**Wick and Abson Parish Council**

**Minutes of the meeting held on 10th November at The Village Hall 7.15pm**

Attendees:, Peter Crew (PGC) Chair Simon Alway (SA), Malcolm Watson (MW), Gaive Golding (GG), Keith Hollister (KH), Bronwen Dyson (BD) Richard Stallard (RS) James Williams (JPW) Clerk Jo Bray-Warner, Cllr S Reade, 8 members of the public

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| 1. Chair to note apologies and receive/confirm declarations of interest in conjunction with Localism Act 2011

Cllr Stuart Fowell (SF) |
|  1a. Chair to explain emergency procedures Chair provided clarity regarding procedures |
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1. Opportunity for the public as appropriate to address the Council.
	1. Member of the public requested an update regarding the situation with the planning application for the Land South of High Street opposite the Carpenters Arms.

Chair provided update from Parish Council (PC) perspective and Cllr S Reade (SR) provided update from SGC perspective.

* 1. Member of the public requested an update regarding the implementation of any speed warning signs along Holbrook Lane.

Clerk advised member of the public without any evidence including crime reference of speeding traffic/near misses with horses etc there was no action SGC were prepared to take.

1. 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*

*Chased 12/08 CC’d Steve Reade*

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*

*Chased 12/08 CC’d Steve Reade*

*Email received from Dave Jones SGC requesting a list of outstanding items for Parish Council*

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*

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. Clerk has reported to Streetcare a stretch of road from Highfield Car Sales, Riding Barn Hill Wick to Cann Lane, Siston- this is the A420, and requested a hedgerow cut back on both sides, a litter pick on both sides and also the embankment has slipped and requires digging back to wall.

SGC reference 1875684

*Chased 12/08 CC’d Steve Reade*

*SGC response 19/08- will review the white lining request- litter pick added under reference no* 1891153.

13/09 SGC update This states that we are awaiting traffic management and confirmation from Highways for a full sweep and clear up

9. Cllr SF reported the streetlight outside 20 Naishcombe Hill currently not working.

Clerk reported to Streetcare 05/10/2022 reference 1915083

10. Residents have reported uneven/broken pavement surface on Milford Avenue between St Francis Drive and Sunnybank

Clerk reported to SGC 14/10/2022 SGC ref SGC-128232-F6H8

11. Cllr PGC reported 21/10 that the road in Mendip View has flooded.

Clerk has reported to Streetcare 21/10/22

Update24-10 Your reference is:  SGC-128670-D5B4 We have looked into your report and we will make the area safe or fix the problem where possible.-notification received from SGC 26/10 stating problem now fixed clerk has advised Cllr PGC

Closed

12. Cllr PGC requested clerk to contact Licencing at SGC regarding the potential of car dealership/vehicle dismantler business being run from a property in Church Rd. The property was originally reported in April 21 however after SGC investigated no action was originally taken.

Re-reported to SGC Licencing 31/10/2022- await update

13. Cllr BD reported a hanging branch precariously balancing on Homeapple Hill

Clerk confirmed with Siston PC if they were reporting and they weren’t so W & A have reported under reference **1929962**

**Outstanding item from Previous meetings:**

All planning application responses uploaded to SGC portal

* Common Land

Clerk has engaged with solicitors and provided the confirmation regarding removal of Tomlin report, confirmed final documents for court

* Clerk has contacted Simon Penfold Arboreal officer to advise of the tree growing next to the bus stop on Oldbury Lane and that the tree is pushing the shelter to one side

Await contact from Simon Penfold

Chased 03/09

At meeting in September Steve Reade requested details for him to connect with Simon Penfold- sent 09/09

Cllr Reade confirmed 09/09 he had spoken with Simon Penfold and this will be addressed

Cllr Reade advised 13/10 he had spoken with Simon Penfold and awaiting confirmation of timescale

* Cllr GG advised he had attended the Wild at Nature Conference and provided PC and public the outputs including the potential to create an ‘L’ Plan which covers nature and biodiversity for the village.

Cllr GG requested clerk contact Commons Stewards officer at SGC for further detail

Email sent 14/10/22- details all received and circulated

* Parish Council to consider quotation for repairs to Bus Shelter. Following acceptance of quote from New Build Modular it was determined a bat survey would be required.

Clerk contacted contractor who is arranging a survey at a cost of £350.00 in addition to quote.

* Donation from Wick Horticultural Society

Clerk received notification that WHS would like to donate monies to install a bench in Brockwell Park.

PC have agreed however Cllr SF and rep from WHC to review the area to site the bench

* Member of the public requested Parish Council arrange for the Bus Shelters to be cleaned.

Clerk to contact SGC for their supplier as the Parish contractor no longer undertakes this work- email sent await response

**ENFORCEMENT**

1. 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 12/08/2022*

*I am waiting for 2 applications to be determined P22/02717/F and P22/02718/F, once they have been determined I can assess what formal action is needed. I can do nothing at present until my colleagues have determined the applications. (The parish have been consulted)*

2. 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 12/08/2022

*The owner indicated that they would be submitting an application to regularise the lights and have chased them this afternoon.*

13/10/2022- Cllr PGC advised that wooden gate have been installed leading out onto Cleeve Lane removing hedgerow- clerk has reported this to Enforcement- *18/10/2022 Enforcement advised the resident would not require permission to create an access onto Cleeve Lane as it is an unclassified road and also the gate appears to be around 1m high which would be considered Permitted Development (PD) as per the Town and Country Planning (General Permitted Development) Order 2015 (GPDO).* Closed

3. 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 SGC 12/08/2022

*Situation is that the field shelter has been removed and the various conditions have now been discharged under DOC22/00136 ( Discharge of conditions 6 (signage and lighting) and 10 (eaves, verge and ridge and external facing materials details) attached to planning permission PK12/1734/F.  Change of use of land from agricultural to land for the keeping of horses.  Erection of stable block and tack room and construction of hardstanding).*

*I will attend site next week for a final check and report back to you again – apologies for the delay*

6. Field Opposite the Carpenters Arms

18/07/2022 Cllr GG & PGC raised that hoarding have been erected on the field opp Carpenters Arms and no planning permission has yet been received.

Cllr GG has reported to Enforcement under reference COM/22/0453/OD

*I refer to your recent enquiry concerning the above property. A Planning Enforcement Investigator has undertaken a site visit, in order to investigate your concerns regarding the above site. We are currently working with the planning agents, who work on behalf of the developers to resolve this issue. Please use the reference, COM/22/0448/OD if you have any queries.*

**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 a 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 is 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. Cllr RH reported he had received notification of some concerns regarding footpaths no/s LDN/2/40 & LDN/2/40, details are:

* One local resident has sustained an injury (broken bone) as a consequence of climbing over the latest stile and failing to the ground on decent.
* Another fit & active male being a daily valley walker has noted the stiles to be a risk especially in wet conditions. He continued with a polite suggestion of "poor installation" which is an additional safety issue in his opinion.
* Two more senior ladies have noted today that they are able to walk along Woodcroft Lane at a leisurely pace whilst venturing into the Bury to enjoy the natural seclusion of Dog Brook.
* Sadly, they also noted that they are unable to climb over the latest stiles thus restricting them and possibly other elderly members and less abled people from utilising this public footpath network in this location.

These footpaths have been reported to PROW 30/09/2022 for an inspection and are awaiting reference no.s

Cams reference no. 17931

Response from Karen Hayes 06/10-

I wrote to the new owner of fields to the west of Bury Farm and the letter was actioned in as much as the gates were unlocked on my next visit.  It sounds like the same landowner has issues on the other side of their property but from your information you have given me the walkers were on extinguished paths. Those paths are shown correctly on the OS app but an old map may have been used.  I am going to visit the site on Monday to check that the legal line is acceptable and hope to assist the landowner in keeping people on the current legal lines. Unfortunately we can’t log incidents along an extinguished highway so there will be no new CAMS issue.

 5. Missing footpath sign from A420 to Watery Lane

Reported to PROW 03/11/2022- CAMS 17959

1. To note and confirm Minutes from previous meeting.

Cllr GG advised clerk to amend the naming convention to LNAP

Minutes confirmed as a true reflection

Proposed GG

Seconded JPW

All in favour 8

carried

1. Clerk to provide financial update for the Council and request cheques to be signed in accordance with bank mandate.

ALCA Councillor Training £40.00

HMRC PAYE £626.82

SGC Bin bag purchase £74.40

SGC Mow Park £422.60

Wick Village Hall Hire of hall £45.00

J Bray-Warner Stamps & paper £18.90

1. Cllr GG/Clerk to provide an update for ongoing issue with common land on Chesley Hill including registration of Common Land with Land Registry.

Clerk advised all required documentation for Court proceedings has been returned to the solicitor, not further update at present.

1. Council to continue discussion regarding Wick Sports Ground

Cllr KH provided an update following the latest WSG committee meeting. Cllr KH advised the conversations are still ongoing regarding easements across neighbouring properties for installation of water pipe.

1. Council to overview ROSPA report for Brockwell park

Clerk pre-circulate the ROSPA annual report and also the quarterly maintenance report from PC contractor.

Discussion held

PC confirmed agenda item in December post PC finance meeting

1. Parish Council to discuss a potential Youth provision within the village

Clerk provided context to the agenda item and the proposals pre-circulated in documents. Clerk advised that subsequently to sending proposals, the URBIE bus supplied by Yate Town Council had visited the village on Monday 7th November. Clerk advised alongside resident the conversations which had taken place with the youth provision workers. The Urbie bus will be in Wick for the following 5 weeks and clerk requested both Councillors and members of the public to spread the word. Clerk advised she is awaiting flyers to distribute to promote and the resident has advised she will support in leaflet dropping.

Agenda item in January post the 5 week trial period for feedback and review next steps

1. Parish Council to review the appeal under section 174 Town & Planning Act for Land to the South of High Street/Church Road and confirm a response

Clerk had pre-circulated the latest update regarding this application.

Discussion held

Proposal by GG PC complete a written response to cover the following points:

* The fence and gateway have been installed against height regulations and breaches planning regulations
* This is not in keeping with the greenbelt and the aesthetic of the village.
* The fence is impeding the hedgehog transit
* Nocturnal perambulations of wildfowl

Clerk to action

Clerk uploaded relevant commentary onto Planning Portal at <https://acp.planninginspectorate.gov.uk> 11/11/2023

1. Cllr KH to lead discussion regarding a Christmas Tree within the village.

Cllr KH provided context for the agenda item and Cllr RS provided additional clarity.

Discussion held.

RS proposed to utilise the tree outside the Village Hall and requested a budget of £200.00 for lighting etc.

Seconded KH

Clerk confirmed budget available.

All in favour 8

Cllrs RS & KH to take forward and conform to health and safety regulations.

1. Parish Council to continue discussions regarding Neighbourhood Plans

Cllr GG provided clarity regarding the agenda item.

Discussion held

Proposal by Cllr SA to create a Neighbourhood planning sub committee with clerk engaging with SGC external consultant to provide guidance.

Seconded JPW

All in favour 8

Sub committee members
Cllrs, JPW/GG/SA

Email sent by clerk to Danny Dixon SGC & Stuart Todd external contractor

1. Cllr SA to lead discussion re CIO for Village Hall

Cllr SA provided context regarding the agenda item and explained the rational for proposing the changing of the status of the constitution for the Village Hall, Triangle of land opposite the Village Hall and Wick Sports Ground. The implementation of the new CIO would separate the committee and Parish Council to ensure liability is captured correctly.

Proposal by SA to progress with the CIO constitution utilising the Charities commission standard template.

Seconded GG

All in favour 8

Cllr SA will connect with solicitor which has been engaging with Village Hall committee to review and agree required documentation and provide PC an update within 2 months.

1. Cllr GG to lead discussion on Local Nature Action Plan

Cllr GG provided clarity regarding agenda item and the information pre-circulated to council for overview. Cllr GG advised SGC are currently supporting the introduction of LNAPS which are focussed primarily on the biodiversity and ecological aspects of the villages.

Cllr GG encouraged councillors to review the webinar (circulate in papers) and attend any further discussions.

Discussion Held

Chair requested item to included in Decembers agenda to allow all councillors to review the required materials to take forward discussion at the next meeting

1. Council to review and respond to Planning application P22/06220/HH 79 Naishcombe Hill

Clerk had pre-circulated details for application and planning sub committee had overviewed.

Discussion held

Parish Council have no objection to application and will therefore provide no comment on planning portal

1. Council to overview quote for bat assessment and maintenance quote for the Bus Shelter on A420 and confirm works.

Clerk provided update following October’s meeting. Contractor who Parish Council had agreed quote has withdrawn his quotation, due to length of time taken regarding the potential for a bat survey.

Clerk had requested SGC Handyvan service to provide quotation which was £1246.00 inc VAT

Discussion held

Proposal GG to accept SGC quotation to undertake the required work

Seconded JPW
All in favour 8

Clerk to contact Handyvan service.

In conjunction with maintenance contract- query raised regarding cost- clerk to clarify and provide update at Decembers meeting

1. Clerk and Councillors to provide update as to any correspondence received since last meeting

17.1Planning application no P22/06268/HH Quarry Farm

Clerk had pre-circulated details for application and planning sub committee had overviewed.

Discussion held

Parish Council have no objection to application and will therefore provide no comment on planning portal

17.2 Notification of planning P22/05244/HH 32 Milford Avenue- Approve with conditions

17.3 Notification of planning P22/05049/F Garages at Naishcombe House- Approve with conditions

1. Councillors to provide any updates and confirm any matters for inclusion at next meeting
	1. Cllr GG advised the bridlepath which was closed by the quarry has now been reopened
	2. Cllr RD commented that Cllr SF had made contact for PC to start considering and requests for the King’s Coronation and requested an agenda item in December,
	3. Cllr JPW advised he had started updating the PC website.
	4. Cllr JPW advised he had now taken delivery of a number of litter pickers from SGC in connection with Adopt a Street initiative.

Meeting closed at 21.10