

**Wick and Abson Parish Council**  
**Minutes of the meeting held on 9<sup>th</sup> November 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) , Bronwen Dyson (BD) Ward Cllr Marilyn Palmer Clerk Jo Bray-Warner, and 6 members of the public

1. Chair to note apologies and receive/confirm declarations of interest in conjunction  
Ward Cllr Ben Stokes

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

1b. Guest Speaker- Helen Curley from Severnwyfe- Unfortunately due to circumstances unable to attend

1c. Guest Speaker- Aimee Cherry-Williams regarding Village Agents- Unfortunately due to circumstances unable to attend.

2. Opportunity for the public as appropriate to address the Council.

2.1 Member of the public highlighted to parish Council (PC) the latest iteration of SGC's Local Plan, he commented that after review the new proposals will effect not on Wick & Abson PC but also surrounding parish councils and urged PC to review in full.

Chair advised that SGC have arranged a virtual meeting 30th November to provide clarity on the proposal and asked council to attend. Chair also confirmed that W&A PC will hold an extraordinary meeting dedicated to discussing the proposals post the SGC meeting of 30th November.

Ward Cllr Marilyn Palmer (MP) addressed the residents concerns and advised that SGC currently have to find sites for 9500 homes and the Local Plan should provide the outline and objectives on how to achieve this target. MP advised that the eastern part of SGC requires more affordable housing and part of the Local Plan is devised to increase employment opportunities locally. Wick are currently being asked to accommodate 50 houses. MP advised that many public events will be held as part of the consultation and she will ensure these are advertised on local social media and local websites to encourage participation. MP also advised there will be another call for sites in December and that the consultation starts in December date TBC and will run for 9 weeks. MP also advised she had attended a meeting on 9th Nov with Bromford who advised they had 4500 awaiting housing.

Chair responded that the plan states 80 houses for Wick and that no employment is proposed for W&A PC

Chair read out the following from Cllr Ben Stokes regarding the latest iteration of the Local plan:

“The new Draft Local Plan Documents have just been published and set out the planning direction proposed by the current Council Administration as a blueprint for new homes and infrastructure to be built up to 2040. There is a seismic shift in the plan for South Glos planning policy in regard to the attitude towards development in Greenbelt areas on the East Fringe, which has been protected from development during the previous 16 years when the Conservatives have been leading the council. The Lib/Lab Coalition plan will see 20,490 new homes being built during the period, plus any more that come our way from Bristol's allocation of unmet need (i.e. which they can't build). There are 3150 new homes allocated as 'windfalls' that are being proposed as small sites for development. This part of the allocation would see an extra 60 new homes coming to Wick. I am obviously very concerned for the potential impact that opening up the East Fringe has for future development in Wick and across Boyd Valley. On top of the 'windfall' sites there are 9260 new homes that will still need land. The plan shows many of the sites that were previously allocated for development in the urban areas, such as Coalpit Heath, now allocated to our area in the Eastern Fringe. Small villages that are identified for development will see an average of 50 new homes coming their way according to the proposals. For example, 2000 new homes have been identified for Shortwood, Parkwall and Warmley as greenfield allocation. This draft plan is due to be approved for consultation by the South Glos Cabinet on Monday 13th November. The consultation will run from mid-December through January. I would strongly encourage you to submit comments. During this time I will be working with the a Parish Council, and the residents of Wick, (some have already spoken to me about their concerns for the new plans) to develop the right response to the proposals for Wick.”

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

Payee	Itemised	Amount
C Williams	Reimbursement of costs for purchasing bulbs for planters for volunteers	55.46
Signboard Services	Purchase of new signage for Park	180
SGC	Localism	982.54
SGC	Mow park	676.02
Playsafety	ROSPA inspection report	302.4
H & F Fabrications	Repairs to Bin	144
HMRC	PAYE	636.08
Wick Village Hall	Hall Hire	165
Clear Insurance Management	Insurance for Village Hall post CIO	932.54

4.To note and confirm Minutes from previous meetings.

Amendments:

Cllr RS requested clerk remove reference to agenda item 12 re Manor Rd & Court View. Cllr SF requested Naishcombe Hill to be added.

Proposed as a true reflection post amendments JPW

Seconded AK

All in favour 9

carried

5. Clerks Report:

**Streetcare Issues:**

1. 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
2. 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
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. Reference 2093324
4. Resident requested clerk to report the give way sign at the junction of Oldbury Land and High Street , Reported 12/10, Reference SGC-191640-R6Q5- request has been added to schedule of

Works

**Outstanding item from Previous meetings:**

All Planning applications responded to

- Common Land- trees.  
Following the tree survey report and quotes received, following Sept meeting clerk has contacted National Grid to look at the trees encroaching the power cables to see if these can be addressed without cost to PC. Reported 19/09 reference 4873858, awaiting updates  
National Grid have advised not their cables- BT have inspected and currently will not cut back and have requested PC engage with contractor to undertake a 'careful' cut. Clerk has contacted Jake Cole and Jake has said he can do however clerk is still pursuing with BT. BT engineer has reconnected with Clerk and will undertake a report back to BT to see if they are willing to undertake the required work.
- Clerk has connected with ROSPA and awaiting report.

Following PC meeting clerk has reconnected with maintenance contractor for clarity re quote and also new quote. Awaiting report-chased 30/10/23. Response Inspector is due imminently

## **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 27/09/23*

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

*27/10/23 Cllr Palmer advised the appeal had been upheld and the hoarding is require to be removed by 27/11*

## **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. Following Cllr Dyson and Steven Burgess (Cotswold Warden) walkabout a request has been added to SGC PROW portal for new stile at grid ref LWA/45/10 East End

PROW ref 18384

3. Following Cllr Dyson and Steven Burgess (Cotswold Warden) walkabout a request has been added to SGC PROW portal for LWA/45/10 West End- Manor Rd. The stile in front of the stone bridge, part of the wood you step onto has broken off and needs replacing

PROW ref 18385

6. Parish Council to confirm expenditure:

6.1 New Noticeboard:

Chair advised that the noticeboard on the bus stop of Naishcombe Hill is leaking and notices are illegible and requested PC to confirm expenditure of £500.00 to replace with new noticeboard.

Proposed JPW

Seconded AK

All in favour 9

Member of the public in attendance who has PC contract to clean shelters approached to renew once PC had placed order- MOP confirmed he would undertake work- clerk to liaise. Email sent 09/11/2023 await response

## 6.2 Village Hall Building Survey

Chair provided clarity re item. Following completion of CIO and the overarching responsibility of the Village Hall (VH) passes to Parish Council, chair suggested a Buildings survey be undertaken in order to create a long term maintenance plan for the VH. Chair has received a quote of £1620.00 plus VAT and proposed to PC to accept quotation.

Discussion Held

Seconded SA

All in favour 9

Chair to take forward with contractor

7. Parish Council to confirm precept increase of 5% request to South Gloucestershire Council for financial year 2024-2025.

Council undertook a review of current spend and forecast prepared by clerk at a finance meeting held 1st November 2023 with Councillors JPW,GG,PGC,RS,KH,BD,SA in attendance. Council request an increase of 5% to South Gloucestershire Council equating to a cost amount of £89,250.00.

Full council discussed

Proposed JPW

Seconded RS

All in favour 9

Clerk to complete relevant documentation when received from SGC

8. Parish Council to review and ratify Terms of Reference between Wick & Abson Parish Council and Wick Village Hall following completion of the CIO transfer.

Chair provided clarity regarding the item and advised it would be good practice for PC and VH to enter into a terms of reference providing clear clarity on roles and responsibilities going forward post CIO completion. Chair had pre-positioned with VH committee who commented that they felt the request for expenditure of £250.00 was too low and suggested £5,000 before bringing to PC attention.

Discussion held.

Proposal by JPW to amend ToR to have an agreed limit of £2,500 before referral to PC

Seconded PGC

All in favour 9

Chair to make required amendments and ToR to be signed and ratified both Chair/Vice Chair and VH Committee

Cllr RS requested it to be minuted that he felt the VH committee doing an excellent job with the hall

9. Parish Council to review application for donation to Wick Village Hall for additional Christmas lights

Clerk had received a request for a donation of £250.00 to purchase more lights for the Village Hall.

Cllr GG commented that due procedures against PC grants policy had not been followed.

JPW proposed PC accept the grant proposal from Wick Village Hall

Councillors did not support this proposal

JPW proposed PC purchase the Xmas lights in celebration of completion of CIO and that in subsequent years the lights switching on ceremony could be utilised as a fund raiser for the VH

Seconded SF

All in favour 9

Cllr RS/JPW will undertake the logistics of purchasing lights with reimbursement from the PC at December's meeting.

10. Parish Council to review and respond to planning application no P23/02973/HH 78 Milford Avenue

Clerk requested Council to review application prior to meeting

Discussion Held  
No objection  
Clerk to update planning portal

11. Parish Council to review and respond to revised proposal for application no P23/02885/HH The Stables, Chesley Hill

Clerk requested Council to review application prior to meeting

Discussion Held

No objection

Clerk to update planning portal

12. Parish Council to review and respond to planning application P23/03066/F Bramley Barn and Olive Tree

Clerk requested Council to review application prior to meeting

Discussion Held

Cllr PGC commented that the application fell into Siston Parish Council boundary- Chair requested clerk to advise Siston PC.

Wick and Abson Parish Council wish to object to planning application on an increase in traffic and potential obstruction of the A420. Local residents will be affected by noise nuisance and there is a historic challenge with sewerage discharge onto Bridalway . Wick and Abson Parish Council wish this application to be added to the Circulated schedule and request Wards Cllrs to call for a site visit.

Clerk to advise Siston PC, add comments to portal and request Ward Cllrs ask for a site visit.

13. Parish Council to review and respond to Consultation Waste Less-Recycle More

Chair provided context to the agenda item

Discussion held

Wick and Abson Parish Council wish to express concern regarding this consultation for the potential for increase in fly-tipping especially in rural areas. The challenge of hygiene of not collecting bins for potentially 4 weeks in warmer months including fly infestation. A suggestion would be to delay the introduction of a reduced collection until more recycling options are in place and can be monitored accordingly to ensure households are reducing waste in black bins.

Response sent directly to Consultation team 09/11/2023

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

Clerk has received the following planning decisions:

- P23/02582/HH 1a London Rd- Refusal
- P23/02174/F Powder Keg, Chesley Hill- Approve with conditions
- P23/02144/HH Honey Barn Lodge- Approve with conditions

Clerk has also received a request from SGC regarding any potential 'maintenance work' which they can carry out on behalf of PC. Clerk had pre-circulated request and asked Cllrs to prepare suggestions these include:

- From 66 Riding Barn Hill up towards Homeapple Hill- the pathways require clearing and undergrowth to be cut back
- Path by Highfield car sales has slipped reducing the width of the pavement and requires clearing
- 30mph speed sign top of Riding Barn hill requires cleaning
- There is a lot of weeds/growth on the pavement and curbs along Riding Barn Hill down towards Church Rd
- Fence in park at the top where the boundary with adjacent landowners field requires repair.

Clerks will contact team and provide list

Update report received from Avon & Somerset Police

Chair advised that he and clerk had received calls from concerned residents regarding a potential glamping site at The Rosary, Chesley Hill. This was advised by a letter to local residents from the Wild Trails Camping club. Chair provided clarity regarding the required planning for such glamping sites and further detail around the Wild trails camping club from investigations he had undertaken.

Chair has drafted a letter to the Camping club to advise that currently there is a demolition order on one of the properties and access to the site maybe crossing common land which PC own.

Clerk to write to landowner to advise PC had been made aware of the glamping site and that potentially access would be over common land owned by PC

Cllr PGC requested clerk to connect with SGC Enforcement regarding the demolition order as this expired on 31<sup>st</sup> Oct and currently no action had taken place and advising Enforcement re glamping site

Chair commented he had met with the gatekeeper for the park to review the first 3 month in role. Following the discussion gatekeeper subsequently resigned from post.

JPW proposed PC re-advertise role

Seconded GG

All in favour 9

Clerk to create advert and post accordingly for a period of 10 days

JPW proposed that until new gatekeeper is in situ the park gate is locked open

Seconded AK

All in favour 6

Against 2

Abstained from vote 1

Motion carried

Chair requested clerk to connect with clerk at Cold Ashton to explore automated gates

Cllr PGC requested clerk advise police that there is suspected drug dealing in the park car park  
Clerk has contacted PCSO to request visits whilst on shift pattern

Chair advised he had spoken to the Head of Teaching at Wick Primary school following PC declining the grant proposal in October. Chair updated PC on conversation held and advised PC that a new application will be on the agenda in December

Cllr SF commented that Brockwell park paths require review and also potential introduction of new seating as he feels it is currently challenging for anyone with mobility issues

Agenda item December

Cllr PGC requested clerk to connect with Highways to reintroduce the weight restrictions signs along the A420, these were removed a while ago due to the diversion at Coalpit Heath however these require reinstating with correct weight limit

Cllr PGC requested clerk contact Enforcement re the encroachment of cars at Highfield Car sales and this is against the planning conditions

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

Cllr RS requested Council review the yellow lines in Milford Avenue

Meeting closed at 21.45