

**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 4th October 2010 at 7.30pm
in the Parish Hall upstairs Meeting Room**

Present:

H Bleaken (Chair), J Otley, C Dixon, A Musty, S Hope, D Higgs P Isaac and H Jones
(Parish Clerk)

Apologies:

L Roberts

Public Participation

Mr Morgan and Miss Hasteed from France Lane Farm

Action

1 To accept apologies for absence

Cllr Roberts

2 Declaration of Interest

Cllr Hope France Lane Farm: Prior knowledge before the meeting

Cllr Bleaken: Personal interest France Lane Farm

3 Public Participation

No public participation at this time see item 11 Planning.

4. New Councillor to be appointed

- **Presentation**

A brief presentation from both candidates Carol Powell and Clive May.

Cllr Isaac joined the meeting.

- **Vote**

A secret ballot was carried out by the Councillors to Co-opt the new Parish Councillor.

Clive May received the majority of votes.

Cllr Bleaken thanked Carol Powell for her application and time.

- **Signing of Declaration of Acceptance**

Cllr May signed both the Declaration of Acceptance and Register of Members Interest.

5 Approval of last months minutes

- 6th September 2010, minor amendments made, proposed by Cllr Hope agreed by Cllr Dixon, minutes approved and signed as a true record of the meeting by Cllr Bleaken.

- 20th September 2010 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**

**6 Update of previous action points
Parish Council Meeting 21st June 2010**

Page 3, 5.1 Item 5 Finance-Office software for New laptop.

Invoice received - item 16 Finance

Resolved.

Parish Council Meeting 5th July 2010

Page 38 5.4 Bank Mandate.

Still outstanding Parish Clerk to action.

To be Actioned

Parish Clerk

Page 38, 5.7 Audit item

Budget report completed. Asset register to be finalised.

To be actioned

Parish Clerk to complete Asset Register.

Parish Clerk

Page 38, 6.1 The Pound. Dead Cherry tree and Sycamore Tree

Parish Clerk contacted Alister Rankin at SGCC, planning is not required to remove the Cherry Tree. Mr Rankin will however require 5 day notice and the email sent will be sufficient

SGCC will need to have details of the replacement tree and when it will take place. Councillors confirmed that an Oak tree will be put in its place and this will take place in November.

The Sycamore tree is still outstanding, this tree is too close to the houses and the roots will cause damage to the properties.

To be actioned

Parish Clerk to email SGCC with regards to the Sycamore

Parish Clerk

Page 39, 6.3 Power Surge

Cllr Musty would like this item closed as he was unable to find out any information.

Closed

Page 39, item 8 Standards of England Pocket Guide

Cllr Higgs signed the form.

Resolved

Page 39 item 9.1 Bus shelter

Bus shelter light not working.

Cllr Musty advised this was still outstanding, Mr Watts will take a look when he checks the Christmas lights and replace the box with a plug and timer before the 5th December 2010.

Cllr Musty

To be actioned

Page 39, item 9.2 Hawkesbury Notice Board.

Cllr Otley will arrange for the latch to be put on the Notice Board.

**Cllr
Otley**

To be actioned

Page 40 item 9.9 Village Pump

Cllr Musty – Mr Day has agreed to weld the manhole cover. Cllr Musty to confirm when the work has been completed.

**Cllr
Musty**

To be actioned.

Page 40, item 9.10 War Memorial

Resolved Cllr Otley repainted the fence and gate.

Cllr Musty has taken photographs of the writing on the Memorial; this will be kept for our records.

Page 41, item 9.14 Lych Gate Notice Board

The Chair for the Cemetery committee to be appointed - item 14

Roof tiles-Parish Clerk to contact the insurance company.

Awaiting invoice from Mr Yuill for the painting of the Lych Gate.

**Parish
Clerk**

To be actioned.

Page 41, item 9.16 Allotments.

Cllr Dixon to email a letter to Parish Clerk to forward to all allotment holders to advise them of the health and safety issues in respect of their bench.

**Parish
Clerk &
Cllr
Dixon**

To be actioned by Cllr Dixon and Parish Clerk

Additional Water trough

16.2 Cllr Dixon will advise the allotment holders that there will be no additional water trough due to the costs. Cllr Otley mentioned Tom Cole would look at the post/fence. Cllr Otley to check if this has been carried out.

**Cllr
Dixon
Cllr
Otley**

To be actioned by Cllr Dixon and Cllr Otley

6th September 2010

Item 6.1 page 53 Farm Pool

Item for November's agenda

To be Actioned

**Parish
Clerk**

Item 6.7 page 54 Drains A46

Emailed Street Care

This was noted

Item 6.8 page 54 Overhanging hedges.

Parish Clerk placed an item in the Parish News.

In addition Cllr Hope will visit homes that have not cut back their hedges.

**Cllr
Hope**

This was noted

Item 6.11 6.12 Drain Gate and Sandpits Lane

Emailed Street Care

This was noted

**Cllr
Hope**

Item 6.16 page 55 Bulbs
Still outstanding Cllr Hope.

20th September 2010

Item 5 page 61 Budget Training
Forms sent to ALCA Training 14/10/10.
Resolved.

Item 10 page 62 Poppy Wreath
Parish Clerk has not been able to make contact
To Be Actioned

**Parish
Clerk**

Item 10 page 62
Cllr Bleaken did not receive the email showing Earmarked money- Parish Clerk to email a copy.
To Be Actioned

**Parish
Clerk**

7 District Councillor's report

Cllr Hope
Dropped Kerbs; there is more work necessary to take this forward.
Taste of South Gloucestershire-Severn View Farm held an open day on the 3rd October 2010, Cllr Dixon said it went well
Safer Stronger Group day was successful.
A reminder that the SSCG meeting on 21st October 2010 at Hawkesbury Primary School.
Cabinet paper, one third of senior management will go.
Right to Build, Council has no comment as yet but Cllr Hope will let us know.

Cllr Higgs mentioned that the time limit to start building has been reduced from 5 to 3 years back in 2007, Cllr Hope referred this to the Director, but he was not sure on the current situation.

8 HGV Weight restrictions.

Full discussion held by the Councillors, a suggestion was made that an Advisory sign notification is required not a Traffic Sign.
Cllr Musty requested that the Parish Clerk write to Peter Hart at South Gloucester Council to request an "advisory sign". This was proposed by Cllr Higgs and Second by Cllr Bleaken, all in favour.

To be actioned
Parish Clerk to write to Mr Hart

**Parish
Clerk**

Over the last few years Gloucester County Council is directing traffic via the village. The Parish Council proposed not to direct vehicles via Hawkesbury Upton
Proposed by Cllr Otley and second by Cllr Musty, all in favour.

To be actioned

Cllr

Cllr Hope to let Parish Clerk know who to contact.

Hope

9. Dead Cherry Tree.

Contact has been made with Alister Rankin who advised that the email received was sufficient for the 5 day notice. He advised that he would like to know the position of the dead tree and the name of the replacement tree and when.

The removal of the tree will take place just before Bonfire night.

To be actioned

Parish Clerk will email Mr Rankin with the above details

10 Speedvisor's results France Lane

The Parish Council are very concerned over the speed limits recorded on France Lane monitor. A high proportion of the speeds are over 30MPH.

It was noted that 20MPH can only be put in place between the School warning lights.

The Didmarton sign that flashes was provided by Cotswold Council.

A suggestion was made that this evidence should be given to South Gloucester to put this on the task register. Proposed by Cllr Hope and Second by Cllr Higgs, all in favour.

To be actioned

Parish Clerk to email Mark Perry and also a note placed in the Parish News.

Parish Clerk

11 Planning applications received

Mr Morgan and Miss Hasteed came to the meeting to answer any questions regarding their planning application.

PK10/2369 /F	France Lane Farm France Lane Hawkesbury Upton.	Erection Agricultural dwelling associated works.	1no. workers with	France Lane Farm supplies local produce. The Parish Council supports the planning application, however, they would like to ensure that all materials and finishes will be as stated in the design and access statement
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PK10/2280 /EXT	Shakespeare House High	Erection Detached	of 1no. dwelling	The Parish Council objects to the time extension.
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Street
Hawkesbury
Upton

with attached garage
and associated works.
(Consent to extend
time limit
implementation for
PK07/1048/F).

Planning Decisions received

PK10/1881 /HED 120m South of Flexor Farm. Newhouse Farm Lane Hawkesbury Badminton

Removal of 3metres of hedgerow to facilitate water mains renewals (part A)

The hedgerow is not considered appropriate for a Hedgerow Retention Notice to be served in this instance. **Consent**

PK10/1882 /HED 20m South of Flexor Farm Hawkesbury Badminton

Removal of 3metres of hedgerow to facilitate water mains renewals (part B)

The hedgerow is not considered appropriate for a Hedgerow Retention Notice to be served in this instance. **Consent**

PK10/1884 /HED New Bungalow, Orange End Inglestone Common

Removal of 3metres of hedgerow to facilitate water mains renewals (part C)

The hedgerow is not considered appropriate for a Hedgerow Retention Notice to be served in this instance. **Consent**

Withdrawn Applications

PK10/2201 /F Sunnymead, Park Street, Hawkesbury Upton

Replacement of driveway with block paving.

12 Bus Shelter

There are two loose wooden slates on the seat. Due to Health and Safety this needs to be repaired.
Cllr Higgs and Cllr Musty will look at the bus shelter on Saturday 9th October to prepare a specification of work.

**Cllr
Musty &
Cllr
Higgs**

**To be actioned
Item for next month's meeting.**

**Parish
Clerk**

- 13 New Parish Notice Board**
 Cllr Dixon to forward details of the new Notice Board to the Parish Clerk to enable her to place the order. **Cllr Dixon & Parish Clerk**
- To be actioned**
- 14 Cemetery Committee-New Chair to be appointed**
 Cllr Musty Proposed Cllr Hope
 Cllr Isaac Second
 Everyone in favour.
- Resolved**
Cllr Hope – Chair of the Cemetery Committee
- 15 Urgent Correspondence**
 Reminder by Parish Clerk regarding the Safer Stronger Community Group meeting on 21st October 2010
- South Gloucester Revised Planning Application Requirements, comments by the 15th October 2010. **Parish Clerk**
- ALCA AGM 14th October 2010, Cllr Dixon and Cllr Hope will attend the meeting. ALCA fees for 2011/2012 £263.37, Parish Clerk to check what fees the Parish Council paid this year. **Parish Clerk**
- Census –additional handbooks required, Clerk to order more.
- To be Actioned**
- 16 Finance**
 Unable to produce a Bank Reconciliation this month due to the bank statements not arriving on time.
- | | |
|--|---------|
| Hazel Jones Wages | £317.94 |
| Expenses | £ 72.13 |
| Angelo Sauro Microsoft | £ 69.95 |
| South Gloucestershire Council Ground Maintenance | £201.00 |
- Resolved**
- 17 Parish Council Letterhead**
 5 choices of letterheads were shown to the Parish Council.
- It was put to the vote and letterhead number five was approved. The Parish Clerk will start using this with immediate effect.
- Resolved**
- 18 Lych Gate**
 Awaiting invoice from Mr Yuill.

19 Community Policing Awards Launched

Clerk to complete the necessary form and email Councillors.

**Parish
Clerk**

To be actioned

20 Mike Bird-Tendering for future Landscaping

Parish Clerk to email Mr Bird and advise him that his name will be kept on our records and will contact him for future tenders.

Resolved

21 Broadband

Cllr Higgs expressed his concerns regarding the speed of Broadband in Hawkesbury.

Route for infinity – A website to enable users to vote, the Parish Council would like to push this forward and therefore need to encourage residents to vote.

Action -to ensure that this item is placed on the agenda every month until there is a satisfactory result.

Cllr Bleaken to speak to Didmarton Exchange, Cllr Dixon to forward details to the Parish News.

To be actioned

Allotment

A letter has been received today from Mrs Salthouse regarding trees branches. Cllr Otley will investigate and report back to Council. Parish clerk to write to Mrs Salthouse.

To be actioned

Read Cllr Roberts comments – Working together meeting

Cllr Dixon the repairs of the water mains on the common. The company has decided not to use the bursting method. Improvement only two days without water in the day rather the month as previously advised.

Cllr May wanted to express his concerns regarding the number of dogs not on a lead whilst being exercised in fields.

The dogs are able to run free, and approach other dogs that are on a lead; also chickens have been attacked as a result of dogs not under control.

The Councillor's discussed this in full a suggestion was made to speak to the individual when the dogs are off the lead.

It was also noted that some dogs that run free, are not involved in any attacks therefore they are not doing anything wrong.

A request to the Dog Warden to visit the Parish and talk to individuals not controlling their dogs.

At Westonbirt dogs are able to run free; owners are being responsible. Check with South Gloucestershire Council, note in the Parish News to keep dogs under control at all times.

**Parish
Clerk**

Email the Dog warden for guidance.

To be actioned

Councillor Items

Parish Clerk to ensure Councillor Items are placed on next month's agenda.

**Parish
Clerk**

To be actioned

19 Date of next meeting

Monday 1st November 2010 in the upstairs meeting room, Hawkesbury Parish Hall at 7.30pm.