

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 18th August 2014 at 7.30pm
In the upstairs meeting room at Hawkesbury Parish Hall**

Present:

Cllr Bleaken (Chair), Cllr Cox, Cllr Frankcom, Cllr Robinson, Cllr Musty and H Jones (Parish Clerk)

Apologies

Cllr Ruthven, Cllr Hope, Cllr Winbow and Cllr Isaac

Public Participation

None

Action

1 Take apologies for Absence

Cllr Ruthven, Cllr Hope, Cllr Winbow and Cllr Isaac

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

- 7th and 21st July 2014-minor amendment made – The Chair put to the Parish Council for a Councillor to sign the minutes as a true and accurate record as Cllr Bleaken is unable to write due to her hand being injured.

To be actioned

Email approved minutes to Mr Sauro. Please note the signing of minutes will be signed by a Councillor for the foreseeable future.

Parish Clerk

5 Update of previous Action points

5.1 Little Badminton Notice Board and Hawkesbury Notice board

- Backing inside the notice board is deteriorating from water penetrating
- Little Badminton-locks required, the name plate replaced
- Handle has been removed needs refitting, hinge is loose-contractor to be Hawkesbury High Street Notice board
- Stays outstanding

- Restoration of wood casing
- To be actioned** **Parish Clerk**
This item remains outstanding;
- 5.2 Risk Assessment-Cemetery Committee*
 Inspection of Cemetery benches, test headstones, boundary wall and Lych gate date to be set. **Cemetery Committee**
This remains outstanding-date to be agreed **e**
- 5.3 Skip on Sandpits Lane – Cllr Bleaken*
 This item remains outstanding it was agreed by the Parish Council to leave this item for now and make a diary note for 3 months
To be actioned **Parish Clerk**
Clerk to diarise until November
- 5.4 Emergency Plan*
 This item remains outstanding-Cllr Hope to obtain a model plan
This was noted **Cllr Hope**
- 5.5 Bus Shelter maintenance*
 This item remains outstanding ask Mr Hornig to quote for the repairs
This was noted **Cllr Musty**
- 5.6 Bank reconciliation as of 31/3/14 and 30/4/14* Cllr Frankcom returned the paperwork to the Clerk
Resolved
- 5.7 Recreational Field – Cllr Hope*
 Following concerns with the repairs by South Gloucestershire Council to the field the Parish Council discussed this area could be left as a designated area for wild flowers. This will need to be referred to the Hall Committee at their next meeting.
This was noted **Cllr Robinson**
Cllr Robinson to put this to the Hall Committee
- 5.8 Housing Needs Survey – Tracey Price South Gloucestershire Council*
 No update when this survey will be carried out.
This was noted
- 5.9 Peace and Quiet spoilt by aircraft-*
 This item remains outstanding address required for the university Air Squadron-Colerne.
This was noted **Cllr Hope**
- 5.10 Bonfires nuisances*
 Article placed in the Parish News
Resolved
- 5.11 Bank Reconciliation paperwork for March and April*
Resolved-paperwork returned to Clerk for filing
- 6 Councillor’s items-information only**
- 6.1 New Signs for the Plain, Pound and Pool-Cllr Frankcom*

They look fantastic, request for Parish Council to send a thank you card and to place a piece in the Parish News-All in favour

To be actioned

Clerk to action the above

Parish Clerk

6.2 Cemetery compost bins-Cllr Bleaken

A question was raised as to whether the land had been prepared for the compost bins to be erected by Mr Watts-this needs to be checked

To be actioned

Cllr Bleaken will find out

Cllr Bleaken

6.3 Broadband Cllr Robinson

Broadband is a big issue at the moment with Hawkesbury, and recently it has become much slower. Cllr Hope sent an email, please cascade and keep plugging for support. A request was made for the Clerk to speak to BT

To be actioned

Parish Clerk to contact BT to check the broadband speed for the village.

Parish Clerk

6.4 Building of replacement shed-Park Street

This has been referred to enforcement to be investigated.

This was noted

7 District Councillors report information only - Cllr Hope

No District Councillors report received from Cllr Hope

8 8.1 Planning Application

PK14/2985/TCA	2 Hunters Mead Hawkesbury Upton	Works to remove 1no. Fir tree situated within the Hawkesbury Upton Conservation Area	Support the application
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8.2 Planning Decisions-information only

PK14/2125/F	Bramble Cottage High Street Hawkesbury Upton	Erection of detached Garage	Approve with conditions
PK14/2361/TCA	Beaufort Cottage High Street Hawkesbury Upton	Works to remove 3no. Field Maple trees 1no. Hawthorne tree and 1no. Cherry tree in the Hawkesbury Upton Conservation area	No objection
PK14 1328/F	9 Sandpits Lane Hawkesbury Upton	Erection of single storey rear extension to	Approve with conditions

		provide additional living accommodation		
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8.3 Planning applications withdrawn

PK14/2109/F	Bramble Cottage High Street Hawkesbury Upton	Demolition of existing double detached garage and erection of 1 no. detached dwelling with access and associated works
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9 Discuss the reasons why a list of Tied Properties is to be held by the Parish Council.

Existing Councillors know the background history of the parish, when elections take place this knowledge can be lost. The Town and Parish Councils Forum raised concerns of Agricultural Ties being removed as well as conditions; South Gloucestershire Councils Enforcement team suggested Clerks keep their own record and it would cost too much for them to hold on to a register. Although some Clerks are pushing them to keep a record.

This item was discussed fully and it was agreed by everyone to retain a list without names and to ensure it is noted **“This list is for reference only for tied properties/conditions this is for internal use by Councillors as it may not be accurate”**.

Resolved

Parish Clerk

Clerk to remove the names to hold addresses/postcodes and ties/conditions

10 Christmas Lights connected to Street Lamp-discussed previously on 3rd February 2014-Chase South Gloucestershire Council

A request was made for a new Star for the top of the tree-agenda item for September.

Cllr Musty to test the socket to check to see if it is still connected.

To be actioned

Agenda item for September

Parish Clerk

11 Following the site meeting at Wotton Road/Inglestone Common Hawkesbury Upton –land opposite the Somerset Monument-Further discussion before considering a licence to maintain the verge.

Cllr’s Bleaken, Robinson and Frankcom met at the monument prior to tonight’s meeting.

- Benefits good viewing point-if opened up could be the gateway to the village
- Cost to clear scrub verbal quote received from M & G was £300-additional quotes required
- Cost to the Parish Council to maintain this area of land-strim once a month
- Concerns – who owns the boundary wall – maintenance in the future
- No mention in the contract about clearing the scrub-just maintaining to a good standard

The Parish Council discussed in full and agreed for the Clerk to ask South Gloucestershire Council who owns the boundary wall and refer to add to the contact the Parish Council will be able to clear this area of land.

To be actioned

Agenda item for September to provide Councillors with an update

Parish

12 Poppy Wreath

- Poppy Wreath has been ordered
- Donation agreed £30.00
- 100 years anniversary this year, Clerk to see if the British Legion is organising a special event.

To be actioned

Clerk to update the Parish Council at the next meeting

Parish
Clerk**13 Finance**

13.1 Bank Reconciliation as of 31st July 2014 was checked and approved by Cllr Frankcom.

13.2 Payments approved for payment

A	WW1 Centenary Village Tea	£ 22.05
B	Clerks Wages August Standing Order	
C	Parish Clerks Expenses-July	£ 29.70
D	Licence for play area Birgage	£ 50.00
E	CRK Garden Manicures 5/7 & 21/7	£163.54
F	Greenspace Grass Cutting 20/6 3/7 17/7 & 29/7	£616.00
G	SLCC Membership	£101.00
H	Postage of Defibrillator cabinet £31.92 The Parish Council will hold on paying this invoice due to cabinet should have been given to the electrician to deliver free of charge	£

Cllr Bleaken proposed payment this was second by Cllr Musty. Cheques signed in accordance with the bank mandate.

14 Urgent Correspondence

1/7/14	Planning legislation – slides from presentation on 15 th June 2014 would Councillors like to this emailed	Cllrs requested slides to be emailed to them
20/7/14	SLCC Membership renewal	Item 13.2
8/8/14	ALCA Annual General Meeting will be held on Saturday 4 th October 2014 The Jubilee Centre Bradley Stoke	Cllr Winbow will attend
6/8/14	Press release – Right to Report – Filming and Recording Local council meetings	Email Cllrs

Additional point to consider

Stones left behind by South Gloucestershire Council when repairing the damage by the recycling area field has not been rectified. Concerns regarding the show on 30th August as this is where the fair is normally put. A request was made to ask Cllr Isaac to roll this area of field.

15 Update on the Defibrillator

The cabinet has been delivered and is now with Mr Sauro Hall Committee. It is due to be fitted on Monday 1st September Clerk has tried to arrange fitting before the show, but due to the electrician's workload this is not possible. Photos need to be taken of the cabinet when fitted without the defibrillator unit in and emailed to AED, Mr Sauro will ensure this is done.

This was noted

16 Update on the bin

The bin has been ordered and due to be dispatched on 29th August 2014. Cllr Musty has offered to fix the bin.

This was noted

17 Glebe Land – request title deeds from Land Registry

The Parish Council agreed to pay on 7th July 2014 the land registry, additional information and work is required before this is applied for. This was discussed in full and the following was agreed.

- Write to the solicitors, diocese, National Playing Fields Association and Lloyds Bank

To be actioned

Clerk to write to the above companies

18 Council Tax reduction scheme changes consultation.

This was discussed in full and agreed the response to the consultation is as follows;

“Hawkesbury Parish Council are not qualified to respond to this consultation”.

Resolved

**Parish
Clerk**

19 South Gloucestershire Policies Sites and Places (PSP) Plan

This was discussed in full and the following wording was agreed to be sent to SGC.

“Thank you for providing a copy of the draft PSP plan.

We are not pleased that you have only allowed until 28 August for responses to this important matter as full consideration cannot be given within this timescale.

The draft plan comprising 379 pages was received by the Parish Clerk by email with the important attachments in a format that could not be opened by Parish Councillors. Furthermore, as you know, August is a month during which the Parish Council does not normally meet.

Some parish councillors have however accessed the Plan via the SG website but given the size of the document, complexity of the issues and the lack of time only a cursory glance at the plan has been possible and we are unable to review and comment comprehensively.

However a particular concern has been expressed regards the meaning and intent at P38 – Custom Build Dwellings (pages 72 – 74). This relates to custom built houses

on rural exception sites and more information is required so that this is better understood. Furthermore at part D Rural Custom Build Exception Sites (page 74) states "Proposals should be supported or initiated by the Parish Council". We would like this to be amended to read "Proposals *must* be supported or initiated by the Parish Council".

We are unable to comment further by your deadline on 28 August but request that you respond to our comment in the previous paragraph."

Resolved

- 20 Date of the next Parish Council meeting will be held on Monday 1st September 2014 in the upstairs meeting room at Hawkesbury Parish Hall at 7.30pm.**