

BROCKLEY PARISH COUNCIL

Minutes of meeting 303 of the Parish Council held at Backwell Parish Hall, Backwell on 7 March 2017.

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

Distribution: The Parish Councillors plus Deborah Yamanaka and John Wilkinson

It was with great sadness that members heard of the passing of Rupert Ridge, a much loved and well respected member of the Brockley community. Heartfelt condolences were offered to his brothers, Julian and Antony Ridge, and their families.

1 Apologies for absence

Apologies were received from Deborah Yamanaka (District Councillor) and John Wilkinson (NSC Parish Liaison Officer).

2 Declarations of Interest

JR and AR declared an interest in agenda item 9(f) – Replacement of stiles on footpaths LA4/6 and LA4/11 as the paths were located, in part, on land owned by them.

3 Public Participation

There were no members of the public present.

4 Minutes of the previous meeting 302 – 10 January 2017

LL proposed, AR 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

The following actions arising from the meeting of 1 November 2016 are still outstanding or addressed as follows:

- Wildflower Meadow: Clerk to gather further information on wildflower turf and advise Bristol Water – in progress.

- Chelvey Court Farm: The clerk was asked to look into the validity of the consented application at this site and had requested copies of 0755/90 and 2266/90 decision notices. She was advised that this would incur a cost. It was decided not to pursue the matter any further.

6 Meetings & Correspondence

a) Parish Forum – 15 March 2017

The Clerk confirmed she would be attending.

b) SW Conference of Local Council Associations – 16 March 2017

The Clerk confirmed she would be attending.

c) Annual Parish Meeting - 21 March 2017

Members were advised that Bristol Water had accepted the Council's invitation to address parishioners on the environmental aspects of their work at the upcoming Annual Parish Meeting, to be held at St Bridget's Church, Chelvey.

d) Annual Litter Pick – 25 March 2017

MF confirmed the arrangements for the day were in hand.

- e) **Closed consultations**
Members noted that NSC's Planning Application Requirements – Part 2 and 3 (Drawings) and Cancellation of Article 4 Direction consultations had closed.
- f) **Circulation envelope**
BS accepted the envelope containing the March 2017 edition of Clerks & Councils Direct.

7 Police Report

Members noted there had been no crime reported in November 2016 and pondered on the one count of criminal damage and arson on or near Chelvey Road in December 2016, still under investigation.

8 Planning

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

1. *The following planning application has been **received**:*

- Prior notification for the creation of an access track for forestry use and upgrading of existing tracks at *Wrighton Warren Wood, Brockley Combe Road (17/P/0320/PDA)*

Council comment: No objection

2. *The following planning applications have been granted **consent**:*

- Certificate of lawfulness for the proposed garden outbuilding at *Piggots, Chelvey Batch, Brockley (16/P/2550/LUP)*

- Proposed demolition of an existing dwelling and the construction of replacement residential unit arranged over three levels to include underground garaging at *Upper Meadow, Chelvey Batch (16/P/2684/F)*

*The following planning application has been **refused**:*

- Prior approval for the change of use from agricultural building and land to 1no. Dwelling (use class C3), plus associated operational development comprising of the stripping back of barn to retain and reuse the existing steel frame; recladding, insertion of new windows and doors at *Midgell Farm, Chelvey Road, Chelvey (16/P/2838/CUPA)*

Action: LL to look into this

b) Enforcement cases

*The following enforcement case is **closed**:*

- Change of use from agricultural yard to car-breaker/scrapyard at land between Warren Farm Cottages and Fountain Tree Surgery yard, Brockley Combe Road, **Wrighton** (case 2015/0146 – 10/04/2015)

c) Other

Bristol Airport

Members noted there had been no further developments at the Airport in terms of planning.

Youngwood Lane

Members discussed the reduced likelihood of a development at the Youngwood Lane site in light of Nailsea Town Council's preference and support for a development at Engine Lane.

9 Streets, Open Spaces and Public Rights of Way

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

The following action has been taken by NSC since the previous meeting:

- Brockley Elm House:
PC have requested the carriageway lines and works will be undertaken in April
- St Nicholas Way potholes:
These had been filled but to a poor standard. It was agreed to wait until after Bristol Water had completed their pipeline works across the road before assessing what further work would be needed on the potholes.

- Brockley Hall drain:
An order had been raised to hand dig and rod the pipes.
BS advised that the drain of real concern was in fact the one situated between the Brockley Hall entrance and the A370 traffic lights on the left hand side of the carriageway that was almost permanently covered with debris.
- Chelvey Road railway bridge drain:
NSC had reported that the drain had been dug out numerous times in the past and had now been passed on to Highways who would arrange jetting.
Action: Clerk to ensure feedback is passed on to the PC

Temporary road closures / speed amendments

- Brockley Lane (from Manor Farm for approximately 200m in a south easterly direction to Long Acre) – ROAD CLOSURE

- as a result of Bristol Water pipeline works
- from Monday, **24 April 2017** for three weeks

b) Condition of roads, pavements, verges and footpaths

The following reports were received:

- Fly-tipped sofabed and further dumped rubbish at the field entrance off Chelvey Batch
- Pothole at the edge of the carriageway where it meets the passing layby opposite the old Solarsense entrance on Brockley Lane

Action: Clerk to follow up on reports

Brockley Hall warning signs

The Clerk reported that NSC were not responsible for signage warning of concealed *private* entrances. With the permission of the owner of a pole, the PC could erect its own sign at a cost of approximately £17.60 each + £25.00 delivery + VAT.

JR proposed, BS seconded and it was agreed to purchase one warning sign. The Clerk undertook to obtain a better price if possible. It was decided to formalise and agree the wording of the sign in the next couple of weeks via e-mail.

Action: Clerk to circulate photograph of existing sign to initiate discussions on the required wording

c) Prioritised gullies and schedule for clearing

Members heard that routine gully clearance was taking place throughout the parish during March.

Action: Clerk to highlight to NSC Brockley Hall / Brockley Lane drain

d) Parish Maintenance

JR confirmed that Brian Whiteway had been given the list of jobs to complete. It was not certain if the works would be completed and invoiced before the PC's financial year end.

e) Bristol Water pipeline

Members noted that work on the pipeline was well underway in a number of locations across the district. JR advised the contractors were attempting to obtain permission from Bristol Water to tunnel under Brockley Lane rather than use the less desirable open-cut method as prescribed.

f) Replacement of stiles on footpaths LA4/6 and :A4/11

Having declared an interest, JR and AR remained in the room but did not participate in the vote.

Footpath LA4/6 North of Brockley Way

Adrian Woolacott had carried out a site visit and spoken with the landowner who has agreed in principle, and subject to discussions with his sons, to undertake works to replace the stile with a self-closing metal gate. Cost to PC would be 50% of £100.

Footpath LA4/11 (and LA4/4)

JR confirmed he was willing to undertake the works to replace two stiles on the route leading back to Brockley Lane with pedestrian gates (£100 each). In exchange, NSC would

provide the two pedestrian gates at no charge to the Parish Council. A further stile along the footpath would be replaced with a kissing gate. Cost to PC would be 50% of £200 for the kissing gate.

The Clerk advised members that, after the last of the payments for the financial year had been made (being clerk's salary for March, parish maintenance and the remaining balance outstanding for the Chelvey noticeboard), there would be a budget surplus of approximately £157 at year end.

BS proposed, LL seconded and it was agreed that the PC would commit to spend £150 to facilitate the replacement of the four stiles with three self-closing gates and one kissing gate.

Action: Clerk to advise Adrian Woolacott, NSC

10 Local Projects

a) Facilities at Brockley Church

AR reported that an informal conversation with a member of the community had revealed that a potential buyer for Brockley Court was looking into the viability of making use of the property as a wedding venue with the option of conducting marriage ceremonies at the Church. There would be a desire to use the walled garden for parking and the internal layout of the building would be returned to its original design.

Of relevance was the suggestion that, if this venture came to fruition, the church would be permitted to connect to Brockley Court's water supply and the associated costs would be covered by Brockley Court.

Members discussed the implications and likelihood of this proposal and agreed that this left the project in limbo with no prospect of further clarification for the foreseeable future.

Action: Clerk to ask DY to make enquiries with NSC Planning

b) Wildflower Meadow

JR advised there was nothing to report at this stage.

11 Finance

a) Workplace Pension auto-enrolment

It was confirmed that, following the Parish Council's staging date of 1 May, the Clerk as the Council's only employee, would be notified in writing:

1. that she had not been automatically enrolled as she does not meet the eligibility criteria
2. of her right to ask to join the pension scheme.

b) Clerk's salary: cost of living increase 2017/2018

Members were advised of the revised salary scales for local council clerks effective from 1 April 2017 that had been published by NALC the previous year. JR proposed, AR seconded and it was resolved that the clerk will receive the recommended cost of living increase of 1% as of 1 April 2017. The clerk's salary will rise by £23.40 to £2,363.16 per annum.

c) Amendment to Clerk's salary standing order

In accordance with 11(b) above, LL proposed, MJ seconded and it was resolved to amend the monthly standing order set up with Natwest Bank to pay the clerk's salary from £194.98 to £196.93 with effect from April 2017.

d) Receipts and Payments

The Clerk reported that no **receipts** had been received since the last meeting.

It was resolved to ratify the following **payments** made since the last meeting:-

£194.98	Ms Joanna van Tonder / HMRC	Clerk's salary (January 2017)
£194.98	Ms Joanna van Tonder / HMRC	Clerk's salary (February 2017)

It was resolved to authorise the following **payments** to be made:-

£100.00	Chelvey & Brockley PCC	Grant for churchyard maintenance
£100.00	Friends of Brockley Church	Grant for churchyard maintenance
£30.00	Churches Conservation Trust	Room hire - Nov 2016 & Jan 2017
£88.67	Ms Joanna van Tonder	Clerk's expenses
£36.00	Devon Association of Local Councils	Conference fees
£10.00	Backwell Parish Hall	Room hire – March 2017

12 Date of next meeting

2017 meeting dates: 2 May, 4 July, 5 September, 7 November 2017

AR suggested that St Bridget's Church, Chelvey could be considered as a backup venue for meetings if and when St Nicholas' Church is unavailable.

Action: Clerk to enquire about rates and facilities

The meeting closed at 8:15 pm.