

**Wick and Abson Parish Council**  
**Minutes of the virtual meeting held on 10<sup>th</sup> June 2021 at The Village Hall 7.15pm**

Attendees:, Carolyn Williams (CW)- Chair, Gaive Golding (GG), Stuart Fowell (SF) ,Bronwen Dyson (BD) Simon Alway (SA) Peter Crew(PGC), Derek Bonas (DB) Malcolm Watson (MW), Keith Hollister (KH), Cllr Steve Reade ,Clerk Jo Bray-Warner, and 3 members of the public

1.To NOTE apologies and receive/confirm declarations of interest:

No Apologies

Declaration of interest: None

2 . Public Participation – to RECEIVE and NOTE submission from the public.

2.1 Member of the public advised the streetlight in The Crescent ( previously reported in May) has not been fixed. Following conversation between member of the public and clerk it was identified that the light in question is under Bromford maintenance.

Clerk to request via Bromford

2.2 Member of the public requested clarity regarding roadworks stretching from Wick to Oldland Common.

Cllr SA provided the detail.

3. To RECEIVE and NOTE a verbal report from the Clerk on activities since the last meeting

**Streetcare issues:---**

- 5. Cllr CW reported a number of potholes on the junction of Naishcombe Hill and Milford Avenue reference 1613904
- Cllr BD requested road signs on the junction of Oldbury Lane, Barrow Hill and Coldharbour Lane.to be cleaned/repaired

Reported to Streetcare 05/05/21 reference- superseded by discussion with Cllrs BD & KH with SGC supervisor

- Turning 50mph sign round kirona 291536
- London road replace one give sign kirona 291547
- Remark road markings junction with Cann Lane kirona 291551
- ticket to remark lines homeapple hill junction with Cann Lane kirona 291551
- The 50mph just past the garage near London road which has turned round kirona 291536
- Replace sign give way sign on London road opposite bath road kirona 291547
- 2.4 Member of the public advised Parish Council that the streetlight near 19 The Crescent required a new bulb as it was not working.

Clerk to report to Streetcare reported 20/05/21 await reference ref1644053 (street light) - Email from SGC Steve Cherret 24/05 requesting further detail. Detail provided and Steve Cherret confirmed light would be replaced in 7 working days

Update 01/06/2021- confirmation from SGC fixed

- 17.7 Cllr DB requested clerk report breakouts on the road on Chesley Hill from property Briarwood to New House Farm

Clerk to report-reported 20/05/21 reference 1644062

**Outstanding actions from previous Meeting**

17.7 SF advised that he has received comments regarding the manholes within Brockwell Park. A resident has noted that at times these manholes overflow and debris spills into the park. SF requested clerk to contact Wessex Water and request these manholes be inspected and air tight covers to be added as they are in a childrens play area

Clerk contacted Wessex Water 09/04/2021 and provided detail- reference no 039184913001

Confirmation from Wessex Water received 12/04/2021 that this will be actioned and the target date for completion is 16<sup>th</sup> April 2021

**Cllr SF advised that only one manhole cover has been changed. Reconnected with WW New refer 039275925001 raised- inspection should take place 30/04/2021 await update**

**Clerk contacted Wessex Water again 07/05/2021 who advised it has been closed again. Re-raised and have asked WW to contact Cllr SF to attend on site to provide the evidence of the problems new ref 039293571001**

Cllr SF met Nick from Wessex Water in the park at 9:25 and showed him the manhole cover. It is sewage. The chamber is too shallow. Nick cleaned up the mess and is reporting it to his supervisor. There are 2 options: 1. Build it up with a couple more brick courses and add a capping cover, or 2. Just add a capping cover. His supervisor will decide.

12.4 Cllr PGC advised that we require a seat in the bus shelter on the junction of Oldbury lane/High Street.

Clerk to engage with SGC

Email sent to Richard Lewis (SGC) requesting quotation for additional seat

Richard has advised await quote from Handyman team

Confirmation received that bus shelter seat will be installed within 6 weeks cost £804.00 which is in line with previous costs.

Closed

12. To REVIEW replacing the defibrillator in Boyd Close

Chair provided context for the agenda item following a meeting with Passion First Aid representative and a notification from British Heart Foundation.

The BHF has introduced a new system for monitoring and using defibs and it has been discovered that the defib in Boyd Close the pads were out of date- Clerk and Chair had tried to order new pads but these are now unavailable to purchase as defib model has been decommissioned, also the battery was no longer working and no replacement could be sought. Rep from Passion First Aid provided clarity around the new models which the British Heart Foundation advise to purchase G5.s and provided a cost of £1645 plus VAT.

Chair proposed we replace the defib in Boyd Close with the recommended model

Seconded DB

All in favour 8

Clerk to contact Passion First Aid

Email sent requesting purchase of new defib and quotation for cost of a replacement bag 20/05/2021 -await update

Rep from supplier visited clerk and chair to confirm requirements and to check whether a new cabinet was also going to be required- it does not.

New defib now ordered and invoice to be settled in June

Closed

13. To REVIEW and CONFIRM Insurance Premium for Parish Council liability insurance

Clerk had pre-circulated the cost of this years public liability insurance -quotation was £1390.44 compared to 2020 £1375.58.

Clerk requested confirmation to settle invoice for this years insurance.

Discussion held

Proposal by CW to accept quotation.

Seconded SF

All in favour 8

Clerk to advise Insurance company and settle invoice

Email sent to BHIB 20/05/21 await clarity

Clarity received an cq raised- Clerk will request Cllr CW & DB to sign to ensure policy does not lapse

Closed

14 To REVIEW Donation/Grant requests for the following groups:

Wick Pre-School: Friends of Wick School: Wick Football Club

Clerk had pre-circulate the applications which PC had requested from organisations and groups in Oct2020 for precept setting.

1. Wick Pre-School requested £5700.00 to fund a wooden shelter in the garden.  
Discussion held  
Councillors requested a minimum of one further quotation prior to reviewing the application  
Clerk to advise  
Emails sent 21/05/2021- Representative confirmed she will revert in due course
2. Friends of Wick School requested £6000.00 to finish the whiteboard upgrade within the school.  
Discussion held  
As PC had funded in previous years the other whiteboard Councillors confirmed funding again for the remainder.  
Proposed GG  
Seconded BD  
All in favour 8  
Clerk to advise and raise cq  
Email sent 21/05/2021 awaiting details re address. Chased 26/05/2021 as no response chased 02/06/21 as no response
3. Wick Football Club- requested £1100.00 to help cover the costs to draw up plans for improved floodlights and submit planning application.  
Discussion held.  
Parish Council cannot provide part of funding for a project and a donation/grant needs to be a tangible product at the end of the process.  
Clerk to advise  
Email sent 21/05/2021  
Response received 27/05/2021 advising a new request will be submitted

17.3 Chair advised that she had received notification from a resident that a company called Camm had requested access to her property to review the situation of the road/barrier at the top of Naishcombe Hill. The resident advised she had let the representatives review the current state of the road from her garden. The resident then informed Chair that the company had been contracted by SGC to undertake the work

Clerk to engage with Mike Johnson SGC for an update and request Mrs Golding be looped into the conversation as her land adjoins as well.

Email sent 20/05/2021- response received 21/05/2021 from Mike Johnson confirming he will contact Mrs Golding to provide an update

Closed

17.6 Cllr KH requested clerk to engage with Simon Penfold arboreal officer regarding the horse chestnut trees outside the village hall. Cllr KH advised he feels they require cutting back due to size and proximity to road.

Clerk to contact arboreal officer

Email sent 21/05/21- update confirmation from Simon this will be reviewed

## **Enforcement**

## Chased all Enforcement for responses 25<sup>th</sup> April and 6<sup>th</sup> May

- 22 Riding Barn Hill re planning application PK17/4343/F

Cllr BD contacted clerk to advise that the landscaping of the property as commented on in the decision letter has as yet not been undertaken.

Await reference and update COM/20/0887/BOC

### *June update*

Since my previous update about the case we have conducted a revisit to the site and assessed the landscaping installed at the property. Whilst these details have not been submitted I am of the opinion that the works witnessed can be carried out under permitted development should it not be for the landscaping condition, and due to the wording of the condition, could have been installed at any point after even if the details were submitted. However, as these details have not been submitted as required I have again written to the owner stating the requirements of the condition and this is still outstanding, and required to be discharged. The owner has contacted me stating these will be submitted within the coming days, and was under the impression they had been done following my previous correspondence with them. Should the landscaping details still not be submitted within the coming weeks I will make an expediency judgement on taking formal action due to the reasons outlined previously. I will update you further if the details are submitted or, failing that, we have determined our next steps with the investigation.

- The Old Vicarage, 85 High St- Resident has contacted clerk to advise that two structures have been erected within the grounds. Clerk has ascertained that one has planning permission for a swimming pool, garage and office however no planning application for the other is visible on the SGC portal. Clerk has reported to Enforcement and awaiting an update

Reported 07/12/20 and updated reference no COM/20/0933/OD

Chased for update 18/03/2021

Apr Update

None received

- 19.5 Cllr SA requested clerk to report Woodside farm, Abson rd as it appears a car scrapyards business is being utilized at this property. Email sent to Enforcement 16/01/ requesting investigation Acknowledgement received from Enforcement reference no COM/21/0033/BUS

Chased for update 18/03/2021

*'As this is a new case I have yet to fully review the information, due to recently working on a public inquiry. Our officer visited the site and noted the business operations potentially being carried out. However, the aerials of the site show that these activities may have been occurring for some time. Further investigations are needed, including checking the history of the site, which may also involve drafting and issuing a Planning Contravention Notice on the owners. However, as I note that you mention concerns over the business operating without permits, I can also advise to contact our licensing team as they may also be able to investigate your concerns. We will update you with the progress of the investigation when our next steps have been determined.'*

- Notification received that the property The Rosary, Chesley Hill has an unauthorised residential planning use of an outbuilding. After review of the SGC planning portal under reference no PK16/3145/CLP and the application for a Certificate of Lawfulness Proposed for erection of single storey detached building to form

swimming pool and garage ancillary to main dwelling house. Photographic evidence has been provided to the PC which indicates this dwelling is being used for residential purposes.

Clerk has requested a case be raised by Enforcement- await reference ref COM/21/0306/OD

Update from SGC received 25/05/21

*Due to further investigations being required to establish if the annexe is still considered in an ancillary use I will look to draft and issue a planning contravention notice (PCN) on the owners in the coming weeks. A PCN is a formal questionnaire we use to gather information on alleged breaches of planning control which is an offence to either not respond to or provide false and/or misleading information.*

*We will update you further once we have determined our next steps with the investigation after we have received the PCN response. In the meantime, if you have any further information about the building please contact the enforcement team.*

- Cllr PGC advised that in conjunction with Planning application P19/7800/F Carpenters Arms that a condition of the works included no resident residing in the 'pub' part until planning decision confirmed. After review of planning applications Clerk unable to locate condition Cllr PGC has reference and requested Cllr PGC to provide further clarity  
Cllr GG has provided the relevant details to report to Enforcement and clerk has reported 23/05/2021- awaiting reference

## **Footpaths**

Cllr BD has provided detail from a resident regarding a blocked footpath near Wilton Farm

Cams ref 17162

March update- none received

Cllr BD requested the following be reported to PROW

During the winter months we have challenges with run offs from muck heaps which are too near a footpath as some never dry out completely. The problem has existed for years but would like this tackled to try and alleviate the challenges next winter.

The locations are as follows:

Where footpath LWA/6/10 meets PSN/33/20 off Lodge Rd. ref CAMS17272

Is along footpath PBN/26/20 in the neighbourhood of Highfield Pk.Fm and Cann Farm Ref . CAMS17273

We also have footpath no. PBN/26/20 which is ignored by the landowner who does not acknowledge the fact that the path should cross his field and we are hopeful you could contact landowner to advise of responsibilities.

PROW will contact landowner

**SGC update** for all of the above 27/04/2021

These issues haven't been resolved as yet.

We have been working with only one officer covering South Gloucestershire for the last couple of months so dangerous or potentially dangerous issues have taken precedence.

We do now have a new officer who will hopefully be in post within a month to take on more of the issues coming in and will be able to respond back on this.

Cllr KH has reported a bridge which is on the junction of 4 footpaths at the end of Court Lane the footpath turns right, and 50 yards further there is a stile. Tuning right over bridge and the left hand side of bridge the wall has partly come down. The footpaths are LWA/44/10:LWA/44/20:LWA/45/10:LWA/46/10

CAMS ref logged reference CAMS17344 and the stile CAMS14193

## **MISC**

Carpenters Arms- drainage- Cllr Reade has arranged for the sewers to be cameraed around the Carpenters to track the missing link. Also he has asked for any cross connections to be identified. The blue dotted line on the plan supplied by Wessex Water by the Carpenters is a private storm drain. I therefore expect its Streetcare's responsibility. Once I get the camera report, I will contact Streetcare.

4. To Note and confirm Minutes from Mays meeting

Confirmed to be a true reflection

Proposed CW

Seconded DB

All in favour 8

Cllr MW abstained due to absence at May's meeting

Carried

5. Finance

Clerk has drawn up cheques in favour of:

Ashfords solicitors re Common Land

S Evans- Internal audit fee

J Bray-Warner- Annual website fee

Clerk to request CW & DB to sign cheques.

6. To PROVIDE an update regarding Common Land on Chesley Hill and updates from Solicitors

Clerk had pre-circulated information to councillors regarding activities undertaken by our solicitor since PC agreed to take proceedings to court. Our Solicitor (Ashfords) have advised that the member of the public with whom they have been trying to collaborate with has now been in contact and our solicitor has suggested we see whether this will rectify the situation prior to court action.

Clerk to advise solicitors PC are happy to 'run with this option'.

7a. To CONFIRM and sign off section 1 (Annual Governance Statement) for audit

Clerk provided context to PC and requested Chair to sign off accounts.

Chair signed section 1

7b. To CONFIRM and sign off section 2 (Accounting statements)

Clerk provided context to PC and requested Chair to sign off accounts.

Chair signed section 2

8. To REVIEW locations of current planters in the village with a view to locating more

Chair provided context to agenda item following feedback and requests from residents.

Chair commented planters have been requested at the following locations:

- Triangle of land on Court Road
- Green space in The Crescent
- End of Boyd Close on green space
- Outside shops in Milford Avenue- 2 planters
- Near 21 Milford Avenue

Proposal by CW to liaise with SGC and undertake a walkabout to review feasibility of locations.

Seconded SF

All in favour 9

Clerk to engage with Lee Hayward to take forward and set up a walkabout in village.

9. To REVIEW request from Wick Sports Ground regarding a water supply

Cllr KH provided context to the request from Wick Sports Ground (WSG) . WSG have been requested by their new neighbour to install a sub meter on Sports Ground supply to enable neighbour to water their pigs.

WSG requested PC confirmation as to installation.

Discussion held

Wick and Abson Parish Council refuse permission to install a sub meter to the water supply at WSG

Clerk to advise WSG

10. To REVIEW PT 6929 temporary order for double yellow lines A420 providing update to South Glos Council

Cllr S Reade provided context to agenda item. When the double yellow lines were installed along the High Street to help alleviate challenges with parking to the Nature reserve this was undertaken on a temporary order and SGC have requested PC to confirm whether we wish this to be made permanent via a full Consultation.

Discussion held

Proposal by CW to confirm to SGC PC request to take forward full consultation for permanent double yellow lines installation

Seconded DB

All in favour 9

Clerk to advise Chris Harris/Marc Cashmore and copy in Cllr Reade

11. To REVIEW SGC Highways plans for tackling traffic speed in the village

Cllr Reade provided context to the agenda item. He advised that following a recent walkabout with Chris Harris a number of maintenance items have been identified which require actioning. Cllr Reade requested PC to confirm permission to undertake maintenance items. Cllr Reade also requested provisional permission to explore option to amend speed limits on A420.

Discussion held.

Proposal by CW to accept maintenance issues and also exploration re reducing speed limit

Seconded DB

All in favour 9

12. To REVIEW current signage for Nature Reserve

Cllr BD provided context to agenda item.

Cllr BD commented that the signage for the Nature reserve was not much in the village and request SGC to remove some of it.

Discussion held

Cllr GG commented that the signage was doing a 'good job' of deflecting the visitors to the Nature Reserve however numbers were still quite substantial.

Cllrs SA, CW, DB, SF, PGC commented they felt the signage should stay until at least post school holidays.

No action to be taken at present and revisit in September.

13. To CONSIDER a complaint to South Gloucestershire Enforcement

Cllr BD provided context as to agenda item. She advised that recent interaction with Enforcement have been frustrating and not resulted in action being taken and requested PC to write a letter of complaint.

Discussion held.

Decision to contact Robert Walsh Head of Enforcement and provide details whereby Enforcement have not followed up

14. To REVIEW locations and costs to install signage along common land

Following on May's meeting, Chair had requested councillor to explore further options for signage. Clerk has not received any updates from Councillors.

Cllr GG requested PC to take a vote as to whether signage is wanted in the village by councillors.

Vote for signage 6

Vote for no signage 3

Clerk requested councillors to review options and add to July's meeting

15. To REVIEW and CONFIRM response to Consultation on the A4174 Junction Improvement Scheme

Deputy clerk D Wiltshire had provided a summary of consultation which had been pre-circulated to councillors

Discussion held

PC to 'Note' consultation

16. To REVIEW and CONFIRM response to planning application P21/03395/CLP 26 Mendip View Wick

Clerk had requested councillors to preview application prior to meeting to aid the discussion

Discussion held

No Objection

Clerk to upload to SGC planning portal

17. To REVIEW and CONFIRM response to planning application P21/02994/F 60a High Street, Wick

Clerk had requested councillors to preview application prior to meeting to aid the discussion

Discussion held

No Objection

Clerk to upload to SGC planning portal

18. To REVIEW Request from South Gloucestershire Council re naming of road

Clerk had pre-circulated request from SGC to review and confirm the naming of the new road by the Carpenters Arms.

Discussion held

Parish Council do not accept the requested name 'Carpenters Close' and a proposal to name it Bridge Close as the Carpenters Arms was previously a public house called The Bridge.

Proposed CW

Seconded SA

All in favour 8

Cllr GG objected to request and refused to vote.

20. To REVIEW and CONFIRM response to planning application P21/03920/F 13 Court View

Clerk had requested councillors to preview application prior to meeting to aid the discussion

Discussion held



No Objection

Clerk to upload to SGC planning portal

21. To REVIEW and CONFIRM response to planning application P21/0317/F 119 High Street

Clerk had requested councillors to preview application prior to meeting to aid the discussion

Discussion held

No Objection

Clerk to upload to SGC planning portal

22. To NOTE correspondence from:

22.1 Clerk had received a planning application late submission from SGC P21/04118/TRE The Chestnuts.

Clerk had requested councillors to preview application prior to meeting to aid the discussion

Discussion held

No Objection

Clerk to upload to SGC planning portal

22.2 Chair advised she had received a request for permission from a resident requesting to hold a birthday party in Brockwell Park in July and commented in request they would like to have a bouncy castle.

Discussion held

Due to public liability issues, PC have agreed to birthday party however NOT to Bouncy castle. Chair to advise resident

22.3 Cllr PGC provided an update as to quotation to remove the trees on Chesley Hill as per May's discussion. The quote received was for £150.00 plus VAT

Proposal by CW to accept quote

Seconded SF

All in favour 9

Clerk to advise contractor

23. To RECEIVE short information items and oral updates from members .

23.1 Cllr SF commented regarding the planning application for Carpenters Arms and queries relating to updates re Social housing.

Cllr Reade advised he will investigate and provide an update.

23.2 Cllr PGC advised that there is a large pothole on Abson rd approx. 50 meters from Abson Stables on the southbound side

Clerk to report

23.3 Cllr PGC requested an update re the blasting activities at the quarry.

Cllr GG provided update

23.4 Cllr KH advised PC that the drive widening at 1 Rock Rd has now been sorted.

23.5 Cllr BD requested clerk contact Gail Boyle from Pucklechurch PC to undertake a training session re planning

Clerk to contact Gail Boyle

23.6 Cllr SA advised that a third of the potholes in Lodge rd had been filled however the remaining potholes have not been touched. Cllr SA requested an inspection of the road and the outstanding potholes attended to.

Clerk to advise Streetcare

23.7 Cllr GG commented that following media reports regarding no cut May to grass verges he hopes W & A PC will follow suit next year when proposals have been announced.

23.8 Cllr GG advised that the quarry are currently pumping out the southern pond into the Nature Reserve, this is being undertaken in conjunction with Environment agency and daily testing of the water is taking place. He will advise of any further known activity at July's meeting.

23.9 Cllr DB requested an inspection of Chesley Hill due to a number of breakout and an extremely large pothole outside New House Farm.

Clerk to advise Streetcare-reported in May awaiting update

23.10 Cllr CW Requested that following the work undertaken on Riding Barn Hill re cutting back trees etc, PC to request the work to be undertaken on the other side of the road and along Homeapple Hill

Clerk to contact Lee Hayward and Marcus Gill and request this to be actioned

23.11 Cllr CW provided an update regarding activities currently taking place at the top of Naishcombe Hill

24. To RECEIVE and NOTE matters from members for inclusion in next meeting

Meeting closed at 21.10