

Hawkesbury Parish Council



Notice is hereby given that the Meeting of
Hawkesbury Parish Council
will take place on Monday 7th October 2019 at 7:30pm in the upstairs meeting room, Hawkesbury Parish Hall, High Street, Hawkesbury Upton

To optimise the meeting time Councillors 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 & 16th September 2019**
- 5 **Parish Clerk to update the Parish Council on previous actions**
- 6 **Councillor's items-information only**
- 7 **District Councillors report information only – Cllr Trull**
- 8 **Consultation on Proposed Changes to South Gloucestershire Council's Local Planning Application Requirements 2019-Closing date 28th October 2019**
- 9 **Record any Data Breaches from 2nd September-7th October 2019 to be recorded**
- 10 **Public Consultation Wheelchair Accessible Vehicles for Taxis-Closing**

Parish Clerk - Mrs Hazel Jones 2, Fox Close, Hawkesbury Upton, Badminton, South Gloucestershire, GL9 1EQ
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date 8th December 2019 please ensure all councillors read the details prior to the meeting

11 **11.1 Planning application received from South Gloucestershire Council-to be considered by Councillors**

P19/13448/TCA	Land Opposite The Somerset Monument High Street Hawkesbury Upton	Works to trees situated in the Hawkesbury Upton Conservation Area.
P19/12270/F	Glebe Cottage The Barton Hawkesbury Upton	Erection of first floor rear extension to form additional living accommodation

11.2 To Note New Planning Decisions made by South Gloucestershire Council-full details of their decisions can be found on SGC's website-information only

P19/09997/TCA	Grey Barn Back Street Hawkesbury Upton	Works to fell 1 no. Cherry tree and crown reduce 1 no. Cypress tree by 3m in height, both trees situated in the Hawkesbury Upton Conservation Area	No Objection
P19/1971/F	Northlands Cottage Stroud Road Hawkesbury Upton	Demolition of existing dwelling, workshop and storage buildings. Erection of 1 No. detached dwelling and 1 No. workshop and associated works.	Refused

12 **Finance**

12.1 Bank Reconciliation as of 30th August and 30th September 2019 to be checked and approved by a Councillor

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

- A** CPRE (Campaign to Protect Rural England) - £ 36.00 membership renewal date 31st October 2019
- B** Parish Clerks expenses September £ 22.50
- C** PFK Littlejohn LLP External auditor-approved on 16th September 2019 but not advertised on the agenda £240.00
- D** Parish Clerk - X2 Connect Ltd-Maintenance work for The Commons phone kiosk. £408.16
- E** Clerks Wages September £790.09
HMRC – both items approved on 16th September 2019 but not advertised on the agenda £120.72

- F** S Harris-Cemetery grass cutting 22nd August-payment £ 85.00 approved on 2nd September 2019, but not advertised on the agenda
- G** South Gloucestershire Council-Localism Jul Aug Sept- £178.09 payment approved on 2nd September 2019, but not advertised on the agenda
- H** Transfer of funds from Current Account to Allotment £ 30.00 deposit Account. Transfer letter to be signed

11.3 Up to-date expenditure as of 30th June and 30th September 2019

- 13 **Allotment holders meeting 21st October 2019 6.30pm - agenda to be set by Councillors in preparation of this meeting**
- 14 **Update on the approval of the siting of the QR Sign close to the Memorial**
- **Photos of the letter on the cenotaph-update Cllr Musty**
 - **Flag pole and finial-restoration/general maintenance required for the flag pole and a replacement finial required-Cllr Ruthven**
 - **Size of the QR sign passed to Cllr Ruthven-update on planter to fix the sign**
- 15 **Planning in Plain English Training ALCA-cost £50 per member-Councillors to approve for two councillors to attend the training Saturday 12th October 2019**
- 16 **CLT-update – Cllr Wareham**
- 17 **Land opposite the Somerset Monument update-licence**
- **Planning application has been logged with SGC**
- 18 **The Pond clearing-update Cllr Hope**
- 19 **South Gloucestershire Council Tree Planting Winter 2019 - (1000 FREE trees available)
Councillors to discuss if they wish to apply for a (some) trees for the Parish.**
- 20 **A frame noticeboard “Community Shop”-a request for the Parish Council to approve an A Frame board on The Plain advertising the Community Shop.**
- 21 **The Commons phone Kiosk update**
- 22 **E mango Website regulations-LO9-18 The Public Sector Bodies (Websites and mobile Applications) (No2) Accessibility Regulation 2018-update**
- 23 **Section 106 and CIL income monies update by Sub-committee**

- 24 **Christmas Light Switch on 7th December 2019**
- 25 **VE DAY celebration 8TH MAY 2020**
- 26 **Gateway Project update-Cllr Hope**
- 27 **Climate Policy for Hawkesbury Parish Council to be discussed by Councillors**
- 28 **3ft Christmas Tree for St Mary's Church-decorated by the Parish Council-Councillors to discuss if they wish to take part in this event**
- 29 **Dementia Friendly Organisation-Cllr Hope**
- 30 **Councillors to respond to the request from the Village Hall Committee to provide free sanitary protection in the Ladies' toilets for women and young girls in the Community who are in financial hardship.**
- 31 **External Audit completed year ending 31st March 2019-comments from PKF Littlejohn LLP auditors**
- 32 **Community Engagement forum Monday 14th October 2019 Cromhall Chapel 7pm – Volunteer to attend the meeting**
- 33 **Date of the next Parish Council meeting will be held on Monday 4th November 2019 in the upstairs meeting room, Hawkesbury Village Hall, High Street, Hawkesbury Upton at 7.30pm**

Signed

Mrs Hazel Jones Hawkesbury
Parish Clerk Date
1st October 2019