

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 12th January 2009**

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

Present:- Mr. Sheppard, Mr. Bellis, Mrs. Aplin, Mr. Lomas, Miss. Blanchard, Miss. Weldrake, Mr. Gawler (Councillor and South Gloucestershire Councillor), Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

None. Four members of the public were present.

01-01-09 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Taylor, Heal and Hockey. Councillor Gawler had informed the Clerk that he would be slightly late.

02-01-09 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

Councillors Sheppard, Bellis and Blanchard declared a personal interest in agenda item 11.

03-01-09 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 15th December 2008 had been circulated. Councillor Bellis proposed and Councillor Weldrake seconded that these minutes be approved and signed. All agreed.

04-01-09 CHAIRMAN'S REPORT

The Chairman reported that some remedial work has been done to clear the stream following the recent flooding of parts of the Parish Meadows.

Rob Alvis had completed the works to the Nibley Lane allotments. This had been a difficult task because there had been a significant quantity of plastic within the rubbish which had to be hand sorted.

The Chairman also reported that he had picked up a dumped freezer from Nibley Lane (just over the bridge) and taken it to the dump.

05-01-09 CLERK'S REPORT

Allotments:- The Clerk reported that unfortunately 7 allotment sheds and a poly-tunnel had been vandalised some time between 21st and 23rd December. Mr. Collett, one of the allotment holders had reported this to the Police who had given him a crime number. Mr. Bird, another allotment holder, also contacted the Clerk to say that his shed had been vandalised. The Clerk had emailed PC Bainbridge informing her of this vandalism as well as the theft of a wallet, the theft of some champagne and an attempted breaking at the garden centre. The Clerk invited the Police or one of our PCSO's to attend the next meeting.

Cemetery:- The Clerk had received a reminder about the unpaid invoice from SGC in connection with the collection from the dog bins. The Clerk had advised SGC that the one in the cemetery had not been emptied for some time. SGC will investigate this.

Village Green:- The Clerk reported that the parking of cars on the village green remains a problem. There is now considerable damage to the edges at the Station Road end in particular. This will be further discussed under agenda item 11.

Works Around Parish:- The post and wire fence has been erected in front of Sea Harvest (invoice presented for payment). Mr. Tovey (Sea Harvest) had

mentioned to the Clerk that he would be happy to pay for a few native trees to be planted along this stretch. The Clerk has spoken to Jo Wright of Natureworks, who is looking into an appropriate species.

Parish Meadows:- The application for the annual inspection of our play equipment has been sent off to RoSPA. This will cost in the region of £130.

The Clerk also reported that she had been contacted by SGC in connection with Playbuilder funding. This is funding from central government, for play equipment for older children (8-15 years of age). A questionnaire has been completed concerning the play equipment already provided by the Parish Council.

Concerning play equipment for older children, **it was agreed** that the Clerk would investigate the purchase of a basketball hoop, no more that £200 in value.

Clerk

Parking - High Street - The Clerk had spoken to Peter Hart of SGC who was sympathetic to the problems of parking in the High Street. Mr. Hart is more than happy to meet with us in the High Street to see the problem for himself. This subject will be further debated under agenda item 13.

Training:- The Clerk reported that she had received information from SGC regarding 'Planning - Permitted Development' training. The Clerk had expressed an interest in attending the session on 23rd January in Thornbury.

The Clerk also informed the Councillors of a 'Rural & Parish Matters Event' on Monday 9th February at 3.00pm in Winterbourne. Councillor Bellis expressed an interest to attend. The Clerk will pass on his details.

Clerk

Highways:- The Clerk had received notification from SGC regarding the resurfacing of the B4058 between Station Road and Perrinpit crossroads during 12th to 23rd January. There will be temporary multi-way traffic signals. The work will be restricted to off-peak hours.

Donation:- The Clerk had received a very nice thank you letter from Yate & District Heritage Centre following the Parish Council's donation of £100.

Cycleways:- The Clerk reported that, in the minutes of the recent Joint Cycleway Group minutes there had been discussions regarding the cycleway in Dyers Lane. Mark Parry had reported that there is developer money available for the scheme which will be put on the works schedule for 2009/10. There is also a possibility of extending the cycleway from Broad Lane through to Dyers Lane and a possible extension all the way through to Iron Acton Village.

Enforcement:- The Clerk also reported that SGC Enforcement had confirmed that the mobile home at the Codrington Arms is parked without the benefit of planning permission. The owners have been ordered to remove the mobile home within 28 days. The Clerk confirmed that having recently driven past the public house, that the mobile home had gone.

06-01-09 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler reported that there may be some changes regarding our Beat Officer, in that Iron Acton may come under the jurisdiction of PC Barraclough, who is the existing Beat Officer for Frampton Cotterell.

07-01-09 **FINANCIAL REPORT**

The Clerk reported balances as at 12th January 2009 of:-

National Westminster Current Account	£5,218.44
National Westminster Reserve Account	£10,416.15
National Savings Accounts	£15,892.87

Precept:- The Clerk reported that confirmation from SGC had been received in connection with our Precept request of £14,000 for financial year 2009/10. This will be paid in two instalments of £7,000 on 30th April and 30th September 2009.

Independent Auditor:- The Clerk had received a letter from Iain Selkirk offering his services as our independent internal auditor. The fees remain the same as last year - £85.00. **It was approved** that Mr. Selkirk be appointed as our independent auditor for 2009. Proposed Councillor Weldrake, seconded Councillor Bellis, all agreed.

Purchases:- The Clerk requested the Councils approval of the purchase of an external hard drive in order to keep a backup of the information held on the Parish Council's laptop. The cost would be somewhere in the region of £70 for a 320GB external hard drive. **It was approved** that this be purchased. Proposed Councillor Lomas, seconded Councillor Blanchard, all agreed.

The Clerk further informed the Councillors that she had purchased as copy of 'Mr Web' for £99.99 in order to further develop and upload information onto the Council's web site. This package also included the purchase of a domain name and hosting for 12 months. The Clerk had the domain name ironactonparishcouncil.com. **It was approved** that this expenditure be reimbursed to the Clerk. Proposed Councillor Lomas, seconded Councillor Weldrake, all agreed.

08-01-09 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK09/0016/F - The Laurels, Stover Road, Yate - Demolition of existing dwelling. Erection of 1 no. new dwelling with associated works (resubmission of PK08/2354/F). Comment as before - No objections on condition the walls are rendered.
- PK09/0033/F - 1 East View Cottage, Nibley Lane, Iron Acton - Erection of single storey rear extension to provide additional living accommodation. No objections.
- PK08/3202/F - Site adjacent to White Hart Inn, High Street, Iron Acton - Erection of 1 no. detached dwelling with detached store, associated parking and works (amendment to previously approved scheme PK08/0400/F). To respond, supporting the Conservation Officers comments that details of gates, solar panels and new door in wall should be secured in order to preserve or enhance the character or appearance of the Conservation Area.

09-01-09 **PLANNING CONSENTS**

- PK08/3047/F - Poplar Farm, Yate Road, Iron Acton (minute 08-12-08)
- PK08/3031/F - Danbury House, Great Western Business Park (minute 08-12-08)

10-01-09 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

None received.

11-01-09 **VILLAGE GREEN**

The Clerk had prepared a letter in connection with the parking by residents on the village green. This was a similar letter to the one sent to residents in 1998.

Following discussion it was decided that this letter was too direct. **It was agreed** that the Clerk would prepare another letter, initially asking the residents to refrain from parking on the village green as it was causing damage. The Clerk will liaise with Councillor Blanchard in this respect.

Clerk/
LB

12-01-09 **WEB SITE**

An email from Jon Aries had been circulated to the Councillors. This email invited the Parish Council to utilise more actively the existing village web site. The Clerk reported that she had been working on the Parish Council's own site when time had permitted, and purchased a package to help with its population and uploading to the internet. The Clerk also reiterated that the Parish Council's web site should be independent and stand-alone and not linked with any political, commercial or religious web site, although it is acceptable to have links through. **It was agreed** that the Clerk would email Mr. Aries to thank him for this offer. However the Parish Clerk is currently constructing and populating the Parish Council's own web site.

Clerk

13-01-09 **PARKING - HIGH STREET**

A letter had been received from SGC concerning the inappropriate parking in the High Street and the withdrawal of the bus service through the village. This had been initiated by a resident writing to Steve Webb MP. SGC say in their letter that there is no easy solution to the problem and to remove inappropriately parked cars would require the introduction of long lengths of waiting restrictions. In order to give waiting restrictions legal backing a Traffic Regulation Order (TRO) would have to be processed and such a process may take in excess of 12 months. Following discussion, **it was agreed** that the Clerk would respond to SGC (Mark Parry) stating that the Parish Council would not be put off by the possible long time scale of implementing a TRO. Also, that the Parish Council would be more than happy to meet with SGC in the High Street to discuss this matter further.

Clerk

14-01-09 **CEMETERY**

Burial Fees:- The Councillors considered whether or not to increase the cemetery fees as they have not been increased since 2004. The Clerk informed the Councillors that our current fees are in line with the Level of Burial Fees as issued by NALC. NALC also state that 'town and parish councils are advised that the annual costs of running burial grounds should, if possible, be covered by their annual income'. Following debate, **it was agreed** to keep the fees at their current level. Proposed Councillor Blanchard, seconded Councillor Sheppard, all agreed.

Bins:- **It was agreed** that the Clerk would contact SGC/SITA to obtain a black and green bin to be placed in the Cemetery for general waste and recycling, in an attempt to stop the dumping of rubbish in the allotments.

Clerk

15-01-09 **ANNUAL PARISH MEETING**

The Clerk requested that the Councillors consider the date for the Annual Parish Meeting. According to Local Council Administration the Annual Parish Meeting must be held between 1st March and 1st June. **It was agreed** that the Annual Parish Meeting would be held on Friday 8th May 2009 in North Road School Hall. The Clerk will book the hall and ensure that this date is publicised.

Clerk

16-01-09 **GYPSEY & TRAVELLER SITES TOWARDS PREFERRED OPTIONS DOCUMENT**

Councillor Bellis had read the Guide to accompany the Gypsy and Traveller Sites 'Towards Preferred Options' Document. Following discussion, **it was agreed** that the Clerk would respond to SGC, supporting what SGC have said in that extending existing sites would be preferred. Proposed Councillor Bellis, seconded Councillor Lomas.

Clerk

17-01-09 **ANNUAL GRASSCUTTING TENDER**

The Clerk reported that the Annual Grasscutting Tenders need to be sent out. In view of the recent boundary clearance in the Parish Meadows, all tenderers need to be sympathetic when cutting the Parish Meadows area. **It was agreed** that the Clerk would send out invitations to tender to Landscape Services (South West) Ltd, Instant Landscapes, SGC and D.R. Howse Services (new tenderer). The Clerk will also ensure that tender information is placed on the notice boards. The Clerk was further instructed to ensure that the successful tenderer has sufficient public liability insurance.

18-01-09 **ACCOUNTS FOR PAYMENT**

Iron Acton PCC	Room Hire x 2	£30.00
Treemendous Gardens	New Post & Wire Fence - Parish Meadows	£300.00
Mazars LLP	Annual Audit Fee	£350.75
South Glos Council	Room Hire (North Road)	£25.00
Keith Cole	Works around Parish	£60.00
Wixoldbury Farm	Works to Allotments	£753.25

Proposed Councillor Bellis, seconded Councillor Weldrake, all agreed that the above accounts be paid.

DATE OF NEXT MEETING

The full Parish Council Meeting will take place on **Monday 16th February 2009** in the Marshall Rooms, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 8.45 pm.

Signed: _____

Dated: _____