

Hawkesbury Parish Council



Notice is hereby given that the Meeting of

Hawkesbury Parish Council

will take place on Monday 6th November 2017 at 7:30pm in the upstairs meeting room, Hawkesbury Parish Hall, High Street, Hawkesbury Upton

To optimise the meeting time Councillor's are requested to read the Agenda and Minutes IN ADVANCE and to contact the Parish Clerk with any requests for clarification or further information.

Members of the Public and Press are welcome to attend

Present

- 1 **To take apologies for absence**
- 2 **To record declaration of interest from members in any item to be discussed**
- 3 **To adjourn to allow Public Participation**
- 4 **Councillors to approve the following minutes**
 - **2nd and 16th October 2017**
- 5 **Parish Clerk to update the Parish Council on previous actions**
- 6 **Councillor's items-information only**
- 7 **District Councillors report information only – Cllr Hope**
- 8 **Councillors to discuss the revised wording of the "Housing Needs Statement" providing a brief background why the HNS was carried out. To decide if the Parish Council still requires an explanation for the website**
- 9 **Skate Park Insurance – Councillors to discuss the request to contribute towards the Skate Park insurance-All Councillors**

- 10 **ALCA Financial Training course-feedback-Clerk**
- Distribution of “The Good Councillor’s Guide to Finance and Transparency
 - Standing orders and Financial Regulations
- 11 **11.1 Planning application received from South Gloucestershire Council-to be considered by Councillors**

PK17/4566/F	3 Sandpits Lane Hawkesbury Upton	Erection of single storey side extension to include alteration to existing rear extension roofline to form additional living accommodation
PK17/4281/F	Llanberis High Street Hawkesbury Upton	Demolition of rear porch and partial demolition of boundary wall. Erection of single storey rear extension and installation of 2no rear dormer windows to facilitate loft conversion to provide additional living accommodation.
PK17/4460/F	Corner Cottage Back Street Hawkesbury Upton	Alterations to raise roofline of rear kitchen area

11.2 To Note Planning Decisions – information only

PK17/2687/F	Corner House Park Street Hawkesbury Upton	Erection of a first floor side extension and 1no rear dormer to provide additional living accommodation	Approve with conditions
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- 12 **Finance**
- 12.1 Bank Reconciliation as of 31st October 2017 to be checked and approved by a Councillor**

12.2 Payments to be agreed and Cheques signed in accordance with the bank mandate

A	M & G Countryside Developments	£1440.00
B	Parish Clerks Wages-October	£ 697.60
C	Parish Clerks Expenses – October	£ 66.00
D	National Insurance payment HMRC Sept/Oct-7.20 approved on 2/10 cancelled-correct amount paid	£ 15.48

12.3 Expenditure update as of 30th September 2017-Parish Clerk

- 13 **Hall Committee Meeting 11th December 2017**
- Councillors to attend meeting
- 14 **Development in Hawkesbury update-Cllr Wareham**
- 15 **Gateway Project-update-Cllr Hope**
- 16 **Christmas Light switch on 9th December 2017- run through check list-
All Councillors**
- 17 **Allotments update-Parish Clerk**
- 18 **Community library update - Cllr Hope**
- Computer
 - Insurance
 - Donations of £300 banked
- 19 **Positive activities consultation - *Please may all Councillors read the
necessary paperwork prior to the meeting***
- 20 **Have your say on an Ageing Better Plan for South Gloucestershire 11th
October 2017 - 12th January 2018 *Please may all Councillors read the
necessary paperwork prior to the meeting***
- 21 **Councillors to discuss and approve signing up to the refreshed
“Charter between South Gloucestershire Council and Town and Parish
Councils”- *Please may all Councillors read the necessary paperwork prior to
the meeting***
- 22 **Reminder - Sunday 12th November 2017 Remembrance Day**
- 23 **Precept for 2018/19-Councillors discuss the precept in preparation for
setting the precept at the December / January meeting**
- 24 **Date of the next Parish Council meeting will be held on Monday 4th
December 2017 in the upstairs Meeting Room, Village Hall, High Street,
Hawkesbury Upton at 7.30pm**

Signed

Mrs Hazel Jones
Hawkesbury Parish Clerk
Date 31st October 2017