

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council's Meeting
Held on Monday 29th April 2019 at 7.30pm
In the Methodist Hall, Back Street, Hawkesbury Upton**

Present:

Cllr Harding (Chair), Cllr Powell, Cllr Higgs, Cllr Stephens, Cllr Wareham, Cllr Hope, Cllr Ruthven and H Jones (Parish Clerk)

Apologies

Cllr Turner and Cllr Musty

Public Participation

None

Action

- 1 To take apologies for absence**
Cllr Turner 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**
None

- 4 Councillor's items-information only**

4.1 Water pressure-Cllr Wareham

Two recent incidents where the parish has lost water pressure/water. First was for 4hrs and the second time 2hours. The Parish has a fragile water system as a PC we should monitor these incidents. **This was noted**

4.2 Phone Kiosk – Cllr Stephens

Good news the restoration of the phone box on the Commons is progressing and painting should start within the next two weeks. There may be a need for additional glass panels it was agreed for the defib going into the kiosk once the work has been completed and BT has agreed a defibrillator can be fitted in the phone kiosk. **This was noted**

4.3 Department of Transport survey-Cllr Higgs

A survey was being carried out between 7am-7pm on Sandpits Lane monitoring the volume of cars using the road. Cllr Higgs spoke to the individuals and they were surprised on the number of vehicles using this road. Cllr Higgs also mentioned this road is used if the A46 is closed as an alternative route. **This was noted**

4.4 Allotments – step has appeared in the wall-Cllr Higgs

By the new dry-stone wall, a step has appeared and is being used as a short cut to the allotments, who owns the wall-SGC owns the wall? **This was noted**

4.5 Starveall Lane-Cllr Ruthven

By the A46 junction on Starveall Lane, all the way up by the trees, rubble has been dumped-Clerk to contact Streetcare-**this was noted**

4.6 Hawkesbury Literature Festival-Cllr Ruthven

Well done to the organisers, good for the village, puts Hawkesbury on the map, well attended. Letter to be sent on behalf of the Parish Council-**to be actioned**

4.7 Community Shop Sign A46-Cllr Hope

The Community Shop would like to be considered for a Community Shop sign on the A46-although there is a clutter of signs that have not been authorised already in place. SGC, to review the situation and report back-it could be added to the Brown Sign than have an additional sign-**this was noted**

4.8 Sandpits Lane-

Complaints have been received regarding a field on Sandpits Lane, where building material and rubble has been dumped on agricultural land-**contact Enforcement to investigate**

4.9 HGV using Back Street

GPS sending these large vehicles the wrong way-SGC transport department to investigate. **To be actioned**

4.10 Cemetery Bins-holiday cover

Cllr Ruthven to cover Cllr Harding's weeks to empty the bins-**this was noted**

4.11 CIL Money PK17/2596/F Land to The Rear Of 37 To 39 Hawkesbury Upton

One of the bungalows is in the process of being sold, as this has not been lived in, will the Parish be entitled to any CIL money? Contact SGC for guidance-**to be actioned**

4.12 Clerks Appraisal-Cllr Harding

This has been completed – **this was noted**

4.13 Annual General Meeting 13th May 2019-Cllr Harding

Not available on 13th May, but happy to take the position of Chair unless someone else has the desire to take the position. **This was noted**

5 5.1 Planning Applications received from South Gloucestershire Council to be considered by Councillors

P19/3313/F	Beechwood	Erection of single	No Objection
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	Tetbury Road Hawkesbury Upton	storey side extension to provide additional living accommodation. Installation of 1 no. front and 2 no. rear dormer windows and to facilitate loft conversion, erection of detached garage with annexe above. Change in the description of the planning	
P19/2800/CLP	Far End 14 Back Street Hawkesbury Upton	Erection of single storey rear extension to form additional living accommodation and conversion of existing garage to form living accommodation.	No Objection

6 CIL Monies-Councillors to discuss options

The Parish will be entitled to a sum of money once the Land opposite Park street commences and it was put to councillors to think about a business plan for the Parish. Look at various options to spend the money for example-speed sign/smiley face, showers in the hall, desperate for storage space. Engage with the Parish what are the priority areas put forward ideas, this can include the 106 monies. Agenda item for next month for further discussion-**this was noted**

7 Finance

Payments to be agreed and cheques to be signed in accordance with the bank mandate-payments proposed by Cllr Higgs second by Cllr Wareham

A	Parish Clerks Expenses for March – figure not advertised on the 1 st April 2018 agenda-payment had been approved	£182.46
B	Clerks Wages April	£790.09
C	HMRC – final quarter	£129.42
D	A Sauro-Defib replacement electrode pad	£ 46.80

E	R & J Pearce Ltd-Bus Shelter, cabinet and socket	£333.60	
F	Simon Harris – Cemetery Grass Cutting 3 rd and 17 th April 2019-item approved but not advertised on the agenda	£170.00	

8 Risk Assessment to be reviewed by Councillors-agree any actions

Councillors viewed the Risk Assessment prior to the meeting-no concerns raised-Cllr Harding signed the Risk Assessment at the meeting

9 Transfer of the BT phone kiosk School Road Badminton. Councillors to approve the agreement and the Chair to sign Sale of Equipment Agreement to the Trustees of the Somerset Trust

This was discussed in full Cllr Hope proposed that Cllr Harding to sign the agreement on behalf of the Parish Council this was second by Cllr Higgs; Clerk to return the signed agreement to Badminton Estate for their 3 trustees to sign. This will finalise the transfer of the Badminton kiosk from HPC to the Trustees of the Somerset Trust. Copy to be held by the clerk

Parish Clerk

10 Annual Assembly Wash up

Cllr Harding regrettably was unable to attend the Annual Assembly, the turn out was poor-how can the Parish Council engage with the community to attend the annual event.

- Stay away from Easter bank holiday/school holidays
- Encourage people to attend
- Improve the advertising
- CIL 106 agreement funds-how to spend this money-encourage communication

Agenda item for January and plan the event in more details-**To be actioned**

Parish Clerk

11 Memorial Bench fixings to be greed by Councillors

Councillors to agree the best position before any decision is made to fix the bench in place. Cllr Wareham and Cllr Harding to meet at the Cemetery to discuss this further. **This was noted**

12 Date of the next Parish Council meeting Annual General Meeting will be held on Monday 13th May 2019 in the Methodist Hall, Back Street, Hawkesbury Upton at 7.30pm

Minutes approved by

3rd June 2019