

Wick and Abson Parish Council
Minutes of the meeting held on 13th June 2024 at The Village Hall 7.15pm

Attendees:, Chair James Williams (JPW), Keith Hollister (KH), Bronwen Dyson (BD) Stuart Fowell (SF) Simon Alway (SA), Peter Crew (PGC) Gaive Golding (GG), , Ward Councillor Ben Stokes 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

Anne Kinsman (AK)

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. Update from LPW, Parish Councils Youth provision provider

The representative provided council and attending public an overview of the services the group provide not only in Wick but the surrounding areas. Feedback from the young people who attend was shared and she advised that the young people of Wick & Abson can access other services LPW undertake. The rep commented a lot of work is centred around Yate working with SGC and Yate Town Council and the young people from our village can attend, even though she acknowledged they would need to be taken by parents/public transport to attend and therefore may not be suitable.

Currently there is average attendance at Wick Village Hall session of 12 young people however they do have 20 registered. They are looking to access and bring in potential accreditation to support the sessions and ideas currently being mooted by LPW inc Duke of Edinburgh scheme.

Cllr SF commented regarding the Party in the Park for this year and advised the rep the Urbie bus came last year, the rep will connect with the youth leaders to provide detail.

Cllr GG also commented regarding activities in the Nature Reserve and requested clerk to make the necessary electronic introductions between himself and the rep

Our rep from Wick Quarry also requested to be connected in order to provide the young people details

4. Updates from South Gloucestershire Council Ward Councillors

Cllr B Stokes provided the following:

- Due to SGC being in purdah it is a quiet time as no high level decisions are taking place, however mandatory work is taking place like planning applications
- Cllr Stokes has also been liaising alongside clerk regarding the potential for a consultation re reducing speed on the A420. Clerk has been in contact to again try to ascertain the cost of a consultation and the activities involved. This will be kept as an ongoing piece of work
- Cllr Stokes commented he alongside clerk has been in contact regarding foul water behind Milford Ave shops. He has met with Wessex water and they have confirmed all sewerage system is working ok. He will now connect with the environment dept at SGC as there is a suspicion that the foul water is connected to some of the shops but this is for the environment dept to investigate
- Clerk had requested Cllr Stokes to connect with Streetcare re some ongoing and longstanding issues- Cllr Stokes also advised he has been unable to obtain relevant updates.
- Cllr Stokes commented that he has a meeting with Three Shires practice (Drs Surgery) on Monday 17th June. This follows comments made by the practice they are currently struggling and may have to implement some closures- Cllr B Stokes will provide update post meeting.
- Cllr Stokes advised Marshfield PC are having a People Plan for Nature meeting 19th June at the hall in Marshfield and all are welcome to attend
- Trail Camera- Cllr Stokes advised SGC are trialing an initiative regarding installing trail cameras to identify flytippers. Initial results have been positive and Cllr Stokes requested areas PC would like to see these installed if possible. PC suggested Lodge Rd, Rock Rd and Coldharbour Lane. Cllr Stokes will take these suggestions back to SGC.

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

5.1 Member of the public advised PC that he had seen SGC operatives undertaken weed killing spraying across the areas last week however they had missed no.s 2-6 of the The Crescent (back entrance to the road) and he advised this is particularly bad currently and requested clerk to report

6. 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.
Requested 27/05 for Cllr B Stokes to chase for update
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 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—chased 24/05
Updtae 12/06- This has been inspected on a different reference number, and a ticket has been raised for them to be replaced and fixed.
4. 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
5. Clerk has reported potholes by Ingleside House, Chesley Hill- there are approx 7/8 differing in size. Ref SGC-211032-Q2K1- Acknowledgement rec'd SGC 04/05/24- update 08/05 Pothole fixed-CLOSED
6. 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- No further action for Parish Council-CLOSED
7. Clerk has reported additional potholes from 14-22 Parkers Avenue- SGC ref SGC-212953-D2D2
8. Clerk has reported a very large edge of road surface pothole just outside Chestnut House, Chesley Hill- SGC ref SGC-212954-J7V2
SGC advised resolved 24/05/2024—CLOSED
9. Clerk has re-reported the 'seam' of Naishcombe Hill as this appears to be getting worse and have requested an inspection ref no SGC-215794-J0L4

Outstanding item from Previous meetings:

All Planning applications responded to 09/05/2024

- Village Hall:3
 - Terms of Reference between PC & VH- Amendments to be made and then confirmed by both parties.
ToR still in progress
- Following agreement re Insurance clerk has confirmed with Insurance company continued premium and invoiced Village Hall for their part of the overarching invoice- Confirmation received Insurance now in place for further year.
- Following confirmation at May's meeting, clerk has connected with Primrose Gardening and confirmed supplier to undertake the quarterly maintenance inspections of Brockwell park
- Following feedback from Friends of Wick Village regarding the wildflower meadow in Brockwell park as part of the commons connect project. Clerk has contacted project leads to halt seeding the area and also clarity

re any further activity re fencing off the area- clerk awaiting response. Response rec'd from Project Manager with options re fencing- agenda item June

- Potential first aid training- Clerk has reconnected with Passion First Aid (PC defib supplier) and requested options/quotes for some basic upskill- cost received- agenda item June

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 31/05

Thank you for providing the photograph of the advert, I was able to use this to locate the property online. It appears from the listings details that the property can sleep up to 4 people, with one double bedroom and what looks like a sofa-bed in the living area. Such a use is unlikely to result in impacts over and above the use of the property say as a family house. Consequently, there is no material change of use occurring for which planning permission is required and so no breach of planning control. In light of the above, I will now close my enforcement file. Of course, if you require any further information/clarification please do not hesitate to contact me.

CLOSED

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

SGC Advised completed 17/05- CLOSED

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, the resident has requested Parish Council support a request for the re-opening of the path- this is an agenda item for June's meeting

6. Resident has reported the footpath from Naishcombe Hill to Court View LWA/42/10 has become very uneven surface wise and is breaking up and making this very difficult to navigate especially at dusk. Also wheelchair users are advising this is also becoming impassable due to the rutting/unevenness of the path.

Reported 23/05/24 ref 18646

7. To note and confirm Minutes from previous meetings.

Confirmed to be a true reflection

Proposed JPW

Seconded BD

All in favour 5

Cllrs GG & PGC abstained due to non attendance

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

Payee	Rationale	Amount
Maggs and Allen	Pre-agreement	£1440
Dunford Structural Engineer	Cqs in May stopped due to non arrival- structural survey on Village Hall	£895
New Build Modular	Materials for skittle Alley	£49.68
SGC	Litter bin collection	£156.88
S Evans	Internal audit fee	£200.00
Wick Village Hall	Hall hire	£197.50
J Bray-Warner	Reimburse website hosting fees	£100.64
HMRC	PAYE	£699.17

9. Parish Council to confirm 2023-2024 Accounts post internal audit in readiness for external audit.

Clerk pre-circulated the summary of the years accounts to Council for overview.

Chair signed off accounts in accordance with regulation

Clerk to forward to external auditor

10. Parish Council to consider a request to support the application to re-open a permissive path near Naishcombe House Clerk has received correspondence from a resident regarding the closure of a permissive path near Naishcombe House. The permissive path used to link footpaths LWA/40/10 & LWA/39/20 however this path has been closed recently. The resident has contacted council to request support in sending an application to Public Rights of Way to re-open.

Clerk has connected with PROW and also the resident. The resident has advised she has spoken to a number of other walkers in the area who are prepared to support the request. Clerk also reached out to PC footpath warden Cllr BD and Cllr GG for his local knowledge. Both advised this path has been used for a number of years and Cllr GG advised from his understanding the footpath was opened 'officially' in 2002 and was adopted as a 'permissive' path within the nature reserve. PROW have responded to advise that additional planning applications have been submitted however it is not easily identifiable as to whether the path does criss cross the landowners boundary. There is also potential to move this path and this is something SGC are considering Clerk had pre-circulated details to council to aid discussion

Cllr GG gave an update advising that as it was a permissive path the landowner is within their rights to close this at any time and he commented that to request to re-open the footpath would not be in the spirit of the original arrangements agreed a number of years ago. He also commented he felt it was more appropriate to foster goodwill with neighbours and that the 2 PROW can still be accessed easily without the requirement of using the permissive path.

Discussion held

JPW proposed Parish Council support the request to complete the relevant documentation and provide supporting evidence to request the re-opening of the permissive path

Seconded- No Councillor agreed to support this request and therefore the proposal has failed.

Clerk will contact with the resident and PROW to advise PC will not be taking this any further

11. Parish Council to review request from Friends of Wick regarding the Commons Connect project of the Wildflower Meadow within Brockwell park.

Following on from May's meeting and request to again review the parameters of the Commons connect project, clerk pre-circulated to council the original documentation. The documents provide a map of the wildflower meadow and the installation has been against the plan provided. Clerk has also connected with the project team who have suggested adding in additional fencing and making into seating for use by users of the park. A decision was required by Council to request the project team to continue with additional fencing and add seating

Discussion held

Chair update PC and reminded Council of the request from May's meeting- he advised from his own point of view the wildflower meadow has been sited in the correct place against agreement by PC.

JPW proposed to aid the vehicle access to move the bottom left post diagonally 3ft inwards to create an area for accessibility and accept proposal for additional seating JPW also requested clerk connect with the project team for clarity on any additional work and timescales.

Seconded PGC

All in favour 7

12. Parish Council to consider quotations for providing funding for a basic first aid upskill

Further to May's meeting, clerk has reconnected with passion first aid to request a quote on a basic upskill- the quote received was £180.00 plus VAT

Clerk pre-circulated detail to Council

Discussion held

JPW proposed to accept quotation for a 90min basic first aid course at a cost of £180.00 plus VAT

Seconded SF

All in favour 7

Cllr KH has advised of hall availability Sept 5th or 19th or Oct 3rd, 17th or 31st

Clerk has contacted with supplier for preferred date and Council will then commence publicizing event

13. Parish Council to review and respond to Planning application P24/01159/The Old Vicarage High Street, Wick

Clerk pre-circulated details of application and requested Council to review prior to the meeting to aid the discussion

Discussion held

Wick and Abson Parish Council appreciate this is a retrospective planning application, however would like it noted there does appear to be inconsistency in the plans against the build as per the comment from Mr Nicholas Pritchard and Parish Council support this residents comments. We have also been made aware of the constant smell of chlorine from the swimming pool and this requires further investigation

14. Parish Council to review and respond to Planning application P24/01259/HH 4 Church Road, Wick

Clerk pre-circulated details of application and requested Council to review prior to the meeting to aid the discussion

Discussion held

No Objection

15. Parish Council to review and respond to Planning application P24/01312/CLP 38 Church Road, Wick

Clerk pre-circulated details of application and requested Council to review prior to the meeting to aid the discussion
Discussion held
No objection

16. Cllr JPW to provide update regarding structural survey of Village Hall and quotations for additional work recommended by surveyor

Chair provided an update following the initial survey undertaken by Brunel Surveys for the 'bowing' wall and advised this will be reviewed a minimum of 4 other occasions throughout the next 12 months. Chair also advised he had connected with 4 companies to undertake the work on the roof to accommodate the solar panels.

Council suggestion was to add 6 purlins, insulation and then tongue and groove or an aesthetic appeal. Only one company provided a quote, 2 failed to respond and 1 refused to quote.

The cost to undertake the whole of the work is £43,000, however to undertake the required work as advised by the structural engineer to accommodate the solar panels is approx £6-£8k. Chair will reconnect with the company for a further quote to add 3 purlins to one side for the solar panels and discuss again at July's meeting.

Chair also suggested in obtaining quotes to re-surface the car park in conjunction with the park (see item 17)

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

Cllr SF provided an update on progress with the regeneration project, he expressed his disappointment he had not received any feedback from the village despite requesting this via various media options. He advised he has been in contact with 'Your park' an organization which can support in designing new park layouts and connecting with relevant parties. Council are keen to make the park more accessible and Cllr SF has prioritised a number of activities after reviewing the latest ROSPA report.

Parish Council discussed the paths and the work required to resurface and re-lay the positioning, clerk will connect with a contractor for a quote.

Cllr SF also requested clerk to connect regarding installing an additional bench (there is already a concrete plinth) and gain quotes.

The current ROSPA report also suggested the fence close to the slider requires moving and chair will obtain quotes from Wyatt fencing (our original contractor) to accommodate.

Parish Council acknowledges this will be an ongoing project likely for a few years and will be undertaken in small increments

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

18.1 Planning application notice P24/01042/PNA Land at Lansdown View- Prion Approval Granted

18.2 Planning application notice P23/01950/F Blackthorn Farm- Approve with conditions

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

19.1 Cllr JPW request clerk to add to July's agenda Wick Pre-School rental renewal

19.2 Cllr PGC commented regarding the conditions of the grass verges post SGC undertaking their weekly/bi weekly cut. He commented the quality of the work requires review and that in particular Mendip View has not been strimmed for a number of weeks and weeds are growing in the gutters and are approx 2ft in height.

Clerk to connect with Streetcare supervisor

19.3 Cllr PGC advised that on footpath which runs behind the CLIp factory there is a constant smell of fuel, previously there has been fuel spills within the factory however this appears to be encroaching on the footpath.

Clerk has reported on interactive tool under ref 18685

PROW have confirmed they have forwarded to environmental agency

19.4 Cllr BD requested clerk to connect with streetcare as the pavements along Riding Barn Hill are being encroached by weeds/brambles and overhanging greenery which is obstructing the pavement

Reported reference SGC-220149-F5Z9

19.5 Cllr GG requested clerk to connect with our volunteers who look after the planters to check if they would like high viz jacket

Clerk emailed volunteers 14/06/2024

Confirmation from volunteers they would like jackets, Cllr Alway will provide and deliver