

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council's Meeting
Held on Monday 3rd December 2018 at 7.30pm
In the upstairs meeting room, Village Hall, High Street, Hawkesbury Upton**

Present:

Cllr Harding (Chair), Cllr Turner, Cllr Powell, Cllr Ruthven, Cllr Musty, Cllr Higgs, Cllr Stephens and H Jones (Parish Clerk)

Apologies

Cllr Wareham and Cllr Hope

Public Participation

Community Land Trust representative (CLT) item 18

Action

- 1 To take apologies for absence**
Cllr Wareham and Cllr Hope
- 2 To record declaration of interest from members in any item to be discussed.**
None
- 3 To adjourn to allow public participation**
None

Cllr Harding put to Councillors to move item 18 forward-all in favour

18 CLT update

The CLT start up application, to stage 3 for funding was shown to councillors. It was explained by the representative why they were applying for this funding and how this money will be spent. MAF funding application has already been applied for and they are waiting for a decision. At the last meeting all options and requirements were given to the Steering group to help make the decision how they will register the CLT.

No questions were raised by the Parish Council, therefore, Cllr Harding put to Councillors if they would support with the Parish Council submitting the application tomorrow. **Resolved** - All Councillors in favour. Clerk to submit the application to the appropriate department. **This was noted**

Parish Clerk

4 Councillors to approve the following minutes

- 5th November 2018
- 19th November 2018.

Resolved by Cllr Harding signing the minutes as a true and accurate record; Clerk to ensure the approved minutes are placed on the website.

Parish Clerk

5 Parish Clerk to update the Parish Council on previous action points

*5.1 Boundary Fence-allotments-**this remains outstanding***

*5.2 Cricket Club letter regarding broadcasting licence-**remains outstanding***

5.3 Cats Eyes A46between Bath and Stroud update from SGC. From Bath to the M4 junction is Highways England's responsibility. From M4 north to Lower Kilcot is SGC and from Lower Kilcot to Stroud is Gloucestershire Council. SGC will have a look at their section and if needed they will organise replacement as part of a programme next year. Clerk to speak to Gloucestershire Council for their section.

6 Councillor's items-information only

A46 Gutters/Drains Cllr Higgs

Recent foggy conditions have highlighted that the drains along the A46 are blocked and has grass/weeds growing out of them, as a result the reflectors are being obscured, Cllr Higgs requested to report this issue to SGC to have these drains cleaned. This also applies to Highfields, Streetcare issue, clerk to notify SGC.

7 District Councillors report information only – Update email from Cllr Hope

No District Councillors report, just a few follow ups:

Cllr Hope met with South Gloucestershire Council digital officer regarding broadband on the Commons. Cllr Harding-18months they partly installed broadband on the Commons-then subsequently ran out of money. Luke Hall has been involved and it looks like SGC are applying for additional funding to complete the work.

Cllr Hope is in the process of chasing English Housing Trust regarding the trees along Sandpits Lane, they have acknowledged the email but no further information received.

Streetcare are running a congratulatory social media message, Cllr Hope wanted to know if the Parish Council had any outstanding potholes/roads etc. The Parish Council could ask when Highfields may be on the list for repairs.

Public transport raised a few emails, councillors should think about pulling this information together when responding to the JSP.

The Barn at the Pool was recommended for refusal on this week's circulated schedule.

8 Consultation Have your say on the potential removal of recycling bags for kerbside collections – closing date 25th January 2019

Full discussion took place regarding the above consultation,

- If the proposal went through the Parish Council would like to see the

replacement recycling bins be provided with hinged lids, to prevent items being stored in them and the lids being blown away.

- Councillors would like to know what the recycling bins would be made from-recycled material-plastic / rubber-**please could you advised the Parish Council of the manufacturing materials**
- Can SGC confirm if this proposal goes through, would this mean that recycling won't be collected from other boxes-**please confirm**
- **How many boxes will residents have?**
- Information regarding any changes in their policies should be widely advertised and there should be a link to see exactly what can/cannot be recycled.

To be actioned-clerk to email the above comments and request a response regarding the issues raised.

Parish Clerk

9 Doing More together – South Gloucestershire Council survey to be completed

CLr Powell and the Clerk attended a drop in regarding the above and gave a short summary of what was discussed. It was agreed by the Parish Council for both the Clerk and Cllr Harding complete the survey-this was agreed to be carried out on Tuesday 4th December-**to be actioned**

Cllr Harding and Parish Clerk

10 Gateway Project update

No further update. **This was noted**

11 11.1 Planning Applications received from South Gloucestershire Council to be considered by Councillors

PK18/5311/F	Rock Mount France Lane Hawkesbury Upton	Erection of a detached garage	No objection
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11.2 Note new Planning Decisions made by South Gloucestershire Council – full details of their decision can be found on SGC's website-information only

PK18/4271/LB	The Bakers High Street Hawkesbury Upton	Removal of stone chimney and installation of flue pipe	Approve with conditions
PK18/4272/F	The Bakers High Street Hawkesbury Upton	Removal of stone chimney and installation of flue pipe. Erection of garden studio	Approve with conditions
PK18/3052/F	Ingle Cottage Oxleaze Farm Road Inglestone Common	Demolition of existing lean-to and erection of a single storey side extension and erection of a two	Approval with conditions

		storey rear extension to provide additional living accommodation	
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12 Finance

12.1 Bank Reconciliation as of 31st October 2018 to be checked and approved by Councillors. Cllr Higgs checked the paperwork – no comments made

12.2 Payments to be agreed and cheques signed in accordance with the bank mandate-Payments approved for payment-Resolved-proposed by Cllr Higgs second by Cllr Turner.

A	Parish Clerks Wages – November	£720.23
B	Parish Clerks expenses -	£ 60.54
C	Simon Harris Grass cutting 8 th October 2018	£ 85.00
D	Hawkesbury Hospital Hall Community library Hall hire -Item not advertised on the agenda- see 7/1/19 agenda	£232.50
E	Mike Edwards-replacement Christmas lights-Item not advertised on the agenda- see 7/1/19 agenda	£ 20.68

12.3 Up to date expenditure as of 30th September 2018

No comments made by Councillors

13 Cemetery extension update-Cllr Harding

Cllr Harding is due to hold a meeting with Badminton Estate later this week. With regards to the damaged cemetery wall from their tenants' cattle, their contractor has visited the site and provided a quote, our contribution would be £137.50 – all in favour. Payment to be made once an invoice has been received.

14 Record any Data Breaches from 19/11-3/12/18

- **Update on Emails-**Cllr Turner now registered his Councillor email address, please ensure everyone uses the Councillor email address
- **Cllr Stephens to complete security compliance form-**Form completed

An email bounced back due to it being an incorrect email address-recorded no action taken

15 Christmas Tree – Councillors to discuss the following

Final arrangements discussed, Christmas tree to be erected on Sunday 9th December at 10am.

16 Discussions to take place following last month's meeting to mark the end of WW1 (100 years) – plaque on the Plain

Discussion took place regarding replacing the gate with a plaque to mark the end of WW1 (1918-2018), speak to the village school to see if they would like to be involved in designing a new gate. Cllr Ruthven to take this forward-agenda item for January 2019.

Cllr
Ruthven

17 Walking of Footpaths update-Cllr Higgs

No update-agenda item for the new year. **This was noted**

Parish
Clerk

18 CLT update

This item had already been discussed see page 1160

19 Speeding Traffic – discussion on additional roundels

Concerns were raised regarding the increase in traffic speeding through the village. In addition, the number of cars mounting the pavement to pass other vehicles due to parked cars. It was agreed additional roundels would not help the situation. Number of parked cars on the High Street do help towards the reduction of traffic. Radar Speed Indicator signs are more effective from smiley faces or indication of the speed of approaching vehicles. This was noted-Agenda item for the future.

20 Land opposite the Somerset Monument Update-Licence

Ian Turner from SGC contacted the Clerk requesting additional information regarding the trees on land in question-the planning application is not being submitted to SGC to remove the trees until the licence has been approved. **This was noted**

20 Memorial Bench donated to the Parish update

The memorial bench has been put in place and the Parish Council would like to thank the family for their donation. The family have agreed for their names and photo of the bench to be placed on the Parish Council website and in the next edition of the Parish News. The photo of the bench was shown to Councillors.

21 The Pond Clearing

The work to start clearing the Pond is due to start shortly. **This was noted**

22 Council Budget and Savings Programme for 2019 – 2020 consultation – 15th October – 31st December 2018.

Due to the time constraints it was agreed to discuss the consultation at the planning meeting on 17th December-**this was noted**

Parish
Clerk

23 Garden Club offer to purchase a bench for the cemetery – picture of the proposed bench to be discussed for a decision is made

This was discussed in full and Councillors thanked them for their generous donation and wanted to invite their representative to 17th December meeting.

24 Budget and Precept for 2019/20 – Councillors to discuss the preparation of setting both the budget and precept at the December/January meeting.

This was discussed by councillors, reviewing this years expenditure and predicted expenses. It was agreed to finalise the budget and set the precept at the 7th January 2019 meeting.

Email received from SGC regarding the light on Back Street. The team will pick up the brackets on 28/11/18 and arrange for this to be replaced shortly. **This was noted**

Email received from Badminton Estate explaining the Duke has a prior engagement on the 15th December therefore he will be unable to attend the event-**this was noted**

- 25 Date of the next Parish Council meeting will be held on Monday 7th January 2019 in the Upstairs meeting room, Hawkesbury Village Hall, High Street, Hawkesbury Upton at 7.30pm**