

# BROCKLEY PARISH COUNCIL

---

Minutes of meeting 296 of the Parish Council held at St Nicholas' Church, Brockley on 5 January 2016.

**Present:** Dr Julian Ridge (Chairman), 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

Apologies had been received from Dr Antony Ridge.

## 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 295 - 3 November 2015

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

The following matters arising from the meeting of 3 November 2015 are still outstanding or addressed as follows:

295/6(d) – Introduction of green waste wheelie bins: MJ produced a recent news article suggesting NSC would be introducing the option to obtain bins available in three sizes for an annual fee. Members discussed the risk of an increase in fly-tipping and bonfires as a consequence of the elimination of green bags as well as the health and safety concerns for bin men in handling green bag waste.

BS proposed, MJ seconded and it was agreed to write to NSC expressing the Parish Council's lack of support for the introduction of wheelie bins and to request the retention of the green bags currently in use.

**Action:** Clerk to draft letter to NSC

## 6 Meetings & Correspondence

### a) NSC Planning for Future Housing update – 12 November 2015

A report produced by AR, previously circulated (copy attached), was considered.

### b) WoE's Joint Spatial Plan & Joint Transport Study consultation event – 27 November 2015

The Clerk reported that the formulation of a robust transport plan had been considered crucial to the success of any housing strategy ambitions by delegates attending the event. She reminded members of the consultation deadline of 29 January. It was agreed to consider Backwell Parish Council's consultation response.

**Action:** Clerk to circulate Backwell PC comment

**Action:** Members to contribute to draft comment

### c) Parish Forum – 16 December 2015

The Clerk advised she had been unable to attend and was awaiting presentation slides.

- d) **Circulation envelope**  
BS accepted the envelope of newsletters and general correspondence.

## 7 **Planning**

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

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

- Screening opinion as to whether an EIA is required to be submitted with a planning application for a proposed water pipeline route and associated works along the route of pipeline on land between Cheddar and Barrow Gurney (15/P/2704/EIA1) – **EIA required**
  
- Conversion of Barn 1 and Barn 2 to 2no. Residential dwellings. Creation of a first floor level and porch to Barn 1 (retrospective) at Midgell Farm, Chelvey Road, Chelvey (15/P/2711/F)  
Council comment: No Objection (retrospective)
  
- Erection of an agricultural building to include cow cubicles, young stock and dairy including associated yards and feed passages (retrospective) at Agricultural Building #1, Midgell Farm, Chelvey Road, Chelvey (15/P/2776/F)  
Council comment: No Objection
  
- Erection of 2no. agricultural buildings. Agricultural building #2 to be used as a milking parlour; agricultural building #3 to be used as a storage barn (retrospective) at Agricultural Buildings #2 and #3, Midgell Farm, Chelvey Road, Chelvey (15/P/2778/F)  
Council comment: No Objection
  
- Erection of an agricultural building to be used for storage and young stock housing (retrospective) at Agricultural Building #4, Midgell Farm, Chelvey Road, Chelvey (15/P/2779/F)  
Council comment: No Objection
  
- Erection of an agricultural building to be used for cow cubicles and young stock (retrospective) at Agricultural Building #5, Midgell Farm, Chelvey Road, Chelvey (15/P/2780/F)  
Council comment: No Objection

*The following planning application has been **granted** consent / approval:*

- Erection of a replacement residential unit arranged over three levels to include underground garaging and construction of annexed building following demolition of existing dwelling and outbuilding at Upper Meadow, Chelvey Batch, Brockley (15/P/0543/F)

b) **Enforcement cases**

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

2015/009: Chelvey House, Chelvey Batch – A Planning Contravention Notice had previously been issued; to be re-addressed by the enforcement officer.

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 consulted maps of the pipeline route and discussed the proposals. It was noted that the requirement to provide an Environmental Impact Assessment would delay commencement of the project until Autumn 2016 and was likely to impact on the establishment of the planned wildflower meadow. JR confirmed the "no dig" method of laying pipe would be employed across Brockley Lane in order to protect the wall attached to the listed gates of Brockley Hall. St Nicholas Way would be crossed using the open-cut method resulting in the closure of the road while works on the A370 at the Chelvey Batch junction would be completed using traffic light control.

- d) **Youngwood Lane, Nailsea proposed development**  
The Clerk advised that developers had recently submitted a request for scoping opinion for an EIA for a mixed use development with up to 450 dwellings on land along Youngwood Lane, Nailsea, to the north of Brockley Parish. It had been decided an EIA was required. Members discussed the impact such a development would have on the character of the parish.

- e) **Other**  
Liz Lunn asked the Clerk to investigate a planning application for a residential dwelling at Chelvey Riding Stables that had been expected during December.  
**Action:** Clerk to advise

## 8 **Streets, Open Spaces and Public Rights of Way**

- a) **Action taken by North Somerset Council since the last meeting**  
Members noted the fallen leaves along the A370 between Brockley Stores and the traffic lights had either blown away or had been removed.

- b) **Condition of roads, pavements, verges and footpaths**  
The following reports were received:
- Potholes along St Nicholas Way
  - Pothole on Brockley Lane in the vicinity of the traffic light wiring installation
  - Potholes outside Brockley Hall
  - Flooding along Chelvey Batch
  - Overgrown vegetation along the curb of the A370 in the vicinity of the postbox
- Action:** Clerk to report

DY advised that Mr Cook had offered to pay to replace a small part of the dilapidated wall opposite his property on the A370. She confirmed Mr Cook had been put in contact with NSC and that she would follow up.

MJ advised the Council that he had repaired and repainted the Chelvey Batch finger post.

- c) **Prioritised gullies and schedule for clearing**  
JR reported that no further drain clearance had been undertaken and that there had been flooding outside Chelvey Court and the end of Chelvey Lane as a result.  
**Action:** JR to follow up with Darren Coffin-Smith (NSC)

- d) **Drain near Brockley Gardens**  
BS confirmed the drain outside Brockley Hall was working well.

- e) **Parish Maintenance**  
It was reported that Brian Whiteway had cleared the footpaths as per the agreed schedule. JR confirmed he had paid BW for the work as the Council's new banking arrangements had not been completed at the time; to be reimbursed.  
**Action:** BS to inspect

- f) **Free summer annuals**  
Members agreed that the free plants were not required and it was suggested that wildflower plugs may be available under the scheme in future years.

## 9 **Local Projects**

- a) **Facilities at Brockley Church**  
Members were advised that no progress could be made towards the installation of a water supply until the role of Churches Conservation Officer had been filled. It was noted that Brockley Court had not sold at auction and the uncertain future ownership of the property could delay the project's progress further.

BS reported that, at a recent Bristol Airport function, he had been encouraged to recommend the project team submit a grant application to the Airport Community Fund to assist with the funding of the facilities. This was discussed and it was agreed to consider this option.

**b) Wildflower Meadow**

JR suggested that, in light of Bristol Water's pipeline works later in the year, it would be advisable to delay the introduction of the wildflower meadow. It was agreed to approach Bristol Water for a compensatory contribution towards the project.

It was agreed to set up a working group represented by MF, AR and JR, to co-ordinate the establishment of the wildflower meadow.

## **10 Finance**

**a) Budget 2016 / 2017**

The Budget, previously circulated, was presented by the Clerk. The current level of reserves was discussed and it was agreed to increase the precept over previous years in order to restore the reserves. JR proposed, BS seconded and it was agreed to accept the Budget (copy attached).

**b) Precept 2016 / 2017**

LL proposed, MJ seconded and it was resolved that Brockley Parish Council would ask for a Precept of £4,100 for 2016 / 2017.

**Action:** Clerk to advise NSC of Precept requirement

**c) Natwest Standing Order: Clerk's salary**

JR proposed, BS seconded and it was resolved to set up a standing order with the Natwest Bank to pay the Clerk's salary of £193.05 on the 28<sup>th</sup> of each month with effect from January 2016 and until further notice.

**d) Payments**

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

£100.39	North Somerset Council	Election expenses
£90.00	Dr Julian Ridge	Reimbursed for Brian Whiteway invoice 76 (parish maintenance)
£386.10	Ms Joanna van Tonder	Clerk's salary (November & December 2015)

## **11 Annual Parish Meeting**

Members agreed to hold the Annual Parish Meeting on Tuesday, 15 March 2016 at St Nicholas Church. After discussion, it was decided to invite a member of NSC's Recycling team to address the meeting.

**Action:** Clerk to invite Colin Russell (Recycling & Waste Service Manager)

The Council agreed to hold the annual litter pick on Saturday, 19 March 2016 and discussed the flyer that would be distributed to all households.

**Action:** Clerk to liaise with MJ regarding the printing of the flyer

**Action:** Clerk to contact NSC to arrange equipment for the litter pick and subsequent waste collection

## **12 Date of next meeting**

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

APM 2016: 15 March 2015

The meeting closed at 8:20 pm.

Planning Policy Update; Parish Briefing. 12<sup>th</sup> November 2015. Michael Reep.

Two documents concerned with numbers of homes to be built: **NSC Core Strategy**, and Joint Spatial Plan (linked with Transport Strategy).

**Core Strategy:** Original sequential approach (Core Strategy—Site Allocation Plan—Planning Permissions) has been overtaken by events; government pressure in general, and locally by an upheld legal challenge to the housing numbers, leading to significant increase, from 14,500 to 20,985. Government planning policy (National Planning Policy Framework, NPPF) requires local planning authorities to ensure local plans meet “the full objectively assessed needs for market and affordable housing”. Thus the National Productivity Plan (July 2015) sets out steps the government will take to ensure more houses are built that people can afford, through planning reform. There are dire threats directed at councils who have not produced plans. NSC has the Core Strategy, but there are complications.

NSC appealed against 20,985, but between March and September 2015 the Secretary of State upheld this number. In his letter to NSC he stated: “The Government now expects NSC to move forward with the other elements of its Local Plan to deliver the houses its communities need”.

In outline, they have 19,270 sites in the pipeline (built or to be built), leaving a shortfall of 1,715 to find. NSC Executive agreed on 20<sup>th</sup> October to get on with this.

The constraints are : Green Belt, AONB (Mendip), functional flood plain and already developed areas (see your copy of the map).

Land Supply position; October 2015 (selective)

Area	Completions	Other identified Sites	Total capacity
Weston Urban	2758	3051	5809
Weston Villages	372	5878	6250
Clevedon	288	374	662
Nailsea	123	644	767
Portishead	2746	451	3197
Villages and Countryside	1139	1446	2585

Total	7426	11844	19270
The shortfall (1715) has been distributed in the following way:			
Weston (urban +villages)	900		
Clevedon, Nailsea and Portishead	350		
Villages and Countryside	465		

So there is significant pressure on the villages and countryside. The shortfall has given rise to a **Sites and Policies Plan**. Factors included in the plan will be adjustment to settlement boundaries, employment sites and community facilities, strategic gaps and local green spaces. The proposed timetable for the SPS is:

2016 January: Consultation on draft document

April: publication and consultation on submission plan

August: submission to Secretary of State

December: examination hearing

2017 February: Inspector's report

March: adoption.

**Five Year Supply:** NPPF requires a five year supply of deliverable housing sites (calculated against the overall plan requirement), including a buffer of 5% to ensure choice and competition. Failure to demonstrate this leads to a presumption in favour of sustainable development. This greatly reduces Council control of development. At present the shortfall on a 5 year supply is calculated to be 979 dwellings.

**Developer interest:** In response to NSC's "call for sites" many areas have been put forward by developers and landowners. The nearest to Brockley are some small sites in Claverham, the large West Backwell site (in the background for several years now), and several in south and west Nailsea (including the Youngwood Lane site).

**Current Planning Applications** of local interest:

Congresbury: Brinsea Road-appeal awaiting decision. Venus Street and Cobthorn Way.

Backwell: Farley Fields.

Yatton: North End and Stowey Park.

Preapplications: Flax Bourton: Gatcombe farm.

Yatton: Moor Road.

Environmental Impact Assessments (EIAs): Nailsea: Youngwood Lane.

**West of England Joint Spatial Plan:** Authorities included: Bristol City Council; NSC, BaNES, South Glos.

"A Prospectus for Sustainable Growth". 2016-2036. So there is a ten year overlap with NS Core Strategy (2006-2026) This increases the pressure on delivering development. It is calculated that there are 85,000 homes needed. 56,000 are in the pipeline, leaving a shortfall of 29,000, of which 17,900 should be affordable housing.

The advantage is that strategic infrastructure (especially transport; Joint Transport Study) will be planned with more of an overview, as will be the distribution of house building.

At this stage this is pretty speculative. Some interesting maps were shown (see the NSC website):

1. WofE Environmental assets
2. Mapping the strategic locations
3. Protecting the Green Belt
4. Concentration at Bristol Urban Area
5. Transport focused.

### **Joint Spatial Plan and Transport Study (JSP+JTS)**

Timetable: Nov. 2015-Jan.2016. Issues and options; consultation.

Summer-Autumn 2016. Publish first draft. Consultation.

Spring 2017. Publish final draft plan. Consultation.

Summer 2017. Submit to Secretary of State; then examination by Planning Officer.

### **Transport Schemes:**

Metrobus 50 km network (£200M). Services start 2016.

MetroWest phase 1 (£58M), Includes Portishead line. Construction starts 2017.

MetroWest phase 2 (£43M). Henbury line. Construction starts 2019.

## **Development Management Town and Parish Council Workshop. 16<sup>th</sup> December 2015**

The main item was a planning policy update by Michael Reep, with much overlap with the Parish Briefing reported on above. Rachel Lewis gave an interesting talk on Weston town centre regeneration. Without going into detail the upshot was that NSC plans to demolish and replace poor buildings and generally improve the appearance and atmosphere of Weston. Jolly good I say!

Website: [www.westofenglandlep.co.uk/jsp](http://www.westofenglandlep.co.uk/jsp) AR 4<sup>th</sup> January 2016

# BROCKLEY PARISH COUNCIL

## BUDGET 2016 / 2017

	Notes	<b>Actual</b> for the year ending 31/03/15	<b>Estimated</b> for the year ending 31/03/16	<b>Budget</b> for the year ending 31/03/17
<b>EXPENDITURE</b>				
<b>Annual General expenditure:</b>				
Clerk's Salary	1	2,405.52	3,406	2,317
Clerk's Telephone expenses			20	30
Clerk's Travel allowances		143.02	133	35
Training			0	60
Printing & Stationery			71	110
Postage			10	15
IT Expenses			0	53
Insurance	2	265.00	159	164
Subscriptions		185.31	185	187
Data Protection Registration Fee		35.00	35	35
Grants	3	200.00	200	200
Annual Audit Fees		6.75	5	25
Room Hire and APM Speakers		95.00	177	110
Village Maintenance		160.00	90	100
General Contingency			0	100
Other	4		0	
		<u>3,495.60</u>	<u>4,490</u>	<u>3,541</u>
<b>Extraordinary expenditure:</b>				
Parish Council Elections			100	
"Slow" road markings (Chelvey)			378	
High visibility tabbards			72	
		<u>0.00</u>	<u>550</u>	<u>0</u>
<b>Projects subsidised by grants:</b>				
Website set up in compliance with Transparency Code	5		180	
Purchase of laptop and scanner				350
		<u>0.00</u>	<u>180</u>	<u>350</u>
VAT paid on expenses to be reclaimed			29	
<b>TOTAL EXPENDITURE</b>		<u>3,495.60</u>	<u>5,250</u>	<u>3,891</u>
<b>INCOME</b>				
Precept		3,300.00	3,500	4,100
Council Tax Benefit Grant (NSC)		27.38	17	18
Village Orderly Grant		100.00	100	100
VAT reclaimed from previous year		24.24	15	29
Interest earned		1.52	6	
Grants received	5		534	
<b>TOTAL INCOME</b>		<u>3,453.14</u>	<u>4,172</u>	<u>4,247</u>
<b>BUDGET SURPLUS / (SHORTFALL)</b>		<u>-42</u>	<u>-1,078</u>	<u>356</u>
<b>RESERVES</b>				
Anticipated Cash Balances at FYE 31/03/16	6			1,010
Add: 2016/2017 Budget Surplus				356
Less: Unspent grants received	5			-4
Less: Earmarked reserves	7			0
<b>RESERVE available for FYE 31/03/17</b>				<u>1,362</u>
% of annual general expenditure				38%
<b>EFFECT ON BAND D EQUIVALENT HOUSEHOLDS</b>				
Tax Base (No. Band D equivalent properties)	8	127.90	130.30	130.70
£ per Band D equivalent household		25.80	<b>26.86</b>	<b>31.37</b>
			% increase	16.78%

# BROCKLEY PARISH COUNCIL

## BUDGET 2016 / 2017

### Notes to the Budget

#### 1. Clerk's Salary

Clerk's Salary is based on 4.5 hours per week and on the salary scale recommended by the National Association of Local Councils and the Society of Local Council Clerks.

#### 2. Insurance

Insurance cover has been budgeted according to an estimate provided by Carne & Co. that takes into account an increase in Insurance Premium Tax from 6% to 9.5%.

#### 3. Grants

The Grants budget has been set in line with the Grants and Charitable Donations Policy.

#### 4. Other

#### 5. Projects subsidised by Grants

	<u>Grant received</u>	<u>Project expenditure</u> <small>(ESTIMATED)</small>	<u>Net surplus /</u> <u>(deficit) CARRIED</u> <u>FORWARD</u>
Anticipated Transparency Code Compliance Grant	534.00		
- expenditure on additional wages and website during FYE 31/03/2016		180.18	
- purchase of laptop and scanner likely during FYE 31/03/2017		350.00	
			<u>3.82</u>
	<u>534.00</u>	<u>530.18</u>	<u>3.82</u>

#### 6. Anticipated Cash Balances at FYE 31/03/16

@ 30/11/2015	
Current account	1,013.22
Deposit account	1,101.23
Petty Cash	-
	<u>2,114.45</u>
Less: unpaid estimated expenditure	-1,644.47
Add: anticipated receipts not yet banked	539.96
	<u>1,009.94</u>

#### 7. Earmarked Reserves

<u>Earmarked Reserves</u> <small>BROUGHT FORWARD</small>	<u>Unspent budget</u> <u>earmarked</u>	<u>Earmarked Reserves</u> <small>CARRIED FORWARD</small>
		0.00
<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

#### 8. Tax Base (No. of Band D Equivalent Properties)

The tax base has not changed significantly from those of the previous three years, neither has the impact of the precept on the equivalent band D household. However, with reserves at a very low level, a rise in precept is unavoidable.