

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 5<sup>th</sup> August 2013 at 7.30pm  
In the upstairs meeting room at Hawkesbury Parish Hall**

**Present:**

CLlr Bleaken (Chair), CLlr Cox, CLlr Robinson, CLlr Hope, CLlr Frankcom, and H Jones (Parish Clerk)

**Apologies**

CLlr Winbow, CLlr Ruthven, CLlr Isaac and CLlr Musty

**Public Participation**

None

Action

**Accept apologies for Absence**

CLlr Winbow, CLlr Ruthven, CLlr Isaac and CLlr Musty

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

None

**2 To adjourn to allow public participation.**

None

**3 Councillors Items**

*3.1 Cycling Event-CLlr Hope*

CLlr Hope had spoken to Mark Pullen of South Gloucestershire Council trading standards and they advised that these events do not need to be registered. Although they should advise the police; Mike Hart is not aware of this event taking place.

CLlr Bleaken mentioned driving up Cold Change Hill, where the verges have not been cut back, bikes are riding down in the middle of the narrow road, which is very dangerous.

**To be actioned**

**Clerk to approach the cycling event organisers to ensure they advise the Police.**

**Parish Clerk**

*3.2 Condition of two allotments-CLlr Robinson*

There are two allotments that are overgrown, the Clerk explained there was no response from Miss M Higgins regarding taking over one allotment. The Clerk has left a message for Mr Hull and sent an email and is now waiting for a response to see if he

would like to take plot 11 over. Due to the condition of the allotment it was agreed by the Parish Council that it would be taken up rent free for the remainder of this year.

Also plot 21 allotment has not been worked on this year and is looking very untidy with weed seeds spreading. A request was made for the Clerk to email the owner and ask the allotment holder to tidy up his plot and quote the section from the agreement.

**To be actioned**

**Clerk to contact Mr Hull and Mr Pogose**

**4 District Councillors report-Cllr Hope**

Cllr Hope had emailed to everyone the consultation document for the future of Frenchay and what is being proposed after all the services mover to the new Southmead Hospital May 2014. Responses are due by the 20<sup>th</sup> August 2013 if the Parish Council could copy Cllr Hope in with any response as the Clerk will be on holiday.

**To be actioned**

**All Councillors to read the document and copy Cllr Hope in with any of their responses.**

**All Cllrs**

**5 5.1 Planning Application**

<b>PK13/2699/NMA</b>	The Old Vicarage Church Lane Hawkesbury Badminton	Non material amendment to PK11/3867/F to install 2no. high level ventilation slots 1no. to each garage gable.	This application to is a non material amendment; South Gloucestershire Council do not consult on this type of application. <b>No Objection</b>
<b>PK13/1918/F</b>	Collyns Mead Back street Hawkesbury Upton	Erection of first floor rear and single storey rear extension to provide additional living accommodation	The Parish Council is pleased to see in the new proposal French doors as it is more in keeping with a listed building than the bi-folding doors. Please make sure the materials used are well in keeping with a listed building <b>No Objection.</b>
<b>PK13/1919/LB</b>	Collyns Mead Back street Hawkesbury Upton	Internal and external alterations to facilitate erection	Comments as above

		of first floor rear extension and single storey rear external	
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### 5.2 Planning Decisions received

<b>PK13/1869/F</b>	Post Cottage France Lane Hawkesbury Upton	Demolition of various outbuildings and erection of single storey rear and side extension to form additional living accommodation	Approval with Conditions
<b>PK13/1945/F</b>	Kosy Kot France Lane Hawkesbury Upton	Erection of single storey rear extension to form additional living accommodation (resubmission of PK13/1148/F)	Approve with Conditions
<b>PK13/1749/F</b>	Pershore Cottage High Street Hawkesbury Upton	Erection of 1.15 metre high and 4.4 metre long boundary wall	Approve with conditions

### 5.3 Planning – Site inspection

<b>PK13/1580/F</b>	Flexor Farm Orange End Inglestone Common	Change of use of land from agricultural to residential. Erection of single front extension to form additional living accommodation.	Date of site visit 30 <sup>th</sup> August 2013 The purpose of of the visit is for committee members to view the site and its context. No decision will be made at this time
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## 6 Finance

<b>a</b>	CRK Garden Manicures – Cuts 14 & 18 <sup>th</sup> June 2013 payment had been agreed at Monday 1 <sup>st</sup> July 2013 but not advertised on the agenda-this was noted	£163.54
<b>b</b>	The Head Groundsman cuts 6 <sup>th</sup> & 20 <sup>th</sup> June 2013 this payment was agreed after item 7 (see below)	£270.64
<b>c</b>	The Head Groundsman July cut this item was agreed after item 7 was discussed	£123.12

Parish Clerk

<b>d</b>	Cllr Musty B & Q stain for bus shelter maintenance-payment was agreed on 15 <sup>th</sup> July 2013-notification only	£ 20.98
<b>e</b>	Bristol Water Cemetery	£ 23.86
<b>f</b>	Bristol Water Allotments	£ 43.54
<b>g</b>	Methodist Hall hire-Saturday 13 <sup>th</sup> July 2013	£ 16.25
<b>h</b>	CRK Garden Manicures	£163.54

**The Parish Council agreed in full that all the above cheques can be paid. Cllr Robinson and Cllr Hope signed the cheques in accordance with the bank mandate.**

## **6 Recreational Field Grass Cutting**

A meeting took place on Tuesday 25<sup>th</sup> July 2013 with Cllr Winbow, Parish Clerk and Mr Drew to try and resolve the issues and ensure the Recreational Field is in good condition for the show. Following the meeting the Clerk received the following email;

“Thank you to you and the Councillor for meeting me Tuesday evening on site to try to resolve this issue, it was good to talk.

As discussed and agreed I would prefer you allowed the S.G.C to undertake this contract bearing in mind the issues discussed on the evening of Misrepresentation of remedial works - Health and Safety concerns documented –and Out Standing Payment owed.

It was agreed that the Parish Council would approach SGCC this week to clarify if they will be able to take on the contract.

It was also discussed on the evening that some of the Parish Councillors had earlier considering holding my company to the existing contract , my company could then counter claiming for Misrepresentation and loss of earning, it was agreed at this meeting that this would not be the course taken by both parties.

In order to continue to do whatever I can to further assist the Parish Council on this matter, and as a back up to SGC to or another contractor I agreed at the meeting that with a new method statement I would consider undertaking the works.

As discussed this would involve revised values due to the change in operational process required via the new method statement. The new method statement will be required to reduce the risk due to the Operators the Public and Animal due to the Existing and current conditions of the site after the damaged caused last year.

### **Payments**

As payment has been an issue we would require all outstanding payments to be cleared before operations could start and full payment in advance each month for the term of future operations.

### **Revised Values**

- Football pitch – Play area – Car park verges £135.12 per occasion (existing

value) Strimming areas to be clarified?

- Skate park (what is safe and achievable) £33.38 per occasion (existing value)
- Flail cut damaged/ stone littered areas £80 per occasion

**Number of cuts remaining in term as of 1/8/13** = 7 @ £248.50 per occasion

Total Value of Term £1739.50.”

The Parish Clerk mentioned she has left emails and messages for Mr Meddick to contact her with regards to taking over the cutting of the field, however, he has just text her to say he is on holiday and will return to work on the 8<sup>th</sup> August 2013.

The Parish Clerk referred the issues with ALCA for advice and this was the response from Peter Duppa-Miller.

“Thanks for our talk earlier today and for you helping me to understand the interactions between Hawkesbury PC (HPC), the Village Hall Management Committee, its Play Area Sub Committee and the Show Committee.

My suggestions, based on our talk and my understanding that HPC does NOT manage the Village Hall, the Recreation Field, the Play Area, the Show (at the end of August each year) or the Bonfire, but does arrange for and pay for the necessary grass-cutting (using the power to do so under Local Government (Miscellaneous Provisions) Act 1976 section 19), are -

1. Settle the outstanding invoices from your contractor (Drew) for the grass-cutting work that he has actually carried out - it would be very difficult to defend HPC's refusal to pay for work carried out.
2. Terminate, without prejudice either way, HPC's current contract with him - this would enable a clean break once the outstanding invoices have been settled.
3. Very firmly ask the Village Hall Management Committee to forthwith arrange for both the ruts to be filled in and the stones to be removed - you say that this has already been agreed - and clearly it is its responsibility to do so, since the problems were caused by its earlier actions.
4. Once that has been done (to HPC's satisfaction) then HPC reverts to arranging for the cutting of the grass to recommence - either reviving the contract with Drew or placing another contract with someone else.

I do appreciate that the Show is scheduled to take place at the end of August, so time is very short!”

Cllr Bleaken mentioned the field was soft enough to roll in the next few days and also the ruts and mounds are holding Mr Drew back, these cannot be seen due to the grass. Cllr Frankcom mentioned the skate park committee have picked up some stones but you also cannot tell because the grass is too thick.

This field needs a roll; contact has been made with the Cricket Club and Hall Committee but has drawn a blank. Cllr Cox explained the roller is not too heavy. If it was rolled the stones would be buried.

A request was to speak to Garden Manicures to see if they can roll the field and then cut. Whoever does the work they will need to come out and have a look at the field?

It was agreed by all the Councillors that due to the time constraints any decision regarding the cutting of the field will be agreed by email and not at the next Parish Council meeting.

1Skate park is due to visit at the 8<sup>th</sup> August 2013 issues could be raised at this meeting.

Cllr Cox has looked at the field and he is pleasantly surprised with the condition, but can appreciate Mr Drew's concerns over the ruts. The wrong sort of grass has been used.

Mr Jones has written to the Parish Council offering his help to continue cutting the car park, strimming and play area for the same figure he was charging Mr Drew.

The Parish Clerk was asked to leave the meeting whilst the Parish Council discussed Mr Jones offer.

When the Clerk returned to the meeting it was agreed Cllr Bleaken and the Clerk will meet with Mr Jones to discuss his offer and plan a way forward. The meeting to take place at 4pm tomorrow afternoon.

**To be actioned**

**Clerk and Parish Councillor to meet with Mr Jones and advise the Parish Councillors of the outcome via email.**

**7 Urgent Correspondence**

22/7/13	NALC Local Councils explained new book £49.99 plus postage and vat	Email the Parish Council
25/7/13	Planning application comments made by the Parish Council. Email received from Mike & Julie Gardiner, Roland & Linda Starling, Mike and Hill Bendeaux.	See item 8
24/7/13	ALCA AGM Thursday 5 <sup>th</sup> September 2013 at 7.30pm Poole Court	Advised Councillors
29/7/13	Financial support for South Glos fifties forum	Advise grant funding decided in February
29/7/13	We want to hear your views on our local council tax reduction scheme proposals posters and rules	Poster to be placed on the notice boards.

**8 PK13/2240/F Land R/O 37-43 Birgage Road Hawkesbury Upon-Erection of 3no. dwellings with access, parking and associated works. Email received from the applicants.**

The Following email had been received by the Clerk;

To Parish Council

**“The Parish Council Objects to the proposed planning application for the following reasons:**

**“The Parish Council is aware the Planning application falls outside the village development boundary**

**It comes without a supporting housing survey**

**It also pre-empts the PSP DPD”**

Ladies & Gentlemen

We would like to express our disappointment at the comments sent by the Hawkesbury Parish Council to South Gloucestershire Council planners with regards to our planning application for 3 bungalows in Birgage Road as we do not feel it is a true reflection of what went on.

*Response from the Parish Council;*

*The Parish Council disagrees with your statement that “it is not a true reflection of what went on”.*

*The Parish Council objected to the application by a majority of 4 to 2 with 1 abstention; following lengthy discussion & for the reasons noted in the bullet points above*

Throughout your discussions you individually commented on the quality of the scheme and the efforts we have made to improve a disused corner of the village that forms a prominent extra boundary to a footpath as well as views from the Cotswold Way but there is no mention of this?

*Response from the Parish Council;*

*The Parish Council welcomed discussion with the applicant so that a better understanding of the scheme was established and the merits or otherwise of the scheme could be better considered. However the council could not support the application for the reasons stated above.*

Reading your comments, anyone not at the meeting, would believe that you were completely against the scheme, we don't believe that this is the case – can you confirm?

*Response from the Parish Council;*

*The Parish Council objected to the application for the reasons noted above. This was openly discussed at the meeting.*

We totally accept that the scheme is outside the village development boundary. However we still maintain that such schemes can be approved under National Guidelines if they are in “Close proximity to Development Boundaries”, “ built in sympathetic quality materials”, and “ make a significant improvement to the quality of the area”, **is this true?**

*Response from the Parish Council;*

*The applicant's scheme is outside the village development boundary. Consequently it*

*is contrary to policy and cannot be supported. The Parish Council maintains the same approach when considering all applications & will not favour any applicant by breach of policy.*

The lack of a housing needs survey has been compensated by using the data in the Parish Plan developed only 7 years ago. Is this plan really obsolete?? After 50 meetings – 2500 hours of deliberations, with a 70% response from the Parish, surely this is not the case??

*Response from the Parish Council*

*The Parish Plan is not a housing survey but its action plan supports a housing needs survey. It also states “This Parish Plan is intended to last for at least 5 years” and is therefore overdue to be revisited.*

The suggestion that the Parish Council in August will be proposing to South Glos that this field and possibility others will be suitable to be included in the next village boundary amazes us!!

*Response from the Parish Council;*

*This is incorrect. The Parish Council did not propose this.*

*Until such time as housing needs has been evidenced by survey any proposals to amend the settlement boundary are premature. We look forward to working with the community and SGC to facilitate this.*

Rather than a low density and low rise carefully thought out scheme for 3 local people surely this will be developed by a larger builder whose interest will be to maximize the site with density 2 storey housing. Is this really what the Parish Council desires??

*The Parish Council’s Comment;*

*The Parish Council cannot know the scope of any future applications. We can only consider the application before us. NB - The site remains outside the settlement boundary and is contrary to policy.*

**To be actioned**

**Parish Clerk to send a letter.**

- 8 Date of the next Parish Council meeting will be held on Tuesday 20<sup>th</sup> August 2013 in the upstairs meeting room at Hawkesbury Parish Hall at 7.30pm.**