

Wick and Abson Parish Council
Minutes of the meeting held on 14th July at The Village Hall 7.15pm

Attendees: Stuart Fowell (SF)- Chair , Peter Crew (PGC) Gaive Golding (GG), Bronwen Dyson (BD), Keith Hollister (KH), Simon Always (SA) , Malcolm Watson (MW) Clerk Jo Bray-Warner, and Councillor Steve Reade 5 members of the public

1. Chair to note apologies and receive/confirm declarations of interest in conjunction with Localism Act 2011
No apologies
No declarations of interest

- 1a. Chair to explain emergency procedures
Chair provided clarity regarding procedures

2. Opportunity for the public as appropriate to address the Council.
 - 2.1 Member of the public commented that a large pothole is forming outside 1 The Crescent and requested Parish Council (PC) to report to Streetcare
Clerk to action

 - 2.2 Member of the public advised the hedge outside Wick Pre-school requires cutting back as it is encroaching the pavement
Clerk to request
Wick Pre-School will cut back

 - 2.3 Member of the public advised that she had been monitoring activity for the planning application for Wick Activity Centre and currently no update

 - 2.4 Member of the public had contacted the manager of Wick Quarry requesting some signage to be moved and the Manager undertook this activity.

3. Clerks Report

Streetcare Issues:

1. Remark road markings junction with Cann Lane kirona 291551 – SGC advised 31/08 job ticket raised and in queue to be completed- update 02/11 no timeline as yet for painting- update 08/12 started not yet finished

Chased 28/02/2022

SGC update *Works ordered. Please note we are unable to give a time frame for action.*

Chased 16/06 & 04/07

2. Ticket to remark lines homeapple hill junction with Cann Lane kirona 291551- SGC advised 31/08 job ticket raised and in queue to be completed- started not yet finished--chased 31/01/22

Chased 28/02/2022

SGC update *Works ordered. Please note we are unable to give a time frame for action.*

Chased 16/06 & 04/07

3. Cllr BD requested clerk to report to Steve Golding the following junction of Cann Lane and A420 now requires some urgent attention, Of the 2 'No Entry' signs, only one remains and is damaged.

None of the road markings are fully legible. Some motorists are now doing manoeuvres which are illegal and dangerous, and as a consequence accidents will happen again at this particular spot.

Reported 14/12/2021- await response-Steve Golding has confirmed reference Kirona 313613

Chased 28/02/2022

SGC update *Works ordered. Please note we are unable to give a time frame for action.*

Chased 16/06 & 04/07

4. Oldbury Lane- blocked drains. Request from Wick Sports Ground to report the drains along Oldbury Lane as they appear blocked and are not coping with the excessive amounts of rainwater.

Reported 10/01/2022 await reference 1779269

SGC update 09/02/2022 confirmation this is now in the works queue.

Chased 28/02/2022

Chased 25/05/2022

SGC update *A ticket has been raised for cleaning. Please note we are unable to give a time frame for action.*

Chased 16/06 & 04/07

5. Cllr SF requested clerk to report that all the drains outside Tracy Park Country club are blocked. Ref 1824863

SGC update 25/05/2022 Inspection carried out passed for gullies to be cleared

8. Cllr SF reported fly tipping on lodge road

Reported to SGC 04/07/2022

Outstanding item from Previous meetings:

All planning application responses uploaded to SGC portal

2.1 Member of the public raised a query with the set up of the parish meeting against COVID regulations.

Clerk to review public information regarding meeting set up

Latest guidance from NALC circulated to councillors as pre-brief papers

8. Council to discuss any required repairs to Bus Shelters

Clerk pre-circulated to councillors 3 quotations received for repairs to Bus Shelters.

Primrose Gardening £1095.00

Greenaway Maintenance £1892.00

New Build Modular £850.00

Discussion held

Proposal by SFX to accept quote from New Build Modular

Seconded BD

All in favour 6

Cllr PGC abstained as per declaration of interest

Clerk advised supplier and work completed

ENFORCEMENT

1. The Old Vicarage, 85 High St- Resident has contacted clerk to advise that two structures have been erected within the grounds. Clerk has ascertained that one has planning permission for a swimming pool, garage and office however no planning application for the other is visible on the SGC portal.

Reported 07/12/20 and updated reference no COM/20/0933/OD-chased for update 24/01/22& 22/03/2022

Update 13/06/2022

Further to my previous email I can advise that the Planning Contravention Notice referenced in my previous email is due to be issued this week, hopefully tomorrow. There is then a period of 21 days for the response to be sent to us so I will review the file after that and then I will have a better idea of next steps.

2. Cllr CW advised that a new building is being erected at Ingleside Farm on Chesley Hill and is unable to locate any planning in connection with this building. Councillors commented they believe there is planning however neither Chair nor Clerk can locate on SGC planning portal.

Cllr CW requested clerk to report to enforcement. Clerk provided chair with planning application details within the portal for overview and requested clarification as to whether to report

Chair confirmed to report-await reference from SGC-COM/22/0002/OD

Update 21/04/2022

Following the initial site visit I met with the owners on site to inspect the development and conduct a detailed site visit. The owners were building a small garage (which would normally have been Permitted Development not needing formal planning permission). Unfortunately they were building on land that was just outside their residential curtilage. They are in the process of submitting an application for the garage which will include a change of use of land application. I have warned them that any application would not necessarily be successful but they do have the right to make a retrospective application. Whilst on site I noticed that a business was being run from the first floor of the ancillary outbuilding. The business is a low level office business, the owners will be submitting a planning application for a change of use of that building to a mixed use of residential storage and office business in support of the owners business (this should have a good chance of success). There was no permanent residential occupation of this building apart from ancillary residential storage.

I have given them until the end of May to submit a planning application (you will of course be consulted over any applications). If the planning applications are refused I will make a further assessment of what enforcement action is required, this may well include the service of a planning enforcement notice.

3. Windyridge, Abson Road, Wick, Bristol, BS30 5TS.

Cllr PGC advised that it appears that a horse menage with lighting has been erected at the rear of the property. Clerk has checked the various planning applications for the last 10 years on the portal including the following references: P20/06547/F, PK16/5315/F, PK15/1639/F, PK09/5742/CLP, And there appears to be no application for this addition to the property. The resident reported it also commented that the lights are causing light pollution and are a distraction whilst driving along Abson Rd due to the brightness.

Reported to Enforcement 11/02/2022 ref COM/22/0077/OD

Update 21/04/2022

The menage has previously been investigated and has been there for more than 4 years. The use of the land for horses was approved in,

PK16/5315/F - Change of use of land from keeping of horses to mixed use agricultural and keeping of horses. Erection of part blockwork and part timber agricultural building.

PK09/0849/F - Change of use of land from agricultural to land for the keeping of horses. Erection of stable block with hay store and tack room.

I am writing to the owners regarding the lighting and will respond in due course.

4. Manor Cottage, Manor Rd

Cllr CW requested clerk to report as a potential HMO

Reported 11/02/2022 to Enforcement reference COM/22/0081/COU

SGC update 04/03/2022

I am writing to advise that following an initial visit from an investigation officer it would appear that an annex at the above address has been discovered , I have prepared a PCN to establish further facts , I will report back when this has been issued , completed and returned

5. Land adjoining Court Lane

Following March's meeting and a request from a resident to report this property as it is in breach of condition 4 on planning application PK12/1734/F due to an erection of an additional building.

Reported 11/03/2022 reference COM/21/0639/OD

Update from SGC 12/03/2022

NEXT STEPS: We will undertake an initial site visit within the next ten working days to establish whether a breach of planning control has occurred and gather the available evidence. We will contact you within 20 working days of the investigation being registered to confirm: - • if we have determined that a breach of planning control has occurred; • whether the matter is expedient for the planning enforcement team to pursue further; • the contact details of the Officer responsible for any ongoing investigation. We will provide you with status update information at significant stages of our investigation.

Further update from SGC received 21/03/2022

I am writing with reference to the above matter. I have an existing case (COM/21/0693/OD) which is for the same issue. I have spoken numerous times with the land owner who has chosen to test the planning system with an application to vary the condition that was imposed to prevent additional (fixed or moveable) structures being placed upon the land which is registered under reference number P22/01362/RVC. I will therefore close this case and merge it with COM/21/0639/OD and add the parish to the complaints for the matter which will ensure that you are updated of significant events in this matter.

Footpaths

1. Cllr BD has provided detail from a resident regarding a blocked footpath near Wilton Farm

Cams ref 17162

Update 25/04/2022

PROW have requested a formal diversion application be submitted to include a direct permissive route between the access drive and both paths, taking away any tape and as such avoid directing people through the mud. PROW have suggested that if the area stays dry it should be the proposed route of the formal diversion

2. Member of the public requested an inspection of footpath no LWA 43/10 behind the factory.

Reported to PROW

CAMS 17800

3. Member of the public reported the footpaths LWA41/20 & LWA 41/30 behind St Francis Drive are overgrown and require cutting back.

Reported to PROW 08/07/2022

Reference CAMS 17807

4. To Note and confirm minutes from previous month.

Proposal by Cllr BD that the minutes from June were a true reflection

Seconded SA
All in favour 7
Carried

5. Clerk to provide financial update for Council and request cheques to be signed in accordance with Bank mandate

Cheques raised in favour of:

South Gloucestershire Council	Litter bin emptying and grass cutting
New Build Modular	For repair work on Bus Shelters
Ashfords LLP	For continuing issues with Common Land
HMRC	PAYE
Wick & Abson Village Hall	Hire of hall
ALCA	Planning training for 3 councillors
J Bray-Warner	Reimbursement of website fees

6. Cllr GG/Clerk to provide an update for ongoing issue with common land on Chesley Hill including registration of Common Land with Land Registry
Following June's meeting clerk had contacted the solicitors to advise of the amendments required in the documentation for court proceedings.
Solicitor had provided updated document and clerk circulated to Council for overview.
Cllr GG updated Parish Council he had overviewed the documentation and confirmed it was correct to his knowledge and requested any further comments from Councillors.
Discussion held
Cllr GG proposed to accept the documentation provided by the solicitor in readiness for Court proceedings.
Cllr BD seconded
All in favour 7
Carried
Next steps- Solicitor will provide the Court documents for Chair SF to sign on behalf of Wick and Abson Parish Council

7. Council to continue discussion regarding Wick Sports Ground
Cllr KH provided an update as to attendance at the latest Sports Ground committee meeting and also a meeting with Bristol Water to discuss the ongoing challenges with water leakages/pipes.
Cllr KH advised that the Bristol Water representative had offered 3 options:
- For Bristol Water to lay a new pipe along Oldbury Lane at a cost to the Sports Ground of £30k
 - For WSG to obtain 2 easements in order to lay the pipe across neighbouring properties. The cost would be £16k and Bristol Water would pay 50% of this cost.
 - Bristol Water would lay the pipe however WSG are to dig the trench cost £5k.

WSG are currently seeking the 2 easements from landowners and will revert to PC once an update is available.

8. Cllr SA to lead continued discussions regarding the ownership and constitution of the Village Hall
Cllr SA provided clarity regarding the agenda item and led a discussion regarding the CIO structure for the Village Hall in order to 'tidy up' the legal aspect.

No further action at present from PC and Cllr SA will re agenda the item in due course once progress by Village Hall has been made

9. Council to review Agenda templates and confirm ongoing format

Cllr GG provided clarity for the agenda item

Discussion held

Request by PC for clerk to remove timings from the agenda and revert to using Word formatting.

10. Cllr KH to provide Council a brief/spec for a proposed website

Cllr KH had completed and pre-circulated a brief following the agenda item in June regarding an updated website.

Discussion held

Defer to September Clerk to add to agenda

11. Cllr SF to lead discussion regarding utilising the Parish Magazine as a communication vehicle.

Cllr KH provide clarity regarding the agenda item. Cllr KH had socialised a proposed template with the Parish magazine who have agreed the format and will start to use. Cllr KH also provided PC a template for the Parish Council to update on a monthly basis with items from meetings.

Cllr KH proposed PC adopt the created template for monthly updates for news submissions into the parish magazine and for Chair SF to provide a monthly update.

Seconded GG

All in favour 7

12. Council to review and respond to revised planning application no P22/02723/HH 20 St Helen's Drive

Planning sub committee advised this application had already been decided by SGC therefore no discussion

13. Council to review and respond to planning application no P22/02718/F Ingleside House.

Planning sub committee overviewed the application and recommended to PC No objection.

Discussion held

Decision by PC to accept planning sub committee proposal

Clerk to update SGC planning portal

14. Cllr KH to lead discussion on possibility of Defibrillator training for parishioners

Following a request from one parishioner for training on using defibrillators Cllr KH has engaged with PC supplier to request if a session could be set up.

Supplier Passion First Aid advised that they would undertake a one hour training awareness session at a cost of £120.00

Discussion held

Proposal by SF to accept the quote however did comment that this session would be required to be advertised and may require a long lead in time.

Seconded SA

All in favour 5

Against 2

Carried

Cllr KH to reconnect with Passion First Aid to look at availability in possibly October 22 to set session up in the Village Hall. This will then provide PC adequate time to advertise the free session.

15. Council to review donation request from Wick Parish News

Clerk had received a request for £300.00 from Wick Parish News to supply the paper for the printing of the local magazine

Proposal by SF to agree donation

Seconded KH

All in favour 7

Carried

Clerk to raise cheque.

16. Council to review any incremental pay rises for employees

Chair provided clarity regarding the original deferment from May AGM of pay rises for employees and requested Councillors to provide their thoughts.

Discussion held

Proposal by SF to provide all employees a 6% pay rise backdated to May

Seconded GG

All in favour 7

Clerk to advise all employees and calculate the pay rises- raising cheques for back payments and updating required standing orders

17. Council to review and respond to Consultation for the Specialist Provider Framework

Clerk had pre-circulated a summary of the consultation

Discussion held

PC noted and are supportive of the consultation

Clerk to advise SGC

18. Clerk and Councilors to provide update as to any correspondence received since last meeting

Planning application notices:

Wick Filling Station P22/02802/F Change of use of land to self-service car wash

Approve with conditions

119 High Street, Wick P21/03917/F Demolition of existing dwelling and erection of 1 new dwelling.

Approve with conditions

Blue Lodge, Lodge Rd P22/01523/LB Internal & external works to include replacement of existing windows.

Approve with conditions

78a High Street, Wick P22/02553/HH Erection of single storey side and rear extension

Approve with conditions

Clerk advised that following June's request by Cllr PGC to connect with SGC regarding the disabled parking space in Milford Avenue she had received a complaint from the resident.

Discussion held

Parish Council to pursue the removal of the disabled parking bay

Clerk to connect with Rob Wilsher (SGC) and Cc Steve Reade & Chris Harris

19. Councilors to provide any updates and confirm any matters for inclusion at next meeting

19.1 Cllr SF suggested that Councillors undertake a walkabout around the village to identify any overgrown hedgerows

19.2 Cllr BD commented that Riding Barn Hill from Highfield car Sales down to Cann Lane requires another litter pick and also the hedgerows require a severe cut back and for the overgrowth to be dug back to the wall.

Clerk to report

19.3 Cllr KH commented that he had been contacted by a resident who has advised there are currently many papers belonging to past PC's in a shed in the Pre-school. Cllr KH will review

19.4 Cllr GG provided an update regarding the Environment agency request to the quarry to pump water into the River Boyd.

Meeting closed 21.35