

## CHARFIELD PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Tuesday 13<sup>th</sup> February 2018 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, Mr. A. Threlfall and Mr. P. Garside

**Clerk:** Mrs. Paula Evans

**SGC Ward Member:** Cllr. J. O'Neill

**Public:** Four members of the public were present.

### 11199/18 To note Apologies for Absence and Acceptance of Reasons

Apologies were received and noted from Cllr. Rawlings.

### 11200/18 Declarations of Interest in items on the Agenda

None received.

### 11201/18 To Approve Minutes of Previous Meeting

The minutes of the previous meeting held on Tuesday 9<sup>th</sup> January 2018 had been circulated. Following a minor amendment, Cllr. News proposed, Cllr. Law seconded and it was **RESOLVED** to approve the minutes which were duly signed by the Chairman. **All Agreed.**

### 11202/18 Public Participation

A Parishioner reported that their property had recently been burgled and it would appear there were similarities with other recent burglaries in the Charfield area. The Parishioner was concerned that there appeared to be an escalation of break-ins in the area and asked whether anything could be done to help prevent them. There had been a suggestion that it was a gang targeting the Charfield area. The Parish Councillors sympathised with the Parishioner. There has been a suggestion on the Charfield Village Forum Facebook group about setting up a Neighbourhood Watch Scheme. There have been seven burglaries in the last seven or eight months, which have been brought to the attention of the Community Engagement Forum (CEF). The Parish Council is aware that Police Officers are covertly patrolling the area in plain clothes. All that can be done in the meantime is to remain vigilant and observe the usual security measures such as leaving lights on etc.

A Parishioner commented on the current state of the roads within Charfield (mud, potholes and the general poor state of the road surfaces). There appeared to be very little evidence of reinstatement of the damage and the Parishioner queried whether the extra money raised due to additional housing within Charfield would be used for this purpose. It was acknowledged that road repairs were a constant problem within South Gloucestershire and as road repair budgets have been slashed, the only course of action is to keep reporting damaged areas to SGC. The Parish Council was aware that some 'cold-pour' repairs had been undertaken on Churchend Lane, but it was felt these repairs would only last a few months.

A member of the Friends of St. James Church addressed the Parish Council and thanked them for the awarding of a Grant for 2018/19. The Parish Council was appraised of recent works within the churchyard - there had been three days of working parties which had achieved a great deal. An architectural survey will shortly be undertaken which is being part funded by an MAF Grant. The SGC Tree Officer had undertaken a survey of the churchyard and agreed what tree work can and cannot be done. Permission is being sought from SGC for the erection of an oak notice board. This will also require PCC and a Faculty approval. All of the burial records have been collated onto an excel spreadsheet which makes it very searchable. The entrance gate has disintegrated and the Friends are hoping that this can be replaced on a like-for-like basis which would not require a Faculty. The Friends are actively looking for an Historian to join the group as well as someone with experience in dealing with Heritage Lottery Funding applications. The Friends had been given permission from SGC to clear vegetation from the adjoining wall with the Burial Ground. As this work progresses it will probably show the extent of the damage

Action

to the wall. The Parish Council informed the Friends representative that CEMEX had undertaken some vibration monitoring at the Church. The results had shown that blasting at the quarry was not causing damage to the Church.

The Parish Council was informed that under an Ancient Parish Charter, the Vicar has a legal right "*to summon, on the Sabbath or a Holy Day, all the men of the Parish to an Archery session*". It was hoped to organise this event to tie in the annual celebration of St. James Day on 22<sup>nd</sup> July 2018 which would include a medieval fair and archery demonstration. The event was not intended to be a fundraising event, simply raising the profile of the Church.

#### **11203/18 To receive the Clerk's Report**

A brief verbal report was provided on actions ascribed to the Clerk. All in order.

#### **11204/18 Report from Cllr. John O'Neill, South Gloucestershire Council Representative**

Cllr. O'Neill had liaised with the family, Clerk and the Police regarding arrangements for the funeral on 27<sup>th</sup> February.

It was generally acknowledge that Bellway's response/action to issues brought to their attention had not been up to scratch, particularly relating to mud on the road/footpaths. The Section 278 works (access/footpath) were due to finish imminently and would not re-start until 5<sup>th</sup> March.

It was noted that Great Western Air Ambulance needed to raise £3m in the next financial year.

SGC Local Plan – this was out for consultation. The Local Plan details locations for non-strategic development and sits immediately behind the Joint Spatial Plan which details locations for strategic development. If the JSP fails scrutiny, SGC would be looking at the Local Plan's non-strategic locations for development. The Parish Council wished it to be noted that the consultation document is very difficult to respond to, certainly from a lay-man's point of view. They also wished it to be noted that they do not believe it to be a competent plan.

The Crest Nicholson pedestrian crossing is still not up and running – a couple of objections were received by SGC when this was in consultation, which have to be addressed.

Crest Nicholson had confirmed they are in very early negotiations to purchase the land behind the existing Crest Nicholson site in order to develop a further 200 homes. These plans are dependent on the purchase of the land and establishing a suitable access through the existing site. As soon as further information is available Crest Nicholson would brief Cllr. O'Neill and the Parish Council. This would also be where the Greenway Cyclepath would start from.

#### **11205/18 Planning Applications**

PT18/0330/F | Demolition of existing single storey rear extension and shed. Erection of single storey rear extension to form additional living accommodation | 4 May Grove, Charfield, GL12 8SX | NO OBJECTIONS.

#### **11206/18 Planning Decisions**

PT17/5307/TRE | Works to crown reduce 1 no. Willow tree to a finished height of 15m and a radial spread of 20m covered by SGTPO 07/11 dated 21<sup>st</sup> June 2011 | Charfield Congregational Church, Wotton Road, Charfield | APPROVE WITH CONDITIONS.

PT17/5463/F | Erection of first floor side extension, two storey side extension and single storey rear extension to form additional living accommodation | 111 Woodlands Road, Charfield, GL12 8LT | APPROVE WITH CONDITIONS.

#### **11207/18 Planning Enforcement**

COM/18/0022/ADV - Railway Tavern – Illuminated railway tavern sign installed without planning permission. The Clerk will contact SGC Planning Enforcement to ask they nothing has been done.

Clerk

### **11208/18 JSP, JTP & Proposed Development within Charfield**

South Gloucestershire Council has organised some 'drop-in' session during March. Concern was expressed that there appears to be no coherent plan with regarding to the re-opening of the railway station or improvements to the motorway junction.

Warners Court Appeal – this would be placed on the agenda for the March meeting in order for the Parish Council to discuss what needs to be done, and whether the Parish Council would address the Planning Inspector and present evidence over and above what has already been stated.

Clerk

### **11209/18 Playing Fields Inspection Reports and Note Issues Arising**

A meeting would be arranged between the Parish Council and the Memorial Hall Committee to progress the EOI for the Bellway S106 monies.

The Clerk was asked to contact Bellway Homes to see if they could assist with the rotating of the Memorial boulder in the Hall car park.

### **11210/18 Charfield Burial Ground Report**

The Clerk circulated a written report which was duly noted.

With regard to item 1, the Clerk was asked to contact the family and ask for some form of temporary marker to be put in place until a permanent memorial tablet was erected.

Clerk

Cllr. Rosher proposed, Cllr. Roberts seconded and it was **RESOLVED** to approve the interment of the late Mr. Jack Jones within the Burial Ground. **All Agreed.** The funeral would take place on 27<sup>th</sup> February 2018. Cllr. O'Neill and the Clerk had been liaising with Bellway Homes to ensure that the temporary traffic lights are removed.

The rose garden had been re-mulched.

An email had been received from the Friends of St. James Church regarding the adjoining wall with the Burial Ground. SGC had given permission for the Friends to clear the ivy from the wall. The Friends were enquiring whether the Parish Council would be happy for the Group to clear both sides. The Clerk had responded thanking the Group for their interest and explained that the Parish Council already had work planned for the Burial Ground side of the wall and was trying to liaise with SGC in order to construct the walkway through.

The section of wall which had collapsed was now impeding use of that area for the interment of ashes. As the Parish Council was seeking permission to create a walkway through that part of the wall, the Clerk recommended that the Parish Council deliberately leave a gap in the two rows in order to allow users to walk through.

### **11211/18 Youth Group Report**

The recent spate of vandalism had been mentioned to the Youth Group leader. The attendance numbers are good and sessions are going well.

### **11212/18 Charfield Neighbourhood Plan**

The next meeting of the CNP was planned for the following week. It would appear that some of the findings from the CNP survey have been included in the SGC Local Plan.

It was agreed not to renew the annual subscription to the Planning Magazine publication. If needed at a future date, a new subscription could be applied for.

### **11213/18 Meeting Reports**

- Charfield Village Hall Management Committee Meeting – The request to site a mobile fast

food van in the car park would not be progressed due to concerns expressed by neighbours. Cricket Club equipment is stored in the Pavilion at the bottom of the playing fields however this has suffered from a great deal of anti-social behaviour. The possibility of installing a lock-up was being investigated. Plans had also been discussed regarding the erection of a porch to the front of the Hall and whether planning permission was required depending on the design. The Hall Committee had also received a quote for the installation of some CCTV equipment. It was agreed that the Parish Council would pay the gross amount with the Hall Committee reimbursing the Parish Council for the net amount.

- Crest Nicholson Liaison Group Meeting – There had been no response from Crest Nicholson regarding the slowworm query. The Clerk will chase.
- Day House Leaze Liaison Group – At the recent meeting there had been discussions on traffic management and continued poor state of the road. There had been an occasion when the footpath opposite the site had been blocked, with pedestrians being escorted along the road by workmen – this was considered to be unsafe, and a pedestrian had received a rude response when they challenged this procedure. Contact details for the Site Manager had been received.
- Wotton, Charfield & Kingswood Greenway Group - Nothing further to report. Funding for the pathway will come from S106 development monies.
- CEMEX Liaison Group Meeting – A meeting had been held on 13<sup>th</sup> February. Production at the beginning of the year had been quite slow with competition from other suppliers on an increase. This year will mark the one hundredth anniversary of the opening of the quarry with CEMEX planning an open day to celebrate. The Clerk will be liaising with the Quarry Manager re the footpath across the playing field.
- Community Engagement Forum – At the last meeting concern had been expressed about large vehicles overtaking one another on the motorway. The CEF will now rotate their place of meetings around other parishes.

Clerk

#### **11214/18 Correspondence Received**

SGC – Annual reports for Thornbury, Winterbourne and Yate Libraries; Allotment Information Request.

Other – Boundary Commission – Final Recommendations; Tortworth Lake Closed; Highways England's Strategic Road Network Initial Report; Bellway Development – Playground Equipment Layout; Chipping Surgery PPG and Community Public Access Defibrillators; DAG Winter Newsletter; Crest Nicholson Development – Boundary Treatment Along 'Slowworm Corridor' to rear of Horseford Road properties; 1<sup>st</sup> Charfield Brownies.

#### **11215/18 Footpaths**

The Clerk had chased SGC PROW – nothing further to report.

#### **11216/18 Willow Tree, Manor Lane**

The Clerk had met with the SGC Tree Officer to take a look at the Willow Tree on the corner of Manor Lane and Wotton Road. Bearing in mind the history of this tree, the Clerk wished to ensure positive engagement with SGC which was why advice had been sought. The Tree Officer recommended "re-pruning back to previous points". The SGC Tree Officer had also recommended that the works be done when the tree is in leaf. To this end the Clerk had completed a Tree Works Application Form and would seek competitive prices from tree surgeons recommended by the SGC Tree Officer. All of this information had been conveyed to the immediate neighbour on Wotton Road.

#### **11217/18 Road Traffic Accident, Wotton Road, Sunday 28<sup>th</sup> January 2018**

The Parish Council noted with great sadness the recent fatal accident at the bottom of the hill on Wotton Road, just before the Memorial Hall. Parishioners who came to the assistance of the emergency services were commended for their actions. The accident occurred very close to planned entrance for the Barratt Homes development (which was now the subject of a Planning Inspectorate Appeal). In their response to Barratts' original planning application, Charfield Parish Council highlighted just how dangerous this stretch of road was and that any potential development would only increase the risk of vehicle and pedestrian accidents in this area.

### **11218/18 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. 401 dated 1 <sup>st</sup> February 2018)
Business Reserve (1)	£14,357.43	(Statement No. 191 dated 5 <sup>th</sup> February 2018)
Business Reserve (2)	£79,668.91	(Statement No. 297 dated 1 <sup>st</sup> February 2018)

The Clerk reported she had undertaken a two and a half hour Webinar session by PKF Littlejohn, the newly appointed external auditors. The Webinar provided information on how the 2017/18 Annual Audit would be conducted.

The Parish Council has received reimbursement for the net costs of the water leak repairs in the Memorial Hall car park.

### **11219/18 Accounts for Payment**

The Clerk reported the following accounts to be paid.

Payee	Chq No.	Description	Net	VAT	Gross
			£	£	£
Mrs. P. Evans	SO	Clerk's Salary - January	£863.16	£0.00	£863.16
HMRC	2811	Clerk's Tax & NI	£126.57	£0.00	£126.57
			<b>£989.73</b>	<b>£0.00</b>	<b>£989.73</b>

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

### **11220/18 Minor Items Raised by Members or for Future Agenda**

The Clerk was asked to investigate receipt of planning applications PT17/1212/F and PT17/3552/F and report back to the Parish Council.

Clerk

There was a general discussion regarding the number of Parish Councillors elected for Charfield Parish. Currently nine Parish Councillors were elected to represent Charfield Parish – a Community Governance Review would need to be requested to establish if this number should increase bearing in mind the potential development within the Parish.

*This concluded the business of the meeting which closed at approximately 9.45pm.*

*Next meeting of full council is to be held on Tuesday 13<sup>th</sup> March 2018 at 7:30pm in the Sportsman's Lounge.*

Chairman

13<sup>th</sup> March 2018