

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 9th January 2012 at 7.30pm
In the upstairs meeting room at Hawkesbury Parish Hall**

Present:

H Bleaken (Chair), S Hope, A Musty, M Cox, B Robinson, M Frankcom, P Isaac, H Heeley and H Jones (Parish Clerk)

Apologies

P Barnett

Public Participation

Mr Clive Jones Western Power Distribution and 4 Parishioners within Hawkesbury Parish

Action

Accept apologies for Absence

Cllr Barnett

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

None

2 To adjourn to allow public participation.

An invitation was made to Western Power Distribution (WPD) to attend tonight's meeting to discuss the forth coming work to be carried out in Back Street/Hunters Mead.

Clive Jones a Technician from WPD introduced himself and gave an explanation as to why this work is necessary; it is due to the supply of electricity received in Hawkesbury, the cabling that needs replacing is 20-25 years old and once a fault occurs it will continue it will continue to have faults, that is why Hawkesbury experiences dips in their electricity. Clive showed everyone a map of the area where the work is going to take place.

Suggested work "put ducting in the ground followed by the cable being fed through". One of the Parishioners mentioned the block paving in Hunters Mead, and asked if this would be replaced when the work was completed. Clive confirmed it would be restored.

WPD has been given permission from South Gloucestershire Council to carry out the

work from 19th January 2012 until the 16th February 2012. Enterprise will be doing the work-they may use sub contractors. The work will start in Back Street, followed by Hunters Mead. It will be live and run alongside the existing power. On the 30th January WPD will switch the power.

Clive pointed out that whoever planned the work may not have visited the site as they have not taken into consideration the amount of block paving in Hunters Mead and this will take time to reinstate. He confirmed all the work must be carried out within the timescale because they are fined if they over; WPD/Enterprise will then have to reapply to SGC to continue the work.

Clive explained primarily the work is up to Enterprise; they will knock out the existing surface and ensure there is a temporary surface put in place. They will excavate and reinstate all the footpaths and a small part of the road. The soil removed cannot be reused therefore this soil will need a temporary place to be dumped and eventually it will be taken away. Cllr Musty mentioned that from previous experience reinstatement of pavements have not been good.

A question was asked if traffic lights will be required. This will be down to Enterprise and they will notify every house holder by letter if necessary.

Clive's intention is to have a meeting prior to the commencement of work with Enterprise and hopefully this will be earlier than the 17th January.

Cllr Musty asked if driveways/footpaths will be cordoned off or reinstated each evening. Clive said that nine tenths of the driveways will not be affective.

On the odd occasion they may need to have access into homes if their meters are not accessible from the outside.

Clive said that It should be the same team doing all of the work.

From Back Street they will proceed with Hunters Mead as long as there is sufficient time to finish the job. A question was asked if they run out of time what will be the timescale to return and complete the work-Clive could not provide a definitive answer.

If the electricity has to be switched off, householders will be given five days notice. If the work cannot be finished within the timescale; work will cease on the 16th February (WPD will know prior to the 16th), they are fined if they continue after this date.

Parking on Back Street will not be affected on the evenings. Clive will ask Enterprise the question to make sure there is access at night. They will be using a mini digger and work from 8.30am-4.30pm.

Key things-ensure the mud is off the road at the end of each day-Clean up any mess-ensure there is access for emergency vehicles at all times.

A question was raised if Enterprise would work on weekends to ensure the work is completed within the timescale? Clive will ask Enterprise.

The proposed work on the substation is on hold at the present time.

Clive Jones is primarily the contact person for WPD/Enterprise and is contactable on the telephone number provided in the letter.

Mr Clive Jones was thanked by the Parish Council for his time.-Mr Jones and the Public left the meeting.

3 Approval of Minutes.

- 5th December 2011 minor amendments made, minutes approved and signed as a true record of the meeting by Cllr Bleaken.
- 10th December 2011 Minutes approved and signed as a true record of the meeting by Cllr Bleaken.
- 19th December 2011 Minutes approved and signed as a true record of the meeting by Cllr Bleaken.
- 3rd January 2012 Minutes approved and signed as a true record of the meeting by Cllr Bleaken.

To be actioned

Parish Clerk to email all signed and approved minutes to Mr Sauro to arrange for them to be put on the Village Website.

Parish Clerk

4 Update of previous actions

4.1 page 241 *The Land re of Blue Boy House*

Email sent on 9/1/12 to James Cooke, from South Gloucestershire Council's Planning Department; He will arrange a further visit and inform the Parish Clerk the outcome.

This was noted

4.2 page 241 *Bramble Cottage*

Cllr Bleaken and Cllr Hope to visit the owners of Bramble cottage to discuss their boundary hedge. This item is still outstanding

This was noted

**Cllr Hope
& Cllr
Bleaken**

4.3 page 214 *Internet Banking*

Cllr Frankcom is looking into whether or not the Parish Council can use internet banking. This item is still outstanding.

This was noted

**Cllr
Frankcom**

4.4 page 241 *Badminton Telephone Box*

Little Badminton Telephone Box; BT "adopt a phone box", Clerk to take this item forward with BT.

To be actioned by Parish Clerk

**Parish
Clerk**

4.5 page 242 *Bus Stop Light timer*

The timer appears to be working within the correct times and therefore it was agreed to take no further action.

Resolved

4.6 page 242 *path outside the Village shop*

Streetcare to action.

Outstanding

4.7 page 242 Western Power Distribution

The mess in the conservation area will not be sorted until the work has been completed as previously discussed earlier this evening.

This was noted

4.8 page 242 Emergency Packs

Cllr Musty explained that there were no more packs available. Cllr Hope received a "thank you card" from one of the residents that had received a pack last year.

Resolved

4.9 Page 242 The Safe

Cllr Cox – this item is still outstanding.

To be actioned

Cllr Cox to liaise with the Hall Committee

4.10 page 242 Notice board remains outstanding

This was noted

4.11 page 242 Cemetery Notice board Cllr Hope

Outstanding

4.12 page 243 Glebe Land-Cllr Robinson

This item is being discussed at the Hall Committee meeting tonight-it was pointed out footballer's climb over the wall to retrieve their football and each time this happens the wall is damaged further. The outcome will be given at the next meeting.

This was noted

4.13 Christmas 2011 Thank you letter to be sent to The Duke of Beaufort and a video of the evening.

The video has not been completed – it was agreed by the Parish Council that the Parish Clerk writes to The Duke of Beaufort and the video can be sent at a later date.

To be actioned

Letter to be sent to Your Grace

4.14 page 244 40MPH disc broken off the post from Badminton to A46

Email sent to Streetcare

Resolved

4.15 page 244 Skate park – item to be placed on January 2012 agenda

Resolved

4.16 page 244 Chimney being reinstated

Cllr Musty had not spoken to the parishioner who had approached him

This was noted

4.17 page 246 Yate and District Heritage –grant funding

Clerk to write explaining no funding available.

To be actioned

Parish Clerk to write.

4.18 Little Badminton – Notice Board work of scope

Outstanding

To be actioned
Parish Clerk to write to contractors

4.19 page 248 Hawkesbury Notice Board

Parish Clerk has spoken to Mr Choyce, wording has been completed-the board is due to be fitted shortly.

This was noted

4.20 page 249 Zurich Insurance

Parish Clerk contacted Mr Peter Sewell ALCA regarding additional quotes – good opportunity but check the small print.

To be actioned

Parish Clerk to obtain quotes.

4.21 page 249 School holidays 2013-14

Clerk emailed South Gloucestershire Council with comments.

Resolved

4.22 page 249 Grass cutting quotes for 2012/13

Garden Manicures replied.

To be discussed item 9

This was noted

4.23 page 249 approved minutes

Emailed minutes to Mr Sauro

Resolved

4.24 Cattlegrids clearing on the Common

Parish Clerk emailed Streetcare-await their response

This was noted

5 Councillor's Items

5.1 Cllr Bleaken-Risk Assessment

Following the recent high winds and the Christmas Tree falling onto the War Memorial wall, should this be on the Risk Assessment-what if it fell on someone walking past? This was as a result of very high winds and being a very large tree (27ft). The trunk of the tree had to be reduced to enable it to be placed in the hole, which may have weakened it.

This was not foreseeable, therefore not liable to happen again-no need to add the Christmas tree to the Risk Assessment.

This was noted

5.2 Cllr Robinson-Sign post by the Pool

The direction sign to the Church by the Pool has fallen down.

To be actioned

Parish Clerk to email Streetcare

Parish Clerk

5.3 Cllr Cox – Pot holes next to Farm Pool

The pot holes next to Farm Pool have not been repaired.

To be actioned

Parish Clerk to email Streetcare

Parish Clerk

5.4 Cllr Cox The Fox Inn

The Fox is closed once again, the pub is part of the community and Cllr Cox wanted to know if the Parish Council was going to write to the Brewery to find out what their intentions regarding the long term vision of this pub is going to be.

What are the possible options for the pub

- Sale as a Pub
- Lease to a 3rd Party
- Apply for the covenant to be removed-then change of use
- Enterprise cannot be forced to keep it open.

It was agreed by the Parish Council for the Clerk to write to Enterprise Inns and ask for their comments regarding what their short/medium and long term visions maybe.

To be actioned

Clerk to write to Enterprise Inns, Cllr Frankcom to email the address to the Clerk

**Parish
Clerk Cllr
Frankcom**

5.5 Cllr Musty – NHS Computer System

Following Cllr Musty's comments at the last meeting regarding the new NHS computer system, it was discussed on "Points West" this evening, detailing the problems the NHS was having with this system.

This was noted

5.6 Cllr Musty- Bench donated by Mrs A Cole

Audrey Cole has donated a bench to be placed on the Plain, Cllr Musty is happy to collect.

To be actioned

Cllr Musty to collect the place the bench on the Plain

Cllr Musty

5.7 Cllr Bleaken-Streetcare Issues

Starveal Lane/Farm Pool pot holes (already discussed) and to be actioned.

Cold Change Hill, Mud on the road, drivers are worried they may get stuck, Clerk to email Streetcare.

To be actioned

Parish Clerk to email Streetcare regarding the mud on Cold Change Hill

**Parish
Clerk**

6 District Councillor's Report-Cllr Hope

Broadband

Cllr Hope asked if everyone could circulate the Broadband Survey South Gloucestershire Council is currently doing-available from the front page of the homepage www.southglos.gov.uk.

The Cabinet agreed today to work with Wiltshire Council and Swindon Borough Council on the joint project for delivering at least 2mb to all homes in the area.

This is to help not only local businesses, but home workers and residents for greater economic, social and environmental benefits. Cllr Hope explained that it would be great if the Parish Council contacted all their known home workers too.

Health

The Health Scrutiny Committee committed most of their January meeting to hearing from those unhappy about the Bristol Hispathology Report. The Chief Executive and Medical Director from the University Hospital, Bristol (BRI) was there to answer

questions and queries. The report is very critical of the culture and attitude of work practices at the BRI and NBT (Frenchay and Southmead). The Select committee is yet to form its recommendations.

Consultation of new Weight Limits in the area and 20mph outside school.

Informal consultation still taking place, Cllr Hope requested everyone's comments before the formal consultation takes place.

Hawkesbury School

Hawkesbury School will be running a consultation on the future of the school swimming pool. Several thousand pounds will be required to cover and bring into every day use.

Safer Stronger Committee

The next meeting is 19th January 2012 at the Old Grammar School, Chipping Sodbury.

7 Planning

7.1 Planning Decisions			
PK11/3284/F	Starveall Barn Beech Lane Hawkesbury Upton	Conversion of Barn to include raising of roofline and single storey rear extension to form 1 no. holiday let and associated works (Resubmission of PK11/1960/F).	PERMIT subject to conditions
PK11/3042/RVC	4 & 5 Petty France Cottages Petty Franch Badminton	Variation of condition 4 attached to planning permission PK07/0693/RM to revise the landscape plan.	PERMIT subject to conditions

8 Notice Board update

Clerk will keep the Parish Council updated

This was noted

9 Cemetery Grass Cutting 2012

The Parish Council received a quote from Garden Manicure's; the price remains the same as last year. Cllr Bleaken proposed Garden Manicure's all in favour.

To be actioned

Parish Clerk to write to Mr C keefe Garden Manicures.

Parish Clerk

10 Risk Assessment update-Parish Clerk

10.1 Bus shelter timer-Resolved

10.2 Notice Board Hawkesbury Upton-outstanding

10.3 Notice Board Little Badminton-outstanding

10.4 Cemetery Notice board needs updating and maintained-outstanding

- 10.5 Bench on the allotment has been removed-resolved
 10.6 Trees in front of the Hall-removed from Risk assessment-not responsibility of the Parish Council, the Hall Committee have been advised.
 10.7 Dry stone wall-Hall Committee dealing

11 Precept 2012-213

The budget/precept was discussed in full and it was agreed to hold a further meeting next week due to the time and no final decision had been made. All in favour.

To be actioned

Parish Clerk to arrange a further meeting next Monday-place the agenda on the notice boards for the 16th January 2012 to finalise the precept. Clerk to send the Councillor's an updated precept calculation and budget for 2012/13.

Parish Clerk

12 Finance

12.1 Bank Reconciliation

This was shown to the Councillor's; Cllr Frankcom checked the figures and signed the forms accordingly. Cllr Frankcom took the statements with him to go into the Bank to discuss the possibility of internet Banking. These will be returned at the next meeting.

Cllr Frankcom

a	Parish Clerk Wages S/O Dec 11	£391.66	Cllr Bleaken & Cllr Hope
b	Parish Clerks Expenses	£ 24.75	Cllr Hope & Cllr Musty
c	CPRE	£ 29.00	Cllr Hope & Cllr Musty
d	Mr A Sauro Host Invoice	£ 95.40	Payment agreed and paid on 5/12/11

13 Urgent Correspondence

02/12/11	South Glos Parish Charter Refresh 2012 item 17	To be discussed on 16/1/12
07/12/11	Safer Stronger Community Group next meeting 19/1/12	Advised Councillors
20/12/11	Invoice received from Landcare –paid last month	Filed
20/12/11	Council Taxbase and Precept Arrangements 2012-13 forms to be completed and received by SGCC 1 st Feb 2012	To be completed at the next meeting 16/1/12
20/12/11	Fieldwork winter 2011 issue	Filed
29/12/11	The Bulletin Winter issue	Filed
29/12/11	South Gloucestershire Council Core Strategy documents	Filed
29/12/11	ALCA Peter Sewell Chair nominations for Royal Garden Party-form to be completed at the meeting	To be completed at the next meeting

14 2012 Big Spring Clean

To be discussed on 16/1/12

- 15 Skate Park**
To be discussed on the 16/1/12
- 16 Zurich Insurance**
Quote to be obtained from Zurich.
- 17 South Gloucestershire Council Parish Charter Refresh 2012-**
To be discussed on the 16/1/12
- 18 Date of next meeting**
The next Parish Council meeting is Monday 16th January 2012 in the upstairs meeting room at Hawkesbury Parish Hall, Hawkesbury Upton at 7.30pm