

Hawkesbury Parish Council



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

Present:

Cllr Ruthven (Chair), Cllr Higgs, Cllr Wareham, Cllr Powell, Cllr Turner and H Jones (Parish Clerk)

Apologies

Cllr Harding, Cllr Stephens, Cllr Hope and Cllr Musty

Public Participation

1 Parishioner

Action

Cllr Ruthven first time as Chair welcomed everyone to the meeting

1 To take apologies for absence

Cllr Harding, Cllr Stephens, Cllr Hope and Cllr Musty

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

None

3 To adjourn to allow public participation

In January a question was put to the Parish Council, to define the footpath that runs along Quarryfield House from the footpath LHA/104/10. Cllr Higgs confirmed the information sought had been passed on; this is a Permissive Footpath and the owner "can" if chooses to close the footpath once or twice a year.

Councillors was then shown documentation date 2nd December 2009, from SGC "Rights of Way Officer" stating the following;

The path that runs along between the development site and Quarryfield House, whilst not recorded on the Definitive Map must be safeguarded and any fencing improved to ensure the public safety whilst using the route.

The Parishioner disagrees with the explanation recently provided by the PC, that it is a Permissive Footpath and requested the Parish Council speak with SGC ROW officer to clarify the situation.

Clerk requested the paperwork to enable this to be scanned and sent to SGC for clarification. Cllr Ruthven thanked the Parishioner. **Parish Clerk**

4 Councillors to approve the following minutes

- 2nd and 16th July 2018
- 6th and 20th August 2018

Resolved by Cllr Ruthven 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 Footpaths 104 and 103 – investigation ongoing as to who is responsible for these paths-The work carried out by WPD has now been completed. although debris has been left behind. Clerk emailed WPD and they apologised and will clear the area as soon as possible

5.2 Boundary Fence-allotments-this remains outstanding

5.3 Clematis pruning-alleyway LHA/104/20 Sandpits lane to Highfields – This can now be cut back and tidied up-flowering season has finished.

5.4 Vodafone Mast is live no further action

6 Councillor's items-information only

6.1 Community Land Trust (CLT) meeting – Cllr Wareham

First meeting will be taking place on Tuesday 11th September 2018 in the Methodist Hall at 7pm. Money has been earmarked for the CLT, the hall fee will need to be paid from these funds, all in favour to pay, await invoice.

6.2 Two old electrical posts remain in the ditches on Bath Lane-Cllr Higgs

These poles need to be removed, clerk requested further details to enable her to contact Streetcare or the appropriate company to remove these posts.

6.3 Hawkesbury Horticultural Show-Cllr Ruthven

Thank you to the Show Committee once again well done for a great show, lovely to see the whole village comes together.

6.4 Cats Eyes out on the A46-Cllr Ruthven

From junction 18 of the M4 through to Stroud 80% of the cat's eyes are missing-very request for the Parish Council to contact Highways for their comments-all in favour

7 District Councillors report information only – Cllr Hope

No report this month

8 Adopted phone box on Inglestone Common update-Cllr Stephens

- **Light bulb**
- **Restoration/repairs**

Clerk updated Councillors-The work has started, the old paint is being removed from the kiosk and the volunteers are anticipating the paint work will commence in October. They have tried to change the light bulb, but may not have been successfully

removed. Clerk to clarify if help is required regarding the removal and replacing of the light bulb.

Parish Clerk

9 South Gloucestershire Council consultation – The Domestic Violence and Abuse strategy Closes 11th September 2018.

This was discussed in full and the form was completed with the following response to the question-

*To What do you agree with the principles underpinning the strategy-Tend to agree.
Additional comment-Widely publicise point of contact-if you have a problem*

10 Gateway Project update-Cllr Hope

No update this month

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

PK18/3583/LB	Barn Between Home Farm and Pool Farmhouse High Street Hawkesbury Upton	External alterations to dismantle areas of falling masonry and timber work to make site safe prior to works commencing	Support the application
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11.2 To Note Planning Decisions-information only

PK18/2877/F	Upton Magna 48 France Lane Hawkesbury Upton	Demolition of existing conservatory. Erection of a single storey rear extension and single storey front extensions to form additional living accommodation and bike store. Construction of raised terrace.	Approve with conditions
PK18/3158/TCA	8 Hunters Mead Hawkesbury Upton	Works to trees as per the applicants proposed schedule of works submitted to South Gloucestershire Council on 19 th July 2018. Trees	No objection

		situated within the Hawkesbury Upton Conservation Area.	
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12 Finance

12.1 Bank Reconciliation as of 31st July and 31st August 2018 to be checked and approved by Councillors. Bank statement not arrived in time for 31st August 2018 Cllr Higgs checked 31st July – 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 Expenses-August	£20.00
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12.3 Up to date expenditure as of 30th June 2018

Cllrs received a copy of the expenditure prior to the meeting- No comments raised by Councillors

13 Cemetery extension update

Additional land options – Cllr Harding will update the Parish Council at the next meeting-**this was noted**

14 Record any Data Breaches from 21/8/18-3/9/18

No Breaches to be recorded-**this was noted**

Parish Council email addresses for the new councillors need to be resolved, a new email address to be set up for Cllr Turner-**this was noted**

15 Christmas Tree – Councillors to discuss the following

- **Set a date for the work to install a new hole for the Christmas Tree-**an offer of help has been received (to dig the hole), hopefully this will be resolved by the end of October.
- **Set a date for the Christmas light switch on and erecting the Christmas tree**
Erect the Christmas tree on 8th December, the switch on will take place on 15th.

Further discussion regarding the evening of 15th December light switch regarding the possibility of a road closure and costs, parishioners to bring their own drinking implement (reduce plastic). Invite the Duke of Badminton to switch on the lights? Agenda item for October

Parish Clerk

16 Allotments maintenance – Parish Clerk

Three allotment holders have not paid their rent for this year, letters being sent out, two plots have not been cultivated, clerk to take this forward.

Numbering of each plot-to make the allotments layout clearer, new plan to be drawn up. Discussions took place, there may be someone in the village who might like to help with the numbering for the Parish Council. Agenda item for October

Parish Clerk

- 17 Walking of Footpaths update-Cllr Higgs**
Apologies no update this month due to work commitments-this was noted-agenda item for October **Cllr Higgs**
- 18 Notification of the Avon Local Councils Association Annual General Meeting – Saturday 6th October 2018 – Conygre Hall, North Road Timsbury – Representative from Parish Council to attend**
Clerk to confirm the time of this meeting with Councillors **Parish Clerk**
- 19 Volunteers required – Memorial area to be cleaned in preparation for Remembrance Sunday**
- **Weeds to be removed-Cllr Turner**
 - **Swept and Cleaned for 11/11/18-Cllr Turner**
 - **Road Closure notification – Councillors support to be agreed-Parish Council supports the road closure-**
 - **Wreath ordered-clerk in the process of checking this has been ordered**
 - **Donation of Wreath-discussion took place regarding the wreath itself should it commemorate the first WW1 100 years-update Councillors at the next meeting**
- 20 Memorial Bench update**
A 5ft bench has been offered although the existing is just over 4ft, clerk to request a picture showing the style of and size of the replacement bench and report back to Councillors. Check when the old bench needs removing and when the new bench will be erected. **Parish Clerk**
- 21 Caring for the Cotswolds, the visitor giving scheme for the Cotswolds is now open to applications for projects.** Councillors to discuss if they wish to put an application forward-closing date 31st October 2018
Councillors discussed various areas and options to be considered including the Somerset Monument, The Drovers Pool. Agenda item for October **Parish Clerk**
- In addition an application could help fund the clearance of land opposite the Somerset Monument. The Parish Council applied for a licence several years back, clerk to investigate the present position of this licence. **Parish Clerk**
- 22 Cricket Club Representative**
- **Light proposal to put to Councillors**
- No representative was available to attend the meeting this evening. However, the Clerk received an email advising the Parish Council the Cricket Club will be holding their annual funday on September 8th which will include some outside entertainment. This was noted
- Councillors felt a letter should be sent to the Cricket Club to check to see if they hold a broadcasting licence, following the issues raised during the world cup. **Parish Clerk**
- 23 The Pond Clearing**
No update regarding when this work will commence, however, with the “Cotswold visitor giving scheme” now open the Parish Council could apply for funding to help

restore the wildlife on the Pond.

Additional item – Cllr Higgs

Electric Hook Ups for cars-When discussing planning applications, should the Parish Council consider this is in place -**agenda item for the future**

Cemetery Tree maintenance-Clerk

The Clerk advised Councillors that she will write to 3 contractors to obtain quotes for the work in the cemetery and will keep the Parish Council updated with the outcome.

- 24 Date of the next Parish Council meeting will be held on Monday 1st October 2018 in the Upstairs meeting room, Hawkesbury Village Hall, High Street, Hawkesbury Upton at 7.30pm**