

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 16<sup>th</sup> November 2015 at 7.30pm  
In the upstairs meeting room, Village Hall Hawkesbury Upton**

**Present:**

Cllr Robinson (Chair), Cllr Cox, Cllr Higgs, Cllr Ruthven and H Jones (Parish Clerk)

**Apologies**

Cllr Musty, Cllr Hope, Cllr S Bleaken and Cllr Winbow

**Public Participation**

None

Action

**1 To Take apologies for absence**  
Cllr Musty, Cllr Hope, Cllr S Bleaken and Cllr Winbow

**2 To record declaration of interest from members in any item to be discussed**  
None

**3 To adjourn to allow public participation**  
None

**4 Councillor's items-information only**

*4.1 Condolences following the terrorist attack in Parish-Cllr Higgs*

Both condolences and support to the people of France following the recent terrorist attack on Parish. **This was noted**

**Parish Clerk**

*4.2 Glebe Land update-Cllr Robinson*

Met up with Dave Carey-previous (Parish Clerk), he had no knowledge of the purchase of land or documentation. No further action with this lead. **This was noted**

*4.3 Road Works – Cllr Ruthven*

The road markings have not been completed; this could be a safety issue. Cllr Robinson cabling pulling work is about to start. **This was noted**

**5 5.1 Planning application to be discussed**

PK15/4681/CLP	Barn at the Firs	Application for	No Objection
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	France Lane Hawkesbury Upton	Certificate of Lawfulness for the proposed change of use of barn to annexe ancillary to main dwelling	
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#### 5.2 Planning Decisions received from South Gloucestershire Council

PK15/3896/F	Barnside Cottage Hawkesbury Common	Erection of two storey side extension to form additional living accommodation	<b>Approve with conditions</b>
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## 6 Finance

### 6.1 Payments to be agreed

A	Parish Clerks Wages – November	
B	CRK Garden Manicures – Cemetery Grass cutting	£ 81.77
C	Justhost.com hawkesbury.com- payment approved on 2 <sup>nd</sup> November 2015 but not advertised on the agenda	£100.65
D	The Poppy Appeal – payment approved on 2 <sup>nd</sup> November 2015 but not advertised on the agenda	£ 30.00
E	CPRE membership renewal-payment approved on 2 <sup>nd</sup> November 2015 but not advertised on the agenda	£ 36.00

Resolved by Cllr Robinson proposing the payment, second by Cllr Cox.

## 7 Consultation-Councillors to respond to the review of Community Safety and Anti Social Behaviour Team 2015.

This item was discussed in full and resolved by the Parish Council agreeing to maintain the existing service. Cllr Robinson proposed and second by Cllr Ruthven, all in favour. Parish Clerk

## 8 Housing Needs survey – Councillors to;

- Prepare for the public consultation on Sunday 29<sup>th</sup> November 2015 and Wednesday 2<sup>nd</sup> December 2015  
Outstanding - Clerk to purchase refreshments
- Raise any concerns regarding the distribution of the survey – distribute questionnaires (if they have arrived in time for meeting)  
The questionnaires are still being printed and may not be with the Clerk until Wednesday/Thursday. All questionnaires will need to be delivered later this week and before the 23<sup>rd</sup> November. **This was noted**

Cllr Cox thanked both the Chair and Clerk for all their hard work this was second by Cllr Higgs.

**9 Parish Councillor Vacancy by Co-option – vacancy deadline 15<sup>th</sup> November – to discuss the way forward**

Four Parishioners applied for the vacancy. The clerk will send out invitations to attend the 7<sup>th</sup> Decembers meeting, this will give them the opportunity to introduce themselves. Councillors will proceed with a secret vote to Co-opt the 9<sup>th</sup> Councillor for Hawkesbury Parish Council. **This was noted**

**10 Christmas tree decorations – to update Councillors**

Emails have been sent to the Youth Club, Preschool and ASC to make decorations. The Fox is happy to do the mulled wine, Clerk to check how much red wine is required.

**11 Website – Clerk and Cllr Ruthven to update the Parish Council**

Cllr Ruthven was present when discussing the website with Parish Council websites. Cllr Ruthven mentioned Mr Creeper from the village has set up websites, as an alternative; in addition the clerk has a meeting with Athena web designs on Wednesday 18<sup>th</sup> November. The front page needs to be attractive, friendly colourful with interesting photos and information. **Further update at the December meeting.**

**12 Date of the next Parish Council meeting will be held on Monday 7<sup>th</sup> December 2015 in the upstairs meeting room, Village Hall, High Street, Hawkesbury Upton at 7.30pm**

**Minutes Approved and signed as a true record.....7<sup>th</sup> December 2015**