

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 2nd February 2015 at 7.30pm
In the upstairs meeting room at Hawkesbury Parish Hall**

Present:

CLlr Hope (Chair), Cllr Robinson, Cllr Cox, Cllr Musty, Cllr Winbow and H Jones (Parish Clerk)

Apologies

Cllr Frankcom, Cllr Isaac, Cllr Ruthven and Cllr Bleaken

Public Participation

Mr C Edwards, Hawkesbury Parishioner

Action

- 1 To Take apologies for absence**
Cllr Frankcom, Cllr Isaac, Cllr Ruthven and Cllr Bleaken
- 2 To record declaration of interest from members in any item to be discussed.**
Cllr Robinson – item 9 Allotments and item 12 Grant Funding
Cllr Hope-item 12 Grant Funding-Guides and Youth Club

Welcome from Cllr Hope, standing in as Chair; Condolences to Cllr Bleaken whose Aunt recently passed away.

- 3 To adjourn to allow public participation.**
Mr Edwards asked if the Parish Council could help regarding the recent changes to the local bus service and he also asked if the Parish Council could put pressure on the bus company to review the services running in and around Hawkesbury.

Mr Edwards spoke regarding the closer of the compost recycling-it is not green or cost effective closing this service provided in Hawkesbury-if there is any money in SGC budget it should be used now to provide all houses in Hawkesbury a green bin free of charge. The site officially closes March 2015

Cllr Hope thanked Mr Edwards for his time.

- 4 Approval of Minutes**
 - 5th & 19th January 2015 Resolved Cllr Hope signed the minutes as a true and Parish

5 Update of previous Action points

5.1 Little Badminton Notice Board

- Backing inside the notice board is deteriorating from water penetration-Cllr Ruthven to check when completing this year's Risk Assessment. This is also happening to the High Street notice board-lead will need to be fitted
- Little Badminton-locks required,-the name plate to be replaced-emailed Contractor no response.

**Cllr
Ruthven &
Cllr
Winbow**

To be actioned-Cllr Ruthven and Cllr Winbow to check during the completion of the Risk Assessment

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

**Cemetery
Committee**

5.3 Emergency Plan

To be actioned-Agenda item for March 2015 to discuss creating an emergency plan for the Parish.

**Parish
Clerk**

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

5.5 Parish Council Website-Cllr Frankcom-this has been put on the back burner for the time being due the precept increase and lack of available funds-this was noted

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

5.7 Tied properties list-This item remains outstanding

5.8 Specification of works for the Pound, Plain and Bus Shelter to cut the grass-to be discussed tonight agenda item 23

5.9 Allotment letter sent to Mr Player regarding work to be carried out for the additional water trough.

5.10 Letter sent to Garden Manicures accepting their tender and to the other contractors that had been unsuccessful on this occasion.

6 Councillor's items-information only

6.1 Buses – Cllr Hope

Response regarding the buses raised earlier by Mr Edwards; there is an additional service on the 622, no harm in asking for this service to do a detour via Hawkesbury Upton; Cllr Hope will look into this and update both the Parish Council and Mr Edwards. A new service 82 runs from Wickwar to Southmead Hospital - **This was noted**

In addition a parishioner was stranded at Cribbs Causeway-the bus to Yate didn't turn up. Could we speak to the Bus Company to see what the procedure is if buses do not turn up, should they call a taxi and charge this to the bus company? Once clarified this could be put in the Parish News. There is an APP Travel West Bus Tracker-**This was noted**

6.2 *The Old Bakery – Cllr Cox*

Since the retrospective planning application was withdrawn do we know what’s happening? Cllr Hope has asked the Enforcement Office for the timescale to send additional plans, Cllr Hope will chase again, copying in the Clerk.

This was noted

6.3 *Low Power on 9th January 2015-Cllr Musty*

Wrote to Western Power Distribution for an update on the procedure for claiming for any damaged electrical items-await their response.

6.4 *Cllr Winbow thanked the Clerk for her help with the light on Sandpits Lane and High Street junction.*

7 District Councillors report information only – Cllr Hope

Health Matters – referral to SoS – lack of minor injury unit at Cossham and requesting further services to be delivered to Yate. Still car parking problems at Southmead which don’t appear to be taken seriously – Director of Communications came to explain to committee.

Further Defib training at Acton Turville on 10th February 7pm. More can be delivered locally if there is a need. Received a phone call expressing thanks for the defibrillator machine in the Village.

Compost meeting future on HURG Area on 18th February with officers. HURG members have been invited.

Council budget to be agreed later this month.

Bin Collections to be agreed later this month. A question was raised will people have to pay for a new green bin if they decide to reinstate their collection once their existing bin has been collected? Cllr Hope will find out and report back to the Parish Council.

Environment Forum; Discussion on what is available. Renewable Heating – local project in Merlin Homes – air source heating.

Consultation on An Area of Prime Responsibility for Trinity School, Acton Turville. The Parish Council may want to write and support this; to ensure those living in the local community can attend their school.

Update on Superfast Broadband – if it’s working – Cllr Hope will keep the Parish Council update.

Barnside Cottage is on this month’s circulated list-certificate of lawfulness to remove agricultural tie. Cllr Hope may take this to committee.

8 8.1 Planning Applications received

PK15/0219/F	9A Sandpits Lane Hawkesbury Upton	Erection of 1no. detached bungalow with detached garage	No Objection
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		and associated works. (Amendment to previously approved scheme PK07/03698/F)	
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9 Councillors to consider a proposal

- **To split a plot to provide an additional plot that will be available from 1st April 2015.**

This was discussed in full and **resolved by the Parish Council agreeing in full to split this plot; in future any requests to split plots will be dealt with on a case by case scenario. In addition a further plot has become available. Clerk to contact the next person on the waiting list.**

- **Deposits for allotments – Bank account held by Parish Council**

The Parish Council holds a bank account showing a nil balance, this could be used for allotment deposits. **Clerk to find out if this account is free from charges if this is the case it was agreed to use it for allotment deposits.**

- **Update by Clerk on the additional water trough**

No fixed date has been received in writing to start the work. **This was noted.**

10 Councillors to set a date for this year's Annual Assembly

- **Guest Speakers** – this was discussed in full, final decision on speakers to be confirmed at the next meeting.
- **Venue** – Methodist Hall
- **Date** - 20th April 2015 @ 7.30pm

11 Councillors to set a date for this year's Spring Clean

- Proposed date's weekend of the 21/22nd March 2015

No notification received from South Gloucestershire Council regarding organising this year's spring clean. This was discussed in full and it was **resolved by setting a date of Sunday morning 22nd March at 10am followed by tea and coffee. Clerk to speak to South Gloucestershire Council for bags/gloves and advertise this year's event in the Parish News and notice boards.**

Parish Clerk

12 To consider grant funding for the following organisations;

This was discussed in full; prior to making the final decision it was proposed to transfer £100 from the Repairs and Renewals budget to Grant funding, all in favour and **resolved by the following organisation's being awarded grant funding. Cheques to be signed in accordance with the bank mandate. Clerk to include a sentence in the letters that the Parish Council value the work carried out by their organisation.**

Evergreens £300.00	Brownies £100.00	Guides £100.00
Rainbows £75.00	D3 Awareness £50.00	Citizens Advice £125.00
Victim Support £50.00	Youth Club £300.00	After School Club £100.00
Preschool £150.00	Hawkesbury Hospital Hall £250.00	

13 Finance

13.1 Bank Reconciliation as of 31st January 2015 was checked and approved by Cllr Robinson.

13.2 To review the up to date expenditure as of 31st January 2015 for Councillors

13.3 Payments approved for payment

A	Parish Clerks – Expenses January 2015	£31.50
B	Bristol Water - Allotments	£38.48
C	Bristol Water – Cemetery	£28.50

Resolved by Cllr Hope proposing payment, second by Cllr Robinson. Cheques signed in accordance with the bank mandate.

14 Urgent Correspondence

12/1/15	Barriers with Neighbourhood Planning ALCA	This was noted
19/1/15	Piers Cardiff – MacMillan South Glos Buddies Need Jan 15	This was noted
26/1/15	Road Verge Seminar for Parish Councils- South Cotswolds – Thursday 26 th March 2pm Doynton Village Hall	This was note

The Clerk proposed to the Parish Council to remove “urgent correspondence” as an agenda item. Correspondence received that requires discussing will be placed as an agenda item. **This was resolved by the Parish Council agreeing to remove Urgent Correspondence” with immediate effect.**

- 15 **SLCC Annual Meeting 26th February 2015 cost £15 Clerk would like to attend. Resolved by the Parish Council agreeing the Clerk could attend the meeting.**

- 16 **Councillors to discuss the way forward with a Housing Needs Survey or Parish Plan.** This was discussed in full and taking into account all the points raised at the last meeting and the forth coming election if was felt that they were not in a position to make decisions on behalf of the parish by the present Parish Council. **It was resolved by agreeing to hold on to any decision being made until after the election on 7th May 2015 where the Parish Council would invite and involve the whole of the parish on making a decision of the way forward.**

- 17 **Councillors to agree appointing an internal auditor**

- **Cate Davidson**

Councillors would like to know her fee before agreeing to appoint Cate Davidson. Clerk to update the Parish Council at the next meeting.

Parish Clerk

- 18 **Joint Strategic Planning Strategy: A new strategic plan for the West of England. This was noted**

This was discussed in full and **resolved by the Parish Council agreeing not to send a response**

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

Cllr Winbow will complete the assessment this Friday; agenda item for March 2015. **This was noted**

- 20 **Land opposite the Somerset Monument update**

- Planning application (TPO) form completed by clerk and sent to South Gloucestershire Council. Await their response.

Mr A Smith would like to see this maintained and wild flowers to stay. A Question

was raised if the Parish Council maintains this land and fly tipping takes place, who will be responsible for the clearing the site-clerk to investigate.

21 Preparation of the South Gloucestershire Local Plan: Policies, Sites and Places Plan (PSP DPD) – Minerals Policies consultation.

Response regarding the lorry route

22 Joint Strategic Planning Strategy: call for sites – Housing and Economic land Availability Assessment (Jan 2015) consultation

No comment

23 Councillors to approve the Grass Cutting specification for the Pound and The Plain.
The revised specification was shown to the Councillors and this was **resolved by the Parish Council approving the updated copy. To be actioned; Clerk to send out the specifications and update the Parish Council at the next meeting.**

24 Date of the next Parish Council meeting will be held on Monday 2nd March 2015 in the upstairs meeting room at Hawkesbury Parish Hall at 7.30pm.

Minutes Approved as a true record

2nd March 2015