

## MINUTES OF IRON ACTON PARISH COUNCIL

Monday 16<sup>th</sup> May 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 Lewis, Councillor Smith, Councillor Lomas & Donna Beal (Clerk).

### **PUBLIC PARTICIPATION**

2 members of the public were present.

Mike Keenan spoke in relation to concerns over the speed limits to Dyers Lane and Mission Road, he advised that he had been in contact with South Gloucestershire Councillors Dave Hockey and Marian Lewis. Mr Keenan advised the Parish Council that he was seeking to gain views of parishioners by means of a leaflet drop to gauge the thoughts of appropriate speed limits. On receipt of the information collated, Mike Keenan would approach the Parish Council with the results and look for support if it is the wishes of the parishioners to lower the speed limits currently imposed.

Geraldine Whittle voiced concerns over the speed limit in Nibley Lane and would like to see some speed calming measures put in place or a permanent road closure, the concerns were noted by the Parish Council.

### 01-05-16 **ELECTION OF CHAIRMAN**

Councillor Lomas proposed and Councillor Taylor seconded that Councillor Bellis be Elected Chairman for the forthcoming year, this was accepted by Councillor Bellis - **Resolved, All Agreed.**

Noted - Councillor Bellis advised that it was his intention to make this the last year acting as chairman for Iron Acton Parish Council.

02-05-16 Councillor Bellis proposed and Councillor Lewis seconded that Councillor Lomas be Elected as Vice-Chairman for the forthcoming year, this was accepted by Councillor Lomas -**Resolved, All Agreed.**

### 03-05-16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Hackland, Councillor Sheppard & South Gloucestershire Councillors Pat & Dave Hockey.

### 04-05-16 **DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary**

None Declared

### 05-05-16 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 18<sup>th</sup> April 2016 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Lewis that these minutes be adopted and signed as a true record. **Resolved - All Agreed** and signed by the Chairman.

### 06-05-16 **SOUTH GLOUCESTERSHIRE REPRESENTATIVE'S REPORTS**

South Gloucestershire Councillor Marian Lewis gave a verbal report and advised:

- Enforcement Team at South Gloucestershire Council had been contacted regarding the building in Dyers Lane, for which there appeared to be no planning permission.

South Gloucestershire Councillors Dave & Pat Hockey provided a written report which was intended for the Annual Meeting of the Parish.

The Local Government Elections in May brought about a change in Political balance. This means that the Conservative Group has overall control of the Council. Dave, therefore no longer Chairs the Planning Committee, although remaining a Lead Member and Pat has continued as a lead Member for Planning Transport and Strategic Environment but without the advantage of being involved in routine briefings. At its Annual Meeting on

May 18th the Council will be reducing the number of service committees and the Environment and Communities Committee will take over the work of the Communities and Planning, Transport and Strategic Environment Committees.

The national housing crisis has led to a significant change in the local Planning situation. Having at last got our Planning Blueprint, the Core Strategy, accepted by a Government Inspector, and adopted by the Council, a Government Inspector has decided that there was no longer any likelihood of the development sites identified in the Core Strategy being built in time in the coming 5 years to meet the housing needs. Until this is rectified any planning applications in places which could be considered "sustainable" will be granted regardless of whether the land has been earmarked for development. Planning Officers decided to overcome the problem by putting forward new sites for development in the Policies Sites and Places planning document and published a request for suggestions. It became clear that this was not going to deal with the problem in a satisfactory way so work is being done to finalise the policies in the draft document without the extra sites, taking into consideration all the responses that were made in the course of the consultation that took place at the end of last year. This document will go to the meeting of South Gloucestershire Council on 29<sup>th</sup> June for decision on whether it should be submitted for consideration by a Government Inspector along with any comments coming from a further round of public consultation.

There has to be a new Local Plan (Core Strategy + Policy Sites & Places DPD + Waste Strategy) for South Gloucestershire in place by the end of 2018. Further development sites will be identified in this document. Consultation will start in the late summer. The amount of extra housing and its broad locations will have been identified in the Joint Spatial Plan which will cover the 4 Unitary Authorities known as the West of England. Meanwhile there could be some unexpected developments granted as has already happened in Thornbury and Charfield.

South Gloucestershire Council continues to be required to make huge cuts in its expenditure because of Government funding cuts. There many reductions in staff. Other considerations include reductions in library services, One Stop Shops and changes to waste services. More and more reliance is being placed on Parish Councils and local volunteers to meet local needs. Decisions made on the budget for the coming financial year mean that there will no longer be Area Forums with delegated budgets for local traffic management schemes and grants.

The Council has continued with its commitment to carbon reduction. Electric vehicles are being added to its fleet. The solar farm on its land adjacent to the Badminton Road Offices is well on its way to completion. The 3 approved Ecotricity wind turbines off the Old Glos. Road on the Alveston and Frampton Cotterell Parish boundary are expected to be up and running by April 2017.

In the course of the year the Government offered the opportunity to the Leaders of the 4 Unitary Authorities to put in a bid for devolved funding for infrastructure and new powers. The price for this is agreeing to hand over strategic decisions to a "combined authority" lead by a directly elected Mayor. Details are apparently still being negotiated with decisions being made by each Unitary Authority by the end of June as to whether they consider the deal acceptable. In South Gloucestershire this will be at a Council meeting on June 29<sup>th</sup>. The public will be consulted **after** the Councils have made their decision.

#### 07-05-16 **MATTERS ARISING FROM THE ANNUAL PARISH MEETING**

- Councillor Marian Lewis to check on the Community and Infrastructure Levy process.
- Grass Cutting along Verges - To be looked into for the next financial year.
- Employment / Subcontractor for a handy person for required work within the Parish.
- Requests for new welcome signs into the Parish of Iron Acton.

08-05-15 **PARISH MEADOWS**

Nothing to Report

09-05-16 **OUTSTANDING ACTIONS**

Seek Grant Funding – Councillor Smith advised that the clerk had recently sent a list of grants available for consideration; this list would be looked at shortly and recommendations reported back to the Parish Council.

Tree Works – Village Green – Completed 9<sup>th</sup> May.

Gloria Jean – A working Party was on site today to start the required work requested by Iron Acton Parish Council, in order to implement recommendations made to address the issues raised in the annual play inspection report.

10-05-16 **FINANCIAL REPORT**

Monies available as at - 1st May 2016

National Westminster Bank

Current Account           £ 33,833.69

Reserve Account           £ 16,871.21

Noted – The Monthly Financial Report, Working Budget Report and Bank Reconciliation had previously been circulated - No Issues Arising – Signed by the Chairman.

11-05-16 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

LOCATION:                    Bulking Yard Collett Way Great Western Business Park Yate  
Bristol

DESCRIPTION:            Re-development of existing waste management facility to a single level facility with covered bays for recyclable materials, HGV parking, vehicle wash down area, fuel tank, weighbridge and office, storage areas, landscaping and associated works.

REFERENCE NO:           PK16/2417/F – **No Observations**

LOCATION:                    West Technology Systems Ltd Great Western Business Park  
Armstrong Way Yate South Gloucestershire

DESCRIPTION:            External refurbishment works to include replacement cladding, replacement windows and doors and installation of entrance canopy.

REFERENCE NO:           PK16/2034/F – **No Observations**

LOCATION:                    Armstrong Court Armstrong Way Yate Bristol South  
Gloucestershire

DESCRIPTION:            Variation of condition no.6 attached to PK14/1646/F to replace existing plans KB 1 to 7 with plans KB 8 to 15

REFERENCE NO:           PK16/1696/RVC – **No Observations**

**Resolved – All Agreed**

12-05-16 **CHILL WOOD**

Further to the in principle decision to manage Chill Wood in accordance with the management plan and on receipt of the approved planning application, it was **Resolved -**

- Commence work in accordance with the management plan, with the first part being clearing the path over the top of the hill and second being the path towards the Eastern boundary.
- Engage Chris Wright and Neil Gazzard on a fixed day rate for 2 days to commence the work covered by the motion.

Noted – Remaining budget allocated for Tree Work / Chill Wood - £1,186.40

Councillors would have the opportunity to review works completed before the June meeting and revisit - **All Agreed**

13-05-16 **FINANCIAL RISK ASSESSMENT 2016/17**

Discussed and **Resolved** acceptance of the Financial Risk Assessment for 2016/17 prepared by the Clerk and Councillor Hackland – **All Agreed**

14-05-16 **ANNUAL GOVERNANCE STATEMENT**

- Approve The Annual Governance Statement for 2015/16 - **Resolved - All Agreed**
- Approve The Annual Return Accounting Statements for 2015/16 - **Resolved - All Agreed**

**Noted** - The Clerk reported that the Parish Council accounts and books had been independently audited by Mr. Iain Selkirk and signed off as complying with the requirements stipulated.

15-05-16 **PAYROLL BUREAU**

Discussed and **Resolved** recommendation from Councillor Bellis / Lewis to use payroll provider Shipton Bookkeeping & Payroll LTD at a cost of £20pcm, with an initial set up fee of £20 to complete the monthly payroll - **All Agreed**

**Noted** - Salary paid monthly on the 21<sup>st</sup> of the month, overtime to be paid monthly in arrears.

**Noted** - Clerk to set up Internet banking in compliance with the financial regulations.

16-05-16 **EMPLOYMENT OF PARISH COUNCIL HANDY PERSON**

Discuss and resolve terms of employment for a handyperson for the Parish Council

- Employment Status
- Hours Required
- Rate of Pay
- Terms of Engagement

**Deferred**

17-05-16 **INSURANCE RENEWAL**

Discussed and **Resolved** acceptance of Zurich Annual Insurance Renewal 2016/17 - £1075.98 - **All Agreed**

18-05-16 **ACCOUNTS FOR PAYMENT**

- Clerks Wages May @ 70 Hrs
- Clerks Expenses May (Mileage/Heating & Lighting) - £77.92
- Talk Talk - Phone & Broad band May - £50.27
- West Country Forestry - £813.60
- Unicorn Stationary - £118.44
- Landscape Services - £744.00 + £486.00
- Hags SMP - Teenage Recreational Equipment - £23,279.60

Proposed Councillor Bellis, seconded Councillor Lomas that the above accounts are paid.

**Resolved - All Agreed**

**Noted** - The Clerk had negotiated and reduced the original invoice from Hags SMP from £24,133.64 creating a saving of £854.04

19-05-16 **FORTHCOMING BUSINESS**

Forthcoming Election - **Noted** - No polling cards will be requested from South Gloucestershire Council, to keep the cost of an election at a minimum.

**DATE OF NEXT MEETING**

The Meeting of the Parish Council will take place on Monday 20<sup>th</sup> June 2016 in Iron Acton Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 9.50 pm.

**Signed:**

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**Dated:**

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