08/00612/CLPU Mr & Mrs Chapple Hursley Hill Plantation Hursley Hill. Application for a certificate of lawful development for proposed use of a log cabin. Refused.

Appeal Decision:

Mr M Gould Parcel 4668 Stanton Lane Pensford. Agricultural building and stables and change of use of part of site to equestrian. Appeal dismissed.

Appeal Lodged:

Mr K Showering 178 Publow Lane Change of use of land from agriculture to equestrian and provision of small stable block. It was reported that this application had been permitted, however the applicant was now appealing against the decision of the Local Planning Authority to impose conditions on the planning permission for the development that the applicant is not in agreement with. The applicant was reported to be appealing against the time limit imposed on the proposal, no jumps or other training equipment

shall be positioned on the land without prior written approval and no lighting shall be installed on the stables or land forming part of the application unless a lighting scheme has been submitted to and approved by the Local Planning Authority. The Parish Council agreed to object to the removal of these conditions on the grounds that the proposal stands in the Green Belt area and is also within the Conservation Area. Clerk to reply. Property owned by Gardners: Building works were reported at this address, clerk to look into planning consents.

8. Financial Matters: Payments to be authorised:

Mrs J Bragg	Clerk Salary March	485.64
Mrs J Bragg	Clerk Imprest	29.80
Mr S Grimes	Hosting Account Renewal Web Site	117.50

Parish Council noted that Clerks Salary included a scale point rise to Scale Point 22. An increase of 25p per hour.

Payments Received:

HM Customs & Excise	VAT Refund	176.57
B&NES	1 st Part Precept	5200.00

9. Any Other Business:

Mill Lane, Woollard: It was reported that concrete slabs had been laid on a verge along the lane with a fence behind it narrowing the lane making it difficult for delivery lorries to gain access to the properties further down the lane. Also endangering the Chapel which stands along the lane. The slabs had since been removed although the fence still remains. Clerk to find out who has ownership of the lane.

Web Site: Has now been updated with many items which include an abbreviated version of the Church Magazine, flood protection products and Pensford School Pantomime photos from 1972.

Culvery Wood: Reported that the walks through the wood are very overgrown with brambles and is in need of maintenance. Properties in Station Approach are losing their view gradually as the wood becomes more mature.

New Road: It was reported that the rear of the properties there is a footpath which has become very overgrown with brambles. Clerk to find out if it is the responsibility of the residents or B&NES and arrange for the path to be cleared.

Pensford Beer Festival: Friday 18th July 2008

PACT Meeting: The next meeting takes place at Ubley Village Hall on 23rd April 2008.

10. Notice of Future Meetings: MONDAY 12TH MAY 2008 AT 7.15p.m.

Note: MAY 12TH will be the AGM/ANNUAL & A MONTHLY MEETING