

Wick and Abson Parish Council
Minutes of the meeting held on 9th May 2024 at The Village Hall 7.15pm

Attendees:, Chair James Williams (JPW), Keith Hollister (KH) Anne Kinsman (AK) , Bronwen Dyson (BD) Stuart Fowell (SF) Simon Alway (SA), clerk Jo Bray-Warner, and 5 members of the public

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

Apologies

Peter Crew (PGC)

Ward Councillor Marilyn Palmer

Non -Attendance

Cllr Gaive Golding (GG)

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 in attendance- no update provided

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

4.1 On behalf of Friends of Wick Village, member of the public requested Parish Council (PC) opinion regarding the introduction of the wildflower meadow within Brockwell Park as they feel there are health and safety concerns regarding the wooden posts outlining the meadow and also the positioning of the meadow will not be conducive to organising events in the park.

Chair provided an update regarding the commons connect project and activity which PC have voted and agreed to take forward.

Member of the public asked if Council would consider moving the wildflower meadow

Chair asked Cllrs for their opinions

Discussion held

Chair requested clerk add to June agenda and make contact with the Commons Connect Programme Manager to halt any further activity

5. Clerks Report

Clerk highlighted to PC and public regarding activity around potholes, correspondence re drainage and other issues by the garages in Milford Avenue, plus correspondence with Enforcement re fence

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 chased 11/04
Notification rec'd from SGC re ref SGC-209692-W8K0- this has now either been fixed or made safe
CLOSED
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- chased 11/04
SGC advised 22/04 SLA 10 days for inspection

5. Clerk has reported pothole on Holbrook Lane near no.45- reference SGC-208446-N9W1- Notification rec'd 05/04 pothole has been fixed- CLOSED

6. Clerk has reported potholes on the junction of A420 and Chesley Hill reference SGC-208447-P9T5 Notification rec'd 05/04 pothole has been fixed- CLOSED

7. Clerk has reported the breakouts along Chesley Hill towards Holbrook Common- reference SGC-208449-H1K7
Update received 11/04 resolved- CLOSED

8. Cllr AK requested clerk to report to SGC 25a London Road, there has been a newly erected fence which is obscuring the vision of motorists turning into Bury Lane and also there is the potential of encroachment of SGC land-
Reference 2186492- SGC have advised they will review and make an initial assessment within 10 working days from 17/04
Update 25/04- SGC have advised the fence has been erected on private property- clerk has reconnected asking if the height has been reviewed in connection with sight lines.

SGC responded 26/04 to advise that after review this did not cause any issue with sight lines for traffic and no action will be taken. They did advise they have requested the white lining to be re-painted when conditions allow
CLOSED

9. Clerk has reported potholes stretching from no3 Parkers Avenue to No 10 Parkers Avenue- reference SGC -209357- R5V9
SGC have advised they will fix the problem- await confirmation

10. Clerk has reported potholes by Ingleside House, Chesley Hill- there are approx 7/8 differing in size. Ref SGC-211032-Q2K1

11. Clerk has reported blocked drain behind the garages in Milford Avenue to SGC. Reference SGC-212038-y2y2. Clerk has also emailed the holding company for the garages regarding the hole which has opened up within their boundary

Outstanding item from Previous meetings:

All Planning applications responded to 12/04/2024

- Village Hall:3
 - Terms of Reference between PC & VH- Amendments to be made and then confirmed by both parties.
ToR still in progress
- Parking outside the shops in Milford Avenue- Cllr BD requested clerk to report to Avon & Somerset Police the 'nuisance/obstructive driving' at this location especially drivers utilising the dropped kerb incorrectly. Clerk has connected with A&S police and requested the Enforcement camera to visit on a regular basis.
- New proposed Maintenance contractor for Brockwell park- Clerk has requested confirmation regarding company's public liability insurance and will update Council at May's meeting
- Boys Brigade- They contacted clerk to use the park on the evening 12th July- Clerk undertook round robin with council and a request by KH to advise FOWV due to party in the park happening on Sat 13th July. Clerk has connected with gatekeeper and park keeper and advised permission has been granted.
- Commons Connect Project- Work has started in the park for the new hedging and also wildflower meadow. David Tibbats has confirmed he has engaged with the relevant Streetcare supervisor regarding the maintenance of the areas

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

April Parish Meeting- Council requested Clerk to write to CEO Dave Perry SGC to obtain information as to progress of action- Ack rec'd 26/04

2. 21 Milford Avenue

In connection with planning application P21/06135/F conversion of double garage to 1 bed dwelling, this property appears to be advertised as a short term rental property and currently no change of use application has been submitted

Clerk reported to Enforcement 30/04- awaiting reference COM/24/0258/COU

Update 30/04

I will log for investigations although the new legislation that came in very recently states "The proposed planning changes would see a new planning 'use class' created for short-term lets not used as a sole or main home. Existing dedicated short-term lets will automatically be reclassified into the new use class and will not require a planning application."

We will investigate and then advise you of our findings.

This is connection with The proposed planning changes would see a planning use class created for short term lets not used as a sole or main home, alongside new permitted development rights, which will mean planning permission is not needed in areas where local authorities choose not to use these planning controls. Both of these measures are focussed on short term lets, and therefore the planning changes and the register will not impact on hotels, hostels or B&Bs.

The register of short term lets is being introduced through the Levelling Up and Regeneration Bill, which is currently going through Parliament.

Footpaths

1. 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

2. 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

3. 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 base is within the footpath boundary) which requires addressing- it is encroaching gardens and the footpath

Reference 18414

4. 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

5. Resident contacted the clerk regarding footpath LWA/40/10 & LWA/39/20. It appears historically there was a permissive path which ran between both of these footpaths near Naishcombe House. This permissive path has now been closed off by the new landowners but is still appearing on an OS map.

PROW have advised this is not a recognised right of way and clerk has advised the resident,

6. To note and confirm Minutes from previous meetings.

Confirmed to be a true reflection

Proposed JPW

Seconded SF

All in favour 5

1 Abstain Cllr SA due to non attendance at April's meeting

6.1. To note minute from Annual Assembly of the Parish

NOTED

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

Payee	Rationale	Amount
Passion First AID	New Defib pads	£111.60
HMRC	PAYE	£697.77
Dunford Structural Engineering	Survey for Village Hall in connection with Building Condition report and installation of solar panels	£895.00
Wick & Abson Village Hall	Hall hire for meetings and Youth Provision	£190.00

8. Parish Council to discuss commemorative activities in connection with D-Day 80 6th June 2024

Further to Council request May, clerk pre-circulated documentation provided by ALCA for suggestions for celebrating D-Day within the Village.

Discussion held

Cllr KH will connect with the local church to check if they are undertaking activity and provide Council an update.

Wick & Abson Parish Council will not be arranging any event.

9. Parish Council to confirm new independent maintenance contractor for Brockwell Park

Further to April's meeting clerk re-engaged with contractor who confirmed the appropriate level of liability insurance

Discussion Held

Proposal by JPW to accept Primrose Gardening as new contractor for park maintenance and quarterly inspections

Seconded BD

All in favour 6

Clerk to connect with supplier to advise

Emailed contractor 10/05/2024

10. Parish Council to discuss and respond to Planning Application no P24/00932/F Southbridge, 10a Church Rd, Wick

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

Discussion held

No objection however PC would like to comment:

Wick and Abson would like it noted that the retrospective planning application does not meet the original consent. This development will cause additional pressure on local parking issues and we have been advised of a dispute over proposed parking arrangements outside the property boundary. Wick & Abson Parish Council trust South Glos Planning dept will treat this application as a fresh application and review accordingly

11. Parish Council to discuss and respond to Planning Application no P24/01042/PNA Land at Lansdown View

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

Discussion held

Objection.

Wick & Abson Parish Council would like to object to this request as we consider this application does not meet criteria in terms of agricultural development

12. Parish Council to discuss and respond to Planning Application no P24/01053/PNH 31 Parkers Avenue
Clerk pre-circulated details to Council for review prior to meeting.

Discussion held

No objection

13. Parish Council to discuss and respond to Planning Application no P24/00940/F Land and Building at Carpenters Arms
Clerk pre-circulated details to Council for review prior to meeting.

Discussion held

No objection however PC would like to comment:

Wick and Abson would like it noted that the retrospective planning application does not meet the original consent. This development will cause additional pressure on local parking issues and we have been advised of a dispute over proposed parking arrangements outside the property boundary. Wick & Abson Parish Council trust South Glos Planning dept will treat this application as a fresh application and review accordingly

14. Parish Council to review and agree additional quotations for rental valuation.

As per Agenda item 10 at April's Full Council meeting, Cllr KH has connected with relevant parties and provided Council with additional quotes £1200 +VAT and £1750 + VAT

Discussion Held

Proposed JPW to accept Maggs & Allen quotation at £1200 + VAT

Seconded SF

All in favour 6

Cllr KH will connect with Maggs and Allen and confirm contract

15. Parish Council to review and confirm Annual Insurance Premium

Clerk has received notification of annual insurance premium from Clear Councils. This years premium of £3369.92 compared t20 2023 premium of £1493.12. The rationale for the increase is the inclusion of the Village Hall post CIO. The Village Hall committee confirmed they will continue to fund their insurance premiums- this equates to £1691.37 of the premium.

Therefore Parish Council's premium equates to £1678.55 a net increase of £185.43.

Discussion held

Proposal JPW to accept Insurance quotation and request Village Hall be invoiced

Seconded SF

All in favour 6

Carried

Clerk to raise cq

16. Cllr SF to lead discussions regarding regeneration of Brockwell Park

Cllr SF circulated a paper for discussion however advised as this was a late submission to papers for May's meeting requested a deferral to June's agenda

Cllr SF also requested Cllrs provide any feedback

17. Cllr JPW to lead discussion regarding installation of solar panels at Wick Village Hall and the review/outputs of the structural survey.

Cllr JPW firstly advised Council that following advertising for a VHC committee volunteers through facebook and annual assembly no-one has come forward and therefore Councillors SA & AK will undertake roles within the VH committee

Cllr JPW provided Council with an update of the current situation following the structural survey report received.

The surveyor identified the 'bowing' wall requires a laser survey and close monitoring for 12 months. Cllrs JPW has obtained 2 quotations to undertake this work Brunel Survey £2350.00 & Bernard Geometric £2877.00 and requested Council to review and confirm which contractor to contract with

Discussion held
Proposal by Cllr SF to accept Brunel Surveys
Seconded SA
All in favour 6
Carried
Cllr JPW to connect with Brunel Surveys to commence laser survey

Secondly following the structural survey in conjunction with installation of solar panels, our contractor has identified and recommended that the roof will require some strengthening prior to adding additional weight. Plans have been provided by structural surveyor

Chair has reached out to 3 companies for quotations in connection with recommendations and requested clerk add to June's agenda to review quotes and discuss with Council way forward for installation of solar panels.

Chair has also connected with a local company 'HelpinU' for a further quotation as per Council request in April. The quote has been returned for £16k to include 20 panels, 3 batteries and a better-quality inverter.

This item will require further discussion and consideration

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

18.1 Clerk has received correspondence from Friends of Wick Village commenting on the newly mown wildflower meadow within the park. FOWV advised they felt the wooden posts marking the mowed area are a safety concern and requested Council to review

This was covered in public participation item 4.1

18.2 Following commentary from a resident to Cllr JPW, clerk has investigated the opportunity of undertaking a basic 2 hour first aid course for up to 12 individuals.

Clerk has received 2 quotations- Passion First Aid £427.11 plus VAT – This supplier provides the Parishes defibs and this is a discounted rate.

St Johns Ambulance have quoted £2075.00 for a very similar course.

Discussion held

Council request clerk to reconnect with Passion First aid and request a bespoke course to cover the following for up to 50 people:

- CPR
- Stem blood loss
- Defib usage

Agenda item June

18.3 Clerk has received an update from Avon & Somerset Police.

Cllr SF requested clerk to circulate

Circulated 09/05/2024

18.4 Cllr BD advised Council she had made a complaint to Streetcare regarding ongoing maintenance programme of works within the village and commented that contained within SGc website there are commitments which do not appear to be being maintained. Cllr BD provided an update of activity post her letter

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