

**Iron Acton Parish Council**  
**33 Hatherley, Yate, Bristol, BS374LT**  
**Tel: 01454 501134 Email: clerk@ironacatonparishcouncil.com**  
**Chairman: Cllr Robert Lomas Clerk: Donna Ford**  
**Minutes of the Meeting of the Council held in Iron Acton Village Hall**  
**on Monday 18<sup>th</sup> June 2018 Commencing at 7.30pm**

**Present:** Chairman: Councillor R Lomas  
Councillors: Councillor L Noble  
Councillor J Wright  
Councillor P Chapman  
Councillor B Sheppard  
Councillor R Hunter  
Councillor B Hackland

**Also Present:** 2 members of the public.

**In Attendance:** Donna Ford - Clerk  
South Gloucestershire Councillor Pat Hockey  
South Gloucestershire Councillor Marian Gilpin

**Fire Safety – Evacuation Procedure / Recording Protocol**

The Officer present explained the fire evacuation procedure and the Town Council's recording protocol.

<b>01.06.18</b>	<u><b>Apologies for Absence and to consider the reasons given</b></u>  Councillor D Smith – Holiday  <b>Resolved:</b> To accept the apologies for absence and the reasons provided.
<b>02.06.18</b>	<u><b>Declarations of Interest</b></u>  No Declarations received.
<b>03.06.18</b>	<u><b>Minutes</b></u>  The Minutes of the Annual Meeting of the Council held on Monday 16 <sup>th</sup> May 2018 had been circulated with the Agenda.  <b>Resolved:</b> That the Minutes of the Meeting of the Annual Meeting of the Council held on Monday 16 <sup>th</sup> May 2018 be signed and adopted as a correct record. The Chairman subsequently signed the minutes.
<b>04.06.18</b>	<u><b>Chairman's Announcements</b></u>  No Announcements.
<b>05.06.18</b>	<u><b>Village Green</b></u>

	<p>Following a Working Party held for the Enhancement and Protection of the Village Green the recommendations presented to Full Council were considered.</p> <p><b>Resolved: To accept Recommendation A, B, C, D and E as set out in Appendix A for Iron Acton Village Green.</b></p>
<b>06.06.18</b>	<p><b><u>Bus Shelter</u></b></p> <p>Members discussed the verbal update received from Cllr Hackland and Hunter for a new bus shelter near to the White Hart.</p> <p><b>Resolved:</b> The Operations working group including Cllr R Hunter would continue with costings and arrange a meeting with Highways and South Glos Planning department and report back at the next meeting.</p>
<b>07.06.18</b>	<p><b><u>Parish Meadows</u></b></p> <p>Members considered recommendations for providing hard access for vehicles into the Parish Meadows.</p> <p><b>Resolved:</b> The Clerk to obtain quotes for the required work.</p> <p>Following the vandalism of Gloria Jean and the felt removal on the roof, members considered the roof refurbishment of Gloria Jean.</p> <p><b>Resolved:</b> The clerk to contact the contractor and obtain recommendations and quotes.</p> <p><b>Noted:</b> The wording on the sign in the play area needs changing as it indicates a telephone box in the High Street.</p>
<b>08.06.18</b>	<p><b><u>Grant Request</u></b></p> <p>Members considered a Grant Request Received from the Hand Bell Ringers of Iron Acton.</p> <p><b>Resolved:</b> Not to allocate any funding as the Parish Council is aware that the majority if not all the funds have already been raised.</p> <p><b>Noted:</b> The Clerk to write to the applicant and advise if they fall short of funding to come back to the Parish Council.</p>
<b>09.06.18</b>	<p><b><u>To Receive Reports from Councillors on Outside Bodies</u></b></p> <p>Members received a report from South Gloucestershire Councillor M Gilpin (Appendix B)</p> <p>South Gloucestershire Councillor Pat Hockey advised members on the following points.</p>

	<ul style="list-style-type: none"> <li>• Metro Bus</li> <li>• Boundary Changes</li> <li>• Planning System and Reporting changes</li> <li>• JSP</li> </ul> <p><b>Resolved:</b> That the reports be noted and the Clerk to write to object to the proposed changes to the planning reporting system.</p>
10.06.18	<p><b><u>Outstanding Actions</u></b></p> <ul style="list-style-type: none"> <li>• Parish Maintenance – Required Work – No further work required</li> <li>• Overhanging Trees in the Cemetery – Completed</li> <li>• Chill Wood – 2 days completed</li> <li>• Website / Logo – The clerk gave a verbal report and advised that 3 quotes had been received and a meeting was due to take place next week with a local website provider</li> <li>• Parish Plan – Councillor L Noble advised that she would be making a plan to be presented at the next meeting</li> </ul> <p><b>Resolved:</b> That the reports be noted.</p>
11.06.18	<p><b><u>Accounts for Payment – April 2018 and May 2018</u></b></p> <p>Members reviewed the ‘Schedule of Accounts for Payment’</p> <p><b>Resolved:</b> That the ‘Schedule of Accounts for Payment’ be approved and payed.</p>
12.06.18	<p><b><u>Planning Applications For Consideration</u></b></p> <p>PK18/2376/O   Erection of 1. no dwelling (Outline) with access and layout to be determined and all other matters reserved   Stanhoe 336 North Road Yate Bristol South Gloucestershire BS37 7LL – No Observations</p> <p>PT18/2296/PND   Prior notification of the intention to demolish part of office building.   15 Brunel Court Yate South Gloucestershire BS37 5PD– No Observations</p> <p>PK18/2651/TRE   Works to fell 1 no. Ornamental Fir tree and 1 no. Fruit tree covered by SGTPO 10/09 dated 9th September 2009   Ivy Cottage 23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX– No Observations</p> <p>PK18/2604/F   Demolition of existing stable block and erection of 1no dwelling and associated works (re-submission of PK17/4168/F).   Greenacres Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX– No Observations</p>

	<p>PK18/2662/CLP   Erection of outbuilding.   23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX – The Parish Council requested the application to be resubmitted with the appropriate documentation to enable a comment to be made</p> <p>PK18/2730/TCA   Works to crown reduce by 30% 1 no. Acer platanoides and reduce limb growing over wall of 1 no. Malus domestica situated within the Iron Acton Conservstion Area   Stonewall House The Green Iron Acton Bristol South Gloucestershire BS37 9TQ– No Observations</p> <p>PK18/2725/RM   Erection of 4no. dwellings with associated works. (Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK17/3833/O)   Three Acres 370 North Road Yate Bristol South Gloucestershire BS37 7LL– No Observations</p>
<p><b>13.06.18</b></p>	<p><b><u>Annual Return 2017/18</u></b></p> <p>Completion of Section 1 of the Annual Return for the Year Ended 31<sup>st</sup> March 2018 – Annual Governance Statement</p> <p><i>The Annual Return (Section 1 Annual Governance Statements) was presented to Council for approval.</i></p> <p><b>Resolved:</b> That a “yes” response be made to all sections of the Annual Governance Statements for the year ended 31<sup>st</sup> March 2018 and that the Chairman and Clerk sign this section.</p> <p>Completion of Section 2 of the Annual Return for the Year Ended 31<sup>st</sup> March 2018 – Accounting Statements</p> <p><i>The Annual Return (Section 2 Accounting Statements) was presented to Council for approval.</i></p> <p><b>Resolved:</b> That the Annual Return Section 2 was correct and that the Chairman and Clerk sign this section.</p>
<p><b>14.06.18</b></p>	<p><b><u>Request For Burial</u></b></p> <p>Members considered a request for the purchase of grave space and Interment for the late Gerry Millward.</p> <p><b>Resolved:</b> To accept the request.</p>
<p><b>15.06.18</b></p>	<p><b><u>Unauthorised Traveller Site Consultation</u></b></p> <p>Members considered the papers supplied by the Clerk.</p> <p><b>Resolved:</b> The Clerk to prepare a response and circulate before submitting.</p>

--	--

**Meeting closed at 9:40 pm**

**Signed:** .....  
**(Chairman)**

**Dated:** .....

## **Appendix A**

### **A. Protection**

Vehicular access to the Iron Acton and Latteridge Greens is forbidden by the Iron Acton Parish Byelaws without the express permission of the Parish Council. In the light of recent violations of these byelaws, the group considered ways of preventing unauthorised vehicular access while maintaining permitted access. Options considered included fences, chains, posts, rocks, ditches, bunds, and flowerbeds. Considerations as to which would be most appropriate include aesthetics/visual impact, effectiveness, maintenance/longevity and, of course, cost/availability. The working group also noted that it might be easier to find contractors willing to install some options than others. The working group considered it desirable to maintain the open feel of both greens and ease of pedestrian access as far as possible, and therefore ruled out fences or chains on aesthetic and access grounds. It considered that the impact on the usable area of the greens should be minimised and therefore ruled out ditches and/or bunds. It concluded that obstacles that were intermittent, blocking vehicular access while not inhibiting pedestrian access, should be top of the list. These included posts, rocks, flowerbeds/planters and furniture such as fixed benches. The group noted that on Iron Acton Green there was already a mixture of obstacles including trees, lamp-posts, "No Parking" signs and benches. On Latteridge Green there were rocks, trees, "No Parking" signs and raised areas (but no benches). But in neither case did these seriously inhibit vehicular access. To prevent unauthorised vehicular access obstacles would need to be around 1.5 to 2m apart and largely immovable. It might be possible to space them far enough apart to allow access for mowing (around 2m) while still providing effective protection. The Parish Council's contractor has advised that rocks or posts would be preferable to other options from a mowing point of view.

**Recommendation A** - that the Parish Council consider using rocks or posts as the main means of restricting access, while noting that enhancements to the greens (see below) could be mixed with these to help provide protection.

### **B. Access**

While vehicular access needs to be controlled, authorised access needs to be easy and convenient - for instance for the annual 'May Day on the Green' event in Iron Acton Village and regular pedestrian access and dog walking. The working group considered that vehicular access would be best provided through 'entrances' to the greens protected by lockable de-mountable or removable impediments such as collapsible posts or chained polyurethane 'rocks' available to order in different sizes and appearances - see below). The group considered that Latteridge Green would require at least two access points (off Folly Road on the south east boundary and off the access to Latteridge Green Farm on the north west boundary); and that Iron Acton Green would require three (off Latteridge Road near the north west and south west corners, and off Park Street near

the south east corner). Pedestrian and other foot access would be largely unimpeded by the proposed vehicular obstacles (rocks, posts, planters, benches etc).

**Recommendation B** - that the Parish Council continue to support unimpeded foot access while providing for specific vehicle entry points with lockable de-mountable/removable obstacles.

### **C. Enhancement and local involvement**

Both greens are characterised by their openness and ready accessibility from the public highway, each with specimen trees and bounded in part by historic buildings. The working group considered that this "feel" should be protected, but that there were opportunities to enhance the areas without detracting from their current character. Latteridge Green currently has a slightly wilder feel than Iron Acton Green and has less pedestrian traffic. The group felt that adding to the existing rocks along the open boundaries might be most sympathetic and that it would be possible to increase public use and enjoyment by providing two benches backing on to the boundary wall of Green Farm along the south west side. Iron Acton Green has higher pedestrian use both by local residents and others walking the public rights of way which cross it. It has three benches, currently, and an unoccupied plinth which appears to have once held a fourth bench. Two of these are along Latteridge Road along with the plinth, the third on the east side next to the stile into the Thomases field. The working group discussed several potential enhancement options. It would be relatively cheap to add a bench to the existing unoccupied plinth, and adding a fourth bench along the Latteridge Road edge (a fifth in total) would enhance the symmetry while providing an obstacle to vehicular access. If the Parish Council opts for using rocks to protect the Latteridge Road edge, it might be in keeping with this to add a low-rise rockery to the south west corner (see below). The number of rocks (or posts) along the Latteridge Road edge could be reduced further by alternating planted flower troughs with the benches (perhaps similar to the trough at the Holly Hill/Nibley Lane junction at the east end of Iron Acton village). The winding edge along The Green, backed as it is by picturesque cottages, could benefit from a slightly more formal approach and the working group considered that the Parish Council might choose short posts (perhaps protruding 18in/45cm above ground) instead of rocks. Depending on what obstacles are chosen, the access points could be controlled through posts or 'rocks'. A rockery or flower troughs would need regular maintenance but could provide an opportunity to involve parish organisations and local children (see below re this). Marilyn Wright has very kindly offered to provide an artist's impression of how Iron Acton Green might look with protection/enhancement in place.

**Recommendation C** - that the Parish Council consider using the opportunity to enhance as well as protect the greens, subject to consideration of costs and maintenance.

### **D. Costs of installation and maintenance**

Members of the working group have explored the costs of rocks and de-mountable 'rocks'. Paul Chapman has established that CEMEX could provide rocks from its Yate

quarries at a cost of £16.66 ex vat (£19.99 inc vat) each plus an "environmental charge" of 12p per tonne. Delivery would be additional, but Paul is in contact with an Iron Acton based haulier who might be able to do this at an economical rate. John Wright has established that Rockways would provide polyurethane 'rocks' made to our preferred sizes and in a variety of colours, at prices ranging from £50 for one of 700x460x260mm to £500 for one of 1800x1800x600mm. They come with a central hole through which they can be chained/attached to a solid base. Dave Powell has consulted the parish Women's Institute and the head teachers of both North Road and Iron Acton Primary Schools about potential involvement in planting and maintaining a rockery or other flower-based enhancements to the Iron Acton Green. He is also planning to meet Jo Wright of Organic Blooms to see whether she would choose to be involved. The WI and both head teachers are very interested in principle in being involved in this - perhaps with the WI taking overall responsibility but inviting the involvement of children through the two schools. The Iron Acton Floral Group would be interested in planting wild flower bulbs on both greens if that were part of the enhancement programme. The involvement of all groups would be subject to the availability of funding for the materials and plants. John Wright has approached Acton Aid for support in cash or kind and it will consider this at its next meeting (on Thursday 5th July).

**Recommendation D** - that the Parish Council considers the likely costs of both protection and enhancement options set out above and invites the Clerk to explore these further in the context of availability of its own resources for this unbudgeted initiative.

### **E. Consultation**

The working group feels strongly that parishioners should be given the opportunity to comment on provisional proposals for the protection and enhancement of the greens in the parish. John Wright has approached Chris Heal for his views on Latteridge Green, in particular, and Chris has said that he will discuss it with Denise Smith before the next IAPC meeting. Other working group members have consulted informally, and found general support for maintaining the open character of the greens while increasing protection, and enthusiasm in some quarters for various enhancement options.

**Recommendation E** - that the Parish Council agrees a provisional programme for protection and enhancement and invites interested parishioners to comment on this before proceeding with the implementation of a final scheme. The group recommends, as a minimum, leafleting houses fronting onto the two greens and inviting comment from other parishioners through notices on the official IAPC notice boards and on the IAPC website. Depending on the timing the editorial committee of Local Poyntz could be asked to run an article summarising the proposals and inviting comment.

