

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 1<sup>st</sup> December 2014 at 7.30pm  
In the upstairs meeting room at Hawkesbury Parish Hall**

**Present:**

Cllr Bleaken (Chair), Cllr Frankcom, Cllr Isaac, Cllr Ruthven, Cllr Hope, Cllr Robinson and H Jones (Parish Clerk)

**Apologies**

Cllr Cox, Cllr Musty and Cllr Winbow

**Public Participation**

None

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|          |  | Action                                 |
| <b>1</b> | <b>To Take apologies for absence</b><br>Cllr Cox, Cllr Musty and Cllr Winbow   |  |
| <b>2</b> | <b>To record declaration of interest from members in any item to be discussed.</b><br>None   |  |
| <b>3</b> | <b>To adjourn to allow public participation.</b><br>None   |  |
| <b>4</b> | <b>Approval of Minutes</b> <ul style="list-style-type: none"><li>• 3<sup>rd</sup> and 17<sup>th</sup> November 2014 minor amendments made to the 3<sup>rd</sup> November;<br/><b>Resolved Cllr Robinson signed both minutes as a true and accurate record</b><br/><b>Clerk to email approved minutes to Mr Sauro</b></li></ul>   | <b>Parish Clerk</b>                    |
| <b>5</b> | <b>Update of previous Action points</b><br><i>5.1 Little Badminton Notice Board</i> <ul style="list-style-type: none"><li>• Backing inside the notice board is deteriorating from water penetration-Cllr Ruthven to check when completing this year's Risk Assessment.</li><li>• Little Badminton-locks required, Contractor is trying to find a replacement lock of similar size-the name plate to be replaced-emailed Contractor no response.</li></ul> <b>To be actioned-Clerk to update the present position in January 2015</b> | <b>Cllr Ruthven &amp; Parish Clerk</b> |

5.2 Risk Assessment-Cemetery Committee

Inspection of Cemetery benches, test headstones, boundary wall and Lych gate.

**This remains outstanding-date of meeting to be confirmed**

5.3 Emergency Plan

Cllr Hope has obtained a very detailed plan the Parish Council agreed to review this during 2015 due to the complexity.

**This was noted**

5.4 Housing Needs Survey (HNS)– Tracey Price South Gloucestershire Council

Two sample Housing Needs surveys have been sent to Councillors. This item was discussed in full and it was agreed that two representatives from South Gloucestershire council to join our next Parish Council meeting prior to setting the precept for 2015/16 to discuss the way forward to starting the survey-agenda item in January once confirmation has been received from SGC which date they can attend-

**This was noted**

5.5 Peace and Quiet spoilt by aircraft-

This item was discussed again and **resolved by the Parish Council agreeing for Cllr Frankcom to write independently to the university Air Squadron-Colerne**

5.6 Well done card to the Show Committee-**This item remains outstanding**

5.7 Parish Council Website-Cllr Frankcom-*this is still be investigated*-**this was noted**

5.8 Tree branches very close to Western Power Distribution wires-Cllr Ruthven-*item remains outstanding*-**This was noted**

5.9 Tied properties list-**This item remains outstanding**

5.10 Items from previous meetings being discussed tonight

Licence for land opposite the Somerset Monument-Item 20; Additional water trough –item 9; Christmas lights item 12; Glebe land item 17 and Risk Assessment item 19-

**This note noted**

5.11 Uneven pavement Back Street following a repair by Contractors-**Resolved Clerk emailed Streetcare**

5.12 additional column on expenditure spreadsheet for projected spend-outstanding

5.13 Specification of works for the Pound, Plain and Bus Shelter to cut the grass-outstanding

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

6.1 Dog incident - Cllr Frankcom

An incident relating to a dog being mauled by three other dogs had to be put down, both the police and dog warden are involved in the incident.

**This was noted**

6.2 Bramble Cottage Hedges – Cllr Hope

The Laurel's have overgrown making it difficult to walk along the narrow footpath this needs attention. **This was resolved by the Parish Council agreeing for the Clerk to**

**Parish**

place a further note in the Parish News for home owners to cut back their hedges. Clerk

**7 District Councillors report information only – Cllr Hope**

Thank you to all those people who responded to the consultation regarding our local community composting site. Unfortunately this did not sway the committee and the decision has been made to close it next spring as predicted in Cllr Hopes last report. Consultation has started on the use of recycling sites with a call for vehicle registration being made.

**Budget consultation** – Parish already been consulted on many aspects of the budget.

**Community Hero’s**-agenda item for tonight

**Winter Plan**-Circulated to Parish Councillors

**Grants**-Hawkesbury Village Hall benefitted from £14,000 grant from the New Homes Bonus pot-this will be for refurbishing the kitchen.

**Grant applications are now available on the website**

**Circulated Schedule**-development at Bramble Cottage is recommended for consent on this week’s list; a revised plan had been submitted; the path and several other matters had been conditioned.

**New ownership of the Commons** – The Badminton Estate is keen to carry on with the Higher Level Scheme of Stewardship for the Commons and a walk about are to be organised with South Gloucestershire Council Officer and new land agent.

**Today announcement on Highways**-an extra exit from M49 and works on Air Balloon roundabout.

**8 8.1 Planning Decision**

<b>PK14/2564/F</b>	Buckesbury Farm Chase Lane Inglestone Common	Demolition of existing dwelling and detached garage. Erection of no. 1 replacement dwelling, detached garage associated works	<b>Approve with conditions</b>
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**9 Allotments update on additional water trough**

No response from Mr Watts from the Clerks email; Cllr Bleaken will check if he wished to carry out the work no later than March.

**To be actioned**

**Agenda item for January**

**Parish Clerk**

**10 Parish Councillors to discuss 2015/16 Precept**

- Localism Grass cutting Charges SGC 2015/16 £368.76

The Parish Council agreed to continue with a year contract with the above figure.

**To be actioned**

**Clerk to contact South Gloucestershire Council**

**11 Local Flood Risk Management Strategy Consultation**

This was discussed in full and it was **resolved by the Parish Council agreeing on their response being “Duly noted”** Clerk to email SGC.

**12 Hawkesbury's Annual Christmas light switch on**

- Email received from SGC Mr A Porter offering to attend a Parish Council meeting to discuss the issues regard the annual charge. **This was discussed in full and resolved by the Parish Council agreeing no visit was required**
- Final arrangements for Saturday-the tree was put up yesterday, decorated by Councillors it is looking good.

Councillors to meet at 4pm to put out the cones-no choir this year

**This was noted**

**13 Finance**

**13.1 Bank Reconciliation as of 30<sup>th</sup> November 2014 was checked and approved by Cllr Frankcom.**

**13.2 Payments approved for payment**

<b>A</b>	South Gloucestershire Council – Ground Maintenance Oct-Dec paid at 17/11/14 meeting but not advertised	<b>£108.65</b>
<b>B</b>	Parish Clerks – Expenses November	<b>£ 44.67</b>
<b>C</b>	Christmas Lights-star	<b>£ 35.00</b>
<b>D</b>	CRK Garden Manicures 7/10	<b>£ 81.77</b>

**Parish Clerk**

**Resolved**

**Cllr Bleaken proposed payment, second by Cllr Hope. Cheques signed in accordance with the bank mandate.**

**14 Urgent Correspondence**

<b>3/11/14</b>	Health watch South Glos E Bulletin November-can be emailed to Councillors	<b>This was noted</b>
<b>12/11/14</b>	Merlin Housing Community Investment Budget-grant closes March 2015	<b>Advised Cllrs</b>

**15 North Fringe to Hengrove Package (NFHP) Metro bus scheme – informal TRO consultation**

This was discussed in full and it was **resolved by Councillors agreeing the following response; “Welcome the metro bus scheme and look forward to the extension to the northern area”.** Clerk to email the response.

**16 Chairs Community Heroes Award 2015-closing date 9<sup>th</sup> January 2015**

This was discussed in full and **resolved by the Parish Council agreeing a nomination-this has not been recorded until the results have been received.**

**Parish Clerk**

**17 Glebe Land – Update from Parish Clerk**

Clerk has emailed copy letters to Cllr Musty as requested, Cllr Hope will look for any additional emails that will help locate the deeds from Lloyds bank

**This was noted**

**18 Council Budget consultation closes 19/12/14**

This was discussed in full and resolved by the Parish Council agreeing the following response; “The Parish Council do not like seeing all the front line services being cut as

it is taking away the expertise-also, small parish councils cannot be service providers”

**19 Cllr Winbow and Cllr Ruthven to update the Parish Council on this year’s Risk Assessment**

No update it is being reviewed this weekend.

**This was noted**

**20 Land opposite the Somerset Monument update**

Clerk is waiting to hear from Liz Francis SGC regarding the clearing of the shrubs and also David Morrison from SGC will try and help towards the costs of clearing this area.

**This was noted**

**21 Delivering differently in Neighbourhoods schemes**

This was discussed in full and **resolved by the Parish Council agreeing the following response “loosing recycling after several years of a well used local village site. HPC has no resources to take it on”**

**22 Consultation on Discretionary Rate Relief**

This was discussed in full and resolved by the Parish Council agreeing on the following response to the consultation

- Rural Area 100% rate relief to help support all rural areas
- Focus on smaller local organisations – tend to agree with option 2

**23 Date of the next Parish Council meeting will be held on Monday 5<sup>th</sup> January 2014 in the upstairs meeting room at Hawkesbury Parish Hall at 7.30pm.**