

CHARFIELD PARISH COUNCIL

Minutes of the Meeting of Charfield Parish Council held on Tuesday 10th July 2018 commencing at 7.30pm in the Sportsman's Lounge, Memorial Hall, Charfield

PRESENT

Parish Councillors: Mr. M. Rosher, Mrs. J. Law, Mr. A. Parker, Mr. A. Threlfall, Mrs. N. Newns, Mrs. V. Roberts, Mr. R. Rawlings

Clerk: Mrs. Paula Evans

SGC Ward Member: Cllr. J. O'Neill

Public: No members of the public were present.

11326/18 To note Apologies for Absence and Acceptance of Reasons

Apologies were received and noted from Cllrs. Cheskin and Garside.

11327/18 Declarations of Interest in items on the Agenda

None received.

11328/18 To Approve Minutes of Previous Meeting

The minutes of the previous meeting held on Tuesday 12th June 2018 had been circulated. Cllr. Threlfall proposed, Cllr. Parker seconded and it was **RESOLVED** to approve the minutes. The Minutes were duly signed. **All Agreed.**

11329/18 Public Participation

Referring to Charfield Parish Council's adopted Stating Order 16, the Parish Councillors were made aware of a live Stroud District Council consultation regarding the imposition of street parking charges in Wotton-Under-Edge. Cllr. Threlfall proposed, Cllr. Roberts seconded and it was **RESOLVED** to respond accordingly citing unwelcome and additional burden on Charfield residents who use Wotton for health services; possible first hour free consideration; disincentive to use shops etc. **All Agreed.**

11330/18 To receive the Clerk's Report

The Clerk submitted a written report which is appended to these Minutes.

Regarding item 7 of the Clerk's Report, the Parish Council agreed they were happy to pay the registration fee for the Clerk's CiLCA course and associated training.

11331/18 Report from Cllr. John O'Neill, South Gloucestershire Council Representative

It was agreed by all Cllrs. present that agenda item 10 and 11 would be brought forward for discussion.

Agenda Item 10 - Four statements were given at the Public Inquiry – Cllr. O'Neill as SGC Representative; a representative of Fighting For Charfield and the Charfield Neighbourhood Plan; a resident and the Clerk read out the agreed statement on behalf of Charfield Parish Council. All of the statements given were cross-examined by the Appellants QC. The Planning Inspector paid a site visit and walked around the area and village paying particular attention to the proposed site for the re-opening of the railway station. It was acknowledged that the loops on the line are currently used for goods trains when the faster, inter-city trains pass through. It was generally acknowledged that the outcome of Public Inquiries were notoriously difficult to predict. The Planning Inspector did however highlight that her determination of the Inquiry may well be 'recalled' following SGC's Chief Executives request to the Secretary of State to 'recall' a number of recent decisions.

Agenda Item 11 – The Joint Spatial Plan is currently under examination and would probably have two Hearings – a legal one and a technical one. These Hearings would potentially take place in January 2019. The general consensus was that the JSP would not be approved in time for the next local elections in May 2019. CEG had been advised they could submit their applications as evidence, but the applications would not be considered. The current guesstimate was that the CEG applications could potentially be considered in the summer of 2019.

Action

The Parish Councillors noted that with the delay in the delivery of the JSP, and if CEG were to submit an outline planning application, how would the Parish Council be able to comment? The Parish Council had been told previously that any application would not be determined until the JSP had been approved. Access to any proposed development was still a major issue and the Parish Council would need to know what the Wotton Road Environmental Enhancement Scheme contained before being able to make an informed comment. Section 7.9 of the JSP document makes reference to the sustainability and infrastructure in and around Charfield. This situation gave cause for concern and the Parish Council would remain cautious

Cllr. O'Neill had had a brief catch-up meeting with a representative of CEG during the same week as the PI. The representative was also going to visit the school and speak with the head teacher. CEG wished to instigate a Liaison Group and were asking who should be represented on the Group. CEG had confirmed to Cllr. O'Neill that only about sixty residents had attended the recent public engagement session. CEG were suggesting the date of 25th July 2018 for the initial meeting. Cllr. O'Neill had emphasised the need for infrastructure to be delivered and the fact there were no places available within the primary school. CEG had confirmed that had completed a feasibility study for the re-opening of the railway station. As far as CEG were concerned the station could be opened by 2021. It should be noted that the feasibility study was undertaken in 2016. Cllr. O'Neill confirmed that SGC were aware that the setting up of a Liaison Group was on the agenda for discussion and had offered up SGC Officers to address the Parish Council before any stakeholder meeting.

Allotments – although were a small number of allotment plots contained within the Bellway and Crest Nicholson developments these allotments were being offered to those people wishing to purchase houses within the development. It was noted that CEG would potentially offer any allotment land to the Parish Council.

Pedestrian Crossing – Cllr. O'Neill confirmed he had been constantly chasing SGC in order to get the crossing commissioned. This had been an extremely frustrating and arduous process. Apparently when the TRO was completed a number of things had been constructed incorrectly – the zig-zag lines had been painted in the wrong place; the pavement studs had been installed in the wrong place etc. The contractors who installed the crossing had been chased over the past two months in order to get them back to rectify the mistakes – which should be completed 11th July 2018.

Resurfacing of Wotton Road – The works were planned for the autumn half-term week and would include a road closure for some of it. However, Cllr. O'Neill had reminded SGC that South Gloucestershire had different half-term dates to Gloucestershire which must be factored into these works.

11332/18 Planning Applications

Planning application PT18/2600/F had been discussed at the June 2018 meeting. No further planning applications had been received.

11333/18 Planning Decisions

PT18/1793/F | Erection of single storey rear and side extension to form additional living accommodation. Erection of boundary fence | 167 Woodlands Road, Charfield, GL12 8LA | APPROVE WITH CONDITIONS.

PT18/1852/F | Erection of single storey rear extension to provide additional living accommodation and change of use of land to residential (C3) and erection of 2.1m fence | 47 Manor Lane, Charfield, GL12 8TN | APPROVE WITH CONDITIONS.

PT18/2268/TRE | Works to 1 no. Oak tree to prune lateral growth overhanging garden by 1-2m tree covered by SGTPO 07/11 dated 21st June 2011 | 12 Kings Meadow, Charfield, GL12 8UB | APPROVE WITH CONDITIONS.

PT18/2325/F | Erection of single storey side and rear extensions to existing garage with roof alterations | Tamarisk, 63 Underhill Road, Charfield | APPROVE WITH CONDITIONS.

11334/18 Planning Enforcement

Charfield Parish Council noted the following current planning enforcement issues:-

- COM/18/0486/BOC | Breach of condition 2 (windows) attached to planning permission PT16/6276/F.
- COM/18/0523/OD | Erection of high fence abutting public footpath.
- COM/18/0529/OD | Development not being built to plans (PT16/1503/RM).
- COM/18/0531/OD | Erection of a fence.

11335/18 Public Inquiry

This agenda item had been discussed under agenda item 6. Additionally, the Parish Council expressed their thanks to Cllr. O'Neill, the Clerk and representatives of FFC, CNP and residents who attended the Public Inquiry, provided statements and were cross-examined by the Barristers.

11336/18 JSP, JTP & Proposed Development within Charfield

Update discussed under agenda item 6. Additionally, it was noted that SGC Officer Dan Jones wished to provide an update on critical issues and would email a brief to the Parish Council.

CEG had contacted the Parish Council requesting a meeting at 11.00am on 25th July 2018 with Parish Councillors in order to provide an update following their consultation event. Additionally, CEG wished to set up a liaison group to enable regular updates to be provided; discuss topics such as transport and infrastructure; for developers to answer questions. The liaison group would be made up of Cllr. O'Neill, two representatives from the Parish Council and one representative from key groups such as FFC, CNP. CEG were suggesting 6.00pm on 25th July 2018. Following discussions it was agreed there was no requirement for the meeting at 11.00am. It was agreed to go ahead with the evening meeting on the 25th July, but this should start at 7.30pm.

Clerk

11337/18 Playing Fields Inspection Reports and Note Issues Arising

The play inspections continue to be undertaken by Parish Councillors. The poor condition of the bridge and train were noted. The Clerk was progressing plans for replacements.

The Clerk reported that communications had been received from SGC confirming that the total amount of S.106 money available was not as great as originally thought. Originally the S.106 monies had been calculated on a 90-bedroomed development, however only 65 were applied for. This left a shortfall of £47,921.17 (£36,782.31 capital; £11,138.86 revenue). The Clerk had prepared a report containing various options. Following discussions it was proposed by Cllr. Rosher, seconded by Cllr. Roberts and **RESOLVED** to adopt the fifth option - reduce the size of the project to provide the running track and outdoor gym equipment and use the projected 2019/20 CIL money to refurbish the tennis court. **All Agreed.**

11338/18 Charfield Burial Ground Report

The Clerk presented a written report which was noted by Parish Councillors.

Regarding item 3 of the report, the Parish Council would consider some companion planting in order to stop the deer from eating the roses.

Regarding item 4 of the report, a complaint had been received from a family member regarding the overgrown condition of the St. James closed churchyard. The Clerk had emailed SGC informing them of the complaint.

Rev. Russell had been approached about the possibility of raising a faculty to facilitate the placing of a headstone in St. James churchyard in remembrance of Arthur Thomas Fowler, a Charfield resident who perished in WWI.

Regarding the rubble near the breach in the wall, this would be cleared away and the overhanging shrub would be cut back.

11339/18 Charfield Neighbourhood Plan

The Neighbourhood Plan had gained new impetus and was considering many issues regarding the Wotton Road Enhancement Scheme which included how the extra traffic movements would be managed; traffic flow; 20mph speed limits for side roads as well as the Wotton Road; shared space. It was reported that Wotton Town Council was thinking about installing chicanes. The Neighbourhood Plan Group would be meeting again w/c 16th July.

11340/18 Meeting Reports

- Hall Management Committee – The Hall Management Committee thanked the Parish Council for their sponsorship of the recent fete. The Committee would shortly be attending to the overgrown patch of ground in the corner of the field following an approach by one of the neighbours. The Committee would next be meeting on 17th July.
- The Bellway Liaison Group Meeting had been postponed until 31st July 2018.
- Crest Nicholson – no further meeting had been arranged. However additional complaint had been made regarding contractors working on site on a Sunday and dust issues during the current extremely dry conditions.

11341/18 Correspondence Received

- SGC – OCH22 Notice of Footpath Diversion Consultation; Council challenges planning decisions; S.106 Expression of Interest - Bellway Development, Charfield Parish; Sunday 11th November 2018 - Remembrance 100 Events; Charfield, Cromhall, Falfield, Tortworth, Rangeworthy, Wickwar & Cotswold Edge Community Engagement Forum – Minutes; Bromley Heath Viaduct Evaluation Survey; Report of CIL Spending in 2017/18 of funds collected in 2016/17
- ALCA – In Short; Alterations to the electoral register; Remembrance Day Silhouette Installation Grants; Star Councils Awards; CiLCA Support Sessions
- Resident – Charfield into the Future; Dog Bin on Little Bristol Lane; SGC Streetcare – New Form; Defib Update; Footpaths; Stroud District Council (Off Street Parking Places) (Consolidation) Order 2010 (as amended) Variation Order 2018.
- Other - Follow up meeting with CEG; Charfield Burial Ground; Charfield - proposed liaison group meeting 25th July 2018

11342/18 Footpaths

The Parish Council noted and application for a diversion to OCH22 at Charfield Hall Farm. The diverted route would be ten metres shorter and more direct. Charfield Parish Council had no comment to make.

A number of expressions of interest had been received regarding the voluntary position of footpath warden for the Parish. The Clerk was asked to seek advice from SGC PROW as to what type of footpath work could be undertaken by the Parish Council.

11343/18 The Pound

The Clerk confirmed that payment had been received. The Clerk would now issue the Lease together with an invoice for the rent for 2018/19.

11344/18 The Willow Tree, Manor Lane

Following the discovery of a technical issue relating to the electronic submission of the Tree Works Application, the Clerk had re-submitted.

Clerk

11345/18 Parish Council Laptop

Following discussions, it was agreed that the Parish Council would proceed with the upgrade of the current laptop and associated software. Cllr. Threlfall would provide a written report which would be presented to the Parish Council in September containing all of the relevant costs.

AT

11346/18 Financial Matters

The Clerk reported the following available balances as at 1st July 2018 with the bank statements being witnessed and signed by the Chairman and Clerk:-

Current Account	£ 500.00	(Statement No. 407 dated 29 th June 2018)
Business Reserve (1)	£ 14,360.44	(Statement No. 196 dated 5 th June 2018)
Business Reserve (2)	£102,481.97	(Statement No. 302 dated 29 th June 2018)

The receipts and payments account as at 10th July 2018 was noted by the Parish Council.

The Community Infrastructure Levy Statement for 2016/17 had been received from SGC. The Clerk had completed the Statement confirming that none of the £1,302.60 had been spent. The Clerk had also confirmed with the SGC S.106 & CIL Officer that Charfield Parish Council would be using the CIL from 2016/17 and 2017/18 to purchase replacement play equipment.

The Parish Council noted that the anticipated CIL for 2019/20 was estimated at £34,507 which would be paid in April 2019.

It was also noted that the previously approved 2018/19 S.137 Grant for the new Charfield Brownies Group would not now be required as the start-up had been postponed.

11347/18 Accounts for Payment

The Clerk reported the following accounts to be paid.

Payee	Chq No.	Description	Gross	VAT	Net
			£	£	£
Mrs. P. Evans	SO	Clerk's Salary - June	£863.16	£0.00	£863.16
HMRC	2840	Clerk's Tax & NI	£126.57	£0.00	£126.57
KLH Landscaping	2842	Grounds Maintenance	£1,834.50	£0.00	£1,834.50
SGC	2841	Localism Charges	£463.14	£92.63	£555.77
			£3,287.37	£92.63	£3,389.00

Cllr. Roberts proposed, Cllr. Parker seconded and it was **RESOLVED** that the above accounts be paid. Cllrs. Law and Parker were instructed to sign the cheques. **All Agreed.**

11348/18 Minor Items Raised by Members or for Future Agenda

Two residents had put their names forward to start up a Speedwatch Group. Further information would be obtained and advertised on the Village Facebook Forum. Training would be provided.

Clerk

It was noted the Wickwar Road would shortly be closed for resurfacing.

The Parish Council noted that the Bellway advertising flags at the front of the site had been taken down.

This concluded the business of the meeting which closed at approximately 10.00pm.

Next meeting of full council is to be held on Tuesday 11th September 2018 at 7:30pm in the Sportsman's Lounge.

Chairman

11th September 2018

CLERK'S REPORT
Presented to Full Parish Council Meeting on 10th July 2018

1. The remainder of the GDPR policies and procedure have been prepared. These will be presented to Parish Councillors for approval at the September 2018 and October 2018 meeting.
2. Time was spent attending the Public Inquiry. This is reported separately under Agenda Item 10.
3. The Clerk has received confirmation that the two defibrillator units will be picked up by SWAS on 18th/19th July 2018. The Clerk will progress arrangements for their installation on the Memorial Hall and Costcutters. The Clerk will invoice KLB Secondary School for half of the amount as the School hold the money raised by residents.
4. There have been a number of reports of overgrown hedges and blocked footpaths around the Parish which have reported to SGC via the SGC 'Report-It' page.
5. The Clerk is awaiting a response re enquiries made for allotment provision.
6. The Clerk would like to request two weeks holiday 17th September through to 28th September 2018 inclusive.
7. Following on from the CiLCA support session recently attended, the Clerk requests permission to attend two further sessions on 26th July and 10th August. Regarding CiLCA – as the remainder of July and August tend to be 'quieter' months, the Clerk intends to concentrate on completing modules in readiness to registration and completion of the course. SLCC anticipate that some 200 hours are required to complete the whole course. Up to 70% of the 200 hours are usually part of normal, paid working hours, 20% research and 10% attending training sessions. Once registered, the course must be completed within twelve months.

Paula Evans
Clerk
9th July 2018