

MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL

Monday 15th April 2013

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

Present: - Councillor Sheppard (Chairman), Councillor Bellis (Vice Chairman), Councillor Taylor, Councillor Gawler, Councillor Lomas, Councillor Blanchard, and Donna Beal (Clerk).

PUBLIC PARTICIPATION

6 members of the public were present.

01-04-13 APOLOGIES FOR ABSENCE

Councillor Huish, Councillor Heal, Councillor Tillotson & South Gloucestershire Councillors Pat & Dave Hockey.

02-04-13 DECLARATIONS OF INTEREST

Councillor Blanchard declared a pecuniary interest in agenda item 18

03-04-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 18th March 2013 had been previously circulated. Councillor Gawler proposed and Councillor Blanchard seconded that these minutes be adopted and signed. **All Agreed**

(Action Chairman to sign)

05-04-13 CLERK'S REPORT

The Clerk made a written report as below:

Action from Previous Meeting

19/03/13 – Adopted minutes from 21st January 2013 posted on website.

9/03/13 – All planning comments emailed to South Gloucestershire Council. A confirmation response was received 19/3/13 stating all comments have been received and passed on to relevant officers. A request was also submitted for an extension on planning application nos: PK13/0839/0 & PK13/0863/TCA

19/3/13 Email sent to enforcement in relation to an email received about concerns over the Gazeley Clinic being extended.

19/03/13 – All cheques sent as agreed in accounts for payments.

19/03/13– 1st Draft copy of March Minutes emailed to all councillors

19/03/13 – Planning enforcement survey and Info re good councillor course emailed to all councillors.

19/03/13 – Reminder email sent to Councillor Sheppard in relation to visiting cemetery re head stones slanting.

22/3/13 - Agenda sent for extra-ordinary planning application

25/3/13 – Annual leave for 1 week

03/4/13 - FOI request sent to Mr M Evans

03/4/13 – Site inspection sub committee visit letter received in relation to Sports Pavilion R/o Former Rose and Crown High Street Iron Acton to take place 12th April 2013 @ 09.50am

04/4/13 – Email sent to all councillors in relation to Mr Bates planning application

04/4/13 – Emails from J Furze circulated.

04/4/13 – Draft letter from Allotment Association circulated to all councillors and up to date list of allotment holders sent to Mike Collett

04/4/13 – Email circulated in relation to meeting on 17th April for proposed speed limit changes

04/4/13 – Outstanding invoice request received from Landscape Services

04/4/13 – Email request sent to P Foote again requesting a copy of last 3 years accounts as no response received from last request.

04/4/13 – Email sent to enforcement with full postal address for Gazeley Clinic

05/4/13 – Letter received in relation to investigation for Gazeley Clinic

09/4/13 – Report on National Council Meeting email forwarded on to all councillors

09/4/13 – Email sent to J Haselhan new chair of Acton Aid for request of copy of accounts

10/4/13 – Email sent to Solicitors in relation to deformation claim

10/4/13 – Passbook for National Savings accounts sent for updating.

11/4/13 – Email received from SGC in relation to price increase to £4.59 per dog bin empty.

ACCOUNTS

The accounts pack has now been received from Grant Thornton to be completed along with the notice of appointment of date for the exercise of elector's rights that needs to be displayed on the notice boards by 18th April. This is now completed and displayed on both notice boards.

08-04-13 PARISH MEADOW'S COMMITTEE REPORT/MINIUTES

Draft minutes for 4th March 2013 PMC will be approved at the next Parish Meadow's Committee meeting on 22 April 2013.

09-04-13 FINANCIAL REPORT

Monies available as at 18th March 2013:

National Westminster Bank:	Current Account	£ 5873.30
	Reserve Account	£ 160.86

10-04-13 PLANNING APPLICATIONS

PK13/0722/F	Unit 26 Beeches Trading Estate, Lavenham Road, Yate – Installation of Nitrogen tank and enclosure No Observations
PK13/1087/PNA	Grange Farm Latteridge Road Iron Acton – Prior notification of the intention to erect an agricultural building for the storage of fodder and machinery. No Observations
PK13/1126/F	27 The British, Yate – Erection of a replacement rear conservatory No Observations
PT13/1082/F	Says Court Farm, Badminton Road, Coalpit Heath – Construction of 17.28MWp solar farm, including substation, transformer stations, access roads and 2.0m high perimeter fence and associated works. No Comments

Proposed Councillor Bellis, Seconded Councillor Sheppard – **All Agreed**
(Clerk to Action)

11-04-13 PLANNING – CONSENTS

PK13/0206/F	Lavenham Farm, Nibley Lane, Iron Acton – Conversion of summerhouse to form 1no. holiday let with associated works
PK13/0540/F	Land to the rear of the bungalow Bridge Road, Yate, - Creation of vehicle access track and erection of agricultural shed
PK13/0549/RVC	Cherry Tree Day Nursery 7 Lodge road, Iron Acton – Variation of condition 4 attached to planning permission PK03/0990/F to allow no

more than 44no. children to be present at the day nursery at any time.

12-04-13 PLANNING – REFUSALS/WITHDRAWALS

APP/PO119/A/12/2186546 – Land between Iron Acton Way and North Road, Engine Common, Yate – Appeal Dismissed and planning permission refused.

13-04-13 PLANNING APPEALS

None Received

14-04-13 PLANNING ENFORCEMENT

None Received

15-04-13 PARISH MEADOWS

Parish Meadow's Committee to meet on Monday 22nd April 2013 at 7pm in the Parish Meadow.

16-04-13 ALLOTMENTS

Following a discussion in relation to the formation of an allotment association it was proposed by Councillor Taylor that Iron Acton Parish Council welcome the formation of the allotment association and delegate operational matters to the allotment association and set aside the rental income of inclusive allotment rent for use within the allotments. Seconded Councillor Sheppard **All Agreed.**

Following receipt of a letter received from an allotment holder at Station Road in relation to a damaged wall at the allotments in Station Road it was resolved that Councillor Taylor and Councillor Sheppard would visit the site and be given executive authority to make any decisions required for health and safety reasons. **All Agreed**

(Councillor Taylor and Councillor Sheppard to Action)

Following a request from a new allotment tenant at Nibley Road requesting to change their allocated allotment to plot 3B- Councillor Sheppard proposed that the request be declined on the basis that an allotment plot has already been allocated and that plot no 3b be split in half and allocated to the next 2 people on the waiting list. Seconded Councillor Taylor **All Agreed.**

(Clerk to Action)

It was proposed by Councillor Taylor that the clerk would write and terminate as from today the allotment agreement for Mr Gedge (Nibley Lane 13b) due to failure to pay 2012/13 rental income despite several reminders. The letter is to be sent recorded delivery.

The Clerk would also issue formal letters to all allotment holders who are failing to adhere to the tenancy agreement and non cultivation of the allotments. Seconded Councillor Sheppard **All Agreed.**

(Clerk to Action)

It was **noted** that a pile of stones had accumulated by the wall at Nibley Lane allotments near to the cemetery. Councillor Blanchard suggested that the funeral directors need to be advised that stones are being left on graves by the grave diggers and therefore believe this is the issue relating to the accumulation of stones by the wall.

17-04-13 CEMETERY

Councillor Bellis proposed that permission is granted for the memorial application for Alfred and Elaine Moore that had been received from H J Jefferies. Seconded Councillor Blanchard **All Agreed**

(Clerk to Action)

18-04-13 PARISH

Following a discussion in relation to work required within the Parish Councillor Taylor proposed that the following work is carried out: The stones in the allotment are removed, Nibley Bank is strimmed

and cleared and the cobbles missing around the village green outside Chapel Patch are replaced.
Seconded Councillor Lomas **All Agreed.**

(Councillor Sheppard to action)

Cllr Blanchard explained to the meeting that she did not feel she should attend the proposed meeting regarding the issue raised by Cllrs Sheppard and Bellis at the March meeting regarding Rose Cottage. There was a conflict of interest between private individual/parish councillors. She felt the right course of action was that as Cllr Bellis had made Cllr Sheppard aware of his views the proposed meeting should only involve Cllrs Sheppard, Heal and Taylor. Following this meeting she requested that a letter be written, which was to be signed by the Chairman, and forwarded to her for presentation and advice from her solicitor. There was no dissent to this request from the Councillors present. A written copy of her comments was given to the Clerk, Cllr Taylor and Cllr Sheppard. This contained details regarding letter content.

19-04-13 CLERKS PERFORMANCE APPRAISAL AND THE ANNUAL REVIEW OF HOURS

Deferred to May meeting.

20-04-13 PLANNING COMMITTEE

Councillor Bellis proposed that a planning committee should be formed consisting of all parish councillors and the chairman remain the same as the parish council and a quorum requirement of 3 members. A planning committee meeting should be scheduled for 2/3 Mondays after the parish council meeting with planning as the only agenda item. The scheduled meeting should only take place if the dates required for submission of comments fall out of the normal time scale. Seconded Councillor Sheppard **All Agreed.**

21-04-13 REQUEST FOR INFORMATION

Following a request for information from a parishioner in relation to the precept it was agreed that Councillor Bellis and Councillor Sheppard would assist the clerk with the text required for a suitable response.

22-04-13 ANNUAL PARISH MEETING

It was agreed that an invitation should be sent to PC Simmons inviting him to the Annual Parish Meeting to take place on the 16th May 2013

(Clerk to Action)

23-04-13 DEFAMATION CLAIM AGAINST THE PARISH COUNCIL

Councillor Bellis requested the clerk to contact the insurance company in relation to a solicitor's letter received and report back the findings at the next meeting.

(Clerk to Action)

24-04-13 ACCOUNTS FOR PAYMENTS

- Clerk's Wages February @ 70 Hrs
- Clerk's Expenses February (Broad Band/Phone/Mileage/Heating/Lighting) £92.02
- SLCC - Local Council Administration (CAB) - £84.00
- Viking - 1st Class stamps, 2nd Class stamps, 1x Ink pack - £153.74
- Landscape Services - Ground Maintenance carried out - £364.37
- HMRC - Tax/Ni - £75.20
- Room Hire - North Road - £25.00

DATE OF NEXT MEETING

Parish Council Meeting on Monday 20th April Village Hall at 7.30pm

There being no further business the meeting closed at 10pm

Signed.....

Dated.....