

Wick and Abson Parish Council
Minutes of the meeting held on 14th September 2023 at The Village Hall 7.15pm

Attendees:, Chair James Williams (JPW), Peter Crew (PGC) Gaive Golding (GG), Richard Stallard (RS), Simon Alway (SA), Cllr Stuart Fowell (SF) Keith Hollister (KH) Anne Kinsman (AK) Ward Cllr Marilyn Palmer Clerk Jo Bray-Warner, and 5 members of the public

1. Chair to note apologies and receive/confirm declarations of interest in conjunction
Bronwen Dyson (BD)
Cllr PGC declared an interest in agenda item 13

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

2. Opportunity for the public as appropriate to address the Council.
In attendance the new Cotswold Warden Stephen Burgess who introduced himself and provided clarity on role and responsibilities and expressed his appetite for working collaboratively with the Parish Council (PC)

Ward Cllr M Palmer commented regarding the recent speed visors which were installed on Naishcombe Hill. Cllr Palmer stated that 70% of vehicles were compliant however Cllrs Golding & Fowell challenged the figures due to the siting and averages of the figures. Cllr Palmer suggested another 30mph speed limit sign on Naishcombe Hill and will pursue this through SGC. Cllrs did comment that there is a general problem with speeding in the village and the outputs of other sited speed visors would be discussed in October's agenda.

2.1 Member of the public requested clarity regarding the SGC 'dug holes' along Chesley Hill.
Cllr SA provided clarity

2.2 Member of the public advised he had been stopped whilst walking along by ST Bishop's by a van driver who had requested directions to the closest public conveniences- Member of the public requested confirmation the toilets at Tog Hill were still operational.
Cllrs advised as far as their knowledge extends they were still in operation

2.3 Member of the public requested clerk report the rear access and bank behind no's 2.4.6 The Crescent as this is extremely overgrown and requires attention
Clerk to take forward

3. Clerks Report:

Streetcare Issues:

1. Member of the public commented that the hedges at 53 High Street are encroaching the footpath and requested PC to report.
Reported 14/07/23 await reference 2064408
Confirmation received at August meeting that hedge has been cut
Closed
2. Member of the public requested PC to report the footpath which runs between Boyd Close and Naishcombe Hill as this has become very overgrown and is obscuring the streetlight in the footpath- reported 14/07/23
Reference 2064408 Attended site overgrown vegetation over footpath and street lamp in corner obscured by tree branches ticket raised to clear"
SGC update 04/09Job status completed
Closed
3. Member of the public Advised that the hedges at 29 Naishcombe Hill are encroaching the footpath and require cutting back- reported 14/07/23 await reference
Reference 2064423 hedge overgrown on footpath passed to Tech Support to send 1st veg letter to resident of 29 Naishcombe Hill Wick"
4. Cllr PGC advised that outside the substation on Ketches Hill, Abson the trench has collapsed and requires repair reported to Streetcare 14/07/23 await reference SGC-179114-G9Y0
SGC update 04/09- under review

5. Cllr PGC advised the drains on Homeapple Hill towards Siston are still blocked and causing flooding especially in the recent heavy rainfall reported to Streetcare 14/07/23 await reference SGC-179120-K6K5
SGC update 04/09- this will be cleared however SGC are unable to provide a timeline
Closed
6. Cllr PGC advised that there are blocked drains on Abson Hill as the road is continuing to flood reported to Streetcare 14/07/23 await reference SGC-179119-S6Z1
SGC update 04/09- Under review
7. Cllr PGC advised there is a pothole on the High Street outside Clip factory on the lane towards Kingswood that is constantly filled with water and requires reviewing.
Reported to Streetcare 14/07/23 await reference SGC-179110-W5B6- confirmation from SGC this has been fixed
Cllr PGC confirmed closed however there is still potential water problem- Cllr PGC advised that he had spoken to a water representative on site and they are aware and look to fix
8. Resident has contacted clerk to request a hedge trimming letter be sent to 1 Parkers Avenue as it is encroaching the footpath.
Clerk has sent request to Streetcare-await reference
9. Member of the public reported a pothole outside 1 The Crescent
Reported under reference no SGC-183478-L5L8
SGC update pothole has been fixed 23/08/23
10. Cllr PGC requested clerk to report overgrown hedges along the pavement opposite The Carpenters Arms- these are SGC maintained . Cllr PGC provided clerk with pin and photos
Reported to Streetcare 12/08 await reference 2077786/ 2078153
SGC update- completed
Closed
Following SGC advising this was actioned Cllr PGC advised PC that this had been actioned on the incorrect side of the road and wished for this to reopened

Outstanding item from Previous meetings:

All Planning applications responded to

- Cllr RS requested clerk to contact Siston PC to investigate any activities undertaken to support no parking on grass verges- Clerk emailed Siston 14/05, await response.
Clerk spoke with Matthew Lipton who has provided some detail- agenda item June, following June's meeting further activities as minuted will be undertaken- agenda item September
- Benches in Park- Following agreement by PC regarding the installation of a memorial bench, clerk has advised the resident who requested and connected with Siston PC for supplier
Resident has confirmed the required bench style -next stages to order and install. Clerk working in collaboration with Cllr RS
Bench ordered and hopefully installation mid Sept
- BMX track resurface quote- added to Feb 24 agenda
- Active travel grant application- Cllr JPW taking forward with SGC for grant for up to £1000.00 to install bike rack
Application sent 28/07/23
Response rec'd 22/08, PC were not successful in receiving a grant
- Tree Survey report- following receipt of reports and identification within the Willows, clerk has reached out to 3 contractors for quotes to undertake the work
Clerk has contacted Clifton Tree Crae and Coles and Sons for quotes- awaiting detail- Sept agenda

- Following request from Friends of Wick Group to hold Car Boot sale 16th Sept in Brockwell Park and permission being granted by PC- clerk has advised contact with Friends of Wick group of PC decision
- Following notification of agreement that police should attend a PC meeting once a year and as per PC request clerk has drafted a letter to the crime commissioner and forwarded to Chair for review.

Clerk has also reached out to PCSO for crime statistics and action plan

Crime statistics received from PCSO and circulated to councillors- advisement that no action plan is required for Wick due to 'no major problems'

Letter created by clerk and confirmed by Chair- posted 27/07/23

Update received and circulate to Council await further details from Chief Constable.

Update received and circulated

- Further to correspondence received regarding CIO and signatures of PC officials- clerk has advised solicitor of decision and Chair has also confirmed further wording to be used.
- Member of the public requested if there was an appetite by Parish Council to support a request for installation of a zebra crossing near the Drs Surgery due to road safety.
Clerk to contact Ward Councillors Stokes & Palmer for their opinion and add to September agenda
Email sent 10/08/23
Cllr B Stokes has provided the process and this will be circulated with Sept papers
After review W&A does have 2 traffic management proposals included in the investigation and implementation scheme therefore no further action.
- Member of the public advised that the footpath behind the Clip factory has been cleared however member of the public feels a gravel base would support walkers. The Cotswold Warden is in attendance for September however clerk advised she would make contact for this request before the meeting
Cotswold Warden Stephen Burgess has confirmed he will visit the site and see what can be done prior to Sept meeting and provide an update
Cotswold Warden advised that the priority work of the Cotswold wardens is maintaining footpaths which are within the area bounded by the Cotswold National Landscape (formerly Cotswold ANOB). In Wick and Abson Parish this boundary is Oldbury Lane, Bury road towards Doynton, and part of the road from Oldbury road towards Upton Cheyney- Looking eastwards. We may also consider some footpaths which are near to, and lead to, the CNL.

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 SGC 01/03

The owners have now submitted an application for the building to be an agricultural building see application P23/01153/F, I guess you will be asked to comment on this.

Application not decided as at 19/06/23

2. 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. Missing footpath sign from A420 to Watery Lane

Reported to PROW 03/11/2022- CAMS 17959

Update 22/06/23

Works are starting shortly at the bottom end to prevent deep mud which has been a long standing issue made worse by increase in equine use. I will look at your sign issue 17959 after. Water spotted at the top end is being investigated by others as they are doing drainage works- I don't foresee this being a regular occurrence but please advise if seen again.

2. Footpath LWA/54/10 request sent to SGC to clear brambles/bracken which is blocking easy access to footpath- await CAMS ref CAMS18092. SGC have forwarded a request to the landowner if resident advises at May's meeting no action- ask for photo --perhaps contact Mike who reported it

3. Footpath PBN/53/10 Between Beach lane and Oldbury Lane- Cllr BD has reported and provided photos to show the footpath is very overgrown and the stiles require attention.

Reported to PROW 09/05/23 CAMS18138 & CAMS18139

PROW have advised the overgrowth has been advised to the land owner who will clear in due course ref 18281

4. Footpath nos LWA/43/10 & LWA 46/50 which run behind Clip factory- clerk has requested a visit and also confirmation that a 'severe' cut back of undergrowth plus a review of the under foot surface await reference 18282

Closed

5. Footpath no LWA43/10 Footpath behind clip- resident has reported a large overgrown tree which is encroaching the footpath and also his garden

Reported 01/09/23 reference 18331

4. To note and confirm Minutes from previous meetings.

Proposed as a true reflection JPW

Seconded SA

All in favour 7

AK abstained due to non-attendance at August's meeting

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

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| AC Hudd | Keys for Park | £11.00 |
| J Bray-Warner | Reimbursement for bench | £396.29 |
| DM Payroll Services | PAYE fee | £78.00 |
| J Bray-Warner | Reimbursement for printer | £179.99 |
| Greenfields garden | 1/4ly report for park | £94.80 |
| HMRC | PAYE | £636.28 |
| W & A Village Hall | Hall Hire | £132.00 |
| BDO Audit | Audit Fee | £504.00 |
| J Bray-Warner | Add Hours/stamps/paper | £106.44 |
| AC Hudd | Reimbursement for gloves | £9.05 |
| SGC | Mow Park | £676.02 |
| SGC | Non contested election | £175.00 |
| J Williams | Reimburse re key cut park | £29.80 |

6. Parish Council to oversee next steps for Wick Community Pub Group

Following recent agenda items, Cllr Golding provided an update regarding the activities for the group. He commented that the books have been audited and ready for inspection by the financial conduct authority and was preparing the final documentation to close the group, Cllr GG is progressing these steps and will provide council with update when completed.

7. Parish Council to review quotation for tree related work to be carried out within The Willows

Following July's meeting clerk had reached out to 3 contractors for quotations, only one contractor has responded and advised *the woodland I felt more work is necessary than has been mentioned in the report, I'm referring to the trees overhanging Holbrook Road, these trees are leaning on to the utility cables and putting a fair amount of pressure on them, I feel they may break or fall at any time.* The contractor has requested a site visit if quotation is accepted by P.C

Discussion Held

Cllr GG suggested making contact with the commons Connect group following their recommendations in the area
Cllr GG will take forward during a meet with the representatives from SGC.

Chair/Clerk to liaise with National Grid & Openreach to review the overgrown tree branches which are sitting on the wires
Agenda item October

8. Parish Council to review request from Friends of Wick Group to erect a Beacon in Brockwell Park

Clerk has received a request from Friends of Wick Group requesting permission to erect a beacon in Brockwell Park, the group representative advised this is the early stages of planning and wanted to check if PC had the appetite to support.

Discussion Held

Clerk to reconnect with group and request additional information including design and purpose

9. Cllr K Hollister to lead discussion regarding final document sign off for Village Hall CIO

Cllrs KH & JPW again provided clarity for PC & Public as to the rationale to complete the CIO for the Village Hall (VH)

Representative from the VH was in attendance and provided the relevant forms for completion and signatures. Cllr JPW acting as Chair and Cllr PGC acting as Vice Chair signed the relevant documentation-witnessed by the clerk.

This was provided back to the representative of the VH for further legal activities.

The representative advised there were still steps to be taken including opening a new Bank account and she would advise PC when all is complete

10. Parish Council to review whether there is a potential to pursue a request through South Glos Council for a zebra crossing on the High Street.

Following a request from a parishioners at Augusts meeting the clerk has made investigations into the installation of a zebra crossing. After review the clerk has discovered this is already included on the Investigation & Implementation schemes in line with the Joint Transport Local plan for South Glos Council. The plan is reviewed annually in April and PC can take no further action currently. The member of the public who raised the query was in attendance and the update was provided.

11. Cllr GG to lead discussion on next steps for the Commons connection project.

Cllr GG provided a brief summary of the proposals by the commons connect project team at SGC. Clerk had also circulated all the papers for prior-reading by council.

Cllr GG commented he felt a majority of the ideas were beneficial in promoting biodiversity within the village and requested clerk to set up a further meeting with the team to start to potentially look to progress activities

Clerk to set up meeting- Cllrs JPW & SF also expressed an interest in meeting the SGC reps again.

12. Parish Council to review quotation from South Glos Council in connection with removal of existing goalposts and associated works.

Following quotation from SGC to remove and dispose of goalposts and undertake a cut back of the hedges behind the adventure park in Brockwell Park, new goalposts have been erected by volunteers creating a 5 a side pitch and the old goalposts are currently awaiting removal. Clerk has requested an update from Cllrs involved in the creation of the new 5 a side pitch for any update re goalposts and Council to reconsider the quote for the hedges cut back

Discussion held

Proposal by JPW to accept SGC quote

Seconded PGC

All in favour 7

Cllr SF abstained from voting

Clerk to make the required arrangements

13. Parish Council to review and respond to planning application P23/02174/F Powder Keg, Chesley Hill
Clerk advised council of the planning application and requested members to overview prior to the meeting to aid the discussion
Discussion held
No objections
Clerk to update planning portal
14. Parish Council to review and respond to planning application P23/02479/CLP The Rosary, Chesley Hill
Clerk advised council of the planning application and requested members to overview prior to the meeting to aid the discussion
Discussion held
Wick & Abson Parish Council wish to object to this application on the basis there is currently an Enforcement notice to demolish the property which is stated in the application as a new build property- the Enforcement notice reference is COM/21/0306/OD. As further commentary the application states there is no building in situ however the building can clearly be seen already built and against the enforcement notice. It is development within the greenbelt plus the application states it is for storage purposes however from the plans over 50% will not be used for storage.
15. Cllr SA to lead discussion regarding any additional repair works required at Village Hall
Cllr SA provided clarity on the agenda item and advised PC and public on recent repairs undertaken at the VH. Cllr SA commented that a business improvement plan needs to be created/discussed and implemented and decisions regarding the funding to be raised with PC. He commented that either the VH is totally self-sufficient/self-funding and therefore costs for hire etc would need to be reviewed or PC hold the capital programme for funding any repairs.
Discussion held.
An acknowledgement of Council that further discussions are required regarding this matter and budget review could be included in the PC finance meeting- to be scheduled for early November.
16. Cllr SF to lead discussion regarding maintenance report for Brockwell Park
Cllr SF firstly thanks Cllr SA for his repair to the see-saw handles. Cllr SF advised PC and public the latest 1/4ly maintenance report identifies 1 high risk and 6 medium risk issues (one being the see-saw) Clerk had received a quote to undertake all these repairs very late on the evening of the meeting and therefore little comparison to findings and quote had been undertaken.
Proposal by JPW to request the contractor to undertake the high risk repair to the cable way at a cost of £99.00 plus VAT and then revisit the quote against the finding removing the see-saw repair.
Seconded GG
All in favour 8
clerk to take forward
17. Clerk and Councillors to provide update as to any correspondence received since last meeting
 - 17.1 Planning application no P23/02582/HH- 1A London Road. clerk received the application post the published agenda and requested members to overview prior to the meeting
Discussion held
No objection
clerk to update SGC planning portal
 - 17.2 Clerk has received a reminder from ROSPA the annual inspection is due- Clerk advised council she will make the necessary arrangements
 - 17.3 Planning notification- P23/01764/PNGR- Oak Lodge Farm, Chesley Hill, Prior notification of a change of use- SGC decision Refusal Prior Approval
 - 17.4 Clerk has received an email from a resident regarding bee orchids on the grass verge in the front of her property. As bee orchids are protected a number of years ago PC erected a picket fence to protect the flowers. Subsequently SGC does not cut the grass verge and the resident has requested PC take action. The orchids were originally outside no 102-104 High Street however are no longer outside 104 and the resident has provided permission to remove the picket fence but leaving it surrounding 102 as the orchids are still there.
Cllr GG advised he will discuss with the commons connect team during the meeting scheduled with them.
18. Councillors to provide any updates and confirm any matters for inclusion at next meeting

- 18.1 Cllr KH advised all defibs were operational PC equipment and the loaned defib had been returned. He advised the box in Abson is still leaking slightly and Cllr SA advised he would see if there was any action he could take to alleviate.
- 18.2 Cllr PGC advised the pothole outside CLIP is still leaking water and requested clerk to report to Wessex Water
- 18.3 Cllr PGC wished to acknowledge the member of the public who had requested permission to plant a tree on the common land near the Village Hall- Cllr PGC commented he thought it looked good
- 18.4 Cllr RS thanked the contractor (who was in attendance at the meeting) for continuing to keep the bus shelters clean and tidy.
- 18.5 Cllr RS requested Wick Sports Ground be included in Octobers agenda

Meeting closed 21.25