

BROCKLEY PARISH COUNCIL

Annexure to Agenda: Meeting date 10 March 2020

CLERK CONTACT DETAILS

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1. Apologies for absence

2. Declarations of Interest and Dispensations

This is the opportunity for Councillors to a) declare any Disclosable Pecuniary Interests (DPI's); b) consider and c) grant any requests for dispensation received.

3. Representations from the public

4. Minutes of the previous meeting:- Meeting 320 – 14 January 2020

Draft Minutes, previously circulated, for approval.

5. Actions arising not addressed elsewhere

The following actions arising from the meeting of 14 January 2020 are still outstanding or not addressed elsewhere in the agenda:

Min 7(b) (12/11/19): VE Day 75	Clerk to compile list of planned events and publicise Action: Clerk to extend list of activities to include Wrington Ward	Details of events to be held in Nailsea, Cleeve and Backwell have been received and will be circulated with Brock's News
Min 10(d)(2) (12/11/19): Housing Developments in Nailsea	Clerk to monitor and feedback Action: Clerk to arrange meeting with Cllr James Tonkin – awaiting date	Contact was made with a Nailsea TC Cllr as well as James Tonkin (Exec Member – Planning & Transport) to express concerns re traffic flows through Chelvey / Brockley
Min 3: Public Questions	Clerk to write to NSC requesting Youngwood Lane development construction traffic avoids Chelvey Road and Brockley Lane	To be discussed during meeting with Cllr Tonkin (see above)

6. Meetings, Consultations and Correspondence

a) Town & Parish Forum (general) – 12 February 2020

- held on Wednesday 12th February

- link to presentations: [here](#)

- attended by the new Development & Environment (D&E) Leadership Team:

- Lucy Shomali, Director of Development & Environment
- Alex Hearn, Assistant Director (Placemaking & Growth) and
- Gemma Dando, Assistant Director (Neighbourhood Management)

b) NSC Car Parking review

- NSC are currently consulting on the final details of their parking proposals

- DEADLINE for comments – 31 March 2020

- Link to documents: [North Somerset Car Parking Review](#)

c) NSC Neighbourhood Consultation

- "the [Your Neighbourhood consultation](#) and engagement brings together a group of consultations about services which you may use regularly. We have chosen to group these consultations together so that we can understand the bigger picture for your neighbourhood as well as showing how each proposal or strategy works on its own. We need everyone's views to shape what comes next in these services. They are:

- Libraries
- Leisure and sports centres
- Street cleansing
- Parks and open spaces
- Garden waste

We are particularly interested in hearing ideas about how the council might work alongside local communities and stakeholders to create effective partnerships, pool resources where possible and take advantage of income generation opportunities in order to make valued services as efficient and sustainable as possible."

- Various public events are scheduled for around the District throughout March:

- 6-8pm, 9 March, Nailsea Tithe Barn, Nailsea
- 6-8pm, 12 March, Somerset Hall, Portishead
- 6-8pm, 17 March, The Barn, Clevedon
- 6-8pm, 18 March, Yatton Library & Children's Centre, Yatton
- 5-7pm, 24 March, Long Ashton Community Centre, Long Ashton
- 6-8pm, 26 March, Winscombe Community Centre, Winscombe
- 6-8pm, 31 March, The Campus, Weston-super-Mare

- Drop-in group: 1.30-3.30pm, 2 March, Sovereign Centre, Weston-super-Mare
- Drop-in group: 12-2pm, 10 March, Healthy Living Centre, Weston-super-Mare

– DEADLINE for comments – 7 May 2020

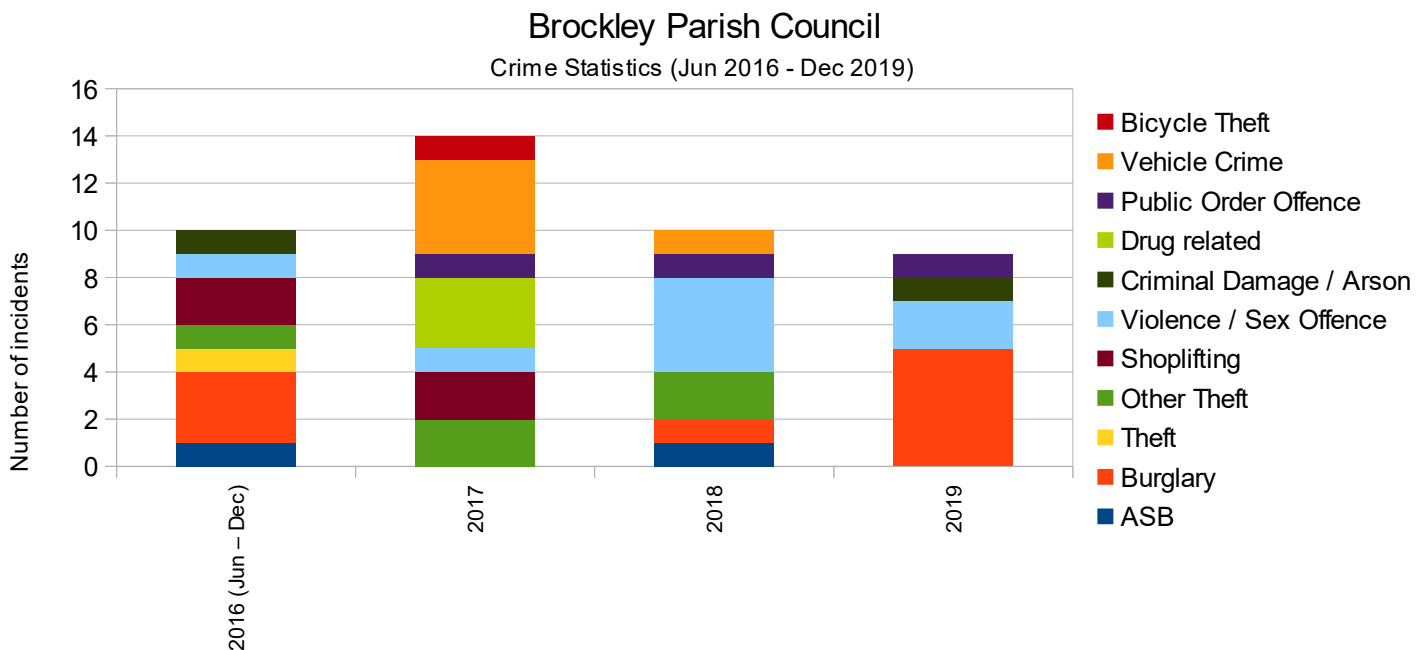
- Link to documents: [Your Neighbourhood](#)

d) Circulation envelope

7. Police Report

There were no incidents of crime reported on the constabulary's website during December 2019 and January 2020.

Analysis of crime statistics per category from June 2016 to December 2019:



8. Finance

- a) Coronavirus Plan - update
 - NALC issued advice to all PC's on 04/03/2020 and a briefing was circulated to all councillors and members of the AS Working Group
 - JvT will update Council on a contingency plan for meetings, based on the most up-to-date advice available, on Tuesday at the PC meeting.
- b) Pension Auto-enrolment duties – redeclaration of compliance
 - Every three years, the PC has a duty to assess the status of, and re-enrol certain categories of staff in the Parish Council's NEST pension scheme. Following this assessment and re-enrolment (if appropriate), the PC must complete a re-declaration of compliance before the deadline of 30 September 2020.
 - The assessment has been carried out and there were no qualifying staff to be re-enrolled in the pension scheme. The re-declaration of compliance has been completed and acknowledged by the Pensions Regulator on 29 February 2020.
- c) Website Accessibility report and further training
 - Report and working plan to be circulated in advance of the meeting
- d) Receipts and Payments
 - **Receipts** since the last meeting: £-
 - **Payments** since the last meeting: £218.79 Clerk's salary – January 2020
 £218.79 Clerk's salary – February 2020

CLERK'S EXPENSES: A schedule of expenses incurred since September 2019 is circulated with the agenda and will be presented for payment at the meeting. For further information on any item shown, please enquire.

9. Planning

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

1	20/P/0106/NMA	Non material amendment to application 17/P/2240/F to allow changes to window layout and a metal roof to front and rear elevations on plot no. 2 at Former Chelvey Boarding Kennels, Brockley Lane, Brockley	Council comment = no objection
2	20/P/0010/FUL	Construction of a 40m x 20m riding arena for private use only at Stables on corner of Kellways, Brockley	Council comment = no objection
3	20/P/0249/LDP	Extension to rear at Little Bucklers, Brockley Hall, Brockley Lane, Brockley	Council comment = no objection

- b) Consents, refusals and enforcement cases since the last meeting

1. *The following applications have been granted **consent / refused** since the last meeting:*

- 19/P3123/NMA: Non material amendment to application 18/P/4981/CQA to allow changes to elevations and floor plans at <i>Land and buildings to the west of Brockley Lane, Brockley</i>	NO OBJECTION 13/01/2020
- 20/P/0106/NMA: Non material amendment to application 17/P/2240/F to allow changes to window layout and a metal roof to front and rear elevations on plot no. 2 at <i>Former Chelvey Boarding Kennels, Brockley Lane, Brockley</i>	NO OBJECTION 19/02/2020

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

19/00152/BCN (10/04/2019)	Breach of planning permissions 11/P/1994/F and 17/P/2240/F. Use of open areas for external storage, erection of new storage units, construction	Retrospective planning application submitted. Case
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	of hardstandings, enlarged entrance. Office building not in accordance with approved plans at Solarsense, Brockley Lane, Brockley	officer seeking amendments / improvements
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- c) Grove Farm, Backwell
 - no further developments
- d) Housing developments in Nailsea
 - **Youngwood Lane**
 - **Engine Lane**
- e) Bristol Airport
 - NSC Planning & Regulatory Committee meeting held on 10 February– application rejected (18/7) – [DRAFT MINUTES](#)
 - to be ratified by Full Council on 18 March 2020
 - the meeting can be viewed [here](#) on YouTube

10. Streets, open spaces and public rights of way

- a) Action taken by NSC
 - See Highways Schedule, circulated with agenda.

Temporary road closures / speed amendments

- b) Condition of roads, pavements, verges and footpaths
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 - Councillors are reminded that ANYONE may report highways defects to NSC through their website and residents should be encouraged to do so as well
 - <https://www.n-somerset.gov.uk/do-it-online/connect/>
- c) Litter, Waste and Recycling – general
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- d) Litter Pick – 28 March 2020
 - awaiting confirmation from Area Officer that bags of rubbish will be collected on Monday, 30 March from the crossroads
- e) Rewilding / tree planting – Chelvey Batch / Main Road verges
 - excerpt from e-mail from Cllr Bridget Petty, Backwell Ward (20/02/20):
 - "the tree officer has confirmed that he would recommend and provide whips that have been provided by the Woodland Trust and they would be Field Maple Hawthorn, Hazel and hedgerow natives to plant probably two rows at the back of the small triangle at the bottom of the road.*
 - The tree officer now needs to formally check for utilities underground but otherwise we should be good to planting in the next couple of weeks."*

- f) Parish Maintenance & Footpaths
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11. A370 Speed Working Group

- a) ASWG Terms of Reference
 - Following the meeting of the ASWG on 15 February, the Terms of Reference for the Working Group were agreed and the Council is recommended to adopt the ToR, copy circulated with the agenda.
- b) ASWG Report
 - meeting held on 15 February; 8 in attendance (2x BPC, 1x guest, 5x residents)

- notes of the meeting are circulated with the agenda
- RECOMMENDATIONS to Council:
 1. to adopt Terms of Reference (see 11(a), above)
- Council ACTIONS:
 1. Clerk to arrange meeting with Cllr James Tonkin – awaiting date
 2. Clerk to arrange site visit with David Bailey

12. Facilities at Brockley Church

13. Annual Parish Meeting – 24 March 2020

APM and Litter pick flyers have been distributed to Councillors for door to door drop off.

Dr Timothy Senior will discuss his research and the UWE collaboration with St Nicholas, Brockley.

14. Village Picnic – June 2020

Update from Julian Ridge.

JvT looking into the possibility of borrowing 2x gazebos.

15. Dates of future meetings

<u>DATE</u>	<u>VENUE</u>
24 March 2020	APM – St Nick's, BROCKLEY
12 May 2020	St Nicholas, BROCKLEY
14 July 2020	St Nicholas, BROCKLEY
15 September 2020	St Nicholas, BROCKLEY
10 November 2020	St Bridget's Church, CHELVEY