

# **CHARFIELD PARISH COUNCIL**

Minutes of the Meeting of the Parish Council held on Tuesday 11<sup>th</sup> April 2017 commencing at 7.30pm in the Sportsman's Lounge, Memorial Hall, Charfield

## **PRESENT**

**Parish Councillors:** Mr. M. Roshier (Chairman), Mr. M. Cheskin (Vice Chairman), Mrs. J. Law, Mrs. V. Roberts, Mrs. N. Newns, Mr. A. Threlfall, Mr. P. Garside, Mr. J. O'Neill (South Gloucestershire Council Representative)

**Clerk:** Mrs. Paula Evans

**Public:** One member of the public was present.

## **10984/17 To note Apologies for Absence and Acceptance of Reasons**

Apologies were received and accepted from Cllrs. Parker and Rawlings.

## **10985/17 Declarations of Interest in items on the Agenda**

None received.

## **10986/17 To Approve Minutes of Previous Meeting**

It was proposed by Cllr. Cheskin and seconded by Cllr. Threlfall and **RESOLVED** to approve the minutes of the previous meeting held on 14<sup>th</sup> March 2017 following a minor amendment – to delete the name of Cllr. Law from Parish Councillors Present and add the name of Cllr. Rawlings. **All Agreed.**

## **10987/17 Public Participation**

The Parishioner present addressed the Parish Council regarding Charfield's Tier Two definition in conjunction with the proposed Barratt housing development. The Parishioner queried where the Tier Two definition had come from and if a specific table had been used to make the assessment. The Parishioner asked whether the Parish Council could have some recourse to legally challenge the definition. It was confirmed this was an internal, South Gloucestershire Council definition. It was noted that Charfield Parish has, on occasions, been compared with Wickwar Parish in terms of size, electorate, facilities etc, however Wickwar had a completely different Tier assessment. The Parish Council had challenged the sustainability of the proposed Barratt housing development through their objection to the planning application. It was noted that South Gloucestershire Council's legal costs in connection with the Crest Nicholson development had been in the region of £1/3m. It was pointed out that work continued in earnest on the Charfield Neighbourhood Plan. It was emphasised that if the 1,000 houses identified in the SGC JSP were imposed, the Parish Council would actively seek to work with the developer to ensure some form of connectivity of any proposed development.

The Parishioner also addressed the Parish Council regarding ownership of a boundary hedge. The Parishioner had concerns regarding three dead trees on the field side of the hedge and queried where responsibility would lie if the trees blew down. Cllr. O'Neill would speak with SGC Property Services to try and ascertain ownership of the hedge.

## **10988/17 To receive the Clerk's Report**

The Clerk presented her report, which is appended to these minutes.

Item 1 - Cllr. Garside confirmed he was already manning a stall at the Fete and unfortunately other Councillors were unavailable. The Clerk was asked to convey this to the Fete organisers.

Item 2 - the Clerk was asked to respond to Harris Ethical Ltd confirming that the Parish Council would like to be kept informed of their plans.

Item 5 – Severn Vale Art Trail – the Clerk was asked to inform CUGUC.

Item 6 – SGC Briefing Note Waste & Recycling – the Clerk was asked to upload this to the Parish

Action

JON

Clerk

Clerk

Clerk

Clerk

Council web site and post on the Charfield Village Forum Facebook page.

**10989/17 Report from Cllr. John O'Neill, South Gloucestershire Council Representative**

A re-organisation of the Badminton Road office will be undertaken in order to accommodate relocated staff from Kingswood Civic Centre.

The two planning applications relating to the Appletrees site have been approved, with conditions. It had been necessary for certain conditions to be removed in order for the current owner to sell the site.

There will be a Development Control Committee site visit on Friday 21<sup>st</sup> April 2017 to 10 Avon Road in connection with the proposed change of use application. The DC Committee meeting will be held on 4<sup>th</sup> May 2017 where the final decision would be made. The Parish Council confirmed that a representative would be present at the site visit to reiterate the Parish Council's objections. It was acknowledged that a takeaway was a facility that some villagers would like, however the Parish Council felt it should be located in a more appropriate place.

Cllr. O'Neill had been contacted by a parishioner who was very upset that dog owners had been putting dog waste in their black bin. The parishioner had moved the bin to a more private area, however it had continued - the nearest dog waste bin is by the sub-way. In the first instance the Clerk was asked to contact the SGC Dog Warden to see if anything can be done. Secondly, the Clerk was asked to investigate the cost implications of a new dog waste bin to be placed in the vicinity.

Clerk  
Clerk

**10990/17 Planning Applications**

PT17/0906/F | Demolition of existing extension. Erection of two storey and single storey side extension, with balcony, to provide additional living accommodation | Downs Lodge, Charfield Hill, Charfield | NO OBJECTIONS.

PT17/1132/F | Change of use of land from agricultural to equestrian use. Erection of outdoor exercise arena | Cosy Farm, Swinhay Lane, Charfield, GL12 8EY | NO OBJECTIONS.

PT17/1210/HED | Removal of 2 no. sections of hedgerow (30m in total) to facilitate the construction of 2 no. passing bays | Land to side of Poolfield Farm Lane, Charfield, GL12 8HY | TO OBJECT – There are only two dwellings that require vehicular access along this lane and the Parish Council considers there is already sufficient passing places. There is neither history nor evidence of vehicles having difficulty in passing one another; there is no indication of verge erosion. The Parish Council has environmental concerns – these quiet, country-lane hedges provide a much needed shelter and habitat for many different types of local wildlife. The lane is habitually used as a pedestrian route to access PROW OCH/3/20 and OCH8/10; encouraging vehicular use of the lane may cause conflict between pedestrians and car users. This lane runs to the rear of the new Bellway Homes, Day House Leaze development and it is the developer's intention to create allotments adjacent to the lane. The Parish Council is concerned that an inadvertent result of making the lane more accessible to vehicles would be that allotment holders may use the lane to access their allotments and park their vehicles on the lane. The lane also runs behind the village primary school and the Parish Council has concerns that by making the lane more accessible to vehicles this may have safeguarding issues. Therefore, Charfield Parish Council can see no effective justification or reason for these passing bays to be created.

PT17/1212/F | Erection of single storey front extension to form additional living accommodation | 51 Underhill Road, Charfield, GL12 8TD | NO OBJECTIONS.

PT17/1244/F | Erection of a single storey rear/side extension to form additional living accommodation | 17 Hawthorn Close, Charfield, GL12 8TX | NO OBJECTIONS.

PT17/1380/TRE | Works to 2 no Oak trees to crown reduce by 2.5m and crown thin by 15% covered by SGTPO 07/11 dated 21<sup>st</sup> June 2011 | 17 Kings Meadow, Charfield, GL12 8UB | TO

OBJECT – The Kings Meadow development was the subject of planning application PT11/1634/F to which the Parish Council objected and cited as one of the objects that the proposed development was too close to TPO'd trees, to the extent that the majority of the gardens of two of the dwellings was encompassed by the Root Protection Areas of the Oak trees. Indeed, SGC's own Tree Officer stated "Specific concerns that there would be future conflict between the new residents and the protected trees". The Oak trees that are now the subject of this application are unmistakably in good health and provide a unique visual amenity to the whole of the area. These trees help tremendously to off-set the built-environment that was until recently green, open space. These Oak trees are precious habitats for birds, insects and other local wildlife and the Parish Council does not consider that the Oak trees are in need of improvement through re-shaping. The Parish Council therefore requests that SGC refuse this application.

The Parish Council will reiterate their objections to the resubmission of the Barratt planning application.

Clerk

### **10991/17 Planning Decisions**

PT17/0076/F | Erection of a single storey front extension to form additional living accommodation | 19 Horsford Road, Charfield, GL12 8SU | APPROVE WITH CONDITIONS.

PT16/6887/RVC | Removal of condition 3 attached to planning permission PT02/1115/RVC to make the use of the site non-personal | Appletrees, New Street, Charfield | APPROVE WITH CONDITIONS.

PT16/6888/RVC | Removal of condition 3 attached to planning permission PT13/0618/F to make the development available to Travellers generally rather than subject to personal permission | Appletrees, New Street, Charfield | APPROVE WITH CONDITIONS.

### **10992/17 Planning Enforcement**

COM/16/0995/OD | Land adjacent Poundhouse Farm, Churchend Lane, Charfield | SGC Planning Enforcement will be issuing an enforcement notice on 19<sup>th</sup> April 2017 requiring the landowner to remove the containers and reinstate the land.

The Clerk was asked to ascertain the current status of the Railway Tavern and Day House Lease complaints.

Clerk

### **10992/17 Playing Fields Inspection Reports and Note Issues Arising**

It was proposed by Cllr. Cheskin and seconded by Cllr. Law and **RESOLVED** that the Parish Council would formally take ownership, and therefore responsibility for the tennis court. There would be a small increase in the annual insurance premium of approximately £50 to cover £10,000 worth of damage to the court. The Clerk was asked to write to the Memorial Hall Committee.

Clerk

The weekly play inspection sheets were handed to the Clerk for filing. The Parish Council expressed their thanks to Cllr. Threlfall for repairing the climbing wall.

The Clerk was asked to action the repairs highlighted in the play inspection sheets.

Clerk

### **10993/17 Charfield Burial Ground Report**

The Clerk submitted her burial ground report which was duly noted.

It was proposed by Cllr. Cheskin and seconded by Cllr. Newns and **RESOLVED** to approve the memorial of the late Freda BOND. **All Agreed.**

As the Burial Authority, the Parish Council had been contacted by the family PERRY requesting that the 12 month gap between interment and the placing of a memorial be waived. The current Rules and Regulations for the Burial Ground insist on a 12 month gap, however the current BRAMM guidelines suggest 6 months, depending on ground conditions. Following discussion

and in this case only, it was proposed by Cllr. Newns and seconded by Cllr. Threlfall and **RESOLVED** to waive the 12 month period for PERRY. **All Agreed.** The Clerk was instructed to write to the family confirming the Parish Council's decision, and to add that it was the responsibility of the monument owner for any remedial works to toppling or tilted monuments and the Burial Authority reserved the right to pursue the monument owner for costs incurred for emergency remediation.

Clerk

Following discussions it was decided not to amend the 12 month gap rule in the Rules & Regulations, between interment and the placing of a memorial.

It was proposed by Cllr. Law and seconded by Cllr. Cheskin and **RESOLVED** to approve the memorial for HIPKISS. **All Agreed.**

Clerk

The Clerk was asked to request a quote from KLH Landscaping in connection with the creation of a walkway through the boundary wall with the closed cemetery.

Clerk

#### **10994/17 Youth Group Report**

All in order, nothing further to report.

#### **10995/17 Charfield Neighbourhood Plan**

The CNP Committee is continuing to work on the themes arising from the questionnaires with Powerpoint slides being developed on topics such as housing styles, parking, village assets etc.

The Clerk reported she had spoken with Locality regarding the End of Grant report. Locality is in the process of changing the details on the account to those of the Clerk, who will then be able to complete and submit the form which will show an unspent amount of approximately £1,770. Locality will then send an email request for the repayment of the unspent amount. Locality had confirmed that a further maximum of £9,000 could be applied for, minus the £2,730 spent to date.

#### **10996/17 CUGUC Report**

It was reported that an afternoon tea function had been held on the 9<sup>th</sup> April 2017 at St. James Church, Churchend Lane. The aim of the afternoon tea function was to encourage the formation of a 'Friends Of St. James Church' working group.

#### **10997/17 Meeting Reports**

- Hall Management Committee – Nothing further to report.
- Bellway Homes Liaison Group – Nothing further to report, however the Clerk was asked to enquire whether Bellway would be prepared to provide a prize in connection with the competition to name the streets within the development.

Clerk

#### **10998/17 Correspondence Received**

**ALCA/NALC/SLCC** – In Short; Governance and Accountability.

**SGC** – Big Spring Clean 2017; West of England Combined Authority Mayoral Election; Alterations to Electoral Roll; Notice of Application for a Street Closure Order (PT.5579 – Cromhall Triathlon – South Glos Evening Race Series 2017); Electoral Review of South Gloucestershire: Warding Arrangements; New Development in Charfield – Street Names; Waste Changes.

**Other** – Day House Lease Liaison Group; Charfield Community Fete 2017; Signage for Severn Vale Art Trail; Interest in Parish Lift Scheme; Manhole; Village Gateways – JACS (UK) Ltd; Green Community Travel; Notes from the Last Environmental Forum Meeting 16<sup>th</sup> March 2017.

#### **10999/17 Footpaths**

A Parishioner had enquired via the Charfield Village Forum Facebook page about the possibility of installing a kissing gate on the footpath at Elbury Hill. The Parish Council will seek clarification as to whether the footpath was in Charfield or Wotton Parish.

Clerk

#### **11000/17 Councillor Training**

All in order. There are sixteen Parish Councillors, from Charfield and adjoining Parishes are

booked onto the training course on 3<sup>rd</sup> May. Cllr. Parker was unable to make this date, therefore the Clerk was asked to advise him of an external Good Councillor Training Session on 10<sup>th</sup> May 2017 in Salford Community Centre.

Clerk

#### **11001/17 Annual Parish Meeting 2017**

All in order.

#### **11002/17 Co-Option of a Parish Councillor - Procedure**

The Clerk had produced a Procedure for the Co-Option of a Parish Councillor. It was proposed by Cllr. Threlfall and seconded by Cllr. Law and **RESOLVED** that this Procedure be adopted. **All Agreed.** The Clerk was asked to upload the Procedure to the Parish Council web site.

Clerk

#### **11003/17 Financial Matters**

The Clerk reported the following available balances with the bank statements being witnessed and signed by the Chairman:-

Current Account	£ 850.00	(Statement No. 391 dated 31 <sup>st</sup> March 2017)
Business Reserve (1)	£14,355.40	(Statement No. 181 dated 3 <sup>d</sup> March 2017)
Business Reserve (2)	£51,673.89	(Statement No. 287 dated 31 <sup>st</sup> March 2017)

It was proposed by Cllr. Threlfall and seconded by Cllr. Garside and **RESOLVED** to accept the Receipts & Payments Account as at 11<sup>th</sup> April 2017 as presented by the Clerk.

#### **11004/17 Accounts for Payment**

Payee	Chq No.	Description	Gross	VAT	Net
			£	£	£
Virgin Media	SO	Telephone Line Rental	£20.00	£4.00	£24.00
Mrs. P. Evans	2754	Clerk's Salary - March	£834.19	£0.00	£834.19
Came & Company	2755	Insurance Premium	£1,264.28	£0.00	£1,264.28
			<b>£2,118.47</b>	<b>£4.00</b>	<b>£2,122.47</b>

It was proposed by Cllr. Threlfall and seconded by Cllr. Roberts and **RESOLVED** that the above accounts be paid. **All Agreed.**

#### **11005/17 Minor Items Raised by Members or for Future Agenda**

The Parish Council discussed and noted an increase in the number of speeding vehicles through the village, including lorries and trucks. A Parish Councillor had also recently witnessed a 'road rage' incident. The Clerk was asked to write to SGC (copy Cllr. Cheskin as Chairman of the Community Engagement Forum) expressing the Parish Council's concerns and request that the mobile speed camera be deployed to the area; and to enquire about the enforcement of parking restrictions and vehicles parked on double yellow lines.

It was noted that the skate park on the Wotton Road has a new blue hut.

*This concluded the business of the meeting which closed at approximately 9.40pm.*

*Next meeting of full council is the Annual Parish Council Meeting to be held on Tuesday 9<sup>th</sup> May 2017 at 7:30pm in the Sportsman's Lounge.*

Chairman

9<sup>th</sup> May 2017

## CLERK'S REPORT

Presented to Full Parish Council Meeting on 11<sup>th</sup> April 2017

1. **Your decision is required** - A reminder has been sent out about the forthcoming village fete on Saturday 29<sup>th</sup> July 2017. The organisers are seeking help with manning stalls.
2. **Your decision is required** – An email was received from an organisation called Harris Ethical Ltd based in Gloucester regarding a Parish Lift Scheme. This is a new, cross boundary community car sharing scheme on the South Gloucestershire/Gloucestershire local authority boundary. At this stage, Harris Ethical Ltd would like to know whether this would be of interest to Charfield Parish.
3. An email was received from a parishioner regarding the recent Day House Leaze Liaison Group expressing disappointment at not being involved in the meeting held on 9<sup>th</sup> March 2017. The Clerk has responded and explained that the meeting had been held to discuss peripheral issues with the development and that no planning issues were discussed as these are now a matter between the developer and SGC.
4. The Charfield Big Spring Clean was held on Saturday 1<sup>st</sup> April 2017 which was well attended. All of the bags of rubbish collected were taken away by SGC very promptly on Monday 3<sup>rd</sup> April 2017. All of the pickers and bag hoops were returned to SGC and a thank you email sent to SGC Officer Cath Hopkiss who organises the event throughout South Glos. The Parish Council is able to borrow the equipment at any time during the year.
5. An email was received from a representative of the Severn Vale Art Trail which is due to be held at the Manor Farm buildings, Churchend Lane between 28<sup>th</sup> April and 7<sup>th</sup> May 2017. The group requested permission to site an advertising board on the verge by the roundabout at the top of Charfield Hill. The Clerk informed the group that they should contact SGC to obtain permission. The Clerk also suggested that the group advertised the Trail on the Charfield Village Forum.
6. A Briefing Note has been received from SGC regarding recycling and various changes.
7. There has been chatter on the Charfield Village Forum regarding a potential planning application for 160 homes in fields behind New Street. Apparently estate agents Besley Hill in Wotton Under Edge have been informing potential buyers of an application which has been submitted recently. The Clerk has spoken with SGC Planning Department who are not aware of any such application.

Paula Evans  
Clerk  
10<sup>th</sup> April 2017