

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 18<sup>th</sup> January 2016 at 7.30pm  
In the Methodist Hall, Back Street, Hawkesbury Upton**

**Present:**

Cllr Hope (Chair), Cllr Cox, Cllr Higgs, Cllr Winbow, Cllr Ruthven, Cllr Wareham, Cllr Musty, Cllr Bleaken and H Jones (Parish Clerk)

**Apologies**

Cllr Robinson

**Public Participation**

None

**1 To Take apologies for absence**

Cllr Robinson

Action

**2 To record declaration of interest from members in any item to be discussed**

Item 6-Discussion over the existing Building development line; all Councillors declared their personal interest as parishioners.

**3 3.1 Public Participation –to remind Councillors of the standards-Clerk**

As stated in the Parish Council's "Standing Orders" under "Public Participation" the public have 15 minutes to speak. It also states in the Charles Arnolds Bakers Local Council Administration 7<sup>th</sup> Edition book; The public must not take part at any other time. **This was noted**

**3.2 To adjourn to allow Public Participation**

None

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

**4.1 Dog mess Highfields-Cllr Higgs**

Cllr Higgs was approached by local parents regarding the amount of dog mess on the footpaths. This is becoming a big issue for many Towns and Parishes, Councillors discussed if there was any solutions to take forward-**this is an ongoing problem** **Parish Clerk**

**4.2 Streetlight France Lane opposite Six Cottages is broken - Cllr Higgs**

Report to Streetcare, Clerk requested Cllr Higgs to obtain the light number to enable her to report this light to South Gloucestershire Council **Parish Clerk**

#### *4.3 Condition of Highfields Lane - Cllr Higgs*

Mud and pot holes are becoming a big problem on Highfields Lane, **this was noted, awaiting Streetcare to repair the area of road**

#### *4.4 Save Our Shop Drop in Cllr Higgs*

Cllr Higgs thanked the Clerk for her help serving teas and coffees at the drop in.

#### *4.5 Streetlight Park Street-Cllr Musty*

Clerk requested the light number to enable her to report the broken light to Streetcare **Cllr Musty**

#### *4.6 20MPH speed limit Chipping Sodbury-Cllr Musty*

The introduction of the new 20MPH speed limit signs have been placed near Bowling Hill mini roundabout. Concerns have been raised regarding whether these signs may have been sited in the wrong place. **Cllr Hope to take this forward**

**Cllr Hope**

#### *4.7 Grass cutting specification-Cllr Musty*

Comment raised regarding public liability cover of £5million to be considered for the contractor cutting the recreational field - having referred to a local contractor, £2millions is sufficient. **This was noted**

#### *4.8 Parish Lights still on after midnight-Cllr Winbow*

Lights appear to be on after midnight – the timers need adjusting following the recent work carried out on the High Street by Western Power Distribution and Morgan Sindall. **This was noted**

## **5 Save our Shop-update**

Brilliant response from the village; with several working groups being formed from the “drop in”. Further meetings have booked and a piece written for the Parish News confirming these dates.

The Parish Council registered the shop as a community asset and arranged the first meeting.

It was approved that the working group will be a subcommittee of the Parish Council until it could be set up as a constituted group. Cllr Musty, Cllr Wareham and Cllr Hope are members of the working groups.

In addition; a further request was made for a small budget to be agreed by the Parish Council of £250 which was proposed by Cllr Musty and Seconded by Cllr Winbow. This money will be used to cover the cost of room hire etc. Also, to temporarily use one of the Parish Council’s bank accounts until the working group have set up their constitution and bank accounts. This will be for a short period only. This was put to a vote and the result was “All in favour”.

**Parish Clerk**

The way forward-Clerk to transfer funds from the allotment deposit account to ensure this account is then clear of any parish council funds for the sub-committee. In addition transfer £250 into this account in preparation to cover initial costs. **All in favour**

**6 Discussion regarding the existing Building Development Line and whether or not this should be moved.**

CLlr S Bleaken raised the issue at the last meeting for the Parish Council to consider moving the BDL as a result of discussing the Policies Sites and Places consultation.

As a result of the “Call for sites” consultation-several areas have been put forward by land owners for consideration. These are:

- Land south of Park Street
- Land adjacent to France Lane
- Land opposite The Pool
- Land off Birgage Road
- Land at Warren Farm
- Land at Longden Leaze
- Land at Dunkirk Farm (A46)

This item was discussed in full and the following points were made.

- The Affordable Housing Survey closed today, it had been previously agreed no decision regarding increase development will be considered without the results of this survey which is due out later this year.
- The Parish Council has not consulted moving the BDL with its parishioners.
- April 2016 the PSP plan go to formal consultation
- Infrastructure will be challenging.
- School is too small for a large development.
- **Action**-work with the Parish consultation with the community with regards to moving the BDL before any decision is made

CLlr S Bleaken pointed out that Councillors are here to represent the village. It had previously been agreed not to do anything regarding moving the BDL on the PSP consultation until after the result of the Affordable Housing Needs Survey.

It was agreed to proceed with responding to the Policies, Sites and Places consultation (next agenda item) and come back to this item – all agreed

**7 Policies Sites and Places consultation to be finalised by Councillors following the previous item**

This was discussed in full and **resolved by each response being approved by the Parish Council. Due to the complexity of the responses it was agreed for the Clerk to email the comments prior to sending the final document to South Gloucestershire Council. (Agreed response attached in Minute Book)**

**8 Finance**

**Payments to be agreed**

<b>A</b>	<b>Parish Clerks Wages – January</b>	
<b>B</b>	<b>Clerks Expenses December – approved payment on 4/1/16 figure not advertised on the agenda</b>	<b>£24.75</b>

<b>C</b>	<b>Bristol Water-Cemetery</b>	<b>£19.50</b>
<b>D</b>	<b>Bristol Water-Allotment-payment approved although not advertised (see 15/2/16 agenda)</b>	<b>£</b>

**Resolved by Cllr Higgs proposing the payment, second by Cllr Ruthven.**

**10 Precept 2016-17 Final discussion before setting the precept**

This was discussed in full and due to the timescale it was agreed to finalise the precept on 1<sup>st</sup> February 2016.

Main areas to be approved in the forth coming year are the set up of the Parish Council website, maintenance of the website, Clerks hours and pension contributions. These added expenses to be included in proposed precept

Allotment rent has not been increased since 2013; it was proposed to increase the rent from £23 to £25 as of 1<sup>st</sup> April 2016. **Agenda item for February**

In addition a further compost bin to be considered for the Cemetery **agenda item for February**

**Precept -Agenda item for February**

**11 Date of the next Parish Council meeting will be held on Monday 1<sup>st</sup> February 2016 in the upstairs meeting room, Village Hall, High Street, Hawkesbury Upton at 7.30pm**

**Minutes Approved and signed as a true record.....4<sup>th</sup> January 2016**