

MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL

Monday 18th March 2013

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

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

PUBLIC PARTICIPATION

4 members of the public were present.

01-03-13 APOLOGIES FOR ABSENCE

Councillor Lomas & South Gloucestershire Councillors Pat & Dave Hockey.

02-03-13 DECLARATIONS OF INTEREST

Councillor Tillotson declared a non pecuniary interest in agenda item 10 - PK13/0540/F

Councillor Huish declared a non pecuniary interest in agenda item 10 – PK13/0555/F

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

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

(Action Chairman to sign)

05-03-13 CLERK'S REPORT

The Clerk made a written report as below:

Action from Previous Meeting

19/02/13 – Adopted minutes from 21st January 2013 posted on website.

19/02/13 – All planning comments emailed to South Gloucestershire Council. A confirmation response was received 20/2/13 stating all comments have been received and passed on to relevant officers.

19/02/13 – All cheques sent as agreed in accounts for payments.

19/02/13 – Email sent to Mike Collett with allotment association details, Confirmation email sent to DT/CH/PH/HG for the confirmed date of 4/3/13 for Allotment meeting.

19/02/13 – 1st Draft copy of February Minutes emailed to all councillors

19/02/13 – Email received from Councillor Gawler in relation to Footpath re the resident's lane this was sent to Acton Aid

20/2/13 – Email sent re Sweet Chestnut tree

20/2/13 – Budget details for PM calculated and sent to CH.

20/2/13 – Comments submitted to SGC for speed reviews

20/2/13 – Article for Focal Poyntz completed and sent to Barrie Wright

20/2/13 – Response letter sent Miles inscription

20/2/13 – Email sent to F Woodruffs granting permission for T Moore Earth Grave space

20/2/13 – Email sent South Glos re byelaw information

20/2/13 – Info request emailed to LB

22/2/13 – Meeting at allotments with new tenants DT present

26/2/13 – Agenda out/website PMC meeting for 4/3/13

26/2/13 – Email sent all councillors re Scoff the lot

26/2/13 – Email C Wright re invasive weeds. Response received stating that Chris Wright would look into it and advice further

27/2/13 – All allotment bills completed and posted. Agreements sent to new tenants

29/2/13 – Meeting with Finbar Simmons community police officer
 28/2/13 Email sent South Glos in relation to application for renewal for Scoff-the-Lot. Further email sent 5/3/13
 04/3/13 PMC Meeting and Allotment Association meeting
 05/3/13 Draft minutes sent out for PMC meeting
 05/3/13 Email forwarded to South Glos for speed limits
 05/3/13 Information passed on to Allotment Association
 05/3/13 Email sent South Glos requesting a breakdown for special expenses
 05/3/13 Email sent Allotment working party link for new tenancy agreement for ALCA
 6/3/13 Play Area report received from C Heal and passed on to B Sheppard as requested
 8/3/13 – FOI Request received from Mr M Evans holding email sent
 12/3/12 Email sent from ALCA to all councillors Quality Town & Parish Scheme
 12/3/13 Email received from Chris Wright in relation to weeds and planning application forwarded to all councillors
 12/3/13 Spoke to ALCA in relation to Bylaw queries awaiting a response
 12/3/13 Email from ALCA re conference in Bristol forwarded to all councillors

Clerk's Holiday

I will be away from my office on annual leave for the week commencing 25/3/13.
 I have also booked my summer holiday for 30th May 2013 for 2 weeks. I ensured when booking that this does not coincide with any meetings and have also scheduled the AGM around this date.

Clerk's Wages

Need to be assessed due to coming up to one year's service and completion of courses ready for the new tax year. Provisions were included in the budget to allow for this.

Allotment Bills

All bills have now been sent out and some payments have now been received however will not be banked until the new tax year. As it stands all allotments have now been let.

Accounts

I will shortly be preparing the annual accounts and will have to prioritise work to allow for me to complete ready for the internal audit, as many of you are aware this is a very busy time for the clerk.

It was **noted** that the employment committee would arrange to meet to review the clerk's wages and the outcome would be brought to the next Parish Council meeting

08-03-13 PARISH MEADOW'S COMMITTEE REPORT/MINIUTES

Draft minutes for 4th March 2013 PMC will be approved at the next meeting 15/4/13

09-03-13 FINANCIAL REPORT

Monies available as at 18th March 2013:

National Westminster Bank:	Current Account	£ 7435.15
	Reserve Account	£ 160.86

10-03-13 PLANNING APPLICATIONS

- 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.
NO OBJECTIONS
- PK13/0540/F Land to the rear of the bungalow Bridge Road, Yate, - Creation of vehicle access track and erection of agricultural shed
NO OBJECTIONS

- PK13/0555/F Sports pavilion R/o Former Rose and Crown, High Street, Iron Acton
- Conversion of disused sports pavilion to form 1no. dwelling with access and associated works (Resubmission of PK11/4067/F)
NO OBJECTIONS
- PK13/0656/F Dyers Cottage, Mission Road, Iron Acton Bristol – Erection of first floor rear extension to include Juliet balcony to form additional living accommodation
NO OBJECTIONS
- PK13/0522/TRE 10 High Street, Iron Acton, Works to 1no. Silver birch tree to crown lift and crown thin by 30% tree covered by South Gloucestershire Council tree preservation order 773(the plot Irondale House, Iron Acton) dated 5th Sept 2012
NO OBJECTIONS

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

11-03-13 PLANNING – CONSENTS

- PK12/4245/F - Lower Farm Latteridge Road, Iron Acton Bristol – Change of use of land from agricultural to land for keeping of horses. Erection of stable block – Approve with conditions
- PK13/0098/LB - The Barn Algars Manor Station Road, Iron Acton Bristol, - External alterations to replace guttering and downpipes – Approve with conditions
- PK13/0237/TRE - Brookside Cottage Engine Common Lane, Yate - Works to fell 2no. Ash trees reduce 1no. Ash tree by 20% and remove oversized bough of 1no. Ash tree all covered by tree preservation order SGTPO 10/09 dated 09 September 2009 – Approve with conditions
- PK13/0130/F - 32 Chilwood Close, Iron Acton – Erection of a single story rear extension to provide additional living accommodation – Approve with conditions

12-03-13 PLANNING – REFUSALS/WITHDRAWALS

None Received

13-03-13 PLANNING APPEALS

None Received

14-03-13 PLANNING ENFORCEMENT

None Received

15-03-13 PARISH MEADOWS

After reviewing correspondence from the company that undertook the 2012 playground inspection it was agreed that no further action is needed until late summer when a decision will have to be reached regarding which company is asked to undertake the 2013 playground inspection.

(Councillor Blanchard to contact several other parish councils and obtain details of the organisations that undertake inspections of their similar play equipment)

16-03-13 ALLOTMENTS

Following a discussion in relation to a formation of an allotments association it was proposed by Councillor Heal to support the formation of an Allotment Association, seconded Councillor Bellis
All Agreed

It was **noted** that an agenda item for April 2013 under Allotments will include Discuss and resolve any further action required including articles and financial.

(Clerk to Action)

Councillor Taylor thanked Councillor Heal for the donation of 2 trailers at the allotments to

Clear the rubbish.

17-03-13 CEMETERY

Permission granted for the memorial application for Mrs J A Dickes that had been received from Summers.

It was agreed to grant permission for Mrs Barbra Evans to have the ashes of her late brother interred in the grave of Mr and Mrs Davis. Proposed Councillor Blanchard seconded Councillor Heal **All Agreed.**

(Clerk to Action)

18-03-13 PARISH

Councillor Taylor proposed that A Jastrzebska (on receipt of satisfactory insurance documents being received) remove and clear the moss on the path across the village green, seconded Councillor Bellis.

All Agreed

(Councillor Sheppard to action)

It was agreed that Councillors Bellis, Sheppard and Heal would arrange to meet to discuss work required within the Parish. A scheduled report would then be brought to April 2013 meeting for a resolution to be made for work required.

It was resolved that the road closure application received for the closure of Park Street – From High Street to the Green and The Green – from Park Street to Latteridge Road on Monday 6th May between 1030 hours and 1730 hours be agreed. Proposed Councillor Blanchard seconded Councillor Heal. **All Agreed**

(Clerk to Action)

19-03-13 SIGNS FOR THE PARISH

It was proposed by Councillor Bellis that the current Byelaws held be kept the same and 2 byelaw signs are purchased for Latteridge Green and the Village Green, Seconded Councillor Sheppard. **All Agreed**

(Councillor Sheppard to Action)

20-03-13 RENEWAL OF STREET TRADING CONSENT

It was **noted** that the Clerk and Councillor Blanchard submitted comments direct.

21-03-13 ACCOUNTS FOR PAYMENT

- Clerk's Wages February @ 70 Hrs
- Clerk's Expenses February (Broad Band/Phone £25.38, Mileage £35.20, Gas & Electric £16.00) Total £76.58
- ALCA Annual Subscription - £223.02
- Marshall Room Hire - £15.00
- Wessex Water – Allotments Station Road - £21.11
- All signs – Parish Meadow- £150
- Ground Trax – Gridding Parish Meadows - £434.88

Proposed Councillor Bellis, seconded Councillor Gawler **All Agreed**
(Clerk to Action)

22-03-13 CONFIDENTIAL ITEM

Deferred to April 2013 meeting

DATE OF NEXT MEETING

Parish Council Meeting on Monday 15th March at North Road Primary School 7.30pm

There being no further business the meeting closed at 9.45pm

Signed.....

Dated.....