

# Hawkesbury Parish Council



Notice is hereby given that the Meeting of  
***Hawkesbury Parish Council***  
will take place on Monday 5<sup>th</sup> June 2017 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
  - 25<sup>th</sup> April, 8<sup>th</sup> and 15<sup>th</sup> May 2017
- 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 Cemetery – Councillors to discuss and agree the way forward for the following;
  - Bin Rota
  - Tree specification
  - Lych Gate repairs-update
- 9 Internal Auditors report-to discuss issues and minute any issues raised from the report

- 10 **Approval of the Annual Audit by Council**
- Section 2 Accountant Statements 2016/17-to be signed by Financial Officer and Chair
- 11 **11.1 Planning applications received from South Gloucestershire Council-To be considered by Councillors**

<b>PK17/1829/F</b>	The Bungalow Orange End Inglestone Common	Demolition of existing garage and erection of two storey front, side and rear extensions to provide additional living accommodation.
<b>PK17/1853/F</b>	The Walled Garden High Street	Erection of 1no. dwelling with parking and associated works
<b>PK17/1835/F</b>	1-3 St Andrews High Street Hawkesbury Upton	Remove and re-build existing front boundary Cotswold stone wall including 1no. gate pillar

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

<b>PK17/1818/TCA</b>	Londesborough High Street Hawkesbury Upton	Works to fell 1no. Cypress tree situated within Hawkesbury Upton conservation area.	<b>No Objection</b>
<b>PK17/1883/TCA</b>	3 Hyde Park Row Back Street Hawkesbury Upton	Works to reduce crown and lateral spread to 1 no. Holm Oak by 1.5m tree situated within the Hawkesbury Upton Conservation Area	<b>No Objection</b>
<b>PK17/0579/LB</b>	1 Dunkirk Cottages Tetbury Road Hawkesbury Upton	Retention of rear dormer window to form additional living accommodation	<b>Approved</b>
<b>PK17/0578/F</b>	1 Dunkirk Cottages Tetbury Road Hawkesbury Upton	Change of Use of land from agricultural to residential (Class C3, as defined in the Town and Country Planning (Use Classes)	<b>Approved</b>

		Order 1987 (as amended). Alteration to parking area and access. Erection of rear dormer window to provide additional living accommodation. (Retrospective)	
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- 12 **Finance**  
**12.1 Bank Reconciliation as of 31<sup>st</sup> May 2017 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> | Room Hire-Methodist Hall 3 <sup>rd</sup> & 25 <sup>th</sup> April 2017 | £ 58.50 |
|          | payment approved on 15/5/17 but not advised on the agenda              |         |
| <b>B</b> | Parish Clerks Wages-May  | £700.00 |
| <b>C</b> | Parish Clerks Expenses – May   | £TBA    |
| <b>D</b> | Cate Davidson Internal Auditor   | £150.00 |
| <b>E</b> | Zurich Municipal-Insurance renewal                                     | £455.22 |
- 12.3 HM Revenue & Customs-Vat repayment received £472.48 24<sup>th</sup> May 2017-information only**
- 13 **Glebe Land Declaration and Statement –**
- **Signing of the documents-update**
  - **Next step**
- Parish Hall conveyance-Councillors to respond to the Parish Hall's recent correspondence.**
- 14 **BT kiosk Badminton School Road update-Parish Clerk**
- 15 **Insurance renewal June 2017-responses to be recorded from the comments raised by Cllr Harding**
- 16 **Gloucestershire Wildlife Trust Lower Woods Nature Reserve-Annual report – *This has been emailed to Councillors, please read the paperwork prior to the meeting. Councillors to raise any comments – item for the Parish Councils website***
- 17 **Review the Risk assessment-all Councillors-sign the final edition**
- 18 **Development In Hawkesbury-meeting Tuesday 13<sup>th</sup> June 2017. Councillors to plan for this meeting**
- 19 **Date of the next Parish Council meeting will be held on Monday 3<sup>rd</sup> July**

**2017 in the upstairs Meeting Room, Village Hall, High Street,  
Hawkesbury Upton at 7.30pm**

Signed .....

Mrs Hazel Jones

Hawkesbury Parish Clerk

Date 30<sup>th</sup> May 2017