

BROCKLEY PARISH COUNCIL

Annexure to Agenda: Meeting date 5 March 2019

CLERK CONTACT DETAILS

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1. Apologies for absence

2. Declarations of Interest

This is the opportunity for Councillors to declare any Disclosable Pecuniary Interests.

3. Representations from the public

4. Minutes of the previous meeting: Meeting 314 (8 January 2019)

5. Matters arising

The following actions arising from the meeting of 8 January 2019 are still outstanding and / or not addressed elsewhere in the agenda:

- minute 10(c) - restoration of two signs of historic value – **Clerk to make enquiries**
- minute 10(d) - railway bridge weight restriction signage – **Clerk to contact NSC**

6. Meetings, Consultations and Correspondence

a) General Town & Parish Forum – 6 February 2019

- Attended by JvT

- Topic 1: **Parks and Open Spaces contract**

- "There was also a brief discussion around the Parks and Open spaces contract led by Colin Russell & John Flannigan. The current contract with Glendale ends on 31 March 2020 and Colin and John were keen to start discussions with town and parish councils early in respect of the future contract and the priorities of local councils. They are happy to attend future town and parish council meetings to discuss specific priorities and issues accordingly."

- Topic 2: **Social Isolation and Loneliness**

- Heather Whittle (NSC) and Stefania Rulli (CURO) presented on the causes and effects of social isolation and loneliness on the individuals affected by this.
- Ways of helping - "As a Parish/Town Councillor: Support Community Groups who help the Socially Isolated and Lonely to thrive, through any practical and/or financial help you can give. Find out about any Social Prescribing type services i.e. Community Connectors / link-wellbeing workers / village agents etc in your area and spread the word. GP surgeries and their Patient Participation groups (PPGs) a good place to start. Find out about plans in your area to reduce Social Isolation and Loneliness across the age range, to include the development of Social prescribing. Speak up on behalf of the quiet lonely, keep the need to address this live and active and on agendas."
- Representing West of England Rural Network (WERN), Dick Whittington also told parishes about some funding made available by Big Lottery to help older people in rural areas connect with their communities.
- Brockley's Village Agent, Tina Huckle-Mills, has been in touch:
"I am writing to let you know about a new project that may be of interest to you. The project is being delivered by WERN's Village Agents and is called, 'Rural Connections in North Somerset'. It is funded by the National Lottery Community Fund and Her Majesty's Government. The funding for the project is to be used to help facilitate and support older people in the rural communities that they live in, to connect and help reduce loneliness."

- Tina has offered to address the PC to outline the project.

- b) Joint Local Transport Plan 4
- Deadline for comment: **Wednesday, 20 March 2019**
 - Copies of the *Draft Joint Local Transport Plan 4 Summary Document* will be handed out to Councillors at the meeting
 - Link to consultation documents: <https://travelwest.info/projects/joint-local-transport-plan>
 - The [Consultation Questionnaire](#) may be a useful tool in constructing the Parish Council's response

- c) Circulation envelope

7. Police Report

The following incidents of crime are reported on the constabulary's website:

December 2018:

- no crime reported

January 2019:

- NO CRIME FIGURES AVAILABLE AS AT 01/03/2019

8. Parish Council Elections – 2 May 2019

- Deadline for nominations: **4pm on Wednesday, 3 April 2019**
- Information and Nomination forms can be downloaded from [Parish Council elections](#)
- If anyone would like a hard copy of the PC electoral pack sent to them, please let the Clerk know
- IMPORTANT: Nomination papers must be delivered by hand to the Town Hall
- For anyone wishing to avail themselves of the service, the Clerk will be making a trip to the Town Hall to deliver nomination papers on **Wednesday, 27 March 2019**

9. Planning

- a) The following Planning applications have been received since the last meeting:

1	18/P/5081/MMA	Application to vary condition 4 attached to planning permission 17/P/5164/OUT (Outline application for 2 dwellings with access, layout and scale to be considered) to allow for amendment to application site area (reduction in site area) at Brockley Nurseries, Main Road, Brockley	Council comment = no objection (retrospective)
2	19/P/0051/FUL	Application to remove condition no. 3 (use restricted to Motivation Charitable Trust only) on planning permission 95/2216 (change of use to office) to allow premises to be let to a new tenant at School House, Brockley Elm Farm, Brockley Lane, Brockley	Council comment = no objection (retrospective)

- b) Consents, refusals and enforcement cases

1. *The following planning applications have been granted **consent / refused**:*

- 18/P/4314/FUL: Conversion of existing outbuilding to create residential dwelling at <i>Midgell Farm, Chelvey Road, Chelvey</i>	PERMISSION GRANTED 31/01/2019
- 18/P/4555/FUL: Erection of 3no. additional polytunnels (to give 6no. polytunnels on site in total) at <i>Five Acre Farm, Pit Lane, Backwell</i>	PERMISSION GRANTED 16/01/2019
- 18/P/4981/CQA: Prior Approval for the conversion of 2no. agricultural buildings to 2no. dwelling houses (Use Class C3) with operational development of replacement and new windows/doors, re-roofing of buildings and timber cladding. Removal of 2no. buildings at <i>Land And Buildings To The West Of Brockley Lane, Brockley</i>	PRIOR APPROVAL NOT REQUIRED 08/02/2019

2. *The following enforcement cases have been **opened** or are still **pending**:*

- No new enforcement cases

3. *The following appeals have been **registered**:*

- No new appeals

- c) Grove Farm, Backwell
- Backwell Residents Association met on 12 February for their AGM and discussed, amongst other pressing topics, the Grove Farm proposals.
- d) Other
- Bristol Airport:
• Nothing new to report
- Housing developments in Nailsea:
• Youngwood Lane developers appealing against NSC's failure to give notice of its decision on planning application 16/P/1677/OT2 within the appropriate period (Appeal ref: APP/D0121/W/18/3212682 – to be heard on 3 September 2019).

10. Streets, open spaces and public rights of way

a) Action taken / still outstanding since the previous meeting

Location	Problem	NSC Action
Brockley Lane	Missing triangle post	JR providing a post – Clerk awaiting response to request for NSC to install
Chelvey Road	Pothole at edge of church car park	Clerk inspected – does not meet required dimensions for reporting to NSC
All lanes	Potholes and edge of carriageway deterioration	Reported – Clerk awaiting response

Temporary road closures / speed amendments

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- b) Condition of roads, pavements, verges, footpaths and gullies
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- c) Speed limit on A370
- Barrow Gurney PC have agreed to lend Brockley their Speedwatch equipment.
- It has been suggested the best times to capture data are out of peak when motorists are uninhibited by heavy traffic flow, such as 10:00 – 11:00 and 14:00 – 15:00.
- In the process of setting up volunteer group.
- d) Litter, Waste and Recycling
- Litter pick scheduled for Saturday, 30 March; Gregg Brake (Area Officer) has confirmed refuse removal the following Monday.
- e) Parish Maintenance & Footpaths
- A group of volunteers have installed the last of the gates along LA4/4 and LA4/11
- A letter of thanks has been sent to Adrian Woolcott (NSC) for arranging this.

11. Broadband

12. Facilities at Brockley Church

13. Clerk's resignation and recruitment of successor

The Chairman has received the Clerk's resignation and the PC is advised the Clerk will be vacating her post on 31 May 2019.

An advertisement for the vacancy has been placed:

- on-line with Indeed.com (free of charge)
- with ALCA both on its website and in its newsletters and other e-mails to PCs (free of charge)
- on the Parish Council's website

A draft advertisement will be circulated for councillors' approval for inclusion in the next edition of the North Somerset Times (06/03/2019).

Deadline for applications will be Friday, 22 March 2019.

Clerk's recommendation: All applications to be forwarded to councillors and a list of candidates to interview, agreed. Interviews will take place around w/c 1 April and, depending on the level of expertise of the successful candidate, start date will be either 1st or 20th of May (longer handover required for candidate with no previous clerking experience).

Councillors will need to decide who is to sit on the interviewing panel.

14. Finance

a) Internal Audit 2019

- A meeting of the Internal Audit Panel was held on Thursday, 28 February to plan the schedule of audits for 2019. Brockley PC's audit will take place 08/04 – 19/04/19.

b) Receipts and Payments

- Receipts since the last meeting:	£ -	
- Payments since the last meeting:	£200.87	Clerk's salary – January 2019
	£200.87	Clerk's salary – February 2019

CLERK'S EXPENSES: A schedule of expenses incurred for the last six months of this financial year (October 2018 – March 2019) is circulated with the agenda and will be presented for payment at the meeting. For further information on any item shown, please enquire.

15. Annual Parish Meeting & Brock's News

- APM scheduled for Tuesday, 26 March 2019 @ 8pm at St Bridget's Church, Chelvey.
- An invitation has been extended to Avon Bat Group to talk on the Horseshoe Bats; awaiting confirmation.
- Brock's News to be hand delivered in early April with the help (hopefully) of St Bridget's volunteers.

16. Dates of future meetings

<u>DATE</u>	<u>VENUE</u>
7 May 2019	St Nicholas, BROCKLEY
2 July 2019	St Nicholas, BROCKLEY
3 September 2019	St Nicholas, BROCKLEY
5 November 2019	St Bridget's Church, CHELVEY