**Wick and Abson Parish Council**

**Minutes of the meeting held on 9th March 2023 at The Village Hall 7.15pm**

Attendees:, Chair Stuart Fowell, Peter Crew (PGC) Gaive Golding (GG), Bronwen Dyson (BD) , Richard Stallard (RS) Keith Hollister (KH),James Williams (JPW),

Simon Alway (SA), Clerk Jo Bray-Warner, Ward Cllr Steve Reade and 5 members of the public

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

 Malcolm Watson (MW) non attendance No declarations of interest |
|  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 raised a query regarding Parish Council plans to offer the children of Wick a souvenir for the Coronation

Chair advised this was an agenda item and would be covered later in the meeting

1. Clerks Report

**Streetcare Issues:**

1. 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.

Update 21/02/2023

I forwarded your message to our Technical Support Team for it to be logged and considered for allocation if it was felt that this was an incident for Licensing’s remit. Itt was not regarded as a Licensing issue under our Licensing remit that we would take further action on at this time. This was confirmed to me by the Licensing Team Leader as it does not appear that the resident is operating a scrap metal dealer (which would need licensinge) or in a mobile way collecting scrap and there was no evidence of this when I visited in April 2021. He was undertaking some car repairs occasionally – this was confirmed by some enquiries I made locally and when I spoke to the occupier himself.

CLOSED

2. Cllr PGC advised he had reported flooding outside 11 Mendip View however previously he had spoken with Streetcare who advised this could be a problem with the foul drain and clerk to report to Wessex Water

Clerk has contacted Wessex water and requested an inspection reference 060970090001

3. The Old Vicarage, 85 High Street, Wick.

Following January’s meeting it was highlighted that the contractors/resident have ballast bags obstructing the Highway and the contractors vans/lorries are then parking next to the ballast bags making it impossible to walk along the High Street.

Parish Council has written to resident requesting ballast bags to be moved and also requested Enforcement to reinforce the message for more consideration.

Enforcement have advised that as there is no breach of planning they are unable to take action.

Clerk has contacted Highways via Streetcare for support- ref SGC-136072-B4T1

SGC update 23/01   Thank you for your request concerning the builders materials outside The Old Vicarage, 85 High Street, Wick.  I have passed the matter to our Permitting team for their investigations and any action required.

Chased 30/01/23- Cllr RS advised 19/02 bags have been removed

CLOSED

4. Member of the public has requested a grit bin be sited on the junction of St Annes Drive & Holbrook

Request sent to SGC 20/01/2023

Reference Number 1964582 I have checked the gritting route and Holbrook Lane is not one of the roads that are gritted. I have put through the request for a grit bin and asked for feedback for you.

Update 23/01 Thank you for your request concerning the possibility of a new Grit Bin on Holbrook Lane Wick, nr St Anne’s Drive.  I have forwarded this to our Asset Team manager for further assistance.

Chased 15/02/23

5. 23 Bury Lane- Cllr GG reported flytipping of old fence panels and hedgerow

Reported to SGC 10/02/23 reference 1976888

Chased 10/03/23

6. 14.5 Cllr PGC commented that outside 16—18 High Street there are 3 manhole covers (Telecoms) one is collapsing and requested clerk to report

 Reported to Openreach 10/02/23 reference SS1KWM33

 7. Holbrook Common-Holbrook Lane. Request from member of the public for cattle highway signage to be installed.

 Email sent to Rob Wilsher (SGC) requesting clarity re process of installing;

 SGC update

 In response to your recent email, I can confirm that my colleague Mark Seabrook in our Design Team will be taking this signage request on and will no doubt be in touch shortly about this matter

 Mark (SGC) has advised this may take a number of months to assess.

 8. Pavement opposite Oldbury Lane. Report from member of the public the pavement is breaking up badly. Cllr KH provided a photo and this has been reported to Streetcare 10/02/2023 reference SGC-138231-C0N7

 Update SGC -We will fix your problem 01/03/2023—chased 10/03/23

 9. Manhole cover near Drs. Member of the public requested PC to contact Dr’s as the manhole is collapsing and requires attention. Cler contacted Drs who advised this was not in their curtilage.

Cllr GG reported via fix my street 11/02/23- Cllr GG has advised the request has been closed however Cllr Williams has advised that following a land registry search the cover maybe in the curtilage of the property- SGC will take forward

CLOSED

**Outstanding item from Previous meetings:**

All Consultations and Planning applications responded to 10/01/23

* Cllr SA requested clerk to connect with SGC to check if Holbrook Firs have the required trading licenses.

Clerk has placed an enquiry with SGC

* Common Land- Following latest update from solicitor PC have paused this activity until Sept 23
* BMX Track- Clerk has contacted supplier DCM surfaces and requested a site visit and quotation- awaiting dates/time

Chased 10/03/23

* Wick Sports Ground- Following Feb meeting and request for funding to support water pipe replacement- clerk has engaged with WSG requesting additional quotes as the work can be undertaken by a contractor rather than Bristol Water
* Request from SGC to confirm W&A PC suggestion re name of road behind Carpenters Arms- PC suggested Bridge Close- SGC advised 10/02/23
* Golden Valley Nature Reserve Following Feb meeting, the representative from MJ Church advised that following a survey a number of trees were identified as having Ash die back, Parish Council requested clerk to contact John Morris to provide a works schedule in order for PC to publicise any activity within the Reserve-

SGC response:

Many thanks for your email.  No action is being taken yet.  Simon Penfold, our tree officer will arrange a meeting later in the spring to walk through the site with the two landowners and then contact three tree surgeons to obtain quotes for the necessary works.  Once we have received the prices, we’ll then have talks with the landowners to see how best the situation is managed.  In the worst case scenario, it may be that areas of the site are closed off to public and if people enter the area they do so at their own risk.

We’ll keep the Parish Council informed as we move forward with this issue.

Warmest regards

John

* Ash-Die back- Following Feb’s meeting clerk has reached out to Neil Gazzard (SGC) requesting clarity on undertaking a survey on trees that are sited on common land
* Letter sent to MJ Church expressing our thanks to their representative who attends parish meetings and has been working closely with the community
* Bus Shelter Maintenance- Upon confirmation liability Insurance is in place, contract has been award to Mr M Evans.

**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

*Response 31/01/2023* *The case is still open.*

*The change of use part of the complaint is closed. The outstanding issue is the partly built extension (garage) that was refused planning permission. The land owners have until the end of March 2023 to remove the partly built garage. We have been to site before Xmas to monitor they were not continuing the build, which they were not.*

*If not removed I will have no option but to serve a Planning Enforcement Notice.*

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 14/11/2022*

*They have submitted an application, but our registration team have requested further documents.When I have an update, I will let you know accordingly.*

*Response 31/01/23They updated me last week as their agents have had issues getting the requested correct report, but are working on it.*

3. 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.

Proposed JPW

Seconded RS

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.

Cqs:

SGC Feb Maintenance charges £422.60

Wick Village Hall- hire £99.00

HMRC £522.27

1. Cllr GG to provide an update regarding Wick Community Pub and the asset of Community Value for The Carpenters Arms.

Cllr GG provided an historic oversight as this situation has been ongoing for a number of years and this provided newer councillors some context for the item. Cllr GG advised that the Asset of Community Value is coming to an end and as such the asset will no longer be valid. He advised that as a representative of Wick Community Pub Group that the group had not put a bid in for the Carpenters Arms, however advised that the group had been having interactions with the owners which is not acknowledged in the correspondence from SGC. Cllr GG advised he had been made aware of the owners of the Carpenters Arms offering a sale to a local resident, however when the group re-approached the owners, the price had almost doubled. Cllr GG confirmed Wick Community Pub group are using Plunketts as a supplier to provide advice with the possibility of interacting on behalf of the group. A survey had been undertaken and a number of structural faults had been identified. Unfortunately the owners would still not renegotiate the price. He advised that currently no action is being taken the group need to review next stages. The group will advise SGC direct of any further action and provide a stance on the Asset of Community Value.

Discussion Held

A question was raised by Cllr SF regarding the initial seed funding provided to the group and Cllr GG advised there is currently approx £3500.00 left of the original £5000.00 granted.

Chair thanked Cllr GG for his update and requested that any further developments be socialised at a Parish Council meeting.

Update as per April minutes.

Cllr requested above to include that any residual monies left over when the group closes out should be returned to Wick and Abson Parish Council

1. Council to review proposals for Coronation souvenirs

Cllr SF provided context to the agenda item. He advised that a resident had requested PC to review whether a Coronation souvenir for the children of Wick School could be arranged and financed by PC. Cllr SF had received 2 quotes in order to review with PC at meeting for 252 mugs, the cost was averaged at £750.00.

Discussion held.

After review of the variables involved in providing a souvenir Cllr SF proposed that Wick and Abson Parish Council provide a mug as a souvenir for the King’s Coronation.

Seconded- No other Cllr would second this request and therefore no vote was taken.

1. Council to review processes for upcoming elections and confirm date for meeting’s post election

Cllr Steve Reade advised he had attended Marshfield Parish Council meeting earlier in the week and the clerk had provided the relevant documentation for the local elections. W & A clerk advised she had not received any correspondence and would reach out to Marshfield clerk.

Cllrs JPW, RS & PGC had attended the briefing session at SGC and provided oversight for the other Councillors.

Cllr JPW commented the forms had been simplified and if not political affiliation only sections 1a,1b and 1c were required. Cllr JPW advised it was critical for Councillors to ‘book a slot’ at SGC for forms to be confirmed.

Actions:

Clerk to obtain Electoral role and circulate

Clerk to print applications for Cllrs GG & SF

A closed meeting has been scheduled 16/03/23 to complete and review forms.

Cllr BD offered to take all forms to SGC for overview.

Clerk advised that if W & A had an uncontested election we are required legally to set up meeting dates for AGM etc.

Meetings confirmed as:

AGM 11th May 7.15 ~ 7.45

1st meeting of new council 11th May 7.45 onwards

Annual meeting of the parishioners 18th May 7.15

Cllr KH to book Village Hall

1. Council to review request from volunteers to replace shrubs and plants in village planters.

Clerk advised she had been approached by 2 volunteers who had overviewed all the planters in the village. The volunteers advised that a number of plants had been lost through the winter and estimated a cost of £25.00per planter to replant.

Discussion held

Proposal by RS to reach back out to volunteers and pay the required amount to replant

Seconded JPW

All in favour 8

Clerk to advise and make payment.

1. Council to discuss health and safety review of all trees on common land

Following on from February’s meeting whereby clerk received a request to contact SGC regarding any trees with potential die back and request a survey for common land . SGC advised that as W & A PC own the common land they were not prepared to support however provided contractor list.

Clerk has reached out to a potential contractor who asked if PC wanted a full health and safety review of trees.

Discussion held

Proposal to engage with supplier provided by SGC and request a review of the trees with a girth of over 30 inches in diameter and over 24 inches above ground in the following areas:

Brockwell Park

Green by Village Hall

The Willows perimeter.

Cllr SA will provide clerk a definitive map to liaise directly with contractors.

Agenda item April

1. Clerk to provide update following attendance at Youth Provision meeting at SGC

Clerk provided background following attendance at the Youth Provision meeting and had circulated presentation to council members.

She advised SGC are looking at changing funding model from 2024 and clerk and Cllrs GG & BD had the opportunity at the meeting to discuss with various suppliers various provision for the village.

Clerk also advised she is trying to obtain a definitive regarding utilising rural funding to continue into next financial year but this maybe dependent on the current supplier.

Actions:

Cllr SF and clerk to meet with current supplier to check ‘whats on offer’ for next financial year

Cllrs RS & GG to visit the Urbie bus 13th March to discuss with the young people how they are finding the bus and facilities.

1. Council to review planning application P23/00651/PIP Land To Rear Of 25A London Road Wick

Clerk had pre-circulated the detail prior to the meeting

Discussion held

Wick and Abson Parish Council wish to object on the grounds of intensification and overdevelopment

Clerk to advise SGC

1. Council to review planning application P23/00367/HH 86 Milford Avenue, Wick

Clerk had pre-circulated the detail prior to the meeting

Discussion held

No Objection

Clerk to advise SGC

1. Council to confirm maintenance contract with South Glos Council

Following on from February;s meeting, Cllrs SF, KH & RS have created a potential cutting plan for the park. Clerk circulated to council prior to meeting. Clerk had also reached out to SGC to check how this would affect costs however as at the time of the meeting no response.

Discussion held

SF Proposal to accept quotation on the following conditions:

SGC to adopt the Parish Council cutting plan

SGC to confirm is no mow May is happening and confirmation on how this affects costs

Seconded PGC

All in favour 8

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

Chair advised he had been made aware of an incident in Golden Valley Nature reserve whereby a parishioner had been propositioned inappropriately. He advised the police had been called.

Cllr GG commented he will liaise directly with representative of Wick Quarry and advise of incident

15.2 Planning notification- P22/06433/F Land at The holding Lodge rd- approve with conditions

15.3 SGC received via SGC for PC to approve road closure of Parkers Avenue for 6th May for Coronation street party – all councillors confirmed no objection, clerk to advise SGC

15.4 Cllr RS advised that a left hand advisory road sign had been knocked off just past Drs surgery and was still in the hedgerow.

Clerk to report

15.5 Cllr GG advised he had reported via fix my street a requirement to clean the yellow separation signage on the Highways

15.6 Cllr GG advised he had been made aware of anther ‘big push’ for funding available for Biodiversity and will review

15.7 Cllr GG proposed a grant and application policy be adopted by Parish Council

Agenda item April to be led by Cllr JPW

15.8 Cllr KH advised the Village Hall committee had received a request in conjunction with the vintage afternoon tea for the coronation to provide funding of £400.00 for a photo montage to be added and kept by the VH. Cllr KH advised VH had offered the organising committee £200.00 and suggested PC match fund.

Discussion held

Proposal by SF to provide the additional monies £200.00 to support the event

Seconded JPW

All in favour 8

1. Councillors to provide any updates and confirm any matters for inclusion at next meeting

Meeting closed 9.50pm