

**Wick and Abson Parish Council**  
**Minutes of the meeting held on 14<sup>th</sup> December 2023 at room above The Village Hall 7.15pm**

Attendees:, Chair James Williams (JPW), Vice Chair Peter Crew (PGC) Gaive Golding (GG), Simon Alway (SA), Cllr Stuart Fowell (SF) Keith Hollister (KH) Anne Kinsman (AK) , Bronwen Dyson (BD) Ward Cllr Marilyn Palmer, SGC Cabinet Minister Chris Wilmore Clerk Jo Bray-Warner, and 6 members of the public

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

No apologies

Cllr SF declared an interest in agenda item 10 and confirmed he would abstain from any required vote

2. Chair to explain emergency procedures

Chair provided an update re procedures due to change of venue. Chair thanked public for their attendance following last minute change of venue

3. Update from Local Police beat team from Avon & Somerset Constabulary

2 PCSO's from A & S attended from the local beat team (Lawrence & Emma). They advised that in Oct 136 crimes were reported across Boyd Valley, Emersons Green and Lyde Green. They advised they had not received any concerns re Wick & Abson and invited comments:

Member of the public commented regarding the speed of traffic along the A420 and Chair referred back to speed data PC obtained via SGC in August. Cllr SF also provided some clarity regarding the speed of traffic along Naishcombe Hill. PCSO's acknowledged concerns. Chair advised he had received reports of potential drug taking/dealing in Brockwell Park. PCSO's advised they would try to patrol more near the park when on duty in the area. Chair also advised that comments on the Wick facebook page that residents are looking at potentially setting up a Neighbourhood watch scheme- which police welcomed and advised PC that if this was to be created to let them know. Cllr SF also advised he had received reports that cars/vans were broken into in Mendip View and Cllr PGC added additional comments. PCSO's acknowledged and requested that Cllrs spread the word re home safety and if any further detail was required to contact them direct.

Chair thanked PCSO's for their attendance.

4. Update from Chris Wilmore SGC, Cabinet Member for Planning Regeneration & Infrastructure.

Cllr Wilmore provided rational and an overview for the Council process for identifying areas for the Local plan. Cllr SF commented that the Local Plan appeared to centre around 'Wick Village' rather than Wick & Abson Parish Council and Cllr Wilmore acknowledged this comment. Cllr Wilmore advised that Central government had undertaken a modelling process and identified that 20,490 new homes were required within SGC by 2040. She commented that some areas had already been identified however this still left a gap of c10,000 to find locations for. SGC have already 'maxed out' the brownfield sites within the area and have now had to resort to greenbelt sites. Cllr Wilmore advised that SGC have re-opened the register for brownfield sites and if PC could identify any to ensure these are submitted. Cllr Wilmore advised that after using infill and identifying other potential sites within SGC there is still a gap of c5.000 homes required. The current thought process within SGC is to utilise the inside of the greenbelt to bridge the gap. SGC have reviewed and the latest objective is for Wick to accommodate c80 new homes. Cllr Wilmore commented that there is the 'target' of 35% of the new homes to be affordable She advised the consultation closes on the 7<sup>th</sup> Feb and highly suggested PC create a response alongside residents, she also suggested that within our response we may wish to 'argue' that a local connection be included to support the affordable homes proposition. Cllr Wilmore then opened the floor for questions and answers from Cllrs and residents.

Cllr Wilmore advised she will provide the statistics to cover questions centred around infrastructure including schools, Drs and traffic to support any PC response- data expected early 2024

5. Update from South Glos Council Ward Councillors

5.1 Cllr MP commented regarding the fence surrounding the 'Land to the South of the High Street' . She advised that the developer has not complied with the Enforcement notice and she had contacted SGC Enforcement to understand next steps. Enforcement have advised they are now looking for the prosecution route due to failure to remove within allotted timescale. Discussion held- PC have requested Cllr MP to reconnect with Enforcement and request direct action rather than the prosecution route.

Cllr MP agreed to take this forward

5.2 Cllr MP advised she had used some MAF funding to support the set up of the local girls football team. Funding of £460.23 has been provided for goal nets.

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

6.1 Member of the public advised that the manhole cover opposite the Carpenters Arms on the High Street seems to have 'sunk' and requires re-bedding. This manhole cover during the meeting was identified as a responsibility of Wessex Water Clerk to report

6.2 Member of the public raised a concern regarding the overgrown rear access on no.s 2.4.6 The Crescent- clerk reported this in Sept and Streetcare advised this had been actioned however member of the public confirmed this was not the case. Clerk to request to reopen ref 2093324

6.3 Member of the public commented that the bridge at the shop entrance to the park is eroding and that debris has entered the stream and causing flooding in the car park. Resident Steve Reade advised he has already reported via SGC and will provide clerk with ref

6.4 Member of the public requested an update as to the progress of the skittle alley at the Village Hall. Chair JPW provided a verbal update however member of the public commented that further work was required and that PC are required to provide confirmation following CIO that this could go ahead plus there may be residual costs involved.

Proposal by JPW that PC agree costs up to £250.00 to continue the work to completion using the existing contractor  
Seconded GG

All in favour 7

1 abstained from voting

Clerk to advise VH and contractor

6.5 Member of the public advised he had sent the clerk a copy of the Bath Road consultation and requested circulation  
Clerk to action

7. 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  
Update SGC 20/11- 'We are looking into it'
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  
Update SGC 20/11- 'We are looking into it'
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-  
SGC update 20/11 completed CLOSED---**requires re-opening as per 6.2**
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-CLOSED
5. Wall in Brockwell Park, adjoining Willow Close. Clerk has requested SGC connect with resident to advise of the 'leaning wall' and for the potential for it to collapse into the park. This route is used as a short cut for residents taking children to Wick Primary.  
Awaiting ref 2118538

#### **Outstanding item from Previous meetings:**

All Planning applications responded to 09/11/2023

Consultations responded to 09/11/2023

- 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.

Chased 12/11- chased 29/11 BT have come back they are awaiting a report

- SGC Local Plan latest iteration. Following November's meeting and post attendance at the SGC meeting scheduled for 30<sup>th</sup> November. PC to arrange an extraordinary meeting to discuss subject.
- New noticeboard on bus shelter- Following November's meeting Clerk has been in correspondence with contractor and awaiting update
- Village Hall:
  - Chair to arrange Buildings survey
  - Insurance has been confirmed by PC & VH- payment sent to company awaiting confirmation- all complete
  - Terms of Reference between PC & VH- Amendments to be made and then confirmed by both parties. ToR still in progress
- Precept ratified at November's meeting with an uplift of 5%- clerk to provide SGC details when requested
- Following correspondence from Dave Jones (SGC) List provided to team for review and confirmation- await update. Dave Jones advised 13/11/2023 he will review list and undertake relevant site visits w/c 16/11- chased 01/12. Dave Jones advised he is still to review list
- The Rosary. Following request from Cllr PGC to chase Enforcement re demolition- email sent 09/11.-update provided to council 11/11/2023  
Following resident notification re potential glamping site. Contact made to Wild trials camping club and also letter written to resident sent 12/11/2023
- Gatekeeper vacancy advertised-closing 22/11
- Clerk has advised police of potential drug activity in park car park
- Clerk has contacted Rob Wiltshir (SGC Highways) re weight restriction signage as requested at meeting- await update-chased 21/11- chased 02/12

## **ENFORCEMENT**

### 1. 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 required to be removed by 27/11*

### 2. Valley View Cottage- 3 Rock Road.

04/11/2023- Request from Council to report the property against planning application P21/00376/F. The owner is currently utilising the Highway verge for associated works to the property encroaching the Highway.

Reference COM/23/0855/OD

Confirmation received 08/11/23 Streetcare will review the obstructions which are encroaching the Highway

Reference Number: 2114463

*Update 15/11/23*

*A Planning Enforcement Investigator has undertaken a site visit on 15 November in order to investigate your concerns regarding the encroachment onto the highway. As the works to the property appear to still be underway (we have no control over construction) and there does not appear to be any unauthorised development or unauthorised operations taking place. Temporary fencing is allowed whilst works are being undertaken as per Schedule 2, Part 4, Class A of the Town and Country Planning (General Permitted Development) Order 2015 (GPDO) Also, as per my colleague from our Streetcare Teams email (below) confirms that no action is required. As no breach of planning control appears to be taking place, the planning enforcement team has no grounds to pursue this matter further and will close the investigation at this stage.*

**CLOSED**

3. Highfield Car Sales- Request from council to re-engage with SGC Enforcement regarding the encroachment of cars into the area to the side of the garage. email sent 09/11 chased 17/11

## **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

4. Request from resident to report LWA/43/10 between Clip and 67 Church rd. There is a tree which is sited on the footpath (the based is within the footpath boundary) which requires addressing- it is encroaching gardens and the footpath

Reference 18414

Cllr BD requested clerk to report footpath no LWA/11/20- Approximately midway along this footpath there is

a gate, a wooden bridge and steep wooden steps. Something is required on the surface of the bridge to prevent people slipping and hurting themselves. Some of the steep wooden steps were replaced some time ago, but the remaining ones have now collapsed, and need replacing.

Reference 18433- update from SGC 24/11 Thank you for submitting a problem using the South Gloucestershire Rights of Way Management System. Your record has been accepted and is being processed

8. To note and confirm Minutes from previous meeting.

Confirmed to be a true reflection

Proposed SA

Seconded GG

All in favour 8

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

Payee	Amount	Detail
K Sheppard	£220.00	Wages November gatekeeper
M Smith	£110.00	Holiday pay previous gatekeeper
Greenfields Garden maintenace	£94.80	Quarterly maintenance inspection
SGC	£86.36	Bin emptying
J Williams	£419.98	Reimburse for new Xmas lights VH
SGC	£101.28	Bin emptying
SGC	£682.02	Grass cutting park etc
HMRC	£636.08	PAYE
Wick Village Hall	£72.00	Hall hire
J Bray-Warner	£415.30	Reimburse for new noticeboard
K Sheppard	£341.00	December wages gatekeeper
J Bray-Warner	£89.99	Reimburse Norton Anti Virus
J Williams	23.39	new timer for lights
FOWS	£2,500.00	Successful grant application

10. Council to review revised grant application for Friends of Wick School

Following Octobers refusal of grant application, Chair and Head Teacher held a meeting to discuss requirements. Chair provided a brief overview and the Head Teacher was in attendance.

Proposal by JPW to grant the application for £2500.00 to FOWS

Seconded AK

All in favour 7

1 abstained due to declared interest

Cheque issued

11. Parish Council to review in connection with Brockwell park

Clr SF led the discussion regarding the ROSPA report/Quarterly Maintenance report and also commented re condition of paths. Discussion held.

Member of the public suggested contacting the CVS to explore funding options- clerk will connect

Proposal by PGC to:

Contact maintenance contractor regarding the comparison in their quarterly reports versus ROSPA.

Obtain via external source additional dog fouling signage and request bus shelter maintenance supplier to install

Request current park maintenance contractor to undertake the following against ROSPA report:

- Inspect trolley mechanism on zipwire and ask for photos of condition
- Stabilise the tangle logs
- Remove Chin up equipment from fitness trail
- Remove tyres from fitness trail
- Remove overhead rings from fitness trail
- For the swing basket and chain request an alternative solution which will not require an annual inspection

Seconded SA

All in favour 8

12. Parish Council to review and confirm approach for casual vacancy

Following the resignation of Clr Stallard, Chair requested PC to provide comments as to whether PC immediately advertise to fill the vacancy.

Discussion Held

PC in agreement to revisit in March 24

Clerk to add to agenda

13. Parish Council to confirm representative for Wick Sports Ground

Following resignation of Clr Stallard a new representative for WSG is required.

Clr JPW (Chair) has agreed to become PC rep.

Clerk to advised WSG

14. Cllr BD to lead discussion on creation of Parish Council Planning sub-committee

Cllr BD provided clarity regarding the creation of a planning sub-committee and their potential roles and responsibilities and requested any Cllrs to volunteer to be involved.

Cllrs SF, AK and JPW agreed to create a sub-committee in 2024- Cllr BD to lead on creation

15. Cllr GG to provide update regarding the closure of Wick Community Pub Group

Cllr GG advised he had completed all the required paperwork to close out the group and was still awaiting the FCA response, he advised he would chase. Cllr JPW offered support as he also has an understanding of the process and this will be undertaken outside a PC meeting to try and 'move along' the closure of the group.

Agenda item Feb 2024

16 Parish Council to review and respond to SGC Consultation regarding Library savings

Clerk had pre-circulated the consultation

Discussion held

PC has noted this consultation

17. Parish Council to review the following requests from Friends of Wick Village.

17a. Supporting a request for WiFi at the Village Hall

Clerk had pre-circulated via agenda the request.

Discussion held

VH rep on PC advised that an initial exploratory piece of work was undertaken by a VH committee member and that there maybe a cost of up to £100pm to have Wifi at the VH.

Proposal for clerk to connect with group and request 3 quotes for installation and their proposal for running costs.

17b. Approve a request to use Brockwell Park for next years Party in the Park scheduled for 13<sup>th</sup> July

Discussion held

Proposal JPW to grant permission

Seconded SA

All in favour 8

Carried

Clerk to contact group to advise

18. Parish Council to review Planning application no P23/03060/F Hudson House, Homeapple Hill, Wick.

Clerk had pre-circulated details regarding the application and requested council to review prior to meeting

Discussion held

Following the recent application for Bramley Barn and Olive tree P23/03066/F , PC wish to object on the same grounds and ask for application to be included on circulated scheduled and Ward Councillors to call in and request site visit.

Previous response for Bramley Barn and Olive Tree

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.

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

19.1 Cllr JPW had been asked by a resident to explore any opportunity to install double yellow lines opposite Village Hall- JPW has contacted for clarity around process

19.2 Cllr JPW advised he had received a complaint regarding litter at Wick Sports Ground. Cllr JPW is attending committee meeting next week and will raise.

19.3 Cllr JPW advised that following an initial call with the building surveyor for the Village Hall inspection that there would be the potential to invest in some dehumidifiers. PC has confirmed to wait until report is available before taking action

19.4 Gatekeeper had contacted Cllr JPW regarding a local resident parking their car in the park car park and had requested guidance from Chair. Chair advised that clear signage is displayed to lock the car park

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

20.1 Cllr SF advised that the streetlight outside 34 Naishcombe Hill cannot be seen due to overgrown trees

Clerk to report

20.2 Cllr AK advertised a fund raiser being held in Feb 24 to help support Village Hall repairs.

Meeting closed 21.35