

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 5<sup>th</sup> October 2015 at 7.30pm  
In the upstairs Meeting Room at the Village Hall, High Street, Hawkesbury Upton**

**Present:**

Cllr Robinson (Chair), Cllr Winbow, Cllr Hope, Cllr Musty, Cllr Ruthven, Cllr Cox, Cllr S Bleaken and H Jones (Parish Clerk)

**Apologies**

Cllr Higgs

**Public Participation**

Mrs C Rowlands-Pre-School representative and Parishioner

Action

**1 To Take apologies for absence**

Cllr Higgs

**2 To record declaration of interest from members in any item to be discussed.**

None

**3 To adjourn to allow public participation.**

Mrs Rowlands introduced herself and made a short presentation regarding the future of Hawkesbury Preschool (HPS). The Government have increased Free child care from 15 to 30 hours per week; HPS committee raised concerns that their existing premises will not be able to accommodate these additional hours as the Hall is used by several local groups from the Village.

To ensure Hawkesbury Preschool remains in the village they are looking at several options; finding another premises, buy a portal cabin, approach the Hall Committee to look at an extension purposely built for Preschool (and continue to pay rent) this will ensure the Preschool remains independent. A subcommittee will be meeting on 7<sup>th</sup> October 2015 to discuss the way forward.

Cllr Robinson thanked Mrs Rowlands and asked that the Parish Council was kept informed of their progress.

- 4 Approval of Minutes**
- 7<sup>th</sup> and 21<sup>st</sup> September 2015 Resolved by Cllr Robinson signing the minutes as a true and accurate record; Clerk to email approved minutes to Mr Sauro to upload to the village website **Parish Clerk**
- 5 Update of previous Action points**
- 5.1 Little Badminton Notice Board*  
Name plate to be replaced-Email received today from Mr Choyce, he will advise the Clerk when the work has been completed. **This was noted** **Parish Clerk**
- 5.2 Tied properties list-This item remains outstanding.* **Parish Clerk**
- 5.3 Approval of minutes emailed to Mr Sauro for the village website** **Parish Clerk**
- 5.4 Licence for land Opposite the Somerset Monument –outstanding* **Parish Clerk**
- 5.5 Allotments-Mr Hornig to meet Cllr Robinson at the allotments to discuss the fences that need repairing. Remains outstanding* **Cllr Robinson**
- 5.6 Pollination of bees-Parish News article – Cllr Higgs-outstanding* **Cllr Higgs**
- 5.7 Letter sent to Luke Hall MP new Conservative party , posters placed on the notice board Resolved* **Parish Clerk**
- 5.8 Public Right of Way update-received several photographs from Cllr Higgs-Cllr Ruthven updated the Parish Council-agenda item for November* **Cllr Higgs**
- 5.9 Too many Signs on Back Street-Cllr Musty visited the area and reported back; there does not appear to be any additional signs-resolved by no further action*
- 5.10 Glebe Land update-item 9 on tonight’s agenda**
- 5.11 Bert Goodfields tree update-item 12 on tonight’s agenda**
- 5.12 Memorial Plaques – item 15 on tonight’s agenda**
- 5.13 Clerks additional hours payment-on tonight’s agenda item 13, review of Clerks Contract outstanding**
- 5.14 Website update, Emergency Plan process, -on tonight’s agenda**
- 6 Councillor’s items-information only**
- 6.1 ALCA meetings travelling costs-Cllr Winbow*  
ALCA meeting was held at Long Ashton 50 mile round trip, request to claim mileage for attending these meetings. The Parish Council asked Cllr Winbow to put a request in at the next Parish Council meeting. **Cllr Winbow**
- 6.2 ALCA AGM-Cllr Winbow*  
Reviewed everything that will come out for consultation for 2030. ALCA fees will not be going up although NALC will increase by 0.06%. **This was noted**

**7 District Councillors report information only – Cllr Hope**

The Hawkesbury Stallions U17 Football team awarded a grant for £500 at the recent Frome Vale Area Forum.

The 20mph the village is open for consultation.

CBAONB Annual Meeting covered the many areas in what the Cotswolds could offer, including an opportunity for offering healthy lifestyles; how the Visitor Giving living is being promoted; how LEADER funding is enabling rural enterprise. (There is also a West of England LEADER group). Tourism is a big money earner for the area, drawing in more than agriculture. Defra have produced a 10 point plan. There is a vacancy of Parish Representative on the Board which will be circulated by CCB.

Quality of Life Indicators for South Gloucestershire are available on line most targets being reached. (One of the Measures mentions the Commons and the area of enhanced grassland - SSSI). However Childhood obesity is increasing and admissions to hospital because of alcohol issues – also number of homeless people.

Other Health Issues – closure of rural branch surgery in Hawkesbury is currently being consulted on – Cllr Hope is chasing this and also the change of boundaries for those receiving Breast Screening, which was not consulted on – women are currently being called to Cheltenham.

**8 8.2 Update Councillors on Planning Decisions received from South Gloucestershire Council**

PK15/2972/F	New House Farm Hawkesbury Common Badminton	Erection of two storey side extension to form residential annexe ancillary to the main dwelling	<b>Approve with conditions</b>
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**9 Update from Cllr Musty regarding Glebe Land and to update the Parish Council with any information received following the Parish News article in September-Parish Clerk**

No update this month or any response from the Parish News article-Agenda item for December. **This was noted**

**Parish Clerk**

**10 “Village Speed Watch” update from Cllr Higgs regarding the speed gun team.**

No update this month-Agenda item for November. **This was noted**

**Parish Clerk**

**11 South Gloucestershire Council's consultation – Hawkesbury Primary School Area. Proposed 20mph speed consultation Close date: 9<sup>th</sup> October 2015.**

This item was discussed in full. Cllr Bleaken proposed the following wording  
*“The Parish Council **supports** the proposal to reduce the existing speed limit to 20mph; and proposes it is extended to include the whole of the existing 30mph area and request the existing signs are changed to read **“You are now entering a 20MPH zone”**”* second by Cllr Hope. This was put to a vote by a show of hands majority in favour. **Resolved by the agreed wording being emailed to South Gloucestershire Council.**

In addition Cllr Hope will follow up with the cost of flashing speed signs and report back to the Parish Council at the next meeting

**Parish Clerk & Cllr Hope**

**12 Cllr Hope to update the Parish Council on the decision from Sita as to who will maintain the tree of remembrance together with confirmation as to who owns the land where Bert Goodfield’s tree will be planted.**

South Gloucestershire Council need to check if there are any utilities under ground before the tree is planted. It was confirmed that they were the owners of the land and therefore maintenance will be with them. South Gloucestershire Council do not install plaques next to trees anymore unless the tree is within a cemetery. This item remains outstanding. **This was noted**

**Cllr Hope**

**13 Finance**

**13.1 Bank Reconciliation as of 30<sup>th</sup> September 2015 checked and signed by Cllr Winbow-resolved.**

**13.2 Payments approved for payment**

<b>A</b>	Bethesda Chapel donation to cover electricity and meeting room costs for Apr/May/June and July-Parish Council agreed a donation of £25 per month on 1/6/15 page 757-item	<b>£100.00</b>
<b>B</b>	Clerks expenses-September	<b>£ 26.46</b>
<b>C</b>	Clerks Wages additional hours worked 20hours	<b>£</b>

**Resolved by Cllr Hope proposing the payments, seconded by Cllr Robinson. Cheques signed in accordance with the bank mandate.**

**14 Parish Council to discuss the issues regarding problems in the village as a result of the Road Works being carried out by WPD and Morgan Sindall**

This was discussed in full-as a positive the workers are very tidy and making good progress. The problem with the traffic lights was resolved and the signage is going to be reinstated correctly. The Parish Council will continue to monitor the situation. **This was noted**

**15 Memorial Plaques-To agree on the size of the plaques to be used on the remembrance bench at the cemetery-Cllr Hope.**

This item was resolved by agreeing the size of the plaques 6 x 2 inches (only size to fit the bench). Responsibility will remain with the Parish Council to order and fix the plaques.

**16 Councillor's to respond to South Gloucestershire's Street Trading Policy & Application Guidelines 2015 - 2018 (draft) The draft policy for street trading within South Gloucestershire Open date: 22 Sep 2015. Close date: 16 Dec 2015.**

This was discussed in full and resolved by the following wording being agreed to email to South Gloucestershire Council "This Consultation does not concern Hawkesbury Parish Council-no objection to the proposals".

**Parish Clerk**

**17 Remembrance Sunday 8<sup>th</sup> November 2015-**

Reminder to Councillors the time and date of the service-wreath has been ordered. It was noted that the flag post has been painted and the Parish Council would like to say "Thank you" **Resolved**

**18 Councillors to discuss the way forward if Merlin decides not to maintain their grass**

This was resolved by clarifying the above-Merlin will not be maintaining householders grass-no further action

- 19 To update the Parish Council on setting up a website**  
No further update, agreed to speak to Hillsley Parish Council for information on who set up their website investigate further websites. Agenda item for November. **This was noted** **Parish Clerk**
- 20 To discuss setting up an Emergency Plan for the Parish**  
This was discussed in full and resolved by the Parish Council agreeing to adopt a generic plan and adapt to suit our needs with what is important to our village; for example a snow plan. The Hall Committee holds a similar plan-**Agenda item for November** **Parish Clerk**
- 21 Councillors to discuss the amended questionnaire and review the timeline with regards to the Housing Needs Survey received from Stacy Sheppard South Gloucestershire Council**  
The Parish Council discussed the timeline in full raising concerns of the timescales over the festive season and resolved by agreeing to send V3 of the questionnaire to South Gloucestershire Council.
- 22 Councillors to discuss the preparation for the annual Christmas lights switch on.**  
Cllr S Bleaken updated the Parish Council on the use of the machine to erect the Christmas tree. Cllr Winbow mentioned involving local children to decorate the tree; this was agreed but after the machine has been removed for safety reasons. In addition ask local organisations to make Christmas decorations. Pauline Setterfield has agreed for the choir to join the celebrations. Advert has been placed in the Parish News for November. Agreed the dismantling of the tree 9/10 January 2016.  
**To be actioned**
- Letter to the Duke of Beaufort requesting a tree-Parish Clerk
  - Photo of last year's Christmas tree to enclose with letter – Cllr Ruthven
  - Small gift for Children switching on the lights, obtaining details of the oldest and youngest child's names and send invitations-Parish Clerk
  - Approach the two pubs re mulled wine-Parish Clerk
- 23 Councillor's to discuss the Consultation on proposed changes to South Gloucestershire Council's Local Planning Application**  
The Parish Council agreed for this item to be discussed at the next Parish Council planning meeting Monday 19<sup>th</sup> October 2015. **This was noted** **Parish Clerk**
- 24 Parish Council to agree the advert to proceed with filling the vacancy by Co-opting**  
This was discussed in full resolved by agreeing to update the advert. Closing date 15<sup>th</sup> November 2015 – agenda item for December 2015.
- 25 Date of the next Parish Council meeting will be held on Monday 2<sup>nd</sup> November 2015 in the upstairs meeting room at the Village Hall, Hawkesbury Upton at 7.30pm**

Minutes Approved as a true record .....  
2<sup>nd</sup> November 2015