

**MINUTES OF  
IRON ACTON PARISH COUNCIL  
Monday 20<sup>th</sup> February 2017**

The Meeting of Iron Acton Parish Council was held in Parish Hall commencing at 7.30pm.

Present: - Robert Lomas (Acting Chair), Lynn Noble, Brian Hackland, Peter Bellis – present for agenda items 1,2,3,4,5,6,and 11 only, Denise Smith, John Wright, Richard Hunter, Mark Kavanagh, South Gloucestershire Councillor Pat Hockey and Donna Ford (Clerk)

**PUBLIC PARTICIPATION**

0 members of the public were present

**01-02-17 APOLOGIES FOR ABSENCE**

Councillor Robert Sheppard, South Gloucestershire Councillor Marian Lewis and Dave Hockey

**02-02-17 DECLARATIONS OF INTEREST Pecuniary/ and or Non-Pecuniary**

Councillor Hackland declared a Non-Pecuniary interest in the Parish Meadows due to a shared boundary and agenda item 12.

Councillor Bellis declared a Pecuniary interest in agenda item 13 as this could affect the value of his house.

**03-02-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

- Minutes of 16<sup>th</sup> January 2017 - Proposed by Councillor Bellis, Seconded by Councillor Noble

**Resolved – All Agreed** and signed by the Acting Chairman.

**04-02-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS**

South Gloucestershire Councillor Pat Hockey reported on the following points.

- South Glos budget has now been set with a increase of 5%
- Develoution
- Election of the mayor would be on 4<sup>th</sup> May 2017
- 1sr meeting of the combined authority is the 1<sup>st</sup> March
- Policy, sites and places plan will be heard by the inspector next week
- Issues in regards to planning as the 5-year land bank has not been met.
- Looking at new signs for the border of Frampton and Iron Acton

**05-02-17 ELECTION OF A CHAIRMAN**

**Councillor Lomas** - Proposed councillor Bellis, seconded Councillor Noble - **Resolved – All Agreed**, Councillor Lomas accepted the position as Chairman.

**06-02-17 ELECTION OF VICE CHAIRMAN**

**Councillor Bellis** - Proposed councillor Lomas, seconded Councillor Smith - **Resolved – All Agreed**, Councillor Bellis accepted the position as Vice Chairman.

**07-02-17 OUTSTANDING ACTIONS**

Chill Wood – Awaiting date from Neil Gazzard for the agreed scheduled work to be completed.

Councillor Lomas advised that the wall repair needed to be completed, Councillor Noble would speak to Councillor Sheppard in regards to the contractor completing the work. It was also noted that the unauthorised constructed work that had been done would be removed, and notices would be prepared in conjunction with the signs within Chill Wood, the relevant authorities had been notified.

Grant Funding – The Clerk advised the lottery grant had been paid into the bank account.

The application to Tesco had been sent but still awaiting a response. An application had also been put forward to the South Gloucestershire Councillors in anticipation for funding, no further communication has been received yet.

08-02-17 **FINANCIAL REPORT**

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports - Noted - No Issues arising.

*Noted - The clerk has applied for the VAT refund in relation to the teenage pay equipment.*

09-02-17 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

LOCATION: 61 Waverley Road Yate South Gloucestershire BS37 5QR  
 DESCRIPTION: Display of 2no. internally illuminated fascia signs, 1no. internally illuminated projecting sign, and 2no. non-illuminat poster signs.

REFERENCE NO: PK17/0368/ADV - **No Observations**

LOCATION: 61 Waverley Road Yate South Gloucestershire BS37 5QR

DESCRIPTION: Installation of new shop front.

REFERENCE NO: PK17/0367/F

LOCATION: Arden 338 North Road Yate Bristol South Gloucestershire

DESCRIPTION: Erection of front porch and Erection of two storey rear extension to provide additional living accommodation.

REFERENCE NO: PK16/6707/F - **No Observations**

LOCATION: Rannock Lodge Nibley Lane Iron Acton Bristol South Gloucestershire

DESCRIPTION: Erection of a single storey side extension to form garage and additional living accommodation. Erection of front porch.

REFERENCE NO: PK17/0430/F - **No Observations**

LOCATION: 9 Broad Lane Yate Bristol South Gloucestershire BS377LD

DESCRIPTION: Erection of 1no. detached dwelling with access and associated works.

REFERENCE NO: PK17/0680/F - **No Observations**

LOCATION: Lanarca The Green Iron Acton Bristol South Gloucestershire

DESCRIPTION: Erection of two storey side extension to provide additional living accommodation. Erection of detached double garage.

REFERENCE NO: PK17/0644/F - **No Observations**

10-02-17 **ANNUAL REVIEW OF INTERNAL POLICIES / PROCEDURES**

- *Risk Register 2017*

The clerk had circulated the updated Policies / Procedures to all Councillors it was **Resolved and Agreed by All** to Adopt the updated policy

11-02-17 **MEETING ROOM HIRE**

March 20<sup>th</sup> - Parish Hall - Committee Room

April 10<sup>th</sup> - Parish Hall - Committee Room

May 11<sup>th</sup> - Annual Parish Meeting - Parish Hall - Committee Room

May 15<sup>th</sup> - Annual meeting of the Parish Council - Parish Hall - Committee Room

June 19<sup>th</sup> - Parish Hall - Committee Room

July 17<sup>th</sup> - Parish Hall - Committee Room

August - Provisional booking - 21<sup>st</sup> - Parish Hall - Committee Room

September 18<sup>th</sup> - Parish Hall - Committee Room

October 16<sup>th</sup> - Parish Hall - Committee Room

November 20<sup>th</sup> - Parish Hall - Committee Room

December 11<sup>th</sup> - Parish Hall - Lobby Room

**Proposed Councilor Bellis, Seconded Councilor Lomas - Resolved - All Agreed**

12-02-17 **PARISH MEADOWS**

**Councilor Hackland left the meeting for agenda item 12**

To acknowledge and accept with thanks, the offer of the owner of The Gables to repair at his cost the wall that forms the boundary between this property and the Parish Meadows - **Resolved - All Agreed.**

13-02-17 **VILLAGE GREEN**

**Councilor Bellis left the meeting for agenda item 13**

Agree to trim overhanging Ivy within the lane to the rear of Fairveiw Terrace - **Resolved - All Agreed.**

Noted: Councilor Bellis will complete the work required and the owner of Fairveiw Terrace would be advised of the scheduled work.

## 14-02-17

**ACCOUNTS FOR PAYMENTS**

- Clerks Wages February @ 70 Hrs Per Month
- Clerks Expenses February (Mileage/Heating & Lighting) £33.60
- EE - Telephone/Broadband - £36.44
- Nest - S/O - £17.84
- Shipton Bookkeeping and Payroll LTD - £20.00 DD
- Room Hire - Parish Hall - January - £20.00
- Unicorn Office Supplies - £71.62
- Quality First - £30

**Resolved - All Agreed**

There being no further business, the meeting closed at 21.24pm.

**Signed:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

