

CHARFIELD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 14th November 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. News, Mrs. V. Roberts, Mr. A. Parker and Mr. A. Threlfall.

Clerk: Mrs. Paula Evans

Public: No members of the public were present.

Action

11118/17 To note Apologies for Absence and Acceptance of Reasons

Apologies were received and noted from Cllrs. Garside and Rawlings and Cllr. J. O'Neill.

11119/17 Declarations of Interest in items on the Agenda

Cllr. Parker declared a Pecuniary Interest in agenda item 7, specifically planning application PT17/4614/F and would leave the room when that item was discussed. Cllr. Cheskin offered a Personal Interest (as proprietor of the village garage) in agenda item 7, specifically PT17/4923/O and would voluntarily take no part in the discussions.

11120/17 To Approve Minutes of Previous Meeting

The minutes of the previous meeting held on Tuesday 10th October 2017 had been circulated. Cllr. Threlfall proposed, Cllr. Law seconded and it was **RESOLVED** to approve the minutes which were duly signed by the Chairman. **All Agreed.**

11121/17 Public Participation

None.

11122/17 To receive the Clerk's Report

A copy of the report presented by the Clerk is appended to these minutes.

It was proposed by Cllr. Rosher, seconded by Cllr. Parker and **RESOLVED** for the Clerk to attend the ALCA run Risk Assessment course on 30th November 2017.

11123/17 Report from Cllr. John O'Neill, South Gloucestershire Council Representative

Regarding forthcoming discussions on planning application PT17/4241/F - it was pointed out that the application relates to land not owned by the applicant.

11124/17 Planning Applications

PT17/4241/F | Erection of single storey building to form playroom | Charfield Pre School Foundation Room, Wotton Road | NO OBJECTIONS.

PT17/4802/F | Erection of single storey front extension to provide additional living accommodation | 171 Woodlands Road, Charfield, GL12 8LA | NO OBJECTIONS.

PT17/4614/F | Change of use of land from agricultural to equestrian use and erection of stables | Cosy Farm, Swinhay Lane, Charfield, GL12 8EY | NO OBJECTIONS.

PT17/4923/O | Demolition of existing industrial unit and erection of 1 no. building to form retail unit (Class A1) (outline) with access, layout and scale to be determined. All other matters reserved | M.J. Fewes Ltd, Wotton Road, Charfield | Cllr. Cheskin took no part in the discussions. It was proposed by Cllr. Parker, seconded by Cllr. Roberts and **RESOLVED** to OBJECT to this application. The Parish Council's objections are appended to these minutes.

PT17/4609/PNA | Prior notification of the intention to erect an agricultural building for the storage of fodder and machinery and use as a lambing shelter | Huntingford House, Swinhay Lane, Charfield | The Parish Council noted this application.

11125/17 Planning Decisions

PT17/1735/F | Erection of two storey side extension to provide additional living accommodation. Alterations to roofline to facilitate 1 no. rear dormer | 42 New Street, Charfield, GL12 8ES | APPROVE WITH CONDITIONS.

PT17/3449/F | Erection of 1 no agricultural building for the storage of vehicles and maintenance equipment | Pound House Farm, Churchend Lane, Charfield | APPROVE WITH CONDITIONS.

PT17/3548/MW | Variation of condition 7 of planning permission PT07/9573/F to allow the annual extraction rate of stone quarried from the site to not exceed 1.2m tonnes | Cemex UK Operations, Wickwar Quarry, The Downs, Wickwar | APPROVE WITH CONDITIONS.

11126/17 Planning Enforcement

COM17/0923/BOC | Breach of condition no. 3 attached to Planning Permission PT16/6355/F landscaping details | 58 Wotton Road, Charfield | Complaint received that soft landscaping at the rear of the new build had not been completed. Initial investigation revealed there was no breach of condition until the property was occupied and as the planting season had only commenced on 1st October this should be given more time. However it would appear that Planning Enforcement are now investigating the complaint.

COM/17/0979/BOC | Breach of condition regarding provision and use of wheel washing facilities | Land at Day House Leaze, North of Wotton Road, Charfield | Acknowledgement received from SGC.

11127/17 JSP, JTP & Proposed Development within Charfield

South Gloucestershire Council had voted to adopt the draft JSP – the first unitary authority in the West of England Combined Authorities (WECA) to do so. Once all four unitary authorities in WECA have adopted the draft plan it will then go to public consultation on 22nd November 2017. There is a short timeframe in which to respond. A preliminary look at the whole draft Plan suggested there was support the greenways and walkways. The draft Plan still proposed 1,200 new homes for Charfield.

11128/17 Playing Fields Inspection Reports and Note Issues Arising

The weekly playground inspection reports were received and noted.

The Parish Council had held a brief working group meeting to discuss plans for the play area and the Expression of Interest registered with SGC for part of the S.106 monies from the Day House Leaze development. It was agreed to liaise with the Memorial Hall following their plan submission.

Play Equipment – it may be possible to drive a wedge into the ground to support the bridge hand rail and therefore extend its life; there are potential finger entrapment issues with the train; there is algae on the skate park which requires spraying; Cllr. Rosher was thanked for sweeping the tennis courts – twelve bags of leaves were taken away.

11129/17 Charfield Burial Ground Report

It had been a quiet month. KLH would be cutting the wildflower area and trimming the lavender week commencing 20th November 2017.

11130/17 Youth Group Report

A meeting was planned for 7th December 2017 where it was hoped the grant application would be finalised. Cllr. Cheskin had spoken with Mr. Gillings about the recent vandalism to the public conveniences and the harassing of the SGC Operative and asked him to talk to the Youth Group.

Although it cannot be attributed to any specifically individuals, it was reported that fireworks had

Clerk

been set off in the playing fields at approximately 01.30 hrs on Saturday 11th November. The explosions had gone on for nearly half an hour and cause great disturbance.

11131/17 Charfield Neighbourhood Plan

There would be a meeting on 6th December 2017 to discuss the future of the Charfield Neighbourhood Plan and the possible production of a narrative plan.

11132/17 Meeting Reports

- Charfield Village Hall Management Committee – Nothing to report.
- Crest Nicholson Liaison Group Meeting – Nothing to report.
- Day House Leaze Liaison Group Meeting – The Clerk reported that she had given Bellway Homes until the 16th November 2017 to confirm a meeting date from a list provided – 28th, 29th, or 30th November.
- Wotton, Charfield & Kingswood Greenway Group – It was reported that a couple of meetings had been held; an online survey had been produced which was advertised on the Parish Council notice board, CVF Facebook page and Parish Council web site. The survey closes on 22nd November.
- Consensus Communications – The Parish Council had facilitated informal discussions on between Consensus Communications (representatives of Bloor Homes), Bloor Homes, CNP, FFC and Memorial Hall representatives. The Bloor Homes proposal was for 300 dwellings in fields behind New Street. Basic, outline plans had been presented by Bloor which showed access to the development on New Road and Wotton Road. Those organisations present emphasised to Bloor that New Street was a heavily parked road and it was ludicrous to attempt to use New Street as one of the entrances to the development. Those present also stressed that the proposal did not address the increase in traffic movements onto an already overloaded Wotton Road - potentially an extra 1,200 per day (600 out and 600 back in).

11133/17 Correspondence Received

SGC – Positive Activities for young people Consultation; Creating Active Communities Conference update; Weekly Enforcement List; Community Engagement Forum Minutes: Charfield, Cromhall, Tortworth, Falfield, Rangeworthy, Wickwar, Cotswold Edge north and west of A46; West of England Joint Spatial Plan (JSP) Update October 2017; GP survey; Reporting Rough Sleepers; Town & Parish Council Forum; Register of Electors 2018; Warners Court Land at Charfield; Public Toilets - Memorial Hall.

ALCA - GDPR - Briefing paper; Follow up on the Defibrillator issue; Councillor disqualification consultation; LAIS Right Homes consultation; Estimated NALC/ALCA Subscription for your 2018/19 Budget.

Other - Falfield Parish Council - Meeting agenda for Tuesday 17th October 2017; Remembrance Day; Trespasser & Horse Removal Specialists; Internal Audit Services 2017-18; Footpath Closure; KLH End of Year; CPRE Avonside event; Traffic Calming; Water supply interruptions; WCK Greenway- Transport Survey; Luke Hall MP Buckover Garden Village and Charfield; Firework and Bonfire Tonight at Charfield; Village Issues; Mud on pavements in Charfield; Notes from the last Environmental Forum Meeting October 2017.

Friends of Charfield Primary School – it was noted that the 2017 may well be the last one due to the close proximity of the Bellway development. However, it was understood that the Friends are actively seeking an alternative site within the Parish.

11134/17 Bellway Homes

The building work at the Bellway site has caused tremendous problems over the past few weeks. The issue of the lack of wheel-washing facilities has been reported to SGC Planning Enforcement and an acknowledgement letter has been received (see minute 11125/7). The HSE have also been advised (again) about road safety and mud and stones being brought out onto the Wotton Road. Complaints have been received from residents (including photographic evidence) about lorries reversing over the pavement during the school-run times. The Clerk wrote to Bellway (Rhian Powell and Simon Hughes) and copied in the Head of Bellway Public Relations about the state of the road and the village's forthcoming Act of Remembrance.

Instead of waiting for Bellway to come back with some proposed meeting dates, the Clerk has written to Bellway suggesting the following dates for a Liaison Group Meeting – Tuesday 28th Nov, Wed 29th Nov, and Thurs 30th Nov – all in the Sportsmans Lounge at 2.00pm. Once the Clerk has confirmation of Bellway’s attendance she will inform the specified attendees as per the Terms of Reference dated September 2016.

11135/17 Footpaths

The issue with OCH16/90 was reported to SGC PROW.

An issue with footpath OTO/7 which runs through one of the fields at Cosy Farm that was part of a recent planning application (PT17/1132/F) was brought to the Parish Council’s attention. The recent application for change of use from agricultural to equestrian did not note the PROW on the application. It would appear that the footpath is actually within Gloucestershire Council. The yellow PROW sign which had disappeared has now been replaced.

11136/17 The Pound

A request had been made to the current lease holder for payment of previous rent and rent for the forthcoming year, acknowledging that the Parish Council had not sent reminders. Once this had been received, the Clerk will sign the Lease on behalf of the Parish Council and forward to the lease holder.

Clerk

11137/17 Annual Remembrance Day Parade & Service

The event was very well attended and passed off very respectfully. Thank you emails had been sent to those involved in the event – Memorial Hall, Richard Hancock, Hannah Shaw, Sue Rowse, Police etc. The Memorial Hall refreshments raised £308 for Help for Heros. The Wotton Road had been in an acceptable state.

11138/17 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. 398 dated 1 st November 2017)
Business Reserve (1)	£14,356.23	(Statement No. 188 dated 5 th October 2017)
Business Reserve (2)	£85,123.78	(Statement No. 294 dated 1 st November 2017)

The Clerk reported that a review of the figures showed a healthy balance. There was an overspend on the S.137 Grants & Donations budget due to payments for the hire of the PA equipment (£25) and the Poppy Wreath (£40). There was also a forecasted overspend of £650 on the Memorial Hall budget after the second half of the financial support cheque for £3,000 is paid in December – this overspend was due to the Parish Council paying for the recent water leak repairs to the car park.

11139/17 Accounts for Payment

Payee	Chq No.	Description	Net	VAT	Gross
			£	£	£
Mrs. P. Evans	SO	Clerk's Salary - Oct	£863.16		£863.16
Charfield Memorial Hall	2796	Room Hire & Litter Pick	£131.50		£131.50
HMRC	2797	Clerk's Tax & NI	£126.57		£126.57
Mr. M. Rosher	2798	Domain Name	£104.97	£21.00	£125.97
Royal British Legion	2799	Wreath	£40.00		£40.00
Alexander Hosea School	2800	Hire of PA Equipment	£25.00		£25.00
Mrs. P. Evans	2801	Replacement Mobile	£35.00		£35.00
Complete Business Solutions	2802	Stationery	£54.72	£10.94	£65.66
			£1,380.92	£31.94	£1,412.86

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

11140/17 Minor Items Raised by Members or for Future Agenda

Regarding the 2018 Annual Parish Council Meeting in May, as he would he would be unavailable to attend, Cllr. Rosher tendered his apologies in advance.

This concluded the business of the meeting which closed at approximately 9.25pm.

Next meeting of full council is to be held on Tuesday 12th December 2017 at 7:30pm in the Sportsman's Lounge.

Chairman

12th December 2017

CLERK'S REPORT
Presented to Full Parish Council Meeting on 14th November 2017

1. Cllr. Roberts and the Clerk met during the month to discuss the forthcoming implementation of new General Data Protection Regulations. These new regulations come into force in May 2018 and replace the existing Data Protection Regulations about how personal data is handled. There is an absolute mountain of information to read through and to understand. The new Regulations require the appointment of a Data Protection Officer – latest information received from ALCA confirm that this cannot be the Clerk – it must be an external body. Once implemented, should a breach of the new Regulations occur there is a hefty fine of up to 22 million Euros! To begin preparation for the new GDPR, the Clerk will begin to prepare a Retention of Documents Policy for the Parish Council to adopt.
2. The 2018/19 Charfield Community Grant pack has been prepared and uploaded to the Parish Council web site. A notification has also been put on the Charfield Village Forum.
3. A complaint was received from a parishioner regarding problems with the water supply to their property. As the problems coincided with the commencement of works at the Day House Leaze site, the parishioner thought this might be source of the problem.
4. A complaint was received from a parishioner regarding the footpath OCH16/90; car parking outside the new houses at the top of Little Bristol Lane and the road sweeper lorry discharging the dirty water into the drains by the garages on Little Bristol Lane.
5. Numerous complaints have been received from parishioners regarding the state of the Wotton Road – mud and stones; reversing lorries etc.
6. A considerable amount of time has been spent on arrangements for the Annual Remembrance Procession and Service.
7. The Clerk has been notified of a training session through ALCA on Risk Management. The training session will take place on 30th November 2017 and the Clerk would like to attend as this forms part of the CiLCA training.

Paula Evans
Clerk
14th November 2017

Minute 11124/17

PT17/4923/O | Demolition of existing industrial unit and erection of 1 no. building to form retail unit (Class A1) (outline) with access, layout and scale to be determined. All other matters reserved | M.J. Fews Ltd, Wotton Road, Charfield

Charfield Parish Council notes the above application to re-develop part of the M.J. Fews site to form a retail unit, and wish to make following **OBJECTIONS**:

This application comes at a time when the future of Charfield as a village is uncertain. The ongoing consultation into the Joint Spatial Strategy of the West of England Combined Authority proposes up to 1200 new homes in Charfield over the next twenty years. If confirmed, this expansion of the village would need to be carefully planned, and any sizeable spurious drop-in developments permitted before such planning could take place make the successful expansion of a sustainable Charfield harder to achieve. Notwithstanding the certain need for a wider range of local retail opportunities that would come from a larger population, this application is not welcomed at this time.

Additionally, the proposed demolition of the locally listed 'Old Bank House' is not supported. The report attached to this application suggests it is in a poor and dangerous condition and the Parish Council does not share this view. It forms a unique part of the village and has local heritage value, and could be brought back into use for example providing a part-time bank, coffee shop or local gallery. The application also uses the brick construction of this relatively small building to support a part brick and steel building that would in no way reduce the visual impact of the existing M.J. Fews buildings; themselves not in keeping with the adjacent building types.

Despite providing a traffic speed report for Station Road, this application does not take into account the traffic on the main Wotton Road that is much faster and far greater in number. Vehicles accessing this development would perforce use the Wotton Road, and the increasing number of new developments seeking similar access in a short stretch of the village main road, are already causing traffic congestion. The Parish Council feels strongly that development in Charfield is coming forward at a rate where the cumulative effects cannot be fully understood and recommends that no further large developments are permitted until such time has elapsed that robust analysis can be undertaken.

The Parish Council is aware of the local importance of the trees on the M.J. Fews site and close to the proposed development. The Parish Council believes these trees to be subject to Tree Preservation Orders and they are identified in the Unwin report dated June 2014. There is another tree shown on the M.J. Fews site that is not so identified and although it is not within the development site it is potentially close enough to be threatened, and Charfield Parish Council would seek an examination by South Gloucestershire Tree Officers with a view to making an Order on it.

It is recommended that South Gloucestershire seek the application's **WITHDRAWAL** subject to a later application made under a parish-wide development plan. In the lack of this, Charfield Parish Council **OBJECTS** to the application.