

**Wick and Abson Parish Council**  
**Minutes of the meeting held on 11<sup>th</sup> April 2024 at The Village Hall 7.15pm**

Attendees:, Chair James Williams (JPW), Vice Chair Peter Crew (PGC) Keith Hollister (KH) Anne Kinsman (AK) , Bronwen Dyson (BD) Gaive Golding (GG), Stuart Fowell (SF)  
Jo Bray-Warner, and 8 members of the public

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

Apologies

Simon Alway (SA), Ward Councillor Marilyn Palmer

Declarations of interest None

2. Chair to explain emergency procedures

Chair provided clarity around emergency procedures for the Village Hall in the event of evacuation

3. Updates from South Gloucestershire Council Ward Councillors

No Ward Councillors present

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

4.1 Member of the public raised a concern that he had heard in the village Wick surgery was to close.

Chair and Clerk advised public that we have not had any correspondence to that effect

4.2 Member of the public commented regarding accessibility of Brockwell Park. This was in connection with a new article he had observed stating that a considerable number of parks across the country are inaccessible to disabled individuals and are not inclusive. He made the observation that currently the pathways and the equipment in the park is not set up to be an inclusive environment.

Chair acknowledged Member of the publics comments and requested Cllr SF to consider these suggestions through the regeneration of the park project. Cllr SF acknowledged the request.

4.3 Member of the public commented that a few meetings previous he had raised a concern regarding the undergrowth near one of the bus shelters and thanked the PC in arranging its clearing.

Chair acknowledged the comment.

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  
Update SGC 20/11- 'We are looking into it'- clerk has chased 05/02 and requested Cllr B Stokes to support. Cllr Stokes provided update at March meeting to advise SGC have agreed to inspect the area again to assess.
2. Member of the public advised that there has been flooding in the park car park and that the bridge is also in need of repair. Steve Reade advised this has already been reported under reference SGC-196305-C6W0
3. Member of the public reported streetlight not working near Fish & Chip shop in Milford Avenue  
Reported 09/02 reference SGC-202176-X6j0. SGC called clerk 09/02 to confirm  
SGC update 16/02- advised they have fixed or made safe the light  
Member of the public advised at March meeting this had not been repaired- clerk re-opened the reference with SGC 15/03- chased 31/03
4. Member of the public reported a damaged/missing hazard bollard from the area near to 21-23 Milford Avenue. Clerk has reported to SGC including photos of the bollards when they were in situ.  
Await reference- SGC responded 28/03 advising they 'couldn't find' the bollards. Clerk reconnected advising on the original Photo where they are situated and requested an inspection

**Outstanding item from Previous meetings:**

All Planning applications responded to 14/03/2023

- Village Hall:3
  - Terms of Reference between PC & VH- Amendments to be made and then confirmed by both parties. ToR still in progress
  - Buildings condition survey on March agenda to discuss next steps
- Clerk has applied for Rural funding for Village Hall
- Clerk has applied for funding to support an additional defib in the village. Confirmation rec'd we have been awarded the match funding, however this is on a first come first serve basis. Clerk has reached out to St Barts Church re siting- await update. For awareness we may miss the match funding opportunity and if Council wish to pursue support the full cost
- March meeting- following building conditions survey for Village Hall, confirmation from PC to instruct a structural engineer to undertake a review against findings and check roof structure in case PC are successful in grant application for solar panels
- Following request from Cllr GG- Clerk has reconnected with Village Agent within an open invitation to attend any meeting. Clerk emailed Village Agent and she has confirmed attendance for the Annual meeting of the Parish
- Following Council decision to recruit for the vacant councillor position- clerk has connected with SGC to advise and await confirmation PC can undertake a co-option process. Notices placed 22<sup>nd</sup> March- SGC will advise post 15<sup>th</sup> April and then council can co-opt if no election is requested
- Following March meeting and request from Wick Sports Ground for council to purchase a litter bin. Following decision to not support clerk has advised WSG.

## 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*

*10/02/24 Clerk requested any update from Cllr Marilyn Palmer & Ben Stokes. Cllr Ben Stokes advised that SGC are still looking to take via court route as taking 'immediate action' could encounter costs in the region of £11k*

*14/03/2024 At March meeting Cllr Palmer advised Enforcement are still reviewing options*

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- chased 11/01/2024

Acknowledgement received advising a new reference no has been allocated COM/24/0021/COU- a site visit will take place within the next 10 days

Chased 09/02

*Update I can confirm we carried out a site visit on 18th January 2024 and advised the operator of the business to remove the vehicles. I have since sent a follow up letter advising that we expect the vehicles to be removed within 14 days. I will continue to monitor the situation / carry out a follow up visit. We will then consider if formal action would be an appropriate next step should the breach continue.*

*Clerk advised enforcement 09/02 cars were still in situ- chased Enforcement 27/02 for update*

*I've had a discussion with the landowner. They got in touch after receiving my letter. They have agreed to comply but requested some additional time to arrange for the vehicles to be moved. I have accepted the end of March to comply, and they have agreed to this. I will pencil in a follow up visit for the end of next month by which point we expect for the matter to be resolved.*

Cllr BD advised clerk 02/04 cars have now moved onto forecourt

CLOSED

### **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.*

Clerk has requested Cllr B Stokes try to ascertain progress

Cllr Stokes advised at March meeting a notice has been installed however not on the entrance and on a telegraph pole nearby- Cllr BD requested clerk to connect to move to entrance of footpath

Request sent 15/03

Confirmation back from PROW that signage is in an appropriate place- no further action

CLOSED

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

5. 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

5. Request re footpath LWA/43/10- The footpath is extremely waterlogged and either hardcore or sustainable materials to be installed to make this passable.

Reference 18484

6. To note and confirm Minutes from March meeting.

Confirmed to be a true reflection

Proposed JPW

Seconded KH

All in favour 6

Cllr SF abstained due to apologies at March meeting

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

| Payee                  | Rationale  | Amount   |
|------------------------|--|----------|
| SGC                    | Grounds Maintenance                              | £676.02  |
| New Build Modular      | Inspection of VH roof for solar panels           | £175.00  |
| ALCA                   | Membership                                       | £542.94  |
| HMRC                   | PAYE March & April                               | £1404.26 |
| Wick Village Hall      | Hall Hire  | £250.00  |
| Michael Evans Builders | Clean bus shelters                               | £170.00  |
| LPW Ltd                | Youth Provision contract                         | £5000.00 |
| B Dyson                | Reimbursement of planters & soil for new planter | £99.98   |

8. Parish Council to review and respond to Planning Application no P24/00767/F-Edgecombe Garage, Abson  
Clerk pre-circulated details to Council for review prior to meeting.

Discussion held

No objection

Clerk to advise SGC

9. Cllr JPW to lead discussions regarding quotations received and potential install of solar panels for The Village Hall  
Cllr JPW advised Council and public that we had been successful in securing grant funding for installation of solar panels for the Village Hall. He advised during this process 3 quotations had been sourced for installation and clerk had shared these as part of the papers.

Cllr JPW advised that following the building condition survey and agreement by PC to source a structural survey report, the engineer had visited and taken the required details to review the 'bowing wall' identified in the building conditions survey report and also to ensure the roof structure can withstand the weight of the solar panels. Cllr JPW advised that due to construction of the roof the structural surveyor had an additional charge of £500- At time of meeting PC still awaiting final report.

To ensure clarity JPW proposed PC vote on the appetite of installation of solar panels at the Village Hall.

Seconded SG

All in favour 7

Carried

Cllr JPW proposed that PC accept the additional £500.00 charge to complete the full survey

Seconded KH

All in favour 7

Carried

Clerk will advise the surveyor to continue with work and through discussions regarding the quotations an additional quote is required which Cllr JPW will source.

Agenda item May

10. Cllr KH to lead discussions regarding the Village Hall committee and activities.

Cllr KH provided clarity regarding the agenda item. He advised that there is no current committee except himself and 2 employees bookkeeper & cleaner and he requested PC to provide clarity on way forward.

Discussion held

Proposal by JPW that a Village Hall committee try to be established to support the one remaining member with delegated responsibility from Parish Council through the CIO. This will be raised at the annual assembly meeting for volunteers

Seconded GG

All in favour 5

KH Abstained due to currently being the sole committee member

BD abstained from voting.

Cllr KH also raised that in connection with the renegotiation of the contract with Pre-school he had sourced costs for a further open market business valuation and this had been priced at £1600.00 using the previous company. He also advised that the preferred option this time around would involve solicitors drawing up a rental agreement contract. Cllr JPW advised of the timeline for the renegotiations of the rental agreement.

Request from Council for Cllr KH to obtain 2 further quotations

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

11.1 Clerk had pre-circulated one quote from a new maintenance contractor (Primrose Gardening) for Brockwell park to undertake quarterly maintenance inspections, at a cost of £100 per visit.

Clerk advised she had contacted 2 other contractors however no response, therefore clerk requested a proposal to accept quotation received.

Council requested clerk to connect with proposed contractor to confirm public liability insurance through due diligence

11.2 Additional Planning application received P24/0060/F Land East of Manor Rd- North of Barrow Hill

Clerk pre-circulated details to Council for review prior to meeting.

Discussion held

Wick and Abson Parish Council wish to object to this planning application on the following:

- By creating a new entrance way there will be destruction of ancient hedgerow with no consideration in the application of replanting equivalent within the property boundary.
- Within the plans the entrance way is being proposed at the narrowest point on the highway
- The application appears to be oversized against the declared operation and also this is development within the greenbelt.
- Within the application there is no mention of considerations for lighting/drainage and waste products produced by the operation.
- The application appears to contradict itself with regards to the accessway

Wick & Abson Parish Council would also like to query that most cider productions have a tap room and are we to expect a further application

Wick & Abson Parish Council would also like to request an independent agricultural assessment to consider the application in relation to space for the proposed operation and the size of the development.

Wick and Abson Parish Council wish this to be included on the circulated schedule for it to be called in by Ward Councillors

11.3 Planning notification:

P24/00117/F Land off Holbrook Lane, Wick- Approve with conditions

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

12.1 Cllr SF advised he is planning on advertising on social media regarding suggestions for feedback for regeneration of the park.

12.2 Cllr GG advised regarding trees within the nature reserve which are affected by Ash-Die back disease. He advised there is an ongoing issue regarding responsibilities to take action. SGC are seemingly reluctant to take ownership and have advised owners of the land to continue with the required activities. Cllr GG advised of the process of removing ash-die back and commented there is the potential the reserve may need to be closed to accommodate the work. He advised he would keep council updated

12.3 Cllr AK commented regarding the fence opposite the Carpenters Arms . She advised Council that she had made contact with Enforcement on numerous occasions and each time she does not receive a satisfactory response.

Chair requested clerk to write to Dave Perry Chief Executive of SGC to advise of PC and residents exasperation regarding the process of Enforcement and that neither Council or Ward Councillors appear to be able to obtain a satisfactory response.

12.4 Cllr BD commented she would like visibility of the commitments by SGC for the maintenance schedule for the Parish. She commented that there is no transparency regarding the timelines and scheduling available to PC.

Clerk advised she would contact Ward Councillors in their absence to try to obtain

12.5 Cllr BD commented she had witnessed that people are parking on the dropped kerb outside the shops and feels this is dangerous practice.

Clerk advised she would highlight this to the local beat team

12.6 Cllr KH advised that one set of defib pads are coming to end of life and would order new ones and ensure Passion First Aid invoice PC direct.

12.7 Cllr KH commented he had been advised that Friends of Wick Village will not be arranging any celebrations for D-Day

12.8 Cllr SF commented that the bridge leading into Brockwell park a hole has opened up. Cllr JPW commented he had visited and taken a photo and would enquire through Land registry ownership prior to PC taking action.

Meeting closed at 9pm