

BROCKLEY PARISH COUNCIL

Minutes of meeting 297 of the Parish Council held at St Nicholas' Church, Brockley on 1 March 2016.

Present: Dr Julian Ridge (Chairman), Dr Antony Ridge, Dr Bryan Smith, Mike Fishwick, Martin Jarvis, Liz Lunn and Joanna van Tonder (Clerk)
Deborah Yamanaka (District Councillor) and John Wilkinson (NSC Parish Liaison Officer)

Distribution: The Parish Councillors plus Deborah Yamanaka and John Wilkinson

1 Apologies for absence

No apologies had been received.

2 Declarations of Interest

No Declarations of Interest were made.

3 Public Participation

There were no members of the public present.

4 Minutes of the previous meeting 296 - 5 January 2016

BS proposed, MF seconded and it was agreed that the minutes of the last meeting having been circulated previously were taken as a true and accurate record.

5 Matters Arising

There were no matters arising from the meeting of 5 January 2016 still outstanding and not addressed elsewhere in the agenda.

6 Meetings & Correspondence

a) NSC Sites & Policies Plan: Part 1 Consultation

JR and JvT advised they had been unable to access the documents as a result of a website upgrade by NSC. Members were brought up to date with the history of the Plan and it was agreed the Parish Council would make a "no comment" submission.

b) NSC Sites Plan briefing

Members were informed that this briefing had been postponed as a result of NSC's Executive Committee delaying the approval of the Sites Allocation Plan for consultation but would now be taking place on Thursday, 10 March. AR and JvT confirmed they would be attending.

c) Brockley Annual Parish Meeting – 15 March 2016

The Clerk confirmed that Colin Russell, NSC Recycling & Waste Service Manager, had agreed to address the APM.

JR thanked MJ for arranging the printing of the APM / Litter pick flyers and invited members to forward suggestions for the Chairman's APM Report.

d) Circulation envelope

BS accepted the envelope of newsletters and general correspondence.

The Clerk suggested and it was agreed that future e-mail correspondence of a more urgent nature would be circulated on an as-and-when basis rather than as part of the circulation envelope.

7 Planning

a) Planning applications, consents and refusals since the last meeting

*The following planning applications have been **received**:*

- Prior approval for the change of use from two agricultural buildings and land to two dwellings within use class C3 for Agricultural Buildings A and C, Midgell Farm, Brockley (16/P/0044/CUPA) – **APPLICATION WITHDRAWN**

- Erection of a two storey detached dwelling at Chelvey Court Farm, Chelvey Road, Chelvey (16/P/0185/F)

Council comment: No Objection (retrospective)

b) Enforcement cases

*The following enforcement case has been **opened**:*

2015/0574: Industrial use (class B2) operating from an outbuilding at Strawberry Ironworks, Brockley Farm Shop, Main Road, Brockley – Planning application for change of use requested.
- JR advised that Brockley Stores had been sold with the new owner taking over on 21 March; DY confirmed that, with the current use (class B2) coming to an end in March, NSC would be unlikely to take any further action.

*The following enforcement cases are still **pending**:*

2015/0009: Chelvey House, Chelvey Batch – A Planning Contravention Notice issued; planning application requested.

- The Clerk read from a letter received from Gwen Lloyd, Compliance Monitoring Officer, indicating that planning permission would likely be granted and it would, therefore, not be considered expedient to take formal enforcement action.

2015/0146: Land between Warren Farm Cottages and Fountain Tree Surgery yard, Brockley Combe Road, **Wrington** – Site visit completed, enquiries ongoing.

c) Bristol Water Southern Resilience pipeline

Members were advised that, as a result of the need to provide an Environmental Impact Assessment (EIA) to the District Councils involved, Bristol Water anticipated works to the main would not begin until Summer 2016 with works affecting the wildflower verge taking place between August and December 2016.

d) Other

LL reported that Bristol Airport were consulting on a proposal to resurface land to be used as a car park. The PCAA has subsequently distributed a draft comment.

LL advised members that at a recent PCAA meeting, it was confirmed the Airport had experienced a growth in passenger numbers of 7.6% in 2015. It was also noted that during peak times, 1,250 vehicles per hour were passing through the Downside / A38 traffic lights.

Members discussed the 3-day No Man's Land Festival expected to be held within Brockley Wood, for which there had been no application made for a licence. DY confirmed NSC were meeting with the organisers on 8 March.

8 Streets, Open Spaces and Public Rights of Way

a) Action taken by North Somerset Council since the last meeting

- Flooding on Chelvey Batch: David Williams, NSC has advised that drainage of water off the road had been facilitated by a private resident but that this was no longer the case. It has been put forward to be considered for remedial works when funding is available.

- The pothole and holes around the manhole cover outside Brockley Hall on Brockley Lane have been filled.

- The pothole at the traffic lights exposing wiring was filled but has subsequently been re-exposed. Gregg Brake, NSC Area Officer, has confirmed that this wiring is not carrying the live connections for the traffic lights but is instead old, disused cabling.

- A pothole outside High Glebe on Chelvey Batch has not yet been filled.

- Silted up gully grates at the bottom of Chelvey Batch were cleared but have become covered over once again. Gregg Brake has agreed to arrange for the surrounding road and the two grates to be cleaned of mud and other debris.
- Raised manhole cover in the pavement along the A370 in the vicinity of the grass verge has been repaired.
- Both sides of the curbs at the crossroads have been cleared.
- Litter had been picked up along Brockley Coombe, bagged and removed.

Clerk's note: At the APM it was confirmed that Martin Parsons had picked up the litter along the Coombe.

- Action:** Clerk to write a letter of thanks to Martin Parsons
- Action:** Clerk to write to NSC to establish the reasons why the litter was not addressed by them as agreed

b) Condition of roads, pavements, verges and footpaths

DY advised that a pothole in the pavement along the A370 that had previously been marked for repair was still outstanding as there is a badger sett beneath the pavement and behind the adjacent wall that may not be disturbed during certain times of the year. NSC are taking advice.

MJ reported litter along the A370 especially in the vicinity of the Long Ashton bypass.

- Action:** JW to pass on to Streets team

c) Prioritised gullies and schedule for clearing

JR reported that he had been unable to make contact with Darren Coffin-Smith (NSC).

- Action:** JW to follow up with DC-S for an update on progress

d) Parish Maintenance

BS confirmed all footpaths were clear and passable.

e) Green waste recycling

The Clerk advised that the letter sent to Mark McGregor, Head of Streets and Open Spaces, NSC in early February, had not yet elicited a reply.

f) Wall on the A370

DY advised that, despite Mr Cook's previous offers to repair the wall, a significant rise in quoted prices to undertake the work appear to have left him reluctant to progress. Members discussed the possible eligibility of the project for a DEFRA grant of up to £5,000 available to farmers for the restoration of boundary hedges and stone walls.

- Action:** Clerk to pass details of the grant to Mr Fortune's agent

g) Annual Litter pick – 19 March 2016

The Clerk confirmed that equipment would be dropped off with MF on Monday, 14 March and filled rubbish bags collected from the traffic lights on Monday, 21 March.

9 Local Projects

a) Facilities at Brockley Church

AR advised that the post of Conservation Project Officer at the CCT had been filled by Ms Meriel O'Dowd and that a meeting was scheduled with her for Thursday, 17 March. Members discussed putting in a grant request to the Airport Community Fund when the time was right and DY offered to assist with the completion of the application form.

BS advised that another talk was to be held at the church in June to raise additional funds.

b) Wildflower Meadow

JR recommended and it was agreed that, in light of Bristol Water's delayed commencement of works that would pass through the proposed wildflower verge, the initiation of the meadow be postponed until 2017.

- Action:** Clerk to advise Backwell PC of delay

Members discussed the original plan to create a wildflower meadow on both the west side and east side (in the vicinity of the noticeboard and postbox) of the A370 that had met with resistance from Chelvey Batch residents who wished to retain the formal cut-grass verge at the junction. It was agreed to retain the grass cuts and have cuttings removed to keep future options at this site open.

10 Finance

a) Audit arrangements for 2017

The Clerk advised members the Local Audit & Accountability Act 2014 required smaller authorities to appoint an auditor through a sector led body, Smaller Authorities' Audit Appointments Ltd (SAAA), from 2017 or opt out and undertake the appointment of an auditor themselves. This would need to include establishing an Auditor Panel.

JR proposed, MF seconded and it was agreed that the Parish Council would opt in to the SAAA scheme.

b) Purchase of laptop and scanner

BS proposed, LL seconded and it was agreed to purchase an AUS X553SA laptop from John Lewis at £299.95.

BS proposed, AR seconded and it was agreed to purchase a Canon CanoScan LiDE 120 scanner from Viking Direct at £46.79.

Action: Clerk to make purchases

c) Payments

JR proposed, MF seconded and it was resolved to ratify the following payments made by standing order since the last meeting:-

£193.05	Ms Joanna van Tonder / HMRC	Clerk's salary (January 2016)
£193.05	Ms Joanna van Tonder / HMRC	Clerk's salary (February 2016)

JR proposed, MF seconded and it was resolved to authorise the following payments to be made:-

£105.00	Churches' Conservation Trust	Room hire for FYE 2016
£80.52	Ms Joanna van Tonder	Clerk's expenses (Sept - March)
£49.15	Ms Joanna van Tonder	Clerk's additional hours spent on Transparency Code compliance
£100.00	Chelvey & Brockley PCC	St Bridget's churchyard maintenance
£100.00	Friends of Brockley Church	St Nicholas' churchyard maintenance
£50.00	Avon Wildlife Trust	Annual membership

11 Date of next meeting

Meetings for 2016: 3 May, 5 July, 6 September and 1 November 2016

The meeting closed at 8:10 pm.