

**Wick and Abson Parish Council**  
**Minutes of the meeting held on 9<sup>th</sup> June 2022 at The Village Hall 7.15pm**

Attendees: Stuart Fowell (SF)- Chair , Peter Crew (PGC) Gaive Golding (GG), Bronwen Dyson (BD), Keith Hollister (KH) Simon Always (SA), Malcolm Watson (MW) , Clerk Jo Bray-Warner, and 5 member of the public

1. Chair to note apologies and receive/confirm declarations of interest in conjunction with Localism Act 2011

Cllr PGC declared an interest in agenda items 6 & \*

1a. Chair to explain emergency procedures

Chair provided clarity regarding procedures

2. Opportunity for the public as appropriate to address the Council.

2.1 Member of the public raised a query with the set up of the parish meeting against COVID regulations.

Clerk to review public information regarding meeting set up

2.2 Member of the public raised a concern regarding the state of the right of way which runs behind the Clip factory.

Clerk to raise with PROW

Sent to PROW 30/06/2022

2.3 Member of the public queried regarding the installation of a new notice board.

Chair SF advised member of the public Parish Council will no longer be installing a new notice board and provided rationale.

2.4 Member of the public raised a query regarding whether the work undertaken on Naishcombe Hill was a permanent fix.

Cllr SA confirmed to PC and public that this was a permanent fix and provided clarity around the work undertaken.

3. Clerks report

**Streetcare Issues:**

1. Remark road markings junction with Cann Lane kirona 291551 – SGC advised 31/08 job ticket raised and in queue to be completed- update 02/11 no timeline as yet for painting- update 08/12 started not yet finished

Chased 28/02/2022

SGC update *Works ordered. Please note we are unable to give a time frame for action.*

2. Ticket to remark lines homeapple hill junction with Cann Lane kirona 291551- SGC advised 31/08 job ticket raised and in queue to be completed- started not yet finished--chased 31/01/22

Chased 28/02/2022

SGC update *Works ordered. Please note we are unable to give a time frame for action.*

3. Cllr BD requested clerk to report to Steve Golding the following junction of Cann Lane and A420 now requires some urgent attention,Of the 2 'No Entry' signs, only one remains and is damaged.

None of the road markings are fully legible. Some motorists are now doing manoeuvres which

are illegal and dangerous, and as a consequence accidents will happen again at this particular spot.

Reported 14/12/2021- await response-Steve Golding has confirmed reference Kirona 313613

Chased 28/02/2022

SGC update *Works ordered. Please note we are unable to give a time frame for action.*

4. Oldbury Lane- blocked drains. Request from Wick Sports Ground to report the drains along Oldbury Lane as they appear blocked and are not coping with the excessive amounts of rainwater.

Reported 10/01/2022 await reference 1779269

SGC update 09/02/2022 confirmation this is now in the works queue.

Chased 28/02/2022

Chased 25/05/2022

SGC update *A ticket has been raised for cleaning. Please note we are unable to give a time frame for action.*

5. Cllr PGC requested clerk report that the road gulleys from Homeapple Hill towards the Griffin pub in Siston be cleared as they are overflowing.

Clerk to report reported 10/03/2022 reference 1817352

SGC update 25/05/2022 Passed for gullies to be cleared inspected 5.4.22

6. Cllr SF requested clerk to report blocked drains outside 37 Naishcombe Hill.reported ref 1824861

SGC update 25/05/2022 Inspection carried out passed for gullies to be cleared

7. Cllr SF requested clerk to report that all the drains outside Tracy Park Country club are blocked. Ref 1824863

SGC update 25/05/2022 Inspection carried out passed for gullies to be cleared

#### **Actions from AGM:**

All groups advised of Parish reps- all councillors included on emails to groups.

Request sent to parish mag to advertise for volunteers to look after planters-sent 14/05

Request to write to Mrs Candy re looking after planter- letter of thanks sent 14/05

Salary increases- email sent to Democratic Services 13/05 awaiting response

SGC are unable to support request- clerk has again reached out to ALCA for guidance

ALCA has advised that NALC are looking at strike action as the offer is 1.75% however PC's can decide

Email sent to Chair for steer

Await Register of members interests from Councillors:

Received:

Peter Crew

Bronwen Dyson

Stuart Fowell

Keith Hollister

Chased Cllrs Alway, Watson and Golding

**Outstanding item from Previous meetings:**

All planning application responses uploaded to SGC portal

1.1 Member of the public commented regarding the speed of traffic along Holbrook Lane and that this road was used frequently by horse riders. Member of the public requested signage to be placed to advise. Another member of the public requested whether this could also be added to Cleeve Land & Rock Rd

Clerk to contact Chris Harris (Cc Steve Reade & Ben Stokes) requesting the signage be installed

Request sent to Chris Harris 12/05. Response received from Chris Harris- requesting evidence of accidents, clerk has forwarded to member of the public for support.

Member of the public is currently collating evidence and will be forwarding to clerk for Chris Harris

6. Cllr GG/Clerk to provide an update for ongoing issue with common land on Chesley Hill

Clerk had pre-circulated the response from the Barrister & Solicitor requiring additional information and confirmations.

Cllr GG provided an outline of the requirements verbally.

Discussion held.

All points covered inc increase to Barrister's fees which were agreed.

Clerk to provide Cllr GG with overview of response before sending back to relevant parties.

Clerk has pulled together all the details and forwarded to Cllr GG for overview and additional commentary 15/05

Cllr GG has overviewed and responded details returned to solicitor 20/05

9. Parish Insurance- Cheque raised 13/05/22 awaiting signatories and will then post to BHIB.

12. Donation request- clerk has contacted requestor for clarity re Bank details- cq raised awaiting signatories- will then post.

15.1 Cllr PGC commented that SGC have undertaken grass verge cutting however are currently not strimming the edging and that has happened for the last 3 cuts

Clerk to report- email sent to Gary Meddick SGC 12/05

15.2 Cllr BD advised that residents at 56 Riding Barn Hill are currently not having their amenity grass cut outside their property

Clerk to report email sent to Gary Meddick SGC 12/05

Email received advising SGC are short staffed however they will try and cut all the outstanding areas by 1<sup>st</sup> June

Chair SF requested a note be placed in Parish Mag thanking Carolyn for her service and also to provide residents details of new Chair & Vice-Chair- Email sent 20/05

## ENFORCEMENT

1. 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.

Reported 07/12/20 and updated reference no COM/20/0933/OD-chased for update 24/01/22& 22/03/2022  
Update 07/05/22

*I apologise for the delay in responding to you. A number of factors (Easter & Bank Holidays, leave, illness) has meant that today is my first day back in the office since 22 April! I have reviewed the file and cannot see that there is any response to the letter that I sent requesting a site visit.*

*I will now add this to the cases that require a Planning Contravention Notice; as there are a few awaiting my attention this will not be done immediately but please be assured it will get done as soon as possible. Kind regards Laura White*

2. Cllr CW advised that a new building is being erected at Ingleside Farm on Chesley Hill and is unable to locate any planning in connection with this building. Councillors commented they believe there is planning however neither Chair nor Clerk can locate on SGC planning portal.

Cllr CW requested clerk to report to enforcement. Clerk provided chair with planning application details within the portal for overview and requested clarification as to whether to report

Chair confirmed to report-await reference from SGC-COM/22/0002/OD

Update 21/04/2022

*Following the initial site visit I met with the owners on site to inspect the development and conduct a detailed site visit. The owners were building a small garage (which would normally have been Permitted Development not needing formal planning permission). Unfortunately they were building on land that was just outside their residential curtilage. They are in the process of submitting an application for the garage which will include a change of use of land application. I have warned them that any application would not necessarily be successful but they do have the right to make a retrospective application. Whilst on site I noticed that a business was being run from the first floor of the ancillary outbuilding. The business is a low level office business, the owners will be submitting a planning application for a change of use of that building to a mixed use of residential storage and office business in support of the owners business (this should have a good chance of success). There was no permanent residential occupation of this building apart from ancillary residential storage.*

*I have given them until the end of May to submit a planning application (you will of course be consulted over any applications). If the planning applications are refused I will make a further assessment of what enforcement action is required, this may well include the service of a planning enforcement notice.*

3. Windyridge, Abson Road, Wick, Bristol, BS30 5TS.

Cllr PGC advised that it appears that a horse menage with lighting has been erected at the rear of the property. Clerk has checked the various planning applications for the last 10 years on the portal including the following references: P20/06547/F, PK16/5315/F, PK15/1639/F, PK09/5742/CLP, And there appears to be no application for this addition to the property. The resident reported it also commented that the lights are causing light pollution and are a distraction whilst driving along Abson Rd due to

the brightness.

Reported to Enforcement 11/02/2022 ref COM/22/0077/OD

Update 21/04/2022

*The menage has previously been investigated and has been there for more than 4 years. The use of the land for horses was approved in,*

*PK16/5315/F - Change of use of land from keeping of horses to mixed use agricultural and keeping of horses. Erection of part blockwork and part timber agricultural building.*

*PK09/0849/F - Change of use of land from agricultural to land for the keeping of horses. Erection of stable block with hay store and tack room.*

*I am writing to the owners regarding the lighting and will respond in due course.*

4. Manor Cottage, Manor Rd

CLlr CW requested clerk to report as a potential HMO

Reported 11/02/2022 to Enforcement reference COM/22/0081/COU

SGC update 04/03/2022

*I am writing to advise that following an initial visit from an investigation officer it would appear that an annex at the above address has been discovered , I have prepared a PCN to establish further facts , I will report back when this has been issued , completed and returned*

5. Land adjoining Court Lane

Following March's meeting and a request from a resident to report this property as it is in breach of condition 4 on planning application PK12/1734/F due to an erection of an additional building.

Reported 11/03/2022 reference COM/21/0639/OD

Update from SGC 12/03/2022

*NEXT STEPS: We will undertake an initial site visit within the next ten working days to establish whether a breach of planning control has occurred and gather the available evidence. We will contact you within 20 working days of the investigation being registered to confirm: - • if we have determined that a breach of planning control has occurred; • whether the matter is expedient for the planning enforcement team to pursue further; • the contact details of the Officer responsible for any ongoing investigation. We will provide you with status update information at significant stages of our investigation.*

*Further update from SGC received 21/03/2022*

*I am writing with reference to the above matter. I have an existing case (COM/21/0693/OD) which is for the same issue. I have spoken numerous times with the land owner who has chosen to test the planning system with an application to vary the condition that was imposed to prevent additional (fixed or moveable) structures being placed upon the land which is registered under reference number P22/01362/RVC. I will therefore close this case and merge it with COM/21/0639/OD and add the parish to the complaints for the matter which will ensure that you are updated of significant events in this matter.*

6 .Land north of Homeapple Hill.

A construction is being erected in a field behind Highfield Lodge/Bramley Barn after review of planning portal 2 planning applications for this location exists under references:

P19/13271/F & P19/3321/F both refused in 2019 The structure being erected appears to be in

the same location as these planning applications which were refused:

At present the structure is only visible via the various public rights of way inc references:

LWA 64/10

LWA 11/30

PSN 42/10

PBN 28/20

Await SGC ref COM/22/0215/OD

SGC update 20/05/2022

*I refer to your recent enquiry concerning the above property. A Planning Enforcement Officer has undertaken a site visit in order to investigate your concerns. I can advise you that the works being carried out are in accordance with the plans approved within planning permission PK17/1941/F which gives consent for the change of use of existing agricultural building to form 2 no. (Class B1) workshops. Decision date is 12.07.20. Condition 1 states that the COU of agricultural building should commence within 3 years of decision date. Building regulations commencement on the agricultural conversion is shown as 8.07.20. The plans are available for inspection on the council's website at [www.southglos.gov.uk/planning](http://www.southglos.gov.uk/planning). As no breach of planning control has occurred, the planning enforcement team has no grounds to pursue this matter further and will close the investigation at this stage.*

CLOSED

7. Cllr PGC advised that 29 Riding Barn Hill are installing a driveway at the property and no planning application has been received. He advised that a previous application no PK06/0464/F for a creation of vehicular access had been refused in 2006.

Reported to Enforcement 16/05 ref COM/22/0295/OD

Update from SGC 24/05/2022

*I refer to your recent enquiry concerning the above property. A Planning Enforcement Officer has undertaken a site visit in order to investigate your concerns, however, at this time has found no unauthorised development or unauthorised operations taking place. Work is currently being carried out in accordance with planning permission P20/08315/F. The area at the top of the garden is being used to store building materials which were dropped off whilst this work was being carried out. Some hard core and building rubble is in the area mentioned but it is not an access. The owner has confirmed that they are not creating an access. As no breach of planning control appears to be taking place, the planning enforcement team has no grounds to pursue this matter further and will close the investigation at this stage*

CLOSED

### **Footpaths**

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

Cams ref 17162

Update 25/04/2022

PROW have a requested a formal diversion application be submitted to include a direct permissive route between the access drive and both paths, taking away any tape and as such avoid directing people through the mud. PROW have suggested that is the area stays dry it should be the proposed route of the formal diversion

4. To Note and confirm meetings from previous month.

Proposal by SA minutes are a true reflection  
Seconded KH  
All in favour 7  
Carried

5. Clerk to provide financial update for Council and request cheques to be signed in accordance with Bank mandate

HMRC	PAYE
SGC	Planter and installation
SGC	Localism & Bin empty charges
Hills Construction	Refurbishment of Village Hall Toilets
Ashfords LLP	Solicitors re Common land
J Bray-Warner	Reimbursement for Jubilee event
R Winterson	Reimbursement for Jubilee event
S Evans	Internal audit fee
Wick & Abson Village Hall	Hall Hire
Wick Pre-School	Donation/Grant

6. Cllr GG/Clerk to provide an update for ongoing issue with common land on Chesley Hill

Cllr GG provided an update regarding correspondence from solicitors. Cllr GG annotated errors within the documentation PC received from the Barrister.

Discussion Held

Proposal by PGC to accept the amendments Cllr GG highlighted

Seconded SA

All in favour 7

Carried

Updates sent to solicitors 09/06/2022

7. Council to continue discussion regarding Wick Sports Ground

Chair requested Cllr's KH & MW to provide an updated.

Cllr KH clarified the updates he had received from the WSG representative- no decisions required at June's PC meeting

8. Council to discuss any required repairs to Bus Shelters

Clerk pre-circulated to councillors 3 quotations received for repairs to Bus Shelters.

Primrose Gardening £1095.00

Greenaway Maintenance £1892.00

New Build Modular £850.00

Discussion held

Proposal by SG to accept quote from New Build Modular

Seconded BD

All in favour 6

Cllr PGC abstained as per declaration of interest

9. Council to review and respond to planning application no P22/02723/HH 20 St Helens Drive

Clerk had requested Councillors to review application prior to the meeting.

Discussion held

PC response- Neutral

Wick and Abson Parish Council would like to acknowledge the comment from Megan Ramsey regarding the Boundary

Clerk to update planning application within SGC portal

10. Council to review and respond to planning application no P22/02660/PNC

resubmission Naishcombe House,

Clerk had requested Councillors to review application prior to the meeting.

Discussion held

No Objection

Clerk to update planning application within SGC portal

11. Council to review and respond to planning application no P22/02746/F Land off Badgers Brook Lane, Wick, Bs30

Clerk had requested Councillors to review application prior to the meeting.

Discussion held

Cllr SA provided PC an update as to the location and detail surrounding the application.

Wick and Abson Parish Council would like to object to the application on the following points:

- The name Badgers Brook Lane does not exist on maps and is an un-named bridlepath
- As it is a bridlepath- no vehicular access is permitted
- The application affects the visual amenity
- The applicant suggest they are going to undertake treatments for horses- this indicates it will be run as a business.
- The number of horses currently stabled there do not have the minimum 1 ½ acres per horse as recommended by British Horse Association.
- There is insufficient area for number of horses planned.
- As there is no access along the lane, horses will be required to be unloaded on the hair pin bend
- It would also appear that development has taken place on this land without planning permission previously.

Clerk to update planning application within SGC portal

12. Council to review and respond to planning application no P22/02802/F Wick Filling Station

Clerk had requested Councillors to review application prior to the meeting.

Discussion held

Wick and Abson Parish Council wish to object to this application on the following points:

- On the application it has misinformation stating there is no trade effluent on site.
- Used car wash water is recognised as a trade effluent
- No recovery of water is shown on the application and does not follow environmental policies to reuse and recycle.
- There are no detailed plans for drainage arrangements

Clerk to update planning application within SGC portal

13. Council to review and respond to planning application no P22/02926/HH 63 Milford Avenue

Clerk had requested Councillors to review application prior to the meeting.

Discussion held

No objection

Clerk to update planning application within SGC portal

14. Cllr PGC to lead discussion on Parish Council website

Clerk provided context to current website.

Cllr PGC provided context regarding agenda item

Discussion Held

Next steps

Cllr KH to create a spec/brief for a new website

Agenda item for July

15. Council to review and confirm Wick and Abson Parish Council 2021-2022 audit

Clerk provided context to agenda item and confirmed internal auditor has completed the required checks and passed the PC- clerk requested Chair to sign

Audit agreed by Parish Council and fully signed off.

Clerk to forward to external auditor

Emailed 15/06/2022

16. Cllr SA to lead discussion re Village Hall Ownership and Constitution

Cllr SA provided context regarding the agenda item advising the the Village Hall (VH) has been a registered charity since 1963 with a set of trustees. Cllr SA advised it is becoming increasingly difficult to attract new trustees as the constitution advises that trustees could hold liability. The VH committee have been reviewing ownership and their constitution in conjunction with a solicitor. PC are currently the custodian trustee. There are a number of proposals which need to be considered by Parish Council- Cllr SA will forward the relevant information and requested an agenda item in July

17. Cllr KH to lead discussion re next stages for signatories on Bank account

Cllr KH provided clarity regarding the agenda item and next steps in amending the required signatories.

18. Clerk and Councilors to provide update as to any correspondence received since last meeting

18.1 Planning notification:

P21/06468/f Land off Lodge Rd, Wick- demolition of existing stables and erection of 1 dwelling with access and parking and associated works—Refused

18.2 Request from The Boys Brigade to hold their end of session event in Brockwell Park on 15<sup>th</sup> July until 9.30pm

Discussion held

Agreement by PC to allow the Boys Brigade to hold their event- clerk to advise and park keeper

18.3 Donation/grant request received from Wick Pre-School for £4275.00 to erect an outside toilet

Discussion held

Proposal by SF to accept request and provide funding

Seconded BD

All in favour 6

Cllr GG voted against proposal

Carried

Clerk to raise cheque.

18.4 Cllr GG commented he is unhappy with the clerk using excel to format the agenda and requested this to be amended.

18.5 Cllr GG commented he is unhappy that the agenda now has timings allocated to agenda items and wished a point to be added to July's agenda to review the format and timings.

Clerk to add to July's agenda

18.6 Cllr GG commented he is unhappy with the police service he has recently received due to a theft.

18.7 Cllr KH confirmed all 3 defibrillators are now working and he is now competent with the operation and tasks.

18.8 Cllr KH thanked the jubilee committee for all their hard work.

18.9 Cllr PGC requested clerk to chase SGC regarding the removal of the disabled parking space outside 2 Milford Avenue

Clerk to chase

Clerk chased Chris Harris 09/06/2022 on the back of correspondence 5<sup>th</sup> August 2021 whereby it was confirmed it would be removed- Await response

18.10 Cllr SF commented he will be recognising the jubilee committee lead.

18.11 Cllr SF has received good feedback regarding the installation of the new planters however the resident did comment it has not alleviated the parking challenges in the village and Chair has acknowledged their comments.

18.12 Cllr SF has received a request from a resident to set up some defib training.

Discussion held

Clerk to request Carolyn Williams to write a small piece for the parish magazine to demonstrate the ease of use and the siting of the defibs.

Carolyn has advised it would be best to contact Passion First Aid and request a session

Cllr KH has contacted Jim at Passion First Aid- await update

18.13 Cllr SF requested clerk to report blocked drains from 70- 32 Riding Barn Hill inclusive.

Clerk to report

Reported 09/06/2022

19. Councilors to provide any updates and confirm any matters for inclusion at next meeting