



# Pilning & Severn Beach Parish Council

## Meeting held on Monday 2<sup>nd</sup> March 2020

### Severn Beach Primary School, Severn Beach, 7pm

COUNCILLORS: Mrs S Binns (SCB) (Chairman); Alderman P Tyzack (PT); Mrs H Rickards (HR); Mr K Weeks (KW); Mr M Pruett (MP); Mrs O Taylor (OT); Mr I Roberts (IR); Mr A Smith (AS)

Also present: Jonathan Edwardes Parish Clerk (JE) 5 residents of the parish.

**DEATHS:** The meeting held a silence in remembrance of John Grimes of Severn Beach who had recently passed away.

Item Number	Details	Action By
<b>2020-03-1</b> <b>Apologies for absence</b>	Apologies were accepted from Carol Woodhouse (CW)	
<b>2020-03-2</b> <b>Declarations of Interest</b>	None	
<b>2020-03-3</b>	Missing from the agenda	
<b>2020-03-4</b>	To co-opt Parish Councillor It was agreed to advertise the vacancy in Parish Noticeboards, Facebook and InView	JE OT
<b>2020-03-5</b> <b>Minutes of the previous Parish Council Meeting</b>	The minutes of the previous Parish Council Meeting held on the 2 <sup>nd</sup> February 2020 had been previously circulated and were agreed by all as a true record.	
<b>2020-03-6</b> <b>Matters arising</b>	<p><u>Western Approaches</u> PT met with Rob Walsh and asked for the Western Approaches Master Plan. The position of the Council cannot be argued until this document is found.</p> <p><u>Ableton Court</u> A few SB residents have been concerned about reports concerning anti-social behaviour. SCB met with them to hear their concerns which are based on posts by other people on Facebook. The police have said they have not been called out to any reports recently. If there were to be any further incidents both the Police and the Parish Council would need evidence to back up any allegations, residents have been requested to make a log of any further events.</p> <p><u>Noise from trains</u> MP and OT explained that with the introduction of Class 166 Turbo trains to the SB line, noise from the station has increased. A specific complaint is the last passenger train of the day departing at 23:00, which has a longer turnaround than other services during the day. MP pointed out that GWR appear to be breaking their own ruling on idling units and that there is also a cost to the environment wasting fuel. <b>Resolved for MP and OT and another to keep a log of railway noise issues</b></p> <p><u>In View Magazine</u> Following the discussion in February it was agreed to increase the amount paid to Compton publishing by £200, this would give the Parish Council 2 pages to share Parish Council Information to the Parish. <b>Proposed HR. Seconded by IR 7 for 1 against</b></p>	<p>MP OT</p> <p>JE</p>

	<p><b>Resolved to pay the fee of £1200 for one year to Compton Publishing Flower Show Prizes</b></p> <p>SCB wrote to the Flower Show Committee regarding three items, the wording of the Frances Barr Cup, involvement of councillors in the competition and criteria for two awards. Richard Edwards replied that there was no problem with any of the issues. The Parish Council are happy for the Flower Show committee to handle matters they deem fit.</p> <p><u>Speed devices</u></p> <p>OT updated the meeting having spoken with Oldbury on Severn Parish Council, but we will want to see the terms and conditions attached to having the device. OT to pass on correspondence to SCB and JE</p> <p>PT and KW asked what had happened to the Ableton Lane speed device owned by S. Glos. It was suggested that it is rotated to other parts of the county.</p> <p><u>Pilning Station</u></p> <p>SCB wrote to S. Glos Council with a view to purchasing the land coming up for auction at Pilning station to create a car park. However, the land was sold before S. Glos responded.</p> <p><u>Low level noise at SB</u></p> <p>MP had a meeting with a Severnside Industrial complex and is awaiting a report from that meeting to inform the council further.</p> <p><b>Resolved for MP to keep monitoring the situation</b></p> <p>Agenda Item</p> <p><u>Traffic Calming</u></p> <p>SCB wrote to S. Glos stating that there is concern over the traffic calming scheme. It is believed the Council is committed to going ahead. The Parish Council believe that evidence used to justify the scheme is not robust enough. It was agreed to write to South Glos a Freedom of information request for the data that they based their decision on.</p> <p>PT noted that even with a change in speed limits and weight limit there are still no police resources to enforce it.</p> <p>SCB raised concern with Highways that the official diversions through other villages are not good enough. Highways have updated the official diversion to go north of the parish rather than through Hallen with all its own roadwork problems.</p>	<p>OT</p> <p>MP</p>
2020-03-7 Correspondence	<p><u>WI</u></p> <p>Request from the local WI to share space on the PSBPC website. The PC will be updating and refreshing their own website shortly. A working party will be set to work out what needs to be done.</p> <p>JE to reply to then WI giving an update.</p> <p><b>Resolved to set up a working party needs to set up to consider all the aspects of a parish website.</b></p>	SCB, OT, MP
2020-03-5 Correspondence	<p>Please see Appendix A.</p> <p>Email from Rebecca Balfour re consultation by 6<sup>th</sup> March.</p> <p><b>Resolved to write back to Rebecca with PT suggestion that the PC should be allowed to bring something directly to S. Glos council without involving a District Councillor.</b></p>	JE
2020-03-8 Accounts for Payment	<p>Please see Appendix B</p> <p>Accounts for payment were approved.</p>	

<b>2020-03-9 Planning</b>	<p>P20/01189/OHLE – 1 Abbott Road Severn Beach – Application for consent under Section 37 of the Electricity Act 1989 to install on new pole in the footbridge to support overhead service lines – Approve</p> <p>PT19/1621/F – Station Farm, Station Road, Pilning – demolition of timber stables; Erection of first floor side extension and extension to existing stone stables to convert to residential – Approve with conditions</p> <p>Diversion of bridleway ORN57 (part), Severnside, Hallen</p>	
<b>2020-03-10 Public Participation</b>	<p>The meeting heard from a resident about upcoming VE day commemorations. He was informing the Council of an event taking place on VE day evening at Severn Beach Village Hall. He was advised that the Local History Group and The Plough at Pilning were in the lead for events for the Friday. A History Group display at Mafeking Hall on the Saturday and with St Peter's Church marking it in the service on Sunday morning. The resident had also reproduction posters and MP offered to put one up in the SB station noticeboard.</p> <p>A resident enquired if Robert Griffin was still off sick and who to go to with issues in the meantime. There is no official stand in, suggestion to contact South Glos. Also, could we find out what had happened to the Member Award Funding for our ward spent over the past three years. JE to request information from South Glos Council</p> <p>SCB commented that the Severnside Community Engagement Forum would be held in SB school in May</p>	<p>MP</p> <p>JE</p>
<b>2019-03-11 Discussion on agenda item 2020-03-9</b>	<p>Discussion was had over various invoices. All agreed that all payments would be authorised.</p>	
<b>2020-03-12 Updates</b>	<p><b>1. Village Halls/ Playing Fields</b></p> <p>a) Update from Severn Beach Village Hall &amp; Playing Field The Council had received the Minutes of the AGM</p> <p>b) Update from Pilning Village Hall – All group hires are doing well and no problems arising. There was a problem with one single use hire leaving the premises in an untidy condition and the committee is reviewing its hiring policy. The replacement windows have been fitted to meeting room 2 and look very good. Not much benefit in this weather but will invaluable in the summer. The pre-school group will be replacing the leaky garden shed at the rear of the hall with something much more user friendly. We were unable to secure funding for the refurbishment of the toilets we had hoped for from a local company. Further funding is being sought elsewhere. Work is progressing in changing the access of the Hall to what should be the main door (most people use the side door to gain entrance) this may involve re-siting the alarm panel. The floor of the main Hall is looking tired and we shall be looking to varnish in the warmer weather. Also a job for a change in the weather is the upgrade to the sewer pipework which is now well behind target date.</p> <p>c) Pilning Playing Field – HR reported that the basketball backboards had been broken, section of a board was shown to the council <b>Resolved for KW, MP and IR to collaborate and get a sturdier backboard</b></p>	<p>KW, MP, IR</p> <p>JE TD</p> <p>JE TD</p>

	<p><b>2. Allotments</b></p> <p>a) Update on Severn Beach Allotments – All SB allotments are currently underwater Rubbish by plot 37 <b>Resolved JE to ask Tim Dark to arrange removal</b></p> <p>b) Update on Pilning Allotments – Plot 8 is to be grassed and not let out again <b>Resolved JE to ask Tim Dark to undertake the work</b></p> <p><b>3. Cemeteries</b></p> <p>Update on Pilning Cemetery – There will be a working party on Saturday, May 16<sup>th</sup>, 2020 at 10.30am Pilning cemetery, Bank road to tidy up cemetery and remove dead flowers and Christmas decorations. Notices to go in InView and noticeboards informing Parishioners and asking for volunteer helpers.</p> <p>Update on Northwick Cemetery – Mr Griffiths in the old school has been given permission to plant snowdrops around the churchyard Second quote required for tree work <b>Resolved JE to send IR the spec as IR has a suitable contact Northwick Tower</b></p> <p>A request has come from Mr Griffiths to see inside the tower, SCB felt we needed to have a disclaimer form signed against any injury. MP mentioned that if we know the building is unsafe, we could still be liable. <b>Resolved for JE/SCB to get advice from the insurance company</b></p> <p><b>4. Pilning Station Update</b></p> <p>OT explained to the meeting that she is attempting to get figures to see if there has been an increase in usage from 2019. Details and invitations were given out for an event called the Pilning Rabbit (14<sup>th</sup> / 21<sup>st</sup> / 28<sup>th</sup> March).</p> <p><b>5. Bus consultation</b></p> <p>OT asked everyone to get involved with the Bus consultation and supplied printed copies of the same. Comments were made regarding no safe walking route between Aust and SB/Severnside is of concern. To be discussed further.</p>	<p>JE IR</p> <p>JE SCB</p> <p>JE</p> <p>SCB</p> <p>JE</p>
<b>2020-03-13 Reports</b>	SevernNet Business Breakfast (PT) At the Bristol Port Company where the topic for discussion was climate change and possible actions for how the port are going to reduce their emissions.	
<b>2020-03-14</b>	Nothing to add see section 2020-3-10	
<b>2020-03-15 Social media</b>	<p>A discussion was had regarding how the council can best publish its work to parishes.</p> <p><u>Outlets</u></p> <p>It was felt that a unified approach across different platforms would be best, whether printed media, Facebook, Instagram, Twitter or our website</p> <p><u>Content</u></p> <p>A bank of regular articles can be brought together including</p> <ul style="list-style-type: none"> <li>• Dates for meetings</li> <li>• Pilning Cemetery</li> <li>• Litter picking</li> </ul>	MP/OT

	<ul style="list-style-type: none"> <li>• Severnside Community Engagement</li> <li>• Casual vacancies</li> </ul> <p>MP and OT would investigate this prior to a working party</p>	
<b>2020-03-16</b> <b>To discuss appointment of a planning consultant with reference to Western Approach</b>	<p>In dealing with the ongoing issue of Western Approaches PT felt it would be advisable to seek the assistance of a consultant and clarified the reasons.</p> <p>The fee proposal from the consultant is £130 an hour and would expect the work to take three hours.</p> <p>The PC would hope to get S. Glos on side against any potential developer.</p> <p>Proposed SCB Seconded MP 7 For 1 abstention</p> <p><b>Resolved to ask consultant to undertake the work</b></p>	PT
<b>2020-03-17</b> <b>Items to add to future agendas</b>	<p>Items from previous agendas</p> <ol style="list-style-type: none"> <li>1. The installation of electric car charging points at both village halls (PT)</li> <li>2. To discuss the installation of a cycle hire scheme (April 2020) (OT)</li> <li>3. To discuss Public Rights of Way in the Parish (PT)</li> <li>4. Community Land Trust (PT)</li> <li>5. Speed Indicator Devices (SPIDS)</li> </ol> <p>New items</p> <ol style="list-style-type: none"> <li>6. Unifying email addresses (OT)</li> <li>7. Possibility of online meetings (PT / OT)</li> <li>8. Tabletop name plates for councillors (KW)</li> <li>9. Format of the Annual Parish Meeting (SCB)</li> </ol>	KW
<b>2020-03-18</b> <b>Report from S.Glos Council</b>	Nothing to report, Robert Griffin not present	
<b>Date of Next Meeting</b>	The date of the next Parish Council meeting will be on Monday 6 <sup>th</sup> April 2020 at Pilning Village Hall, Pilning, starting at the end of the Annual Parish Meeting that begins at 7pm. There being no further business the meeting closed at 9:10pm.	

#### APPENDIX A – CORRESPONDENCE

Date Received	Received by	Details	ACTION
03.02.20	Email	Bristol Local Plan – Consultation	Circulated
03.02.20	Email	Bristol & Weston Area Health Trust merger update	Circulated
03.02.20	Email	SLCC Glos & S.Glos Branch AGM – 5 <sup>th</sup> March 2020	Circulated
04.02.20	Email	Agenda for Council, Wednesday 12 <sup>th</sup> February 2020, 7pm – Kingswood	Circulated
04.02.20	Email	Decision sheet for Council, Monday 3 <sup>rd</sup> February 2020, 2pm	Circulated
06.02.20	Email	Complaint from a resident regarding smell	Circulated
07.02.20	Email	S.Glos Council Planning Committee/ delegations review	Circulated
07.02.20	Email	Press Release – Pilning Makes JLTP4	Circulated
09.02.20	Email	Request from Pilning & Severn Beach WI to host information regarding WI on the Parish Council website	To discuss
10.02.20	Email	S.Glos Local Cycling Walking Infrastructure Plan	Circulated
11.02.20	Email	Agenda for Council 12 <sup>th</sup> February 2020 – 7pm, Kingswood	Circulated
11.02.20	Email	S.Glos Council Listing for 75 <sup>th</sup> anniversary of Victory in Europe	Circulated
11.02.20	Email	Oldbury Site Stakeholders Group – NDA News Announcements	Circulated
11.02.20	Email	Notice from S.Glos Council of changes to Community Engagement boundaries following the recent national boundary changes	Circulated
11.02.20	Email	Climate Emergency Action Days programme of information	Circulated

Date Received	Received by	Details	ACTION
11.02.20	Email	Oldbury Site Stakeholder Group Meeting draft minutes 29.01.20	Circulated
11.02.20	Email	Request from S.Glos Council for contact details of village halls/ community centres in the Parish	Circulated
12.02.20	Email	Agenda for Strategic Sites Delivery Committee, Thursday 20 <sup>th</sup> February 2020, 3pm at Kingswood Civic Centre	Circulated
13.02.20	Email	Notice from GWR regarding rail improvement work 2020	Circulated
13.02.20	Email	Notice of cancelled S.Glos Council reserve Council meeting on 26 <sup>th</sup> February 2020	Circulated
13.02.20	Email	Community Engagement Forum meeting minutes 20.01.20	Circulated
14.02.20	Email	VE Day 75 <sup>th</sup> Anniversary Grant information	Circulated
17.02.20	Email	Response from Pilning Flower Show Committee regarding prizes	Circulated
17.02.20	Email	New S.Glos Climate Emergency Community Engagement Group	Circulated
17.02.20	Email	GPFA Survey on Children's Play facilities	Circulated
18.02.20	Email	Confirmation of Casual Vacancy co-option at March 2020 meeting	Circulated
19.02.20	Email	Petition –Public transport not road building in the West of England	Circulated
19.02.20	Email	S.Glos Heritage Partnership Meeting – 18 <sup>th</sup> March 2020, 9.30am Iron Action	Circulated
20.02.20	Email	Auto-reply from S.Glos Council regarding the sale of land at Pilning Station	Circulated
21.02.20	Email	SLCC News bulletin	Circulated
21.02.20	Email	Agenda for Cabinet, Monday 2 <sup>nd</sup> March 2020, 2pm, Kingswood	Circulated
23.02.20	Email	Complaint from a resident regarding noise in Severn Beach	Circulated
25.02.20	Email	Scrutiny Commission, Wednesday 4 <sup>th</sup> March 2020, 3pm, Kingswood	Circulated

#### APPENDIX B – ACCOUNTS FOR PAYMENT

Date	Payee	Details	Net	Reclaimable VAT	Total
02.03.20	Mrs V Bywater	Administration	168.00	-	168.00
02.03.20	Mrs O McIntosh	Cemetery Clerk salary	24.00	-	24.00
02.03.20	HMRC	NI & PAYE	48.00	-	48.00
02.03.20	Mr P Collins	Toilets at SB	33.33	-	33.33
02.03.20	Mr T Dark	Odd Jobs	67.50	-	67.50
02.03.20	Elm Tree Garden Contractors Ltd	Grass cutting & maintenance 2018/2019	223.97	44.79	268.76
02.03.20	Elm Tree Garden Contractors Ltd	Pilning Cemetery grass cutting & maintenance	193.80	38.76	232.56
02.03.20	Elm Tree Garden Contractors Ltd	Northwick Cemetery grass cutting & maintenance	45.83	9.17	55.00
02.03.20	BT	Telephone & Broadband	93.05	18.61	111.66
02.03.20	S.Glos Council	Localism charge Jan - March 2020	1,180.92	236.18	1,417.10
02.03.20	Motion Print Ltd	Website support	65.00	13.00	78.00
02.03.20	South Glos Council	Lease fee for SB Allotments	500.00	-	500.00
02.03.20	Dunkley's	Payroll	10.50	2.10	12.60

02.03.20	Severn Beach Village Hall	Hire of meeting room	22.50	-	22.50
02.03.20	Avonmouth Windows Ltd	Pilning Village Hall windows	2,266.67	453.33	2,720.00
<b>TOTAL</b>			<b>4,943.07</b>	<b>815.94</b>	<b>5,759.01</b>