

# Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 5<sup>th</sup> January 2015 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, Cllr Cox, Cllr Musty and H Jones (Parish Clerk)

**Apologies**

Cllr Winbow

**Public Participation**

None

- |          |  |                                       |
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|          |  | Action                                |
| <b>1</b> | <b>To Take apologies for absence</b><br>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>• 1<sup>st</sup> December 2014 <b>Resolved Cllr Hope signed 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-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</li><li>• Little Badminton-locks required,-the name plate to be replaced-emailed Contractor no response.</li></ul> | <b>Cllr Ruthven &amp; Cllr Winbow</b> |
|          | <b>To be actioned-Cllr Ruthven and Cllr Winbow to check during the completion of the Risk Assessment</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** Cemetery Committee
- 5.3 *Emergency Plan*  
**To be actioned**-Agenda item for February 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 is still be investigated*-**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 *Additional column on the expenditure spreadsheet*-**Resolved form now shows the projected spend**
- 5.9 *Specification of works for the Pound, Plain and Bus Shelter to cut the grass*-**outstanding**
- 5.10 *Update on the Broken Street Light see item 18 on tonight's agenda*
- 5.11 *Over grown hedges – Resolved article placed in the Parish News for January.*
- 5.12 *Chairs Community Hero's – agenda item 16*
- 6 Councillor's items-information only**
- 6.1 *Recycling of garden waste-Cllr Musty*  
 Concerns have been raised regarding the loss of our Garden waste recycling unit later this year. Many parishioners completed the survey; however, only one volunteer came forward. It would cost a lot of money to run, if someone was employed constant grant funding would have to be obtained even volunteers would need some sort of funding. Concerns over increased fly tipping and bonfires as result. **This was noted**
- 6.2 *Christmas 2014 Light Switch on-Cllr Hope*  
 The Christmas tree looked lovely and thank you to the Councillors who helped take it down with one of our Parishioners. Thank you card to be sent to the Duke of Beaufort for his donation of the tree together with a photo. Only disappointment was no carol singers; ensure singers are present in 2015 and perhaps ask the local primary school children to sing.  
**This was noted**
- 7 District Councillors report information only – Cllr Hope**  
 Due to Christmas it has been very quiet; various consultations are coming through including the "Sort it Centres".
- Christmas trees can be recycled in your green bin, take it to the sort it centre or pay £2 for a bag to be collected.

In the news recently Gloucestershire Hospital is experiencing a high volume of number of patients coming through.

8 **8.1 Planning Applications received**

<b>PK14/4832 /CLE</b>	Barnside Cottage Newhouse Farm Lane Hawkesbury	Application for Certificate of Lawfulness for existing use as residential dwelling without compliance with agricultural occupancy condition 02 attached to planning permission P85/1542	<b>The Parish Council objects to this planning application. They do not want to lose another agricultural tie. Their understanding is the property is conditioned not the owners and therefore should remain</b>
<b>PK14/4823/F</b>	Ivy Cottage Inglestone Common	Erection of first floor side extension to provide additional living accommodation	<b>No objection</b>

**8.2 Withdrawn application**

<b>PK14/3502/F</b>	The Old Bakery Park Street	Demolition of existing outbuilding to provide additional living accommodation	<b>Withdrawn</b>
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9 **Proposed changes to Sort it Centres consultation**

This was discussed in full and **Resolved by the Parish Council agreeing the following response to be sent to South Gloucestershire Council.**

**Q20-Please use this space to make any other comments about Sort It Centres that you think are relevant**

Business waste-not to use sort it centres

Agree with permits for residents

Introducing peak and off peak times to allow trailers

The new proposals might increase fly tipping/bonfires

If using a business registered vehicle-you may be helping friends/family

Maintain opening hours-weekends and early mornings for working people

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

- Localism Grass cutting Charges SGC 2015/16 £368.76 based on a three year contract only-**Resolved Parish Council agreed to take up the contract**

- Calculate the precept-This was discussed in full-form to be emailed to all Councillors and to be finalised at the next meeting on the 19<sup>th</sup> January 2015.
- Consider costs relating to a Housing Survey-an amount was taken into consideration when calculating the precept

**To be actioned-Agenda item for 19<sup>th</sup> January 2015**

**11 Survey in respect of Help to influence the development of Self-care services in South Gloucestershire.**

This was discussed in full and was **resolved by the Parish Council agreeing the following wording;**

“Difficult to respond as Parish Council”.

**12 Reminder to Councillors-the launch of South Gloucestershire Dementia Action Alliance – Monday 12<sup>th</sup> January 2015 - 9.30am -1.30pm**

**Resolved Councillors advised**

**13 Finance**

**13.1 Bank Reconciliation as of 31<sup>st</sup> December 2014 was checked and approved by Cllr Frankcom.**

**13.2 Payments approved for payment**

<b>A</b>	Clerks Wages – December	
<b>B</b>	Parish Clerks – Expenses November figure not advertised on 1/12/14 agenda – although payment was agreed	<b>£ 44.67</b>
<b>C</b>	CRK Garden Manicures 1/10/14 – payment agreed on 1/12/14 but not advertised on the agenda	<b>£ 81.77</b>
<b>D</b>	Christmas lights – Star figure not advertised on 1/12/14 agenda – although payment was agreed	<b>£ 35.00</b>

**Parish Clerk**

**Resolved**

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

**14 Urgent Correspondence**

<b>23/12/14</b>	CPRE Avonside report can be emailed <a href="mailto:director@cpreamonside.org.uk">director@cpreamonside.org.uk</a>	<b>This was noted</b>
<b>23/12/14</b>	Briefing note-results of Citizens panel survey Sept/Oct 2014 Merlin Housing Community Investment Budget-grants closes Mark 2015 can be emailed to Councillors	<b>This was noted</b>
<b>22/12/14</b>	Notification S137 expenditure for 2015/16 has increased to £7.36 per electorate	<b>This was noted</b>
<b>19/12/14</b>	Environment Forum Meeting invite 21 <sup>st</sup> January 2015 7-9pm at the Greenfield Centre, Park Avenue Winterbourne BS36 1NJ	<b>This was noted</b>

- 15 **Allotments**
- **Deposits**-where this money should be held for audit purposes. **Resolved by the Parish Council agreeing not to hold an additional bank account.**
  - **Additional water trough update**-Work to be completed by the end of March- Parish Clerk to advise the allotment holder when this work will be completed. **Parish Clerk**
- 16 **Chairs Community Heroes Award 2015-closing date 9<sup>th</sup> January 2015** **Parish Clerk**  
**To be actioned Additional information to be given to the Clerk to complete the forms**
- 17 **New Transparency Code for Smaller authorities turnover not exceeding £25,000**  
This code was emailed to Councillors prior to the meeting; Councillors discussed the contents and were happy there were no concerns highlighted by this code to action. Hard copy to be held by the clerk.
- 18 **Update on the Streetlight on the junction of Sandpits Lane and France Lane.**  
Steve Cherrett from South Gloucestershire Council advised an Electrician had reported the light keeps blowing fuses and needs a replacement pole bracket lantern and Regional Electricity Board to install this and provide a new service.  
**This was noted**
- 19 **Cllr Winbow and Cllr Ruthven to update the Parish Council on this year's Risk Assessment**  
This item remains outstanding; agenda item for February 2015.  
**This was noted**
- 20 **Land opposite the Somerset Monument update**  
No response from Liz Francis SGC regarding the clearing of the shrubs; Cllr Hope to take this forward.  
**This was noted**
- 21 **Prepare questions for Monday 19<sup>th</sup> January 2015 housing needs survey meeting with South Gloucestershire Council**  
This was discussed in full and it was agreed not to prepare questions but to listen to the speakers. Ensure any questions in the survey are not leading questions we want to test the Parish for their opinion. **This was noted**
- 22 **Date of the next Parish Council meeting will be held on Monday 19<sup>th</sup> January 2015 in the upstairs meeting room at Hawkesbury Parish Hall at 7.30pm.**