

Wick and Abson Parish Council
Minutes of the virtual meeting held on 9th September 2021 at The Village Hall 7.15pm

Attendees:, Carolyn Williams (CW)- Chair, Gaive Golding (GG), Stuart Fowell (SF), Peter Crew (PGC) Bronwen Dyson (BD) Simon Alway (SA) Malcolm Watson (MW), Keith Hollister (KH), Cllr Steve Reade ,Clerk Jo Bray-Warner, and 7 members of the public

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

Derek Bonas (DB)

Declaration of interest: None

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

2.1 Member of the public requested an update regarding the streetlight in Boyd Close

Clerk provided an update stating that she is struggling to get either Bromford or SGC to rake ownership of the problem.

Cllr S Reade has also contacted both areas for updates and unable to get responses.

Clerk & Cllr Reade will continue to try.

2.2 Member of the public provided PC on a project he has been undertaking- it is called ramble Camp and originally designed to get his grandson involved in all things nature and building however he is now in the process of expanding the project and welcomed anyone to visit. He offered any member of the PC to contact him to visit for an overview.

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

Streetcare issues:---

- 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Reported to Streetcare 05/05/21 reference- superseded by discussion with Cllrs BD & KH with SGC supervisor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- SGC confirmed 31/08 completed- Close
- London road replace one give sign kirona 291547- SGC Advised 31/08 signage ordered
- Remark road markings junction with Cann Lane kirona 291551 – SGC advised 31/08 job ticket raised
- ticket to remark lines homeapple hill junction with Cann Lane kirona 291551- SGC advised 31/08 job ticket raised
- Replace sign give way sign on London road opposite bath road kirona 291547-SGc advused 31/08 signage ordered

Chased 09/07/21-chased 02/08- chased 15/08- chased 27/08

- 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
Reported 10/06/21reference 1656977 revised reference 1676554
SGC chased 15/08
SGC update 23/08/21 -COMPLETED

SGC Update 07/07 *There has been an issue with the case and it has not gone through correctly, so I do apologise but if you could let us know the exact location again we can get someone out as soon as possible to investigate.*

- 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- Call placed to Bromford 11/06/21 reference no40489274
Steve Reade taking forward

- Cllr CW has requested new road signage for Court View.
 Reference no. 1673625
 SGC update 14/07
 SGC chased 15/08
 SGC update 23/08/2021
 It is in the system to be done however new road name signs can take a while to be ordered and delivered, but will be done as soon as possible.
 SGC update 26/08- Signage has now been delivered to Streetcare awaiting installation
- 2.3 Member of the public requested the hedge by the railings/bus stop on the High Street by the school be cut back- this is Streetcare responsibility. He also requested PC send a hedge cutting letter to 3 Willow Close. Clerk to undertake actions
 Reported to Streetcare 08/07/21 Reference no 1677815 & 1677822

SGC chased 15/08
 SGC update 1677815 hedge cutting on the High Street Wick- This was logged in Willow Close in Patchway however will relog
 1677822- This has been closed down for some reason which we are not sure why. We are chasing this up with the team that deals with this to find out what happened.
 LEAVE OPEN
- Cllr CW requested clerk to contact SGC to request a hedge cutting letter be sent to 1 Parkers Avenue
 Request sent 24/07/2021= await ref 1689334
 SGC chased 15/08
 SGC update 23/08 This has gone to our complaints team, so again chasing this up with the person who is dealing with this.
 LEAVE OPEN
- Cllr BD has requested the following:
 Litter pick on Homeapple Hill and Riding Barn Hill on both sides of the road.
 Litter pick at the junction of Cann Lane and Homeapple Hill
 Request sent to SGC 27/07/2021 ref 1691512
 SGC update received 23/08/21- Cllr BD advised
I'm contacting you reference the request for a litter pick on Homeapple Hill and Riding Barn Hill, both of these roads we're litter picked under traffic management back towards the end of May. We will schedule for the roads to be litter picked again when we do our next traffic management programme which covers numerous roads across South Gloucestershire. In the short term we will litter pick any areas that is safe for our operatives to do so, however my understanding it the vast majority of these roads would require traffic management to perform safely. I hope the above information helps, if you have any further questions or queries please let me know.
 ITEM CLOSED
- 9.3 Cllr GG advised that one of the bollards by Wick School had been hit and required attention. It is the last bollard closest to Willow Close

Clerk to report- reported 05/08 reference 1697618-chased 31/08

SGC update 08/09 [has not yet been updated by the inspector I will send them an email asking to look at this or add updates asap](#)

- 9.4 Chair CW requested that clerk report the break out on Holbrook Lane on the bridge. There are currently traffic lights sited on the bridge and the break out is now approx 12 inches deep
Clerk to report- reported 05/08 reference no 1697624 chased 31/08
SGC update_ [Has been marked as Completed.](#)

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

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.

Called Wessex Water 11/06/21 08.37am and re-reported the debris and no change to lid. Visit to be scheduled within 48hours new ref 039420116001

Called Wessex Water 28/06/21 who advised no debris was visible on any manhole cover and new cover is on order awaiting clarity re timescales

09/08/21 Cllr CW visited park and advised that the manhole cover was still leaking raw sewerage and that another cover had been cordoned off- Clerk contacted WW

23/08/2021 Confirmation received from Wessex Water than all manholes have now been changed over- clerk requested Cllr SF to review next time in park

23/08/2021 Cllr SF confirmed all actioned- all 3 covers changed

Consultation responses for Joint Health and Wellbeing and Greener Spaces responded to via email 08/07/21

All Planning decisions uploaded to SGC portal 08/07/21

2.2 Member of the public reported that there are a number of 'out of control' conifer trees within property 24b Mendip View and requested PC to take action.

Chair confirmed clerk would report this to the arboreal officer Simon Penfold at SGC and ask for advice on how to tackle this as its on private property

Reported to Simon Penfold 05/08

6. To DISCUSS Anti-Social Behaviour

Cllr GG provided context to the agenda item and reiterated some comments from the member of the public captured in minute no 2.1.

Cllr GG advised that he had been made aware of incidents relating to the tenants of a property in Parkers Avenue involving the dogs biting individuals, issues with minors and also the current appearance of the property.

Cllr GG requested PC contact Bromford and request they make contact with the residents to offer support in removing the waste in the garden, cutting back the hedge. Cllr GG also requested clerk to advise the dog warden of the incidents with the dogs and potentially request a visit to offer any support that could be offered.

Clerk to take forward

Message left for Bromford 05/08

Email sent to Police 05/08

Response sent to Councillors via email 23/08/21 following updates from Police & Bromford

Enforcement

- 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

Update provided 05/07/21

The complaint is of a breach of a landscaping condition attached to a granted Planning Permission with grass verges not having been reinstated as required. A site visit was carried out on 26 April 2021.

On 4 June 2021 the Parish Council was informed that Planning Enforcement were awaiting submission for an application for discharge of conditions from the Planning Permission, for work that had to be carried out before the verges could be reinstated, and which would include a landscaping plan.

On 24 June an update was sent to the Parish Council to inform them that the formal request to discharge these Conditions had been received; that Planning Enforcement would have to await the decision on that application; and that the Parish Council would be updated further once that was completed.

- 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

Update provided 05/07/21

The Parish Council was informed 12 January 2021 that the site has recently been subject to an approved planning permission (P19/09083/F), for the erection of an outbuilding to form a swimming pool, garage and office. However the complaint is believed to relate to the outbuilding erected to the rear of the existing dwelling house. That building was assessed following a previous complaint in 2017 and found to fall within the allowances of permitted development. Alterations could have been made and the use changed since then and so the council will look to gather additional information and discuss this development with the landowners once lockdown eased and it is permitted to do so.

The case officer said he would update the Parish Council once that further investigation had been carried out. A site visit was carried out on 14 March 2021 but the officer was unable to gain access with the restrictions in place at that time. We are now permitted to use powers to go onto sites and are working through the backlog of those on a prioritised basis. As soon as the status of the outbuilding is determined the case officer will be in touch to let the Parish Council know the results.

- 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

Update 05/07/21

The complaint is that a scrapyard business is being run from the property. The Parish Council was informed on 29 March 2021 that further information was required as part of the investigation and a Planning Contravention Notice was being drafted to gather this. The Parish Council will be updated once a response to the PCN has been received and a conclusion drawn.

Update 19/08/21

As you are hopefully aware I was in the process of drafting and issuing a Planning Contravention Notice (PCN) in order to investigate your concerns over the site operating as a scrapyard. As you are hopefully aware, a PCN is a formal questionnaire we use to gather information regarding potential breaches of planning control. It is an offence to either not respond, or knowingly provide false/and or misleading information in response

I have since issued the PCN and received the response today, of which I have now reviewed. After issuing the notice I also discussed the site and use with the owner. The owner stated, and this is confirmed in the PCN response, that there is no scrapyard business being operated at the site. The site and buildings are being used for the owners own personal storage of vehicles, parts and machinery and whilst this collection may appear to be vast, this has been the case since 2006. The Council's aerials shows the site in this continuous use from 2008 onwards, without any further evidence available to us to suggest otherwise. Therefore, our investigations suggest that the breach, should the use of the site for personal storage be considered a change of use, began more than ten years ago.

Planning legislation provides that unauthorised changes of use become immune from planning enforcement action if 10 years have lapsed since the breach began. As the works appear to be immune from enforcement action, with no other evidence to suggest otherwise, the planning enforcement team has no grounds to pursue this matter further and will close the investigation at this stage.

Case closed

- 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 05/07/21

The Parish Council was informed on 25 May 2021 that a Planning Contravention Notice was to be issued to gather information needed for the investigation and that Planning Enforcement would contact the Parish Council once it had determined its next steps after the PCN response was received. This remains the case. The PCN has been issued, but as yet no response has been received. The Parish Council will be updated once a response has been received and a conclusion drawn.

- 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
The complaint was received on 26 May 2021 and a site visit carried out 10 June. This confirmed that the dwelling is being occupied, though the landowner has argued it has been essential for site security. The investigation has been allocated to a case officer and he's going through the details – you should get a response within a week.
Chased 04/08/21 Rob Walsh for an update following complaint from a resident stating that 'out of control' fires are being lit within the development.
Update 17/08 from Rob Walsh

The actions for breach of the Conditions have to remain confidential under GDPR, so can't be discussed by the Parish Council in open session or minuted. But the Breach of Conditions Notice served on the company that owns the site has been returned as they've vacated their published address. We've obtained their new address from Companies House and re-served it.

If they don't comply with the BCN the next stage would be to prosecute them through the courts. One of the reasons for using a BCN is that it stays in place, so if they continue to fail to comply we can prosecute again (judges don't like their verdicts being ignored so the sanctions can escalate quickly). It also means that if they initially comply but then breach again we can prosecute immediately.

Footpaths

Update 31/08 Clerk has contacted PROW for updates on all outstanding issues

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

Closed

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

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

Update received and circulated to Cllrs KH & BD- now closed

2.2 Member of the public advised that the footpath which runs from Boyd Close to Naishcombe Hill and the footpath which runs from Court View to the rear of The Carpenters Arms requires clearing.

Clerk to engage with Public Rights of Way

Reported 08/07/21 CAMS 17404

9.2 Cllr BD requested clerk contact Public rights of way to ask for a footpath sign to be erected on the footpath close to the Village Hall

Clerk to contact and request via PROWS ref CAMS17472

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.

Update from Cllr Reade 23/08/2021

Yes they cameraed and found tree root blockage and were going to clear. They didn't find any links to the stream discharge but they could always be in the blocked area. Best to advise residents to watch out for evidence of sewage in stream and report to Wessex Water immediately.

Item closed

4. To Note and confirm Minutes from July's meeting and extraordinary meeting in August.

Both minutes confirmed as a true reflection

Proposed CW

Seconded MW

All in favour for July's meeting 6

All in favour for August's meeting 5

carried

5. Finance

Clerk has drawn up cheques in favour of:

Greenfield garden maintenance- quarterly inspection report £94.80

SGC- Empty litter bins £65.93

HMRC- PAYE £420.08

SGC- Localism £754.88

Ashford Solicitors- Common Land £1140.00

AC Hudd- Painting of lines outside Boyd Close community centre £67.89

Clerk to request CW to sign cheques. CW will request DB sign cqs.

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

Clerk had pre-circulated an update provided by solicitors. Chair provided the update verbally for those in attendance.

Currently solicitors are awaiting the member of the public to make contact and provide evidence.

Clerk advised PC that we have currently spent £8720.00 on this project.

Ongoing agenda item

7. To PROVIDE an update re additional planters within the village

Following on from previous meeting June 21 (agenda item 8)- clerk had received an updated set of costs from SGC. The quotation for 6 planters £6650.00

Proposal to accept quote CW

Seconded PGC

All in favour 8

Carried

Clerk to contact Lee Hayward (SGC) to advise

8. To REVIEW request from parishioner regarding siting of planter in Naishcombe Hill

Request received from a parishioner who lives at 47a Naishcombe Hill asking if a planter could be sited outside her property to help alleviate challenges with parking and sight lines. Resident confirmed that they would maintain the planter to an acceptable standard.

Discussion held

Proposal to support the request and obtain a further planter CW

Seconded KH

All in favour 8

Carried

Clerk to contact Lee Hayward SGC to purchase additional planter and agree siting

9. To REVIEW hedges within the village

Cllr SF confirmed this agenda item had rectified itself and he should have advised clerk to remove from agenda

No action to be taken.

10. To OVERVIEW and DISCUSS request to resurface the BMX track in Brockwell Park with tarmac

Chair provided context to the agenda item- a parishioner had suggested 2 months that the BMX track within Brockwell park be tarmac'd.

Chair contacted 3 suppliers who all visited the park and overviewed. All 3 suppliers were of the same opinion in that it would be extremely difficult to tarmac the edging and it would also still crack.

No further action will be taken by PC

11. To CONTINUE discussion regarding a masterplan for projects within Wick and Abson Parish Council

This is an ongoing agenda item and no additions this month

12. To REVIEW and COMMENT on planning application no P21/05295/F 1 St Francis Drive

Clerk had requested council members to overview application prior to meeting to ensure they had an understanding of request

Discussion held

No objection

Clerk to advise planning

13. To REVIEW and COMMENT on planning application no P21/05308/CLP 34 Mendip View

Clerk had requested council members to overview application prior to meeting to ensure they had an understanding of request

Discussion held

No objection

Clerk to advise planning

14. To REVIEW proposal from South Glos Council Biodiversity officer re additional 300 trees.

Clerk pre-circulated information received from Sally Pattison-Biodiversity Officer at SGC. Chair provided verbal update for those in attendance. SGC are working in partnership with Forest of Avon and have offered W& APC 300 free trees.

A representative from Wick Community Tree Group (WCTG) also attended and provided an update as to the next stage plans for the village (clerk had pre-circulate to members maps and proposal).

Before planting any more trees WCTG confirmed they would make contact with Simon Penfold (SGC Arboreal Officer) to agree locations for planting.

Discussion held.

Proposal by CW to accept SGC offer of 300 free trees- Once confirmed Parish Council will decide on approach of distribution

Seconded SF

All in favour 8

Carried

Clerk to advise Biodiversity Officer

Proposal by CW to accept the planned locations by WCTG with the exception of Boyd Close & Holbrook Common- however Cllrs SF/SA/CW/BD did provide alternative locations which WCTG will review.

Seconded SF

All in favour 8

carried

15. To REVIEW and COMMENT on planning application P21/04215/F Park Hotel & Resort

Representative from the Park Hotel and Resort attended the Parish Meeting and provided an indepth overview of the planning applications

Discussion held by PC

No Objection

Clerk to advise Planning

16. To REVIEW and COMMENT on planning application P21/04216/LB Park Hotel And Resort

Representative from the Park Hotel and Resort attended the Parish Meeting and provided an indepth overview of the planning applications

Discussion held by PC

No Objection

Clerk to advise Planning

17. To REVIEW quarterly inspection report for Brockwell Park and recommendations for repair

Clerk had pre-circulated the quarterly report and the quotations to undertake the repairs prior to meeting with council members.

Discussion held

Proposal to accept quote for repairs CW

Seconded KH

All in favour 8

Carried

Clerk to advise maintenance contractor

18. To OVERVIEW Anti Social behaviour

Cllr GG provided an update as to keeping this as an ongoing agenda item. He suggested that Parish Council may consider providing a 'welcome pack' to all new residents within the village.

Ongoing agenda item

19. To PROVIDE an update on Wick Sports Ground grant proposal

Representative from Wick Sports Ground (WSG) provided an update as to activities/challenges at the ground. This included the ongoing problem with the cesspit which PC have provisionally agreed to support with. He advised they are still awaiting quotations and will provide PC an update as soon as possible. Rep also commented that they have been working with the Football Foundation initiative whereby a report was commissioned regarding the standard of the pitches. The Football Foundation have advised WSG there will be funding available to purchase new equipment to adequately help in maintaining the pitches and this would support the ground immensely.

Representative the Park Resort and Hotel also offered to support if they could and provided WSG with contact details.

Representative also advised that due to a challenge with retrieving lost balls they are looking at quotations for ball netting around the perimeter. Cllr S Reade advised that a planning application would be required to be submitted and the rep from WSG confirmed he understood and would look to take forward with the committee.

20. TO OVERVIEW and AGREE grant/donation to Wick Football Club

Request received for Wick Football Club to support in funding the set up of an under 18 side.

Discussion held

Proposal to provide funding by CW

Seconded SF

All in favour 8

Carried

Clerk to raise cheque

21. To OVERVIEW felled trees on Highfield

Cllr GG provided clarity on agenda item

Chair advised she had visited a neighbour of the property which had felled trees and provided an update.

Cllr KH offered to speak to the owner of the property to determine whether replacement trees would be planted-
Cllr KH will provide PC an update

22. To NOTE correspondence from:

22.1 Clerk had received a thank you from Wick Guides for the donation.

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

23.1 Cllr GG commented that the police were called to Bury Hill Farm recently regarding the blocking of badger sets and asked Council and public if there had been any updates.

No-one was able to provide any update.

23.2 Cllr PGC commented regarding the workmanship of the work being undertaken around the dropped kerbs in the village- he advised some were already breaking up and the contractor had not finished.

Cllr S Reade advised he would review and update SGC.

23.3 Cllr PGC asked clerk to reconnect with the SGC contact (Mike Johnson) regarding the state of the road at top of Naishcombe Hill as it is breaking up even more and requires a further an immediate inspection.

Clerk to contact Mike Johnson and copy Chair in for visibility

23.4 Cllr SF commented there are no bee orchids this year.

23.5 Cllr SF commented that there was a recent incident whereby Cows had broken through the fence in Brockwell park and were roaming around. He advised the fence was still broken.

Chair confirmed she would speak to the farmer.

23.6 Cllr SF requested that clerk contact SGC to request the white lineage of the bus stop outside no 125/127 High street requires repainting as it is barely visible and cars have now started to park in the bus stop making it dangerous for the school children to enter and exit the school bus

Clerk to report

Request sent to Sue Eliot (Transport SGC for advice/support 10/09/21)

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

24.1 Cllr SA requested displacement of parking following introduction of planters in the village as agenda item in October

24.2 Cllr SA requested an agenda item to discuss the possibility of creating a policy for actions PC will take re common land.

Clerk to add to agenda

Meeting closed at 22.10