

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 2<sup>nd</sup> March 2015 at 7.30pm  
In the upstairs meeting room at Hawkesbury Parish Hall**

**Present:**

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

**Apologies**

Cllr Musty and Cllr Hope

**Public Participation**

None

- |          |   |                     |
|----------|---|---------------------|
|          |   | Action              |
| <b>1</b> | <b>To Take apologies for absence</b><br>Cllr Musty and Cllr Hope  |                     |
| <b>2</b> | <b>To record declaration of interest from members in any item to be discussed.</b><br>Clerk – The Plain/Pound Grass cutting item 20   |                     |
| <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>• 2<sup>nd</sup> &amp; 23<sup>rd</sup> February 2015 <b>Resolved by Cllr Robinson signing the minutes as a true and accurate record; 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-To be covered under item 17 Risk Assessment. <b>This was noted</b></li><li>• Little Badminton-locks contractor to come back to the Parish Council when locks have been purchased. <b>This was noted</b></li><li>• Name plate to be replaced-emailed Contractor no response.</li></ul> |                     |

*5.2 Risk Assessment-Cemetery Committee*

Inspection of Cemetery benches, test headstones, boundary wall and Lych gate. Date set 19<sup>th</sup> March 2015 @ 6pm. Subcommittee to report to full Council on 13<sup>th</sup> April 15.

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

**5.4 Tree branches very close to Western Power Distribution wires-This has been resolved by WPD carrying out some repairs.**

**5.5 Tied properties list-This item remains outstanding-updated electoral list received to obtain the correct information to complete the list.**

**5.6 Big Spring Clean**-emailed Alison Richards South Gloucestershire Council for bags and gloves for 22<sup>nd</sup> March 2015. The Primary School and Hall Committee agreed to be involved again this year. In addition two emails received today from Parishioners who have already started with clearing rubbish from Highfields and at least 83 alcohol mini wine bottles cleared from Starveal Lane in addition Cllr Robinson had cleared additional 50 bottles from the same lane.

It was brought to the Councillors attention that the hill down to Hillsley is littered with rubbish, however, due to this being a main road and very busy with no pavements, the safety of volunteers is paramount; it was agreed by the Parish Council this area could not be cleared for safety reasons. A big thank you from the Parish Council to both Mr & Mrs Kantaris and L Mead and friends.

**5.7 Grant funding cheques resolved - all cheques signed and sent out**

**5.8 SLCC Annual Assembly was attended last Thursday by the Clerk**  
Two guest speakers, an inspirational clerk and SLCC president for 2015 and a representative who helps with tribunals and legal issues for Clerks.

**5.9.The Old Bakery Enforcement update-a copy of the email sent to all Councillors below from Cllr Hope**

"The Parish Council is aware that a planning application was submitted regarding the above after enforcement action was taken regarding the rebuilding of an outbuilding; I was alerted to this by local residents.

The Parish Council objected to this application; it was withdrawn.

Legal negotiations are taking place between the applicant and the adjoining landowner regarding work to the building, as far as I am aware there has been no progress with these negotiations.

Discussions have been taking place between the applicant, and the planning officer regarding the details of the application; the Conservation Officer has suggested various amendments to the retrospective application, which include finishes, rain goods and the blocking up a window on the south elevation. The officer has suggested the retrospective planning application be submitted to SGC by the 23<sup>rd</sup> March."

**This was noted**

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

**6.1 Donald Watts – Cllr Cox**

Mr Watts recently passed away; he was a founder member of the "Friends of St Mary's" sad lost to the village.

### 6.2 Ashes Plot – Cllr Cox

Received a phone call this evening regarding the purchase of an ashes plot for a parishioner's parent (residing outside the village). The Cemetery Committee is meeting on 19<sup>th</sup> March but a decision needs to be made before this date. A vote was taken by the Parish Council and it was agreed to the sale of a plot to the parishioner. Cllr Robinson would inform the leader of the Cemetery Committee. **This was noted**

### 7 District Councillors report information only – Councillors read the report from Cllr Hope

**The Council has agreed to a zero increase in Council Tax, this includes plans for savings to be made throughout the Council.**

**Cllr Hope met with HURG members regarding the closure of the Community Composting Site at the end of the month. Signs have been erected, arrangements have been made to dismantle and clear the site**

Again, Cllr Hope would like to thank all those who have been involved in running the Community Compost Site in Hawkesbury Upton over many years.

The “bring banks” will shortly be removed from the Village Hall Car Park. You can recycle your cans/bottles/glass in the kerbside collections along with other recyclables. The Textile Bank which takes old clothes is still there and funds from this support the Air Ambulance.

Health continues to make the headlines, with the recent inspection of Southmead Hospital being published. The caring staff and children's services were praised; however the delays in A&E were found to be unacceptable. Local councillors, as well as calling for the long promised services at Frenchay and Thornbury to be developed, are pressing for further services at Yate Minor Injury Unit and have referred the decision not to include MIU services at Cossham Hospital to the Secretary of State.

### **Broadband Update**

**Road works would seem to indicate that Superfast Broadband is on its way. Cllr Hope have received comments about the siting of a new cabinet at the top of Park Street, and as these are long and technical; Cllr Hope will copy this to all Councillors for reference and attach it here as an Appendix. People will have to register for an upgrade with their own internet provider.**

**Here is the link to the Openreach checker <http://www.superfast-openreach.co.uk/the-big-build/>**

**Local Bus Services** – The Parish Council were to follow up the routing of the 622 through the village; Cllr Hope has asked about this, but was told that the service is now being used for a school run.

The Frome Vale Area Forum meets on Thursday 5<sup>th</sup> March at Shireway Community Centre, Yate. Prioritising local traffic schemes is on the agenda which also includes a presentation from Avon Fire & Rescue services as well as decisions about small grants. The next round of small grants is now open.

Cllr Hope attended a Village SOS Community Workshop in Bristol recently, which proved helpful with good ideas for rural areas. We hope to see the Village Hall use some of the presentation ideas suggested at the next big Fund Raiser- The Big

Breakfast on the 29<sup>th</sup> March.

Devolution is very much the flavour of the month and the current Government is keen to see core cities developed; this will not only include Bristol, but the surrounding areas of South Gloucestershire, Bath & North East Somerset and North Somerset. At the moment discussions are at an early stage and it appears that announcements are made weekly.

Current South Gloucestershire Council Consultations include:

- 30mph Speed Limit for Old Sodbury Village ends 7<sup>th</sup> March.
- Joint Strategic Planning Strategy: Call for Sites - Housing and Economic Land Availability Assessment. The Housing and Economic Land Availability Assessment is one of a number of studies which will support the development of the Joint Strategic Planning Strategy by the four West of England local authorities. Ends 6 March.

**8 Councillors to discuss the way forward in setting up an Emergency Plan for the Parish.**

It was agreed by the Parish Council to leave this item until after the local election on 7<sup>th</sup> May for the new Councillors to discuss. A subcommittee will need to be set up, this is a detailed plan that will not be able to be discussed and instigated during a full Council meeting. **This was noted**

**9 Councillors to discuss and agree on guest speakers for this year's Annual Assembly**

The Annual Assembly - Monday 20<sup>th</sup> April 2015 - Methodist Hall. The Parish Council discussed in full guest speakers. Cllr Cox will speak to Mr N Lodge re Gloucester wildlife; consider a defibrillator demonstration to be considered, Clerk to call the Owl Trust Chris Sperring. All to be finalised at the next meeting on 16<sup>th</sup> March 2015.

**10 Update Councillors on the Annual Spring Clean Sunday 22<sup>nd</sup> March 2015**

- Clerk emailed Alison Richards, South Gloucestershire Council 13/2/15 regarding bags, gloves and collection of the rubbish collected-no response, Clerk will chase her again.
- As previously mentioned Spring Cleaning has already started in Hawkesbury see item 5.6, if the contents of the dumped bottles are being drunk on starveal lane should we be concerned about drink driving!

Clerk has been speaking to Zurich Insurers to obtain an additional quote in preparation for June for the Parish Council. Volunteers had been discussed and it was agreed for the quote to include cover for up to 20 volunteers for events like this.

**Clerk will update the Parish Council on the final arrangements on 16<sup>th</sup> March 2015 planning meeting-this was noted**

**Parish  
Clerk**

**11 Councillors to discuss a request from Avon Fire and Rescue Services to discourage public using Chinese Sky lanterns.**

This was discussed in full and **resolved by the Parish Council supporting the request from Avon Fire and Rescue Services. It was also felt this article should be placed in the Parish News for parishioner's views/comments. In additional it was agreed for Cllr Robinson to speak to the Hall Committee to see if they would prohibit the use of Sky Lanterns on the recreational field and Councillors would like to see this written into their terms and conditions.**

**Cllr  
Robinson  
& Parish  
Clerk**

**12 Consultation on potential changes to local welfare grants scheme.**

This was discussed in full and **resolved by the Parish Council agreeing the following to be in emailed in response to the consultation;**

**“The Parish Council are not qualified to make any decision on this consultation”.**

Parish  
Clerk

**13 Finance**

**13.1 Bank Reconciliation as of 28<sup>th</sup> February 2015 was checked and approved by Cllr Frankcom.**

**13.2 To review the up to date expenditure as of 28<sup>th</sup> February 2015 for Councillors- this was resolved by no comments by Councillors**

**13.3 Payments approved for payment**

<b>A</b>	Parish Clerks – Expenses February 2015	<b>£ 30.97</b>
<b>B</b>	Parish Clerks – wages 15 <sup>th</sup> February 2015	
<b>C</b>	South Gloucestershire Council – grass cutting Jan-Mar	<b>£108.57</b>
	<b>Grant funding of £1600.00 – agreed at 2<sup>nd</sup> February 2015 meeting, allocation figures not advertised on the agenda</b>	
<b>D</b>	Evergreens	<b>£300.00</b>
<b>E</b>	1 <sup>st</sup> Hawkesbury Upton Rainbows	<b>£ 75.00</b>
<b>F</b>	1 <sup>st</sup> Hawkesbury Upton Guides	<b>£ 100.00</b>
<b>G</b>	1 <sup>st</sup> Hawkesbury Upton Brownies	<b>£100.00</b>
<b>H</b>	Hawkesbury Youth Club	<b>£300.00</b>
<b>I</b>	Hawkesbury Preschool & Toddlers	<b>£150.00</b>
<b>J</b>	Hawkesbury Afterschool Club	<b>£100.00</b>
<b>K</b>	Citizens Advice Bureau	<b>£125.00</b>
<b>L</b>	Victim Support	<b>£ 50.00</b>
<b>M</b>	Hawkesbury Parish Hall	<b>£250.00</b>
<b>N</b>	3D Driving Awareness	<b>£ 50.00</b>

**Resolved by Cllr Bleaken proposing payment, second by Cllr Robinson. Cheques (excluding grant funding payments) signed in accordance with the bank mandate.**

**14 Clerk to give an update on the vacant allotments**

- Plot 23 (originally part of plot 12 now split), awaiting deposit and signed agreement.

- Plot 14 is now vacant-will approach the next person on the list-
- Only 2 people will remain on the waiting for allotments, Clerk will advertise the parish's allotments in the next edition of the Parish News.
- Additional water trough-contractor has confirmed work will commence on the 17<sup>th</sup> March, letter to be sent to allotment holder of plot 8 to update on the imminent work. Piping to be purchased and trough (ensure the trough is big enough for a bucket to fit inside)-**this was noted**

**15 Stroud Local Plan: Consultation on Post submission Proposed Changes**

This was discussed in full and it was **resolved by the Parish Council making no comment to the consultation**

**16 Councillors to agree paying Cate Davidson £150 to complete the Parish Councils internal audit**

This was discussed in full and **resolved by the Parish Council agreeing the fee of £150.00. Clerk to contact the internal auditor.**

**Parish Clerk**

**17 Risk Assessment completed-Cllr Winbow and Cllr Ruthven to update the Parish Council**

This was discussed in full and it was felt the Risk Assessment should be a more detailed report especially in respect of the location of trees. It was agreed for the Clerk to contact South Gloucestershire Council Tree Surgeon for advice on the condition of the trees that the Parish Council are responsible for together with the trees owned by them.

- **Allotments Mound**-this will need to be discussed at the next meeting-check the agreement for a "no rubbish policy", the posts/fence needs to be tidied.
- **Parish Councils electrical equipment** PAT testing is due.
- **Christmas tree stump** needs to be removed-Cllr Robinson to action.
- **Hawkesbury Notice board** legs need replacing-M&G completed the work previously Clerk to obtain quotes
- **Little Badminton phone box**-telephone not working-clerk to action
- **Insurance for Clerk for business use**-to be investigate should be free

**Parish Clerk**

**18 Land opposite the Somerset Monument-Clerk to update the Parish Council**

No update-awaiting South Gloucestershire Council's planning decision Comments received from Parishioners have been brought to the Parish Council **This was noted**

**19 The Plain and The Pound-Councillors to discuss and approve from the tenders received, which Contractor will be instructed.**

The Clerk left the room whilst Councillors discussed all tenders; this was **resolved by Councillors approving GreenSpace Grass Cutting tender. Clerk to write to all contractors advising them of the outcome.**

**20 Date of the next Parish Council meeting will be held on Monday 13<sup>th</sup> April 2015 in the Methodist Hall, Back Street, Hawkesbury Upton Hall at 7.30pm.**

Minutes Approved as a true record .....

13<sup>th</sup> April 2015