

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 1st June 2015 at 7.30pm
In the Bethesda Chapel, Park Street, Hawkesbury Upton**

Present:

CLlr Robinson, Cllr Cox, Cllr Hope, Cllr Musty, Cllr Ruthven, Cllr Higgs and H Jones (Parish Clerk)

Apologies

Cllr Winbow Cllr H Bleaken and Cllr S Bleaken

Public Participation

None

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| | | Action |
| 1 | To Take apologies for absence
Cllr Winbow, Cllr H Bleaken and Cllr S Bleaken | |
| 2 | To record declaration of interest from members in any item to be discussed.
None | |
| 3 | To adjourn to allow public participation.
None | |
| 4 | Approval of Minutes <ul style="list-style-type: none">• 18th May 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 <p><i>5.1 Little Badminton Notice Board</i></p> <ul style="list-style-type: none">• Name plate to be replaced-Clerk has spoken to Mr Choyce this item is to remain on the action points until resolved <p><i>5.2 Tied properties list-This item remains outstanding-updated electoral list received to obtain the correct information to complete the list.</i></p> <p><i>5.3 Kiosk for a £1 – further investigations remains outstanding</i></p> | |

5.4 Letter to Bramble Cottage to cut the hedge-**Resolved letter delivered**

5.5 Road to Horton-**Resolved emailed Streetcare**

5.6 Audit to be sent to Grant Thorntons this week

5.7 Zurich Insurance-Clerk advised Insurers awaiting invoice

5.8 Letter to the bank to increase the standing order for the Clerks wages-**resolved Date of appraisal set 29th June 2015**

5.9 Licence for land Opposite the Somerset Monument –outstanding

5.10 Allotments-Mr Hornig to meet Cllr Robinson at the allotments to discuss the fences that need repairing-water trough invoice received

5.11 Equality Plan consultation-**resolved comments emailed to South Gloucestershire Council**

5.12 New notice for compost waste at the Cemetery-**resolved notice erected**

6 Councillor's items-information only

6.1 Pavements on the High Street - Cllr Hope

A request for Streetcare to inspect the pavements due to the poor condition especially in front of the Hall and Fox pub and repair accordingly. Clerk to email Streetcare.

**Parish
Clerk**

6.2 Road Surface at Hillesley near KLB – Cllr Musty

Since this road was resurfaced it is now coming away both cyclists and young drivers have complained and as parishioners use this road can this been reported to Gloucestershire Council. Cllr Musty to contact Gloucestershire Council together with the Clerk.

**Parish
Clerk Cllr
Musty**

6.3 Rats on the allotments – Cllr Higgs

An email was received by the clerk and forwarded to Councillors regarding rats on the allotment. This was discussed in full by the Parish Council and it was agreed for the Clerk to Email Mr Broad the Parish Council will monitor the situation. Clerk to check SGC website for the Pest Control officer and obtain information/leaflets on ways to deter rats and circulate the link to Councillors

6.4 Cemetery Meeting – Cllr Hope

Thank you to Cllr S Bleaken and Cllr Musty meeting at the Cemetery. Cllr Hope will be meeting the Tree Officer later this week to clarify which if any trees to be removed and to report back at the next monthly meeting.

7 District Councillors report information only – Cllr Hope

The Council held its first Council meeting, last week, when the Committee structure was agreed, as well as the programme of meetings for the coming year. The Council make up is 40 Conservatives; 16 Lib Dems; 14 Labour, this reflected in 7:3:3 representation on committees. There were presentations from the public on access to superfast broadband from Littleton and Elberton residents trying to run

businesses, as well as pleas for Council support for public transport.

Broadband – The Council have entered Phase 2 of the rollout of Broadband and also bid for more money from the West of England Partnership. An early announcement is not anticipated.

The Public Transport Forum will be held next week, and Cllr Hope has asked for the unreliability of our local No.86 to be raised, as the service also provides a service for school children to both KLB and Sodbury schools. Anyone else is welcome to attend.

The first committee Policy & Resources is on 8th June. All agendas can be found on the website. I will be serving on the Adults & Housing Committee and the Public Health and Health Scrutiny Committee. There are lots of training and induction courses being offered as there are many new councillors.

Cllr Hope has circulated grant opportunities to local groups and organisations – all have to be registered before making an application. Decisions on grants are made at the Area Forums by local councillors.

Cllr Hope received enquiries about housing in Hawkesbury Upton. Anyone wishing to apply for one of the bungalows (Highfields) does have to be registered with Home Choice; these bungalows are not restricted to those living in the parish. The Council assesses the applicant into one of three bands A; B; Registered – A taking priority over B and those registered. The amount of time you have been on list can contribute to the criteria. The final decision - in this case- is made by Merlin Housing Association. Houses at the top of Highfields are restricted to a local connection, as well as those at the end of Birgage Road; there is a cascade approach should there be no local applicant

8 8.1 Planning Applications

PK15/2081/F and PK15/1786/LB	Malthouse Cottage High Street Hawkesbury Upton	Demolition of part of existing stone wall and erection of 1.6m high stone wall	Support both applications
PK15/1955/F	Kosy Kot France Lane Hawkesbury Upton	Construction of hardingstanding and new vehicular access	Support the application
PK15/1990/LB	The Old Vicarage Church Lane Hawkesbury	Alterations and improvements to roof insulation and roof space access	Support the application

8.2 Planning Appeal notification

APP/P00119/W/15/300550	Severn View Farm Inglestone Common	The development proposed is an indoor swimming pool	Appeal allowed
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- 9 Update from Cllr Musty on Glebe Land following investigation to locate these deeds, in addition to consider a declaration to be signed by Danny Blakeney summarising the events leading up to the purchase of the Glebe Land

The Parish Council discussed this in full and agreed for Cllr Musty to carry out further investigations and report back at the next meeting.

**Cllr Musty
and Parish
Clerk**

- Clerk place this item on the July agenda

10 Discussion on the way forward to set up a Parish Council Website

Cllr Ruthven presented various front covers of Council websites-this was discussed in full and the following subcommittee was set up to take this forward and report to the Parish Council in July. Cllr Ruthven, Cllr Musty and Clerk

11 Reminder that Councillors are invited to a meeting which is on the topic of pollinating insects. Monday 15th July 7-9pm Baileys Court Activity Centre, Bradley Stoke.

Resolved Cllr Ruthven and Cllr Higgs to attend

12 To approve and sign the amended Parish Council's Bank Mandate

This item was **resolved by the Clerk partially completing the forms prior to the meeting; the Parish Council approved Cllr Cox to be a signatory. All forms given to Cllr Cox to complete and hand in at NatWest Bank at Chipping Sodbury.**

13 Finance

13.1 Bank Reconciliation as of 31st May 2015 was checked and approved by Cllr Higgs.

13.2 Payments approved for payment

A	Parish Clerks – Expenses April 2015 approved on 18 th May 2015 figure not advertised on the agenda	£ 49.50
B	ROSPA Annual inspection – Email received from W Cullen notifying the Parish Council the Hall Committee paid the invoice in full. A request was made for the cheque to be made payable to the Hospital Hall. This was agreed by the Parish Council. Cllr Musty to discuss with the Hall Committee the way forward on settling ROSPA invoice in future	£ 78.00
C	West Country Plumbing and Heating - Allotment Trough and installation – item not advertised on the agenda - payment agreed	£309.07
D	South Gloucestershire Council – grass cutting Apr/May/June - item not advertised on the agenda - payment agreed	£110.63

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

14 To update the Parish Council on bus shelter numbering – South Gloucestershire Council

All bus shelters will have a number fixed on the shelter including privately owned. The numbering system used is to align with a national protocol, and assist in addressing the complaints received by South Gloucestershire Council from bus users across the authority.

The identification applied is a Naptan number which is a nationally recognised referencing system for all bus stops. It provides a unique identifier for every point of access to public transport in the UK (privately owned or otherwise), together with meaningful text descriptions of the stop point and its location. This enables both computerised transport systems, and the general public to find and reference the stop unambiguously. Stops can be related to topographic regions via the National Public Transport Gazetteer.

This was noted

- 15 To discuss the Publication of the South Gloucestershire Local Plan Proposed Submission: Policies, Sites and Places Plan-Regulation 19 Consultation – Friday 22nd May 2015 until close of business on Friday 3rd July 2015.**

This was discussed in full and **resolved by the Parish Council** agreeing the following response to be sent; ***The Parish Council agree with the principles, Thank you.***

Parish Clerk

- 16 Correspondence from HMRC (Pension for clerk) to be discussed by Councillors**

This was discussed Cllr Hope mentioned due to qualifying criteria this is not applicable

- 17 Councillors to discuss a donation to the Bethesda Chapel to cover the cost of electricity and use of their meeting room-Cllr Hope**

This was discussed in full and **resolved by the Parish Council** agreeing to pay £300 per year. **Cllr Musty proposed £25 per month and pay quarterly-the onus is on the Parish Council to finish the meetings in time. Cllr Hope to speak to Mr Wood and report back to the Parish Council if this is acceptable.**

Cllr Hope

- 18 Date of the next Parish Council meeting will be held on Monday 6th July 2015 in the Bethesda Chapel, Park Street, Hawkesbury Upton at 7.30pm.**

Minutes Approved as a true record

6th July 2015