

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 7th December 2015 at 7.30pm
In the upstairs Meeting Room at the Village Hall, High Street, Hawkesbury Upton**

Present:

Cllr Hope (Chair), Cllr Higgs, Cllr Musty, Cllr Ruthven, Cllr Cox, Cllr Winbow and Cllr S Bleaken and H Jones (Parish Clerk)

Apologies

Cllr Robinson

Public Participation

Mark Holden South Gloucestershire Council, Mr R Perks, Miss Perks, Mr C May, Mrs V Hope, Mr J Ionides and Mr S Perryman Parishioners

- | | | |
|----------|---|---------------------|
| | | Action |
| 1 | To Take apologies for absence
Cllr Robinson | |
| 2 | To record declaration of interest from members in any item to be discussed.
None | |
| 3 | To adjourn to allow public participation.
Mark Holden Waste Management South Gloucestershire Council;
Short presentation regarding collection of waste and recycling. Encourage as many households to respond to the consultation-closing date 15 th February 2016. Aim to target food waste, consider weekly collections, to reduce the size of the black bin to encourage recycling.
To be actioned-advertise the consultation in the Parish News | Parish Clerk |
| | Mr C May raised Low cost housing – who allocates these properties-clarification is required- Cllr Hope will look into it and report back to Council | Cllr Hope |
| 4 | Waste Management presentation – South Gloucestershire Council representatives Resolved-covered under public participation. | |

5 Co-option of Parish Councillor followed by the signing of the Declaration of Acceptance

Cllr Hope thanked everyone for applying for the role and explained the process. Each candidate will be allowed 5 minutes introducing themselves, including questions. This will be followed by a vote. One candidate Mr Mike Wareham was unable to attend the meeting, but still wanted to be considered.

Mrs V Hope, Mr Londies and Mr Perryman gave short presentations.

It was agreed for the Parish Council to go into confidential session and requested the public to leave as Mr Wareham was not at the meeting to view his CV. The Public left for a short time and then invited back in. (As the candidate was not at the meeting and his details were being shown; the public should be excluded no discussion regarding the voting or the individual took place during this time).

Voting took place; each councillor was given a voting slip with all the candidates' names, and a pencil. They were asked to tick just one name. The Clerk collected the slips in an envelope. Mr Wareham won; with the majority, Cllr Hope advised the other candidates on the evening that they were unsuccessful on this occasion, but thanked them for applying.

Resolved by Mr Wareham receiving the majority of the votes, the Clerk will speak to Mr Wareham and ensure the necessary forms are completed within the timescales of 21 days.

6 6.1 An item of correspondence received on behalf of a former resident Cllr Bleaken and Cllr Higgs

All Councillors and Clerk received a letter from a former resident daughter on behalf of her father. Cllr Bleaken checked the process and it clearly states the criteria required to apply; bungalow 6 is now vacant. Cllr Bleaken would like to see the Parish Council support a letter to be sent on behalf of this gentleman. Any evidence may go in his favour.

6.2 To discuss the process of applying for Merlin accommodation

There is a process, their income is taken into consideration, the gentleman in question owns a property within South Gloucestershire area.

It was pointed out that the Parish Council should not want to set precedence; we do not know who is above the gentleman on the list or their needs/health situation.

This item was discussed in full and it was proposed by Cllr S Bleaken to send a letter to the Allocation Officer Jane Ellis, Homechoice and Merlin, second by Cllr Higgs. Copy of letter to be emailed to Councillors.

7 Approval of Minutes

- 2nd and 16th November 2015 minor amendment made, **Resolved by Cllr Hope signing the minutes as a true and accurate record; Clerk to email approved minutes to Mr Sauro to upload to the village website**

Parish Clerk

8 Update of previous Action points

8.1 Little Badminton Notice Board

Name plate to be replaced on the notice board-Emailed November and December, to

Parish

- Mr Choyce for an update on when the work will be been completed. **This was noted** Clerk
- 8.2 *Tied properties list-This item remains outstanding.* Parish Clerk
- 8.3 *Licence for land Opposite the Somerset Monument –outstanding* Parish Clerk
- 8.4 *Allotments-Mr Hornig to meet Cllr Robinson at the allotments to discuss the fences that need repairing. Remains outstanding* Cllr Robinson
- 8.5 *Pollination of bees-Parish News article – Clerk to send copy of report to the Parish News-outstanding* Parish Clerk
- 8.6 *Review of Clerks Contract remains outstanding* Cllr Hope
Clerk &
Cllr
Robinson
- 9 **Councillor’s items-information only**
- 9.1 *Fence entering the village hall car park-Cllr Ruthven*
The fence is damaged Cllr Musty to take this forward with the Hall Committee. **This was noted**
- 9.2 *Highfields Lane, outlets to be cleared to prevent flooding – Cllr Higgs*
Cllr Higgs offered to clear the outlets with a spade, it was agreed for the Clerk to email Streetcare to clear them. **Parish Clerk to action** Parish Clerk
- 10 **District Councillors report information only – Cllr Hope**
Plans have been drawn up by **Sirona Health & Care** for extra facilities for reablement at Thornbury; 44 beds with a further 30 beds for the frail elderly. It is proposed to replicate on the Frenchay site, giving over 70 beds. However this has yet to be agreed by the Clinical Commissioning Group. In the meantime Sirona has been commissioned to provide 50+ beds at Southmead in Elgar Ward by the Hospital Trust.
- Some councillors from the Health Committee were fortunate to have a guided tour of the A&E (Emergency) Department at Southmead Hospital. Since it opened the department has come under severe criticism from many quarters for the long delays in treating patients. We were shown round all the different sections of A&E and how they have been restructured to ensure an improved flow of patients. The matter of delayed discharge was raised; usually this is people who are medically well enough to go home, but need further support to manage at home.
- The details of the Comprehensive Spending Review have yet to be worked through, there is a 56% cut in local authority grants from central government, alongside new powers for councils to raise their own money from business rates and a special 2% precept to pay for social care. People still working through the small print and how this might impact on this year’s council budget- which is currently out for consultation.
- Devolution is still on the agenda – with the West of England Local Enterprise Partnership providing the framework for the future for our area.

There has yet to be agreement on a Shop – agree to try to keep shop.

To try and address the issue of the very unreliable local bus service; there is to be a consultation in the new year on a revised timetable for local services

11 Planning applications received

PK15/4854/TCA	Collyns Mead Back Street Hawkesbury Upton	Works to fell 2no. sycamore tree and crown reduce 1no. sycamore tree to leave a height of 4m radial spread of 6m and crown lift to 3m in Hawkesbury Upton Conservation Area	No objection.
PK15/4979/F	Windways Chase Lane Inglestone Common	Demolition of single storey side extension and erection of two storey side and single story rear extensions to form additional living accommodation and residential annexe	No objection
PK15/4948/F	Hillside The Barton Hawkesbury Upton	Dormer construction in existing roof to form bathroom	No objection
PK15/4907/TRE	Upton House The Barton Hawkesbury Upton	Works to 1no. Yew tree to crown reduce height of 7m and radial spread of 5m and crown lift to 3m (approx), covered by Tree Preservation Order SGTPO 07/100 dated 16 th January 2001	No objection

12 Consultation – South Gloucestershire Waste Strategy 2015-2020 (draft). A draft waste management strategy for South Gloucestershire, which includes proposals to

change waste and recycling services. Councillors to discuss and agree a response- Open date 6th November 2015- close date 15th February 2016.

Following the earlier presentation from Mark Holden, the Parish Council agreed for the Clerk to place a notice in the Parish News regarding this consultation to give everyone an opportunity to respond. It was also agreed for the Parish Council respond on the 4th January 2016 full council meeting. **To be actioned**

Parish Clerk

13 Finance

13.1 Bank Reconciliation as of 31st October 2015 and 30th November 2015.

Resolved by Cllr Higgs checked both bank reconciliation and signed accordingly. No comments made

13.2 Payments approved for payment

A	ALCA Dividers	£ 5.00
B	Clerks expenses-November	£ 86.95
C	Greenspace Grass cutting Breakdown; Recreational field , 12/8, 26/8, 10/9, 25/9, 8/10 (Free cut 19 th August & 23 rd October) Skate Park 26/8, 8/10, 11/11 (Free cut 9 th September) The Plain – 6 month payment	£976.00 £660.00 £ 84.00 £232.00
D	Hawkesbury Upton Methodist Church-Room Hire for Affordable Housing Needs survey-not advertised however payment was approved (see 4/1/16 agenda)	£ 16.25

Resolved by Cllr Hope proposing the payments, seconded by Cllr Higgs. Cheques signed in accordance with the bank mandate.

14 Parish Council to discuss any issues regarding problems in the village as a result of the Road Works being carried out by WPD and Morgan Sindall

The work is due to stop by the end of the week prior to the Christmas light switch on until after Christmas. The Parish Council would like to ensure all holes are made safe during this time. Cllr Winbow mentioned this work has taken longer than agreed, should the village be compensated for the inconvenience-South Gloucestershire will need to take this forward. **This was noted.**

15 Update of the Affordable Housing Needs Survey

All forms were distributed within the timescale, only a few parishioners attended the drop in. Cllr Hope thanked the Councillors attending both drop ins. A reminder to parishioners of the closing date. **Clerk to write a piece in January's Parish News. To be actioned**

Parish Clerk

16 The Village Shop Community right to bid – correspondence received from the owner and South Gloucestershire Council

Letter from the owner advising their intention to sale The Hawkesbury Shop. At the end of the lease in June 2016. South Gloucestershire Council advised the moratorium process states that Hawkesbury Parish Council have 6 weeks from the date of their

letter (24/11/15) in which to express their interest in being considered as a potential bidder by sending in a written request to them. This was put to a vote and all the councillors were in favour in proceeding, to set up a community group of various skilled persons. The Parish Council need to respond by 5th January 2016. Full discussion took place and it was agreed to place a note in January 2016 Parish News, send a acknowledgement letter to Mr Booth

**Parish
Clerk
Parish
Clerk**

17 Update the Parish Council on setting up a Website-

Due to the time it was agreed to move this item to the next Parish Council meeting on 21st December 2015. **This was noted**

18 Final arrangements for this year's Christmas Light Switch on

Poster to request mince pies to be placed in the shop and notice board. Full discussion took place on the arrangements prior to the switch, putting out of cones. Meet at 5pm to hand out mince pies and mulled wine. **This was noted**

19 Date of the next Parish Council meeting will be held on Monday 21st December 2015 in the upstairs meeting room at the Village Hall, Hawkesbury Upton at 7.30pm

Minutes Approved as a true record

4th January 2016