

CHARFIELD PARISH COUNCIL

Minutes of the Ordinary Meeting of Charfield Parish Council held on Tuesday 8th October 2019 commencing at 7.30pm in the Main Hall, Memorial Hall, Charfield

PRESENT

Parish Councillors: Mr. M. Rosher, Mrs. W. Glasgow, Mrs. J. Law, Mrs. N. Newns, Mr. M. Cheskin, Mr. T. Parker, Mr. V. Sydenham and Mr. A. Threlfall

Clerk: Mrs. Paula Evans

South Gloucestershire Councillor: Cllr. John O'Neill

Public: Twelve members of the public were present

Action

11614/19 To note Apologies for Absence and Acceptance of Reasons

Apologies were received and noted from Cllr. Threlfall - due to work commitments he would be joining the meeting later. Cllr. O'Neill would also be joining the meeting later due to a prior meeting.

11615/19 Declarations of Interest in items on the Agenda

Cllr. Cheskin wished to voluntarily declare an interest in planning application P19/12796/F and would not take part in the discussions.

11616/19 To Approve Minutes of Previous Meeting

The minutes of the Ordinary meeting of Charfield Parish Council held on Wednesday 11th September 2019 had been circulated. It was proposed by Cllr. Glasgow, seconded by Cllr. Newns and **RESOLVED** to approve the minutes. The Chairman duly signed the minutes. **All Agreed.**

11617/19 Public Participation

Representatives from Cemex presented their quarry expansion plans to the meeting. This would be a five-phase expansion which would require the driving of a tunnel under Churchend Lane big enough to accommodate diggers. This would obviously require Churchend Lane to be closed for a period of time, but once the tunnel had been established the road would be made good and a screening bund would be inserted along the edge. There would be no additional vehicles existing onto the Downs Road as all blasted material would be taken through the tunnel and exit the quarry in the usual way. Residents expressed their concern that the quarry was moving closer to their properties and the Church, and the blasts may cause structural damage. Concern was also expressed about additional dust as the work started at ground level. Cemex advised residents they would be happy to send out engineers to anyone who was concerned the new blasting locations could potentially cause damage. Cemex representatives were asked whether they had taken into account the possible expansion of the village. Cemex confirmed they were aware the JSP had been delayed and that SGC would be taking account of the additional houses under the Local Plan. Cemex would ensure that the plans were made available for inspection at the forthcoming Quarry Open Days on 11th and 12th October 2019.

The Parish Council was addressed by the applicant of planning application P19/13158/F. The applicant explained their plans for the site.

The Parish Council was addressed by the applicant of planning application P19/12341/F. The applicant explained their plans for the site.

11618/19 Co-Option of a Parish Councillor

Nothing further to report. This item would remain on the agenda until the position was filled.

11619/19 To receive the Clerk's Report

The Clerk had previously circulated her report which was noted by Parish Councillors. A copy of which is appended to these minutes.

11620/19 Report from Cllr. John O'Neill, South Gloucestershire Council Representative

Cllr. O'Neill had spoken to PC Bainbridge regarding the recent spate of burglaries in the area. There had been in the region of 25 burglaries along the M5 corridor. Avon & Somerset Police believe they know one of the vehicles involved.

A 'Doing More Together Service' had been launched by South Gloucestershire Council. This facility was aimed at Town & Parish Councils. The Clerk would find out more details.

Clerk

The SGC Waste Strategy Consultation had closed last week. Cllr. O'Neill reported that in 2000 only 6% of waste had been recycled, but this had now risen to 58.3% in 2019. The majority of waste produced in South Gloucestershire does not now go to landfill, but was instead incinerated at Avonmouth and used for heat exchange purposes.

The four unitary authorities involved in the JSP had been taking legal advice and a response to the Planning Inspectors letter was expected to be sent shortly. Even if the JSP was abandoned, it would be followed by a similar plan. The belief was that developers Bloor and CEG would not be giving up on their proposed plans.

The Government had agreed to abolish the limitations placed on the Local Authority's spending of Community Infrastructure Levy. CIL could now be used for highway maintenance.

It was reported to Cllr. O'Neill that during the recent extremely heavy rain the Garage had become flooded because the drain on the bridge was blocked. It had been reported to SGC by the garage owner. Cllr. O'Neill would follow this up. It was also reported to the Parish Council that a stretch of the river adjacent to Woodlands Road was blocked with debris following the recent extremely heavy rain. This would be reported to the local flood authority.

It was reported to Cllr. O'Neill that because of overhanging hedges/vegetation as you exit Woodland Road it has become impossible for residents using pushchairs to pass safely, so they are walking in the road. It was through that at least five foot of hedge needs to be cut back. The Clerk would liaise with SGC.

Clerk

11621/19 Planning Applications

P19/11376/F | Siting of 1 no. portacabin (Class B1a) for use as a temporary sales office for 6 months and installation of 1 no. electric generator | Charfield Memorial Hall Car Park, Wotton Road, Charfield | To **OBJECT** – the Parish Council's objections are referenced under Appendix A of these Minutes.

P19/12341/F | Demolition of existing cottage and erection of 2 no. dwellings and associated works | 66 Wotton Road, Charfield, GL12 8SR | **NO COMMENTS** to make.

P19/12796/F | Temporary consent (3 years) for erection of 1 no. building for use as tyre fitting and MOT station (sui generis) to include ancillary use of existing portacabin and storage containers | The Old Station, Wotton Road, Charfield | To remain **NEUTRAL**, but to comment The Parish Council is aware that this general location holds both historic and listed (albeit neglected and deteriorating) architecture and also industrial buildings of a less attractive design. Wherever possible, it is the Parish Council's hope that the visual amenity of the village is improved, and this proposal does nothing to do so. The Parish Council is mindful of the concerns of nearby residents who are already impacted by the noise from the existing tyre depot and fear the noise will be exacerbated by moving it closer to homes. If permitted, the Parish Council would seek strong Conditions that mitigate the noise of the proposed activity, including noise suppression of compressors and requiring work to be carried out indoors wherever reasonably practicable. The building construction is not shown in any detail, but the Parish Council would seek a requirement that sound absorption be designed into the fabric of the building. It would further seek a Condition on hours of operation.

P19/13158/F | Erection of 1 no. detached dwelling and associated works with alterations to

existing pub car park | Plough Inn, 68 Wotton Road, Charfield | **NO OBJECTIONS.**

P19/13508/F | Erection of first floor side extension to form additional living accommodation | 150 Woodlands Road, Charfield, GL12 8LY | **NO OBJECTIONS.**

The Clerk was asked to request an extension to P19/14141/F as this application had been received after the November agenda had been issued.

Clerk

11622/19 Planning Decisions

P19/09299/F | Erection of a two storey side extension to form additional living accommodation | 33 Farm Lees, Charfield, GL12 8JA | **APPROVE WITH CONDITIONS.**

P19/10653/F | Erection of single storey front extension to facilitate garage conversion and single storey rear extension to form additional living accommodation | 12 Longs View, Charfield, GL12 8HZ | **APPROVE WITH CONDITIONS.**

11623/19 Planning Enforcement

No further communication had been received regarding the failed trees on the Bellway Site. The Clerk would continue to chase.

Clerk

Cllr. O'Neill reported that remedial boundary planting at the Crest Nicholson site would soon commence which should address the planning enforcement action.

11624/19 Charfield Neighbourhood Plan

The Regulation 14 consultation had now ended. It had triggered comments from South Gloucestershire Council, CEG and Bloor. SGC had criticised the plan because of the lack of adherence to the preserved Local Plan and referred to documents which would have been superseded if the JSP had not been stalled. CEG commented that the desire for three-phase charging point connections was, in their opinion, excessive. The CNP Team would be meeting again shortly to address the comments.

11625/19 Charfield Burial Ground Report

The Clerk reported that the space had been marked ready to receive the donated Yew tree.

The Cemex Community Team had cleared away the pile of stones and stacked them in three piles – stones for walling, coping stones to go on top of the wall and larger stones. The ground has been levelled to some degree. The Team have also cut back the ivy along a stretch of the wall for which the Parish Council has received compliments. The Friends of St. James Church have been in touch to see if they could use the Team.

Neighbours of the burial ground have expressed some concern about the location and height of the proposed Oak shelter. The primary concern was a loss of view. The Clerk has explained that it was not the Parish Council's intention to cause any annoyance and the ground may well have to be lowered in order to minimise any impact. Neighbours have suggested that it could be moved further down the burial ground. Concern was also expressed by neighbours about the planting of a Yew tree which has the potential to grow to 20m. Again the Clerk has explained that it is not the intention of the Council to allow this and that it will be kept under control, trimmed and in proportion to the rose bed.

The Clerk had provided an image to Councillors, as an example of an Oak shelter together with the estimated cost of £4,650 plus VAT. The shelter was 5m x 3.5m x 3.6m in height. The Clerk was waiting to hear back from a local sedum roof specialist. Another local CIC (Natureworks CIC) would be able to grow on the sedum plants, thereby reducing the cost.

11626/19 Youth Group

Cllr. Cheskin reported that a meeting had been held with Y&CS on 7th October. The meeting had been very productive. Those present at the meeting had noted that Y&CS were doing a very good job and really care about the youth provision within the Parish. The Youth Group had

come on a long way since its inception. The meeting had also discussed the possibility of the Youth Group using the Sportsmans Lounge which would require the Parish Council to move their meeting to either the Main Hall or the smaller meeting room on a Tuesday. The Parish Council agreed they could move their monthly meeting to the Main Hall, but the new meeting room would be too small to accommodate a full Parish Council and members of the public. The Clerk was asked to liaise with the Hall.

Clerk

Cllr. Glasgow reported that she had visited both Youth Clubs and talked with them. All of the youths had been very polite and thanked her for talking to them, rather than moaning at them. They all appeared very enthusiastic about the idea. The first meeting of the Youth Parish Council had been arranged for 15th October and Cllr. Glasgow would be arranging visits to the secondary schools and further meetings with the Youth Group co-ordinator.

WG

11627/19 Meeting Reports

St. John's Church PCC meeting – Cllr. Cheskin had attended the recent PCC meeting. The PCC appreciate having an avenue of communication with the Parish Council. It was noted the Parish Council did not currently have a representative on the Foundation Room Committee. Cllr. Cheskin offered to take up this role, Cllr. Threlfall seconded and it was **RESOLVED** that Cllr. Cheskin be appointed. **All Agreed.**

Luncheon Club 50th Anniversary Luncheon - Cllr. Threlfall reported that the recent anniversary lunch had been very well attended. Unfortunately the hire charge for the hall would be increasing which would put extra pressure on the Luncheon Club.

Memorial Hall Committee – At the recent AGM, Rev. Williams had joined as a new Trustee. A representative of the Junior Football Club was also now a Trustee. A new Chairman and new Treasurer had also been voted in.

11628/19 Correspondence Received

SGC - External events; West of England JSP; Gipsy Patch Lane Traffic Management Update; Parish /Town Council Community Infrastructure Levy Annual Statement; Longsview Play Area; Notification- Public Consultation Wheelchair Accessible Vehicles for Taxis; Tension Monitoring; South Gloucestershire Council Tree Planting Winter 2019; BACS Remittance for Charfield Parish Council; Burglary in Mill Lane, Falfield; Climate Emergency - Supporting your community to respond 23rd October 2019 18.00-20.00; South Gloucestershire Heritage Partnership Meeting on 29th October 2019; Consultation for mobile street trader; First Aid Refresher Course; First Notification of BT Phonebox Removal.

NALC/ALCA - NALC Newsletter; Chief executive's bulletin; Planning Training; Consultation on the new Code of Audit Practice; ALCA AGM; Gipsy Patch Lane piling work.

Other - Charfield Village Hall AGM; Leyhill absconder; Youth Work; Anti-Social Behaviour - Charfield - Longs View Play Area; CIL Funds; Charfield Friends of St James' - Work Parties; Agenda & information for Greenway Steering Group - 23 September 14:00 - 15:30; CHADRA; Sodbury; Lost banner; Visits to Parish Councils; Village Hall; Bellway Bellmouth; CEMEX Attendance; Environmental Link Group Meeting; AV0021 2018/19 AGAR Section 3 External Auditor Report; Handyman Holmes estimate; Intra-group reorganisation affecting Came & Company; 1 & 2 Manor Farm Cottages + White House and Graveyard. Yew tree and shelter.

11629/19 2019 Remembrance Day – Sunday 10th November 2019

The Clerk has booked the Main Hall for the morning of Sunday 10th November 2019 (08:00 hrs through 12 noon) in order for refreshments to be provided. The Clerk had spoken with the Luncheon Club who was happy to provide the bacon/sausage sandwiches, teas and coffees.

All properties affected by the road closure to facilitate the Civil Act of Remembrance had been notified, and a notice had been published on the Village Facebook forum. Cllrs. Cheskin, Law and Parker would marshal the road closed signs at the junctions of the Wotton Road with Little Bristol Lane, Manor Lane and the Bellway site.

Regarding the reading of the names of the Fallen, the Clerk offered the services of her son who was a Sub Lieutenant in the Royal Navy Reserves. The Parish Council accepted this offer. The Clerk would publish the Order of Service shortly.

Clerk

The wreath had been delivered to the Chairman, therefore it was agreed that a recyclable wreath would be investigated in earnest for 2020.

Clerk

11630/19 Parish Water Fountain

The Clerk had circulated information to Cllrs. regarding the processes for installing a public water fountain. Aside from obtaining permission of the landowner for siting the water fountain, permission would also be required from the regional water supplier and the unit would have to comply with all current water safety legislation. There was also the matter of ongoing maintenance to ensure water quality and non-contamination. In some instances, the Clerk has read that during periods of extremely cold weather the system would have to be drained to ensure the pipes did not freeze. The cost of an average fountain would appear to be in the region of £1,500 but you need to also factor in installation by an approved installer, and day-to-day maintenance. The Clerk would continue to progress.

Clerk

11631/19 Memorial Hall

Cllr. Sydenham proposed, Cllr. Newns seconded and it was **RESOLVED** to purchase a litter/recycling bin from Broxap at a cost of £389.00 plus VAT and donate to the Memorial Hall. The Parish Council would also pay for fitting. **All Agreed.** The Clerk would ascertain from the Hall Committee where this bin was to be located.

Clerk

11632/19 Charfield Parish Council Grant Application Scheme

The Clerk had revised the Charfield Parish Council Grant Application Form and presented to Parish Councillors for their approval and adoption. Cllr. Sydenham proposed, Cllr. Threlfall seconded and it was **RESOLVED** to adopt the new Grant Application Form. **All Agreed.**

The Clerk had revised the Charfield Parish Council Grant Application Guidelines and presented them to Parish Councillors for their approval and adoption. Following a couple of minor amendments, Cllr. Rosher proposed, Cllr. Threlfall seconded and it was **RESOLVED** to adopt the new Grant Application Guidelines. **All Agreed.**

The Clerk would post these forms to the Parish Council web site.

Clerk

11633/19 Financial Matters

The Clerk reported the following available balances as at 1st October 2019 with the bank statements being witnessed and signed by the Chairman and Clerk:-

Current Account	£ 500.00	(Statement No. 422 dated 1 st October 2019)
Business Reserve (1)	£ 14,389.07	(Statement No. 211 dated 5 th September 2019)
Business Reserve (2)	£150,146.59	(Statement No. 317 dated 1 st October 2019)

The receipts and payments account as at 8th October 2019 was noted.

It was formally noted that PKF Littlejohn had completed the external audit of the 2018/19 Accounts and found no matters to report. They had issued their Conclusion of Audit Report which had been published on the Parish Council's web site. Their fee of £300 plus VAT was presented under Accounts for Payment.

Cllr. Rosher proposed, Cllr. Threlfall seconded and it was **RESOLVED** that Cllrs. Glasgow and Sydenham would become authorised signatories on the bank account. **All Agreed.**

Clerk

The Parish Council noted receipt of the second tranche of 2019/20 Precept (£31,000) and LCTR Grant (£93) into the bank account on 30th September 2019.

11634/19 Accounts for Payment

The Clerk reported the following accounts to be paid having previously verified as correct.

Payee	Chq No.	Description	Net	VAT	Gross
			£	£	£
Mrs. P. Evans	SO	Clerk's Salary	£863.16	£0.00	£863.16
HMRC	2921	Tax & NI	£142.28	£0.00	£142.28
Mrs. P. Evans	2922	Projector Screen	£102.00	£20.40	£122.40
PKF Littlejohn	2923	Annual Audit Fee	£300.00	£60.00	£360.00
Mr. M. Rosher	2924	Web Site Domain Name	£110.97	£22.20	£133.17
			£1,518.41	£102.60	£1,621.01

Cllr. Cheskin proposed, Cllr. Threlfall seconded and it was **RESOLVED** that the above accounts be paid. **All Agreed.**

11635/19 Minor Items Raised by Members or for Future Agenda

No matters were raised.

This concluded the business of the meeting which closed at approximately 9.57pm.

Next meeting of Charfield Parish Council would to be held on Tuesday 12th November 2019 at 7:30pm in the Sportsman's Lounge.

Chairman

12th November 2019

Clerk's Report Presented to Full Parish Council Meeting on 8th October 2019

1. The Clerk attended the 50th Anniversary Lunch of Charfield Luncheon Club. The event was well attended and an excellent lunch was served.
2. SGC is currently consulting on the next phase of BT Phone Box removals. A total of twelve Phone Boxes are proposed for removal, none are located within Charfield parish. The closest Phone Box included in this consultation is located on Sundayshill Lane in Falfield, however SGC are proposing to object to this removal.
3. The Parish Council has been advised of a change of trading name for our current insurers. Came & Company has been merged with a company called Gallagher. Assurances have been made there will be no change to the level of insurance or any of the terms and conditions.
4. The Clerk met with Hall Committee members who were interested in setting up a library type service in the Hall and gave advice regarding Rangeworthy Book Swap facility. The Rangeworthy Book Swap was set up with residents donating books and book shelves and is manned by a small group of volunteers twice a week (Tuesdays and Fridays between 3pm and 5pm). The Clerk explained there were no GDPR implications as the Swap was completely anonymous with no personal details being stored.
5. There have been two absconders from Leyhill Prison over the course of the past month. Both have been recaptured quickly.
6. The two Quarry Open Days (11th and 12th October) have been advertised on the Charfield Village Facebook Forum.

7. Tortworth Estates made an enquiry regarding a banner that had been erected on one of the verges belonging to Tortworth Estate which had gone missing. The Clerk had emailed back asking for details of when the banner had gone missing and what it had been advertising.
8. The Clerk had emailed PC Bainbridge and asked for an informal meeting – this has yet to happen.
9. Outstanding items:
 - a. Installation of defibrillator – Waiting to be advised when convenient to install.
 - b. Manor Lane Notice Board - It is hoped to recycle the Perspex from the old Parish Council notice to replace the Perspex on the Manor Lane Notice Board.
 - c. Volunteer PROW Warden – The Clerk has included information about this in the next CHADRA magazine article.
 - d. Bus Stop – The Clerk had emailed SGC again asking for a meeting with the Engineer to discuss the possibility of a new bus stop (Crest Nicholson). The Engineer is on annual leave.

Little Bristol Lane Gates – Clerk has spoken informally to Chairman of Hall Committee as to whether they had a preferred supply for the replacement gates. The Hall Committee confirmed they didn't.

Appendix A

P19/11376/F | Siting of 1 no. portacabin (Class B1a) for use as a temporary sales office for 6 months and installation of 1 no. electric generator | Charfield Memorial Hall Car Park, Wotton Road, Charfield | To **OBJECT** and comment as follows.

The Parish Council is not in favour of permitting the installation of what is likely to be a very large advertising hoarding at a location known to be hazardous due to the complex junction and impaired visibility to traffic of the railway bridge. Further distraction at this point is seen to exacerbate the potential for further road traffic accidents. Given that the previous installation was permitted by South Gloucestershire planners there seems little point in pursuing this objection. Nevertheless the Parish Council expresses its concern. The Parish Council is however very concerned about the noise and pollution emitted from the stationary diesel generator proposed, and this concern is entirely based upon experience of the previous installation. The day long running of a diesel engine at this location with the release of pollutants immediately adjacent the footpath raised concerns during the Bellway occupation. The Parish Council Objects to this installation being permitted with a diesel generator connected.

It is also entirely counter to the Climate and Ecological Emergency declared by this Council that a diesel engine should be left running by design all day long. There is no conceivable need for 16kW power demand in a portacabin containing little more than a laptop and a kettle.

Experience from the Bellway installation also raises concerns about the containment, treatment and cleansing of the integral toilet. There should, if permitted, be robust Conditions on how effluent waste is stored, how and when it is emptied and flushing water tanks topped off, and how release of foul air is prevented.

Overall, the Parish Council Objects to this application.