

# Hawkesbury Parish Council



Notice is hereby given that the Meeting of

## ***Hawkesbury Parish Council***

will take place on Monday 9<sup>th</sup> April 2018 at 7:30pm in the Methodist Hall,  
Back 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**
  - **5<sup>th</sup> March 2018**
- 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 **General Data Protection Regulation (GDPR) Action plan in preparation for 25<sup>th</sup> May 2018- Please may all Councillors read the necessary paperwork prior to the meeting**
- 9 **Adopted phone box on Inglestone Common update – Cllr Stephens**

10 **Parish Councillor vacancy-**

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

<b>PK18/1186/O</b>	Land At France Lane To East Of Hawkesbury Grange Hawkesbury Upton Badminton GL9 1EF	Erection of up to 8no dwellings (to include 2no affordable housing units) (Outline) with access to be determined. All other matters reserved.
<b>PK18/1235/CL P</b>	9 Hunters Mead Hawkesbury Upton	Erection of a single storey rear extension.

**11.2 To Note Planning Decisions – information only**

<b>PK17/5021/F</b>	Back Street Hawkesbury Upton	Erection of 2no. Semi-detached dwellings with access and associated works	<b>Approve with conditions</b>
<b>PK18/0376/TC A</b>	The Cemetery St Marys Church Church Lane Hawkesbury	Works to crown reduce 7no Irish Yew trees to leave a finished height of 3 metres and a radial spread of 2.4 metres and fell 1no Holly tree. All trees situated in the Hawkesbury Village Conservation Area	<b>No Objection</b>
<b>PK18/0329/F</b>	The Shire Back Street Hawkesbury Upton	Erection of single storey rear extension to form additional living accommodation.	<b>Approve with conditions</b>
<b>PK18/0369/TC A</b>	The Old Barn Back Street Hawkesbury Upton	Works to fell 2no Lawsons Conifer and 1no Ash trees and removal of snapped hanging limbs from 3no Scots Pine trees. All situated in the Hawkesbury Upton Conservation Area	<b>No Objection</b>
<b>PK18/0614/TC A</b>	Malt House Park Street	Works to fell 1no Horse Chestnut and	<b>No Objection</b>

	Hawkesbury Upton	10no Leylandii. Trees situated within the Hawkesbury Upton Conservation Area.	
<b>PK17/5968/LB</b>	2 The Tithe Barn High Street Hawkesbury Upton	Alterations to roof of existing rear conservatory	<b>Approve with conditions</b>
<b>PK17/5777/F</b>	2 The Tithe Barn High Street Hawkesbury Upton	Alterations to roof of existing rear conservatory	<b>Approve with conditions</b>
<b>PK18/0907/TC A</b>	2 Hyde Park Row Back Street Hawkesbury Upton	Works to fell 1no Holm Oak tree situated in the Hawkesbury Upton Conservation Area	<b>No Objection</b>

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## Finance

### 12.1 Bank Reconciliation as of 31<sup>st</sup> March 2018 to be checked and approved by a Councillor

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

<b>A</b>	Parish Clerks Wages-March (2017/18)	£697.60
<b>B</b>	Parish Clerks Expenses – February figure not advertised on the 5/3/18 agenda (2017/18)	£92.70
	Parish Clerks Expenses – March	<b>TBC</b>
<b>C</b>	ALCA Annual Subscription (2018/19)	£218.79
<b>D</b>	South Gloucestershire Council-Localism grass cutting Jan/Feb/Mar (2017/18)	£110.95
<b>E</b>	Donation to the Village Hall to cover the cost of the replacement defibrillator battery (approved on 5 <sup>th</sup> March 2018) (2017/18)	£249.60
<b>F</b>	Datacenta renewal ,gov.uk domain (2017/18)	£150.00
<b>G</b>	Newsquest Annual Assembly advert (2018/19)	£ 60.12
<b>H</b>	Hospital Hall – Library hiring costs for 6 months (2017/18)	
<b>I</b>	Simon Harris Cemetery Grass Cutting– (2018/19)	£ 85.00

### 12.3 Final Expenditure for 2017/18 Financial Year

- 13 Cemetery-Extending the cemetery notification – purchasing land
- 13A Charitable Incorporated Organisation - New Trust Deed to be approved by councillors-is legal guidance required?
- 14 Grant Funding “Thank you” letters received, Victim Support, Brownies – information only
- 15 Bank mandate-Remove two signatories
- 16 Allotments maintenance - Parish Clerk
  - Councillors to discuss a request to erect a shed on allotment-plot 1
  - Two Signatories required to transfer £15 between accounts following deposit/rent paid for allotment-plot one
- 17 Community library update - Cllr Hope
- 18 Commons update
- 19 Future Development Update and the way forward
  - CLT
  - Neighbourhood Plan
- 20 Annual Assembly Monday 16<sup>th</sup> April 2018
  - Final arrangements for the Annual Assembly
- 21 South Gloucestershire New Local Plan Consultation 5<sup>th</sup> February – 30<sup>th</sup> April 2018. *Please may all Councillors read the necessary paperwork prior to the meeting*
- 22 2018 Big Spring Clean 17<sup>th</sup> March 2018-Feedback
- 23 Staffing - Parish Clerk – update from 5/2/18 meeting  
Clerks wages to be discussed, Passwords-security update, Contract review
- 24 Precept explanations
- 25 The Village Pound and Plain-appoint contractor
- 26 Date of the next Parish Council meeting will be held on Monday 14<sup>th</sup> May 2018 in the Methodist Hall, Back Street, Hawkesbury Upton at 7.30pm

Signed .....

Mrs Hazel Jones Hawkesbury Parish Clerk Date 3<sup>rd</sup> April 2018