

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 15th February 2016**

The Meeting of Iron Acton Parish Council was held in North Road School commencing at 7.30pm.

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Taylor, Councillor Hackland & Donna Beal (Clerk).

PUBLIC PARTICIPATION

2 members of the public were present who are neighbouring land owners of Chill Wood. The parishioners advised an interest in the management plan for Chilwood and made reference to establishing friends of Chill Wood group in order to provide activities and engage the community in the usage of Chill Wood.

01-02-16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Sheppard, Councillor Smith, Councillor Evans, Councillor Lewis, Councillor Lomas & South Gloucestershire Councillors Pat & Dave Hockey.

02-02-16 **DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary**

Councillor Hackland declared a Non Pecuniary interest in agenda item 6 - Parish Meadows Play Area

03-02-16 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 18th January 2016 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Noble that these minutes be adopted and signed as a true record with the amendment of 09-01-16 and report back to be included **All Agreed.**

04-02-16 **SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS**

Councillor Hockey emailed a brief report and covered,

- Site meeting proposed on planning application PK15/5093/F
- Area Forum meeting 3rd March 2016

05-02-16 **PARISH MEADOWS**

Following a debate it was proposed by Councillor Taylor that 1 member would complete the play inspection course offered by ROSPA. **All Agreed.**

06-02-16 **OUTSTANDING ACTIONS**

Parish Meadows - Maintenance work required - The clerk reported that a price to replace the chains on the swings had been requested and currently still awaiting the quotation.

Teenage Recreational Equipment - The Clerk advised that the installation of the new equipment had begun before Christmas but had stopped due to the wet ground conditions. Once the ground had improved the installation would be completed. The clerk had been in contact with the installation company and is still awaiting a completion date.

Grant Funding - The Clerk advised that an application had been made to the New Homes Bonus for funding towards the children's play park which will be considered at the Area Forum in March.

Tree Works - Village Green - Councillor Bellis advised that he had contacted the contractor for an update on the scheduled work. The Clerk advised that formal communication had taken place requesting a new quotation in writing for the specified work required.

Gloria Jean - Councillor Bellis advised of verbal communication with Acton Aid over work required, it was also advised that a on site meeting would be held with Acton Aid to discuss options.

07-02-16 **FINANCIAL REPORT**

Monies available as at - 1st February 2016

National Westminster Bank

Current Account £15,474.06

Reserve Account £16,869.10

- 08-02-16 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**
 PK16/0161/F - Northend Farm Wotton Road Iron Acton Bristol South Gloucestershire -
 Erection of detached garage and store with storage space above - **Observation** - Potential
 to turn into Annex Living Accommodation
 PK16/0220/F - 247 Armstrong Way Yate South Gloucestershire BS37 5NG
 Change of use of part of building and car park from offices, meeting rooms, conference /
 training facilities, builders merchant, workshop, storage of plant, machinery and builders
 materials (Sui Generis) to use for B1(c), B2 and B8 purposes as defined in the Town and Cou
 Planning (Use Classes) Order 1987 (as amended) - **No Observations**
 PK16/0524/F - Great Western Business Park, Armstrong Way - Erection of single
 industrial unit for (Class B8) use as defined Town and Country Planning (Use Classes)
 order 1987 (as amended) - **No Observations**
- 09-02-16 **EQUALITY & DIVERSITY POLICY / SAFEGUARDING POLICY**
 Following distribution of both the Equality & Diversity and Safeguarding Policies
 prepared by Councillor Evans, Smith and the Clerk, it was proposed by Councillor Bellis
 to adopt both Policies. **All Agreed**
- 10-02-16 **REQUEST TO STAGE A EVENT - PARISH MEADOWS**
 Discuss and resolve application received from Acton Aid to stage events:
 - Mash in the Meadow - Friday 1st July 2016
 - Proms in the Meadow - Saturday 2nd July 2016
 - Bonfire Night - Saturday 5th November 2016
 Approved - Conditions - Public Liability Insurance held - All debris following events to
 be cleared and removed from the Parish Meadows within 7 days of the event - Following
 the bonfire the grass surface used to be reinstated with grass. **All Agreed**
- 11-02-16 **CLERK**
Pension Regulator - Following discussion it was resolved that Councillor Evans (subject
 to agreement) would ensure the pension regulations staggered date is implemented and
 adhered to. **All Agreed**
CILCA - Following information supplied and after consideration it was agreed that the
 Parish Council would engage the Clerk in the CILCA Qualification. It was agreed that the
 Parish Council would meet the cost of training, including travel expenses, the portfolio
 submission and registration costs. It was also agreed to authorise and pay the clerk up to
 240 additional hours for the year paid monthly in order to complete the course. **All Agreed**
- 12-02-16 **CHILL WOOD**
 Following discussions made regarding action required in respect of the 5 year
 management plan it was proposed by Councillor Bellis that a working party would be
 held with Chris Wright and Neil Gazzard at Chill Wood at a date and time to be agreed
 and then advised. All findings and recommendations would be reported back to the Parish
 Council. **All Agreed**
- 13-02-16 **ACCOUNTS FOR PAYMENT**
 - Clerks Wages February @ 70 Hrs
 - Clerks Expenses February (Mileage/Heating & Lighting)
 - Talk Talk - Phone & Broad band February - £44.95
 - GAPTC - Clerks Knowledge 3 Course - £35.00
 - J Holisters - Planter - £20.95
 - Landscape Services - £510.00
 - Unicorn - Stationary - £56.85
 - ALCA - Councillor Training - £200
 - Quality First - Bus Shelter Clean - £30.00
 - R Williams - Coach Pool - £186.00

1055

- North Road School – Room Hire - £30.00
- Marshall Rooms – Room Hire - £20.00

Proposed Councillor Bellis, seconded Councillor Noble, **All Agreed** that the above accounts are paid.

16-01-16

FORTHCOMING BUSINESS

- Freedom of Information Policy
- Grievance & Disciplinary Policy
- Complaints Policy
- Data Protection Policy
- Health & Safety Policy
- Parish Hall Donation

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Tuesday 22nd^t March 2016 in Marshall Rooms, commencing at 7.30pm.

There being no further business, the meeting closed at 21.15 pm.

Signed:

Dated:
