

CHARFIELD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 10th October 2017 commencing at 7.30pm in the Sportsman's Lounge, Memorial Hall, Charfield

PRESENT

Parish Councillors: Mr. M. Rosher (Chairman), Mr. M. Cheskin (Vice Chairman), Mrs. J. Law, Mrs. N. Newns, Mr. P. Garside, Mr. A. Parker, Mr. R. Rawlings and Mr. A. Threlfall.

Clerk: Mrs. Paula Evans

Public: One member of the public was present.

Action

11096/17 To note Apologies for Absence and Acceptance of Reasons

Apologies were received and noted from Cllr. Roberts.

11097/17 Declarations of Interest in items on the Agenda

None received.

11098/17 To Approve Minutes of Previous Meeting

The minutes of the previous meeting held on Tuesday 12th September 2017 had been circulated. Following three typographical amendments, Cllr. Cheskin proposed, Cllr. Threlfall seconded and it was **RESOLVED** to approve the minutes which were duly signed by the Chairman. **All Agreed.**

11099/17 Public Participation

It was proposed by Cllr. Cheskin, seconded by Cllr. Threlfall and **RESOLVED** to bring forward agenda item 15 to be discussed under Public Participation, specifically Report of Meeting – Charfield Village Hall Management Committee. **All Agreed.**

The Chairman of the Hall Management Committee confirmed that the Committee had been approached by the proprietor of a local mobile hot food van, seeking permission to site his van in the Village Hall car park, seven evenings a week. The initial feelings of the Committee were that this could be a potential source of income which was always welcome. However, concerns were discussed and relayed to the proprietor of the van. Reassurances were received from the proprietor that the area would be kept tidy (a condition of his trading licence). The Committee however felt that as the Bellway Sales Office was to be sited in the car park and it was not known how long the Sales Office would be in situ, the Hall Committee asked the proprietor to revisit this in January 2018. In the meantime, the Committee will be talking to the immediate neighbours of the Hall Car Park to ascertain their feelings on the matter. The Parish Council expressed their concerns over the siting of such a facility in the Car Park. The Parish Council also reiterated that it would be the responsibility of the proprietor of the van to ensure that they applied for the appropriate site trading licence.

Cllr. O'Neill provided an update on the current situation regarding the siting of the Bellway Sales Office in the Hall Car Park. Four individual complaints had been received by SGC Planning Enforcement. Cllr. O'Neill had spoken with Rhian Powell at Bellway Homes who had confirmed they would be applying for retrospective planning permission. SGC Planning Enforcement would be chasing Bellway to ensure this is done. Cllr. O'Neill confirmed that if retrospective planning permission was refused, Bellway would have to remove the Office and would not be able to appeal a retrospective planning decision. The Chairman of the Hall Committee confirmed that the decision to allow the siting of the Office in the Car Park had been a whole Committee decision.

Cllr. O'Neill confirmed that SGC Planning Enforcement had closed the complaint regarding working hours at the Bellway site; the issue of delivery lorries using Station Road to turn is a Police Matter – this had been discussed at the recent Community Engagement Forum but would not be taken any further.

The Chairman of the Hall Management Committee confirmed that they had been in discussions with the Charities Commission regarding the preparation of a new Scheme.

11100/17 To receive the Clerk's Report

The Clerk provided a brief verbal report.

Two complaints had been received from Parishioners regarding overgrown hedges within the Parish. The Clerk had referred the Parishioners to South Gloucestershire Council's web site.

Another Parishioner had approached the Clerk seeking advice regarding possible works to a TPO'd tree.

11101/17 Report from Cllr. John O'Neill, South Gloucestershire Council Representative

The recent Community Engagement Event in the Hall to consult on the JSP had been the most well attended of all the events. Although the JSP has not yet been decided, if a prospective developer were to submit plans, South Gloucestershire Council would rather the development was community-led and not developer-led.

Crest Nicholson Site, Footpath Diversion – Crest Nicholson had contacted Cllr. O'Neill informing him that they did not feel they could not progress the issues of the footpath diversion as the footpath in question was in third party ownership. Cllr. O'Neill had reiterated to Crest Nicholson that the landowner had already been approached and was happy for the diversion to proceed. There are cost implications – approximately £3,000 for the application plus the cost of gates etc which it was hoped Crest Nicholson would pay for. The proposed diversion would help to improve the connectivity of the Crest Nicholson site and the rest of the village.

Cllr. O'Neill confirmed that he would be meeting with Cllr. Catherine Braun to discuss the Wotton Greenway project.

11102/17 Planning Applications

An application was received after the agenda was submitted. An extension will be requested, but if not granted an extra ordinary meeting will be called.

11103/17 Planning Decisions

PT17/3552/F | Erection of single storey front extension to form additional living accommodation | 53 Underhill Road, Charfield, GL12 8TD | APPROVE WITH CONDITIONS.

PT17/3694/PDR | Erection of rear conservatory | 102 Woodlands Road, Charfield, GL12 8LS | APPROVE WITH CONDITIONS.

PT17/3696/TRE | Works to crown reduce 1 no. Oak tree to leave a height of 5.5m and a radial spread of 8.9m. Covered by TPO31 dated 17th October 1968 | REFUSAL.

11104/17 Planning Enforcement

- Bellway portacabin – Cllr. O'Neill had also spoken with SGC Environmental Health about the diesel fumes and smells from the waste container.
- Poundhouse Farm – it was not known whether this application was still going through Appeal bearing in mind that the applicant had made a revised planning application.
- Railway Tavern – it was assumed this enforcement report had fallen off the list.

11105/17 JSP, JTP & Proposed Development within Charfield

It was generally recognised by South Gloucestershire Council that Charfield would strongly resist the proposal in the JSP for 1,000 new dwellings to be built within the Parish. However, the impression was that there may well be more than 1,000 earmarked for Charfield. The draft JSP is due to be signed off on 8th November 2017 at a full SGC Council meeting.

Bloor Homes, who have options on land behind New Street had made contact with the Parish

Council. The Parish Council would facilitate an informal discussion between them, Fighting for Charfield and Charfield Neighbourhood Plan representatives.

11106/17 Playing Fields Inspection Reports and Note Issues Arising

Parish Councillors continue to undertake weekly inspections.

The Parish Council had registered an Expression of Interest in some of the S.106 monies from the Day House Leaze development. Forms had been received from SGC confirming a closing date of 20th November 2017. Cllr. Roshier had done some preliminary work on a proposal. The Parish Council would like to re-site the SMP closer to the toddler play area and erect some adult exercise equipment in its place. It was agreed to hold an informal working party on 2nd November in the Sportsmans Lounge.

It was noted that the 'Right to Buy' scheme would not be progressed.

11107/17 Charfield Burial Ground Report

It was proposed by Cllr. Cheskin, seconded by Cllr. Threlfall and **RESOLVED** to approve the interment of the late Mr. Mark Hodge. **All Agreed.** The Clerk confirmed the interment had taken place on 4th October 2017.

It was proposed by Cllr. Threlfall, seconded by Cllr. Roshier and **RESOLVED** to approve the interment of the ashes of the late Mr. David Bratchell. **All Agreed.** The Clerk confirmed the interment had taken place on 9th October 2017.

It was proposed by Cllr. Cheskin, seconded by Cllr. Law and **RESOLVED** to approve the interment of the late Mr. Michael Ash. **All Agreed.** The Clerk confirmed the interment would take place on 11th October 2017.

The Clerk had managed to purchase a Register of Burials Book for £40 rather than the £195 plus VAT approved at the September 2017 meeting. The Clerk was in the process of entering the details of all burials since the inception of the Burial Ground.

Clerk

The Clerk informed the Parish Council that a small section of the adjoining wall with St. James (just up from the ashes interment spaces) had collapsed. The stones had fallen onto the burial ground side and the Clerk was concerned that these stones would interfere with the excavation of any further ashes interments. There was also a large shrub growing out of the wall which looked as though it could be causing additional damage. It was proposed by Cllr. Cheskin, seconded by Cllr. Garside and **RESOLVED** for the Clerk to arrange for the shrub to be removed and the wall to be repaired. **All Agreed.** The Clerk will therefore contact KLH.

Clerk

The Clerk confirmed that she had been given the name of an alternative SGC Officer in order to progress works to repair the collapsed wall where the Parish Council wished to create a walkway through the wall.

Clerk

The Clerk confirmed that the nettles in the wildflower area had been sprayed and appeared to be turning brown. The Clerk will ask KLH to do the annual cut of the wildflower area.

11108/17 Youth Group Report

Cllr. Cheskin reported that the Youth Group continues to go from strength to strength.

11109/17 Charfield Neighbourhood Plan

It was unreasonable to presume that a Charfield Neighbourhood Plan could be produced, go to Inspection and Referendum before the JSP was approved and adopted. The Charfield Neighbourhood Plan Group was considering the production of the Narrative Plan using all the data and information collected during the Neighbourhood Plan process. A Narrative Plan, although not a legal document, would contain aspirations for Charfield Parish which could be used in dialogue with potential developers.

11110/17 Meeting Reports

Village Hall Management Committee – It was noted that the Management Committee has circa £21,000 in funds. It had also been noted that a delivery van had damaged the stone wall to the front of the car park.

Crest Nicholson Liaison Group – nothing further to report. The Clerk was asked to write to Emma Geater regarding the most recent complaint from neighbours.

Day House Leaze Liaison Group – the Clerk was asked to progress arranging a date for a meeting as a matter of urgency.

Wotton, Charfield & Kingswood Greenway Group – An inaugural meeting had been held in September to discuss the establishment of a footway/cycleway (and potentially a bridleway) providing a route between Charfield and Wotton. A similar greenway route had been established between Cam, Dursley and Uley which was moving through the planning process. It was noted that local employers Renishaw are engaged and it was agreed this was a great idea if it came to fruition. However, potentially this could take ten to fifteen years to establish and there are no funds available. The next meeting of the Group is on 22nd November in the Civic Centre, Wotton at 7.30pm.

Cemex Liaison Meeting – The meeting noted that the quarry had not done quite as much business as last year and the quarry is drawing to the end of its productive life. They had used 27 of the 60 additional times during this year, but do not anticipate using the full 60. There had been zero complaints although a couple of individuals had complained about stones on the road flicking up and damaging their cars. However, it was noted that all the Cemex lorries are closed sheeted which completely encapsulates the load; therefore it was assumed that the stones must have fallen from contractors vehicles. Wickwar Quarry will be one hundred years old in 2018 and Cemex have plans to hold an open day. Charfield Parish Council has again asked for help from the Cemex Helping Hands scheme to replenish the footpath from Katherines Close to the Hall. This would require the official PROW to be closed whilst the work is done.

Community Engagement Forum – The overgrowing vegetation on Woodlands Road/Little Bristol Lane is being dealt with by SGC; the rumble strips on Charfield Hill would be refreshed; the road marking on Wotton Road would also be refreshed; the proposal to reduce the speed limit on Devils Lane and Churchend Lane are not being progressed; inappropriate parking on Station Road – the suggestion is to put in some advisory signs; there had been an attempted burglary in Charfield which the Police had attended; the recent thefts from cars in Charfield had been reported to the Police and the identity of the perpetrator advised to the Police. Unfortunately Avon & Somerset Police do not have sufficient officers to assist. Charfield Parish Council expressed grave concerns about the safety of Charfield community and the responding times of the emergency services.

11111/17 Correspondence Received

SGC - Community Engagement Forum - Thursday 5th October; Have your say on the Positive Activities Review; Local Plan drop-in events; S106 Funding for Outdoor Sports Facilities. Invitation to submit Expressions of Interest – Day House Leaze.

ALCA – National News; Thinking about the implications of GDPR for your council; LAIS Precept Consultation.

Other - Invitation to meeting: Charfield, Kingswood, Wotton off road cycle / footpath project; Quarry Liaison Group Meeting 10th October; Gazette Article; 67 Manor Lane; VAT; Town and Parish Council Forum; Tortworth Parish Meeting; Overgrown hedges on little Bristol road; Crest Nicholson Liaison Group Meeting - 7th September 2017; Urban Buzz.

11112/17 Footpaths

Notification of an application for a footpath diversion had been received for OCH22 at Charfield Hall Farm. Following a recent barn conversion, the landowners wished to divert the path away

from the residential dwellings and their driveway. The proposed diversion did not alter the termination points of the path and would not be substantially less convenient to the public; in fact the diverted route would be more direct. Following discussion, the Parish Council **RESOLVED** to respond with no objections.

It was reported that the broken stile on Little Bristol Lane had been thrown to one side thus leaving a gap in the hedge. The field behind is a maze field and one of the cows managed to come through the gap. Some posts have now been erected where the stile used to be but this now blocks access through what is an official PROW. The Clerk was asked to report this to the SGC PROW officer as a matter of urgency.

Clerk

11113/17 The Pound

The Clerk had checked the financial records going back to 2010 and could find no evidence of the annual rental charge of £35 being received. Therefore it was proposed by Cllr. Rosher, seconded by Cllr. Cheskin and **RESOLVED** that the Clerk write to the Licensee requesting payment of the backdated rent before a new Licence is granted.

Clerk

11114/17 Annual Remembrance Day Parade & Service

Arrangements are progressing. The PA system has been booked with Alexander Hosea School; the road closed signs have been booked through Murray Hire.

11115/17 Financial Matters

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

Current Account	£ 500.00	(Statement No. 397 dated 29 th September 2017)
Business Reserve (1)	£14,356.00	(Statement No. 186 dated 4 th August 2017)
Business Reserve (2)	£89,859.41	(Statement No. 293 dated 29 th September 2017)

It was noted that the second half of the 2017/18 Precept of £28,224 had been received into the Business Reserve (2) account on 29th September 2017.

In order for future bank statements to be sent to the Clerk, a Natwest Bank Change of Address for Non-Personal Customers form was signed by the Chairman and Vice Chairman. The Clerk will deposit this with the bank.

11116/17 Accounts for Payment

Payee	Chq No.	Description	Gross	VAT	Net
			£	£	£
Mrs. P. Evans	SO	Clerk's Salary - Sep 2017	£863.16	£0.00	£863.16
HMRC	2791	Clerk's Tax & NI - Sep 2017	£126.57	£0.00	£126.57
KLH Landscaping	2792	Grounds Maintenance & Sand	£350.00	£0.00	£350.00
Charfield Memorial Hall	2793	Room Hire & Litter Pick	£115.00	£0.00	£115.00
South Glos Council	2794	Localism Charges	£452.70	£90.54	£543.24
Water Matters (UK) Ltd	2795	Memorial Hall Car Park Water Leak	£650.00	£130.00	£780.00
			£2,557.43	£220.54	£2,777.97

It was proposed by Cllr. Cheskin and seconded by Cllr. Garside and **RESOLVED** that the above accounts be paid. Cllrs. Law and Parker were instructed to sign the cheques. **All Agreed.**

11117/17 Minor Items Raised by Members or for Future Agenda

It was noted that South Gloucestershire Council Streetcare has removed the dead tree on the corner of Manor Lane and Underhill Road.

It was noted that the green fence enclosing the playing field along Little Bristol Lane had been cut in various places. The Parish Council will take a look to see if this requires repair.

*This concluded the business of the meeting which closed at approximately 9.50pm.
Next meeting of full council is to be held on Tuesday 14th November 2017 at 7:30pm in the Sportsman's Lounge.*

Chairman

14th November 2017

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