

BROCKLEY PARISH COUNCIL

Minutes of Meeting 309 of the Parish Council held at St Bridget's Church, Chelvey
on 6 March 2018.

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

Distribution: The Parish Councillors plus Deborah Yamanaka

1 Apologies for absence

No apologies for absence were 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 308 – 9 January 2018

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

5 Matters Arising

There were no actions arising from the meeting of 9 January 2018 still outstanding and / or not addressed elsewhere in the agenda.

6 Meetings, Consultations & Correspondence

a) Spring Parish Forum – 14 March 2018

The Clerk confirmed she would be attending and advised there was an opportunity after Malcolm Coe's budget update to discuss the devolution of services down to Parish Councils. Members discussed areas of concern such as verges, highways and gully maintenance and litter management. The Clerk undertook to represent the PC accordingly.

b) NSC Site Allocations Plan - update

Members noted that the Inspector's report recommending a number of amendments had been completed. This is to be considered by (District) Council on 10 April 2018 and, if accepted, adopted.

c) Joint Spatial Plan, NS Local Plan 2036 and Bristol Airport Master Plan

Members noted that all three consultations had now ended; the Parish Council having responded to each. A timetable of remaining actions to adoption of each was provided.

d) Circulation envelope

BS accepted the envelope.

7 Annual Parish Meeting & Brock's News

Members agreed to hold the Annual Parish Meeting on Tuesday, 20 March 2018 at St Bridget's Church, Chelvey and accept Bristol Airport's James Gore's invitation to outline plans for the future of the airport.

The Clerk called, and received commitments for contributions to this year's edition of Brock's News.

8 Police Report

Members noted the following incidents of crime, reported on the constabulary's website:

December 2017:

- 1 x Violence / Sexual Offence on or near Chelvey Road (A370 end) (under investigation)

January 2018:

- 1 x Burglary on or near St Nicholas Way (under investigation)

9 Planning

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

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

- **17/P/5637/FUL** – Erection of stable building incorporating 3no. Stables, tack / feed room and hay store barn and change of use to equestrian at *Land on the corner of Kellways, Brockley*

Council comment (retrospective): No objection

- **17/P/5638/FUL** – Provision of new vehicular access to serve agricultural building and land at *Land to the west of Brockley Lane, Brockley*

Council comment (retrospective): No objection

- **18/P/2167/LBC** – Replacement of 6no. twentieth century painted timber casement windows at *Brockley Elm House, Brockley Lane, Brockley*

Council comment: No objection

- **18/P/2452/TRCA** – Sycamore x2 (T1 & T2) – fell; Laurel (G1) – reduce to 1.5m in height at *St Bridget's Church, Chelvey Road, Chelvey*

Council comment: No objection

- **APPEAL 17/3185309** – Midgell Farm, Chelvey Road, Chelvey (Mr S Davies) - undecided

2. *The following planning application has been **refused / granted consent**:*

- no consents or refusals since the last meeting.

b) Enforcement cases

No follow-up reports had been received.

c) Grove Farm, Backwell

There were no new developments to discuss.

d) Other

Bristol Airport

Members had nothing to report.

Youngwood Lane, Nailsea

Members noted a Geophysical Survey Report had been added to the online application file since the last meeting.

10 Streets, Open Spaces and Public Rights of Way

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

- Brockley Lane "SLOW" markings: NSC are unable to provide new markings at this location as there needs to be a specific hazard associated with the warning. In this case, the bend in the road and concealed entrance is not considered unusual for a rural highway.

- Chelvey Road "SLOW" markings: These markings will be repainted in the next financial year; Clerk to call Liam Abercrombie (LA) in March to remind him.

- Triangle post on Brockley Lane: Passed to LA to arrange the fitting of a new post.

Action: Clerk to investigate option of claiming on insurance

Temporary road closures / speed amendments

- Footpaths LA4/7/10 and LA4/7/20 (entire length) – EXTENSION OF TIME (CLOSURE TO FOOT PASSENGERS)

- effective from **16 January 2017 to 16 July 2018** or until the works are complete

- Long Ashton bypass (between Cambridge Batch/B3130 and the SBLR/A4174) and associated slip roads – TEMPORARY ROAD CLOSURE

- effective from **12 March to 19 March 2018** between the hours of 20:00 and 05:00

b) Condition of roads, pavements, verges, footpaths and gullies

The Clerk advised that a number of potholes and other highway defects, including the report from a resident of a fly-tipped concrete block/s outside Solarsense, had been reported to NSC following a parish inspection on 21 February 2018.

The following additional reports were received:

- Brockley Way road nameplate had slipped from its post in the vicinity of the triangle
- Overhanging and encroaching branches from woodland along Brockley Combe

Action: Clerk to report to NSC

c) Litter, Waste and Recycling

Litter

JR confirmed that, once again, Martin Parsons had undertaken a litter pick along Brockley Combe himself. Martin had requested the PC report overhanging branches to NSC as evidence of encroachment such as wing mirrors was prevalent along the road.

Action: Clerk to write a letter of thanks to MP and confirm that the report has been made to NSC

The Clerk advised that the verges of the Combe were not adopted and were part of the Woodlands and as such, deemed private land. NSC was unable to include litter picking on private land within its budget. The Clerk advised that she was investigating if NSC had a statutory duty to ensure that landowners keep the highway clear of litter. Members discussed which parts of the Combe belonged to various landowners.

Recycling

DY confirmed that NSC would be revising collection routes from June and would be distributing calendars to residents during May.

d) Annual Litter Pick 2018

It was agreed the Litter Pick would be scheduled for 24 March 2018 and MF confirmed he was in possession of the gloves and hi-viz vests that would be required.

MJ advised he would clear Chelvey Batch and would provide his own equipment as well as dispose of all waste collected at that location.

Action: Clerk to arrange litter pickers and bags with NSC as well as subsequent collection of waste

e) Parish Maintenance & Footpaths

Members were reminded that routine maintenance of footpaths including the installation of gates would take place after Bristol Water had completed works on the Southern Resilience pipeline.

11 Local Projects

a) Facilities at Brockley Church

AR reported that the comfort letter required by the PCC in order to grant permission for the digging of the trench had been received and accepted. The architect was currently in the process of obtaining permission to proceed with the project from the diocese. It was noted that the impending departure of Rev Margaret Campbell could result in a delay as the Reverend would be needed to sign the relevant documentation.

12 Broadband

Members noted that Gigaclear, chosen contractors to roll out the government's rural broadband program in the South West, had published their roll-out schedule that stated Brockley's expected completion date would be mid 2018.

It was also noted that a request made to Gigaclear for information on the types of services and costs of packages that would be available to residents following roll-out had not yielded results.

Truespeed confirmed that, once registered interest from at least 30% of all households within the parish was reached, they would undertake to begin works to provide fibre into the home within six months. Customers within that initial 30% would benefit from free installation. At the time of the meeting, registered interest equated to approximately 13%.

Members agreed that residents should be encouraged to register an interest in both providers.

13 Finance

a) General Data Protection Regulations (GDPR)

The Clerk advised that implementation date for the new regulations was 25 May 2018. She informed members she was in the process of completing an audit on the PC's data usage and would circulate a report in due course.

Advice from ALCA was to undertake a review of how the PC handles personal data and await further government guidance with regard to the appointment of Data Protection Officers (DPO).

Members noted the PC had received two unsolicited offers for DPO services ranging from £375 per annum to £650 per annum.

b) ALCA Training - "Planning in Plain English"

Members noted that AR would be attending the training session on 17 March 2018 at a cost to the Parish Council of £50, as agreed by a majority of members in February via e-mail.

c) Receipts and Payments

The Clerk reported the following **receipts** had been received since the last meeting:-

£111.77	HMRC	VAT reclaimed (FYE 31/03/17)
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JR proposed, BS seconded and it was resolved to ratify the following **payments** made since the last meeting:-

£196.93	Ms Joanna van Tonder / HMRC	Clerk's salary (January 2018)
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JR proposed, BS seconded and it was resolved to authorise the following **payments** to be made:-

£75.00	Chelvey & Brockley PCC	Venue hire (November 2017, January & March 2018)
£100.00	Chelvey & Brockley PCC	Churchyard maintenance grant
£100.00	Friends of Brockley Church	Churchyard maintenance grant
£133.92	Ms Joanna van Tonder	Clerk's expenses (October 2017 – March 2018)

14 Date of next meeting

<u>DATE</u>	<u>VENUE</u>
1 May 2018	St Nicholas' Church, BROCKLEY
3 July 2018	St Nicholas' Church, BROCKLEY
4 September 2018	St Nicholas' Church, BROCKLEY
6 November 2018	St Bridget's Church, CHELVEY

The meeting closed at approximately 8:15 pm.