

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 17th June 2013**

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

Present:- Councillor Bellis (Chairman), Councillor Taylor, Councillor Gawler, Councillor Lomas, Councillor Blanchard, Councillor Tillotson, Councillor Huish, & Donna Beal (Clerk).

PUBLIC PARTICIPATION

8 Members of the public were present

A short presentation was made by AEE Renewable

01-06-13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Heal (Vice Chairman), Councillor Sheppard & South Gloucestershire representative Dave Hockey

02-06-13 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

None received.

03-06-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 20th May 2103 - AGM had been circulated, Councillor Tillotson proposed and Councillor Huish seconded that these minutes be adopted and signed as a true record. 13th May & 3rd June planning committee minutes Councillor Bellis proposed and Councillor Blanchard seconded that these minutes be adopted and signed as a true record. 3rd June Parish Meadows Committee minutes Councillor Huish proposed and Councillor Taylor seconded that these minutes be adopted and signed as a true record. **All agreed.**

04-06-13 CHAIRMAN'S REPORT

Councillor Bellis gave a verbal report

05-06-13 CLERK'S REPORT

The Clerk had circulated a written report to all councillors on tasks carried out since the last meeting this was discussed and any questions answered.

06-06-13 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler and Pat Hockey gave a verbal report

07-06-13 PARISH COUNCILLOR'S REPORTS

Councillor Bellis and Councillor Taylor gave a verbal report

08-06-13 PARISH MEADOWS COMMITTEE REPORT/MINUTES

No Report

09-06-13 FINANCIAL REPORT

Monies available as at 17th June 2013:

National Westminster Bank:	Current Account	£ 18,966.03
	Reserve Account	£ 160.90
National Savings Accounts:		£ Awaiting for books

10-06-13 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK13/1948/LB The Gables Park Street, Iron Acton, Bristol, Internal and External alterations to the Gables including replacement windows, doors and roof lights, reinstatement of masonry to chimneys, roof access dormer and new opening in west garden wall.
No Observations
- PK13/1747/F The Gables Park Street, Iron Acton – Installation of roof access dormer, re-instatement of masonry to chimneys and new opening in west garden wall.
No Observations
- PK13/1879/TCA Acton House The Green Iron Acton 0 Works to row of Leylandii trees to reduce by 30% (4no.by 50%) and crown reduce by 20% 1 no. Norway Maple tree. All situated within Iron Acton Conservation Area.
No Observations
- PK13/1850/F Land Adj to 328 North Road Yate Bristol – Erection of 5no. Detached and 2no. Semi detached dwellings with garages, access and associated works.
No Observations
- PK13/2083/TRE North Road Post Office 218 North Road Yate – Works to fell 1no.Hawthorn covered by Tree preservation Order SGTPO 10/09 dated 9th September 2009
No Observations
- Proposed Councillor Bellis, seconded Councillor Taylor All Agreed **Clerk**
- 11-06-13 **PLANNING CONSENTS**
PK13/0722/F – Unit 26 Beeches trading estate Lavenham road – Installation of nitrogen tank and enclosure
PK13/1015/F – Erection of single storey side extension to form additional living accommodation. Erection of detached double garage with storage/recreational space above.
PK13/1126/F – 27 the British Yate, Erection of replacement conservatory.
- 12-06-13 **PLANNING REFUSALS / WITHDRAWALS**
None Received
- 13-06-13 **PLANNING APPEALS**
PK13/0839/0 – The Barn Wotton Road Iron Acton – Erection of 8.no dwellings **Clerk**
(outline) with all matters reserved
Resubmit previous comments
- 14-06-13 **PLANNING ENFORCEMENT**
None Received
- 15-06-13 **PARISH MEADOWS**
No issues to report
- 16-06-13 **NIBLEY LANE OAP BUNGALOWS & STREET LIGHTS**
Following a discussion it was agreed that the clerk would contact South Gloucestershire council again and advise that there is inconstancy's in relation to the lights being turned of and remaining lights and request the lights in question are switched back on **Clerk**
- 17-06-13 **CEMETERY**
It was agreed to take up the offer from Jason Barnett for help in drawing up a ground plan of the cemetery. Councillor Blanchard and Councillor Heal have also offered to assist. **Clerk**
LB
CH

- 18-06-13 **HIGHWAY & STREET SCENE SERVICES**
 Following a lengthy discussion Councillor Blanchard proposed that the Parish Council contact and invite the Highways and Street Scene to do a presentation to advise and give a breakdown of the information provided. Seconded Councillor Lomas **All Agreed**
 It was also noted that Councillor Blanchard would also look into and request further information in relation to the special expenses for the previous and current tax year. **Clerk LB**
- 19-06-13 **STANDING ORDERS**
 After a vote it was carried on 5 votes to 2 that the proposal from Councillor Blanchard that standing order 1h be amended to read: Notes will be taken during the public participation session at a meeting but will not included in the minutes. It was proposed by Councillor Bellis to add section 8d this will state: Standing orders 8 a-c are compulsive orders. It is noted that the legislation in 8 b is no longer extant. Councillors must now declare their interests as pecuniary/non pecuniary in line with the current code of conduct and the relevant ensuing constraints from the same code of conduct. Seconded Councillor Taylor **All Agreed**
 Following a discussion on good practice it was proposed by councillor Huish, seconded by Councillor Tillotson that a maximum of 5 years tenure be added to the standing orders for both the chairman and vice chairman with a 2 year break in between. A vote was held and carried on 4 votes to 3 in favour. **Clerk**
- 20-06-13 **MEMBERSHIP SLCC**
 It was discussed and proposed by Councillor Bellis for a new membership for SLCC is agreed on recommendations made by NALC for the continued progress development of the clerk, Seconded Councillor Taylor **All Agreed**. **Clerk**
- 21-06-13 **REQUEST FOR FINANCIAL ASSISTANCE**
 Following discussions of request made from various organisations it was agreed Yate & District Heritage centre would be given a donation of £100.00 **Clerk**
- 22-06-13 **ACCOUNTS FOR PAYMENT**
 - Clerks Wages February @ 70 Hrs
 - Clerks Expenses February (Mileage/Heating & Lighting) - £31.30
 - TalkTalk - Phone & Broad band - TBC
 - Room Hire - Marshall room £15.00/£15.00 = £30.00
 - I Selkirk - Internal Audit fee - £90.00
 - Landscape Service - Invoice no 26334 - 30th September 2012 - £364.37
 - South Glos - Dog Bins - £99.14
 - SLCC membership £137.00
 - Yate and District Heritage Centre - £100.00**Clerk**
 Councillor Bellis proposed seconded Councillor Huish that these payments be agreed and paid in full. **All Agreed**
- 23-06-13 **Councillor Huish left the meeting**
CONFIDENTIAL ITEM
Councillor Huish withdrew from the meeting room before consideration of item (a)
 a).** Minute 23-09-13
The Chairman reported advice he had received from the Council's Solicitors It was It was proposed by Councillor Bellis, Seconded by Councillor Taylor that: The minutes of the Parish Council Meeting of 19 March 2012 should not be put back on the Parish Council **Clerk PB CH**

website. Never the less they must be available for inspection upon request to the Clerk as per Law. A note to this effect will be put on the website in place of that minute. **All Agreed**
Councillor Huish returned to the meeting following conclusion of consideration of item (a).

The Clerk withdrew from the meeting room before consideration of item (b)
Councillor Bellis was appointed by the meeting to take notes for minutes of this item only.

b).Clerks Pay/Hour review.

(i) The Chairman reported that acting as Line Manager of the Clerk he reviewed the workload required of the Clerk by the Council and that he recommended that the Council continue employing the Clerk for 70 hours per month.

*Councillor Bellis proposed and Councillor Taylor seconded that: the recommendation be accepted by the Council. **All Agreed.***

(ii) The Chairman also reported that acting as Line Manager he had reviewed the performance of the Clerk as per her contract of employment with the Council. Consequently he recommended that effective from pay month 1st April 2013 the Clerk's salary be set at spinal column point 24 of the national association of Local Councils (NALC) recommended pay scale for Parish Council Clerks, this being appropriate to level of experience and size of parish.

*Councillor Bellis proposed and Councillor Huish seconded that: the recommendation be accepted by the Council. **All Agreed***

The Clerk returned to the meeting following conclusion of consideration of item (b)

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 15th July 2013** in North Road Primary School, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 10.00 pm.

Signed:

Dated:
