

MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 15th FEBRUARY 2010

The meeting of Iron Acton Parish Council was held in the Marshall Rooms, Iron Acton commencing at 7.30pm.

Present:- Mr. Bellis (Vice Chairman), Miss. Blanchard, Miss. Weldrake, Mr. Lomas, Mr. Taylor, Mr. Gawler (Councillor and South Gloucestershire Councillor), Mr. D. Hockey (South Gloucestershire Councillor and Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Three members of the public were present. Mr. Rob Taylor and Mr. Ashley Mee from Acton Aid updated the Parish Council on the multi-functional open structure. Mr. Taylor showed the Councillors a new design of the structure. Following a meeting of the Working Committee, it had been decided to keep the design simple and change the construction from wood to tubular steel as it was felt that wood may be too attractive to vandals. The structure will now measure 12m x 10m, with a sloping roof 4.5m high at the front and 4m high at the rear. It was also proposed that a 'hoggin' (crushed clay/gravel) surface be used. Acton Aid has made contact with SGC Planning Department who have been helpful and supportive and confirmed that they are willing to undertake a site meeting. Once site meeting has taken place and depending on the outcome then Acton Aid intend to go to a pre-application stage. Councillor Bellis requested that Acton Aid inform the Parish Council via the Clerk of when this site meeting is going to take place in order that one of the Parish Councillors may be present.

01-02-10 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Sheppard, Heal and Aplin.

02-02-10 **DECLARATIONS OF INTEREST – Personal and/or Prejudicial**

None received.

03-02-10 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Copies of the minutes of the meeting held on 18th January 2010 had been circulated. Councillor Bellis proposed and Councillor Weldrake seconded that these minutes be approved and signed. All agreed.

04-02-10 **CHAIRMAN'S REPORT**

Nothing to report.

05-02-10 **CLERK'S REPORT**

Action from December Meeting

13.01.10 – SGC Consultation – Speed Limit Review – Response has been sent.

15-01.10 – Any Other Business – The Clerk has contacted PC Iain Matthews regarding the parking of the 'Bubbles' vehicle and trailer that has been obstructing the access to the footpath across the Village Green. When PC Matthews visited the location the vehicle and trailer were not obstructing the footpath. The Clerk has also confirmed with PC Matthews that as long as the trailer is hooked up to a vehicle when parked, it is not breaking the law. However, if the vehicle is not hooked up then it would cause a minor problem because of the danger caused by the exposed towing bar. PC Matthews and his PCSO's have promised to keep an eye on this situation.

NEW BUS SERVICE:- The Clerk received notification of the Public Transport Forum on Monday 8th February 2010. On the agenda of this meeting was the discussion of supported bus services throughout SGC, including the X27 service, which is

subsidised to the tune of £96,000 per annum. The Clerk contacted Councillor Gawler who confirmed that he would be attending this meeting. It was further agreed that the Clerk would prepare an email to be sent to Mr. Richard Kemble confirming that the X27 service is a vital and necessary service for Iron Acton and that the Parish Council have been proactive in requesting a Traffic Management Survey of the High Street in order to help re-route the bus back along the High Street. This was duly prepared and emailed to Mr. Kemble and Councillors Gawler and Hockey for their information.

Following the meeting on 8th February 2010, the Clerk received a telephone call from Councillor Gawler with information on a new bus service for the parish. This will be the 630 service and will run, in a loop from Chipping Sodbury to Iron Acton stopping at the new SGC offices, the station, Cranleigh Court, Yate bus terminus and Chipping Sodbury. This will be a 16-seater bus, however at the moment it is still not proposed to run along the High Street. It will be an hourly service, Monday to Friday. Councillor Gawler will be able to fully inform the Parish Councillors under SGC Representatives Report.

CEMETERY:- On the afternoon on Friday 22nd January 2010 the Clerk received a telephone call from Councillor Taylor stating that a section of the boundary wall with the Old Rectory had collapsed onto the cemetery footpath. Mr. and Mrs. Huish were aware of this and were in attendance. The Clerk also attended the cemetery and found a section of wall approximately 15ft long had collapsed along the cemetery footpath. During the Clerk's conversation with Mr. Huish it transpired that all of the ivy along the wall had recently been cleaned off. There is also a Sycamore tree behind this section of wall and a significant amount of new shoots from the base of the tree could be seen. It became apparent that the build up of vegetation and new shoot may have contributed to the wall collapsing. The whole of length of the wall, right up to the block section, is leaning in various directions. The Clerk also understands that the contractor employed to rebuild the wall has discovered that in some places there is no foundation to the wall. The Clerk also took pictures of this section of collapsed wall.

WOTTON ROAD:- The Clerk has received notification from SGC of the closure of the Wotton Road on 15th March 2010 for approximately 14 days from the traffic lights through to Manor Road. This closure is required in connection with works to resurface the carriageway. Only light traffic is being allowed along North Road and Manor Road, so heavy goods vehicles will have a major diversion through Yate, Chipping Sodbury and onto the motorway, or alternatively may sneak down Latteridge Road.

PARK STREET, MAY DAY:- The Clerk has been informed by the May Day Committee that they have applied for a road closure of Park Street from 10.30am to 5.30pm on Monday 3rd May 2010. All residents affected by this closure have been contacted by the May Day Committee.

BURIAL RECORDS:- The Clerk was contacted by Mrs. Doreen Ward, 5x great granddaughter of Mr. John Keepen who was buried in the cemetery. Mrs. Ward was asking for any information on her relative. John Keepen was buried in the cemetery in 1779 and was a local butcher. From the inscription on his tombstone, there is a suggestion that he was murdered. The Clerk informed Mrs. Ward that the Parish Council is only responsible for the cemetery, which only came into being in 1908. The Clerk suggested that Mrs. Ward contact Gloucestershire County Records office or the Bristol Diocese who would hold all the burial records.

PLANNING ENFORCEMENT:- Lavenham Farm - Councillor Taylor has requested that SGC be contacted again to inform them that the 4 passing bays have still not been constructed on Nibley Lane. This issue was first raised in November 2007 and

the response from SGC was that there were no timescales stipulated, apart from 'first occupation'. However, a beauty therapy business is now being advertised at Lavenham Farm and the Clerk has therefore contacted SGC again to appraise them of this.

Stover Road – Councillor Bellis requested that the Clerk contact SGC in connection with what looks like a car sales being run from a site just over the brow of the Stover Road bridge, travelling towards Yate.

DOG FOULING:- The Clerk has been approached by a resident of Wotton Road in connection with their concern of an increase in dog fouling along the footpath from the Wotton Road traffic lights to the High Street. The Clerk has contacted the dog warden who will monitor the situation. The Clerk has again requested that the dog bin in the cemetery be moved.

06-02-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor David Hockey had chased David Buckland regarding the rest of the data from the CCTV cameras at the Latteridge Road junction and Wotton Road junction on bypass. Unfortunately this was still not available, but Councillor Hockey will continue to chase until it is received.

All SGC Councillors including Councillor David Hockey and Councillor Gawler are allocated annually a sum of money to look after the social housing in their respective wards. There is approximately £6,000 available for Iron Acton. Councillors Pat and Dave Hockey have spoken with residents of Chilwood Close and Algars Drive, and have also circulated a questionnaire with suggestions on how this money could best be spent. The scheme that was thought to be most helpful was to extend the existing parking bays on Chilwood Close, increasing the number by four on either side, making a total of 20 parking spaces. The results of the questionnaire showed 26 in favour, 1 against and 2 undecided. The questionnaire was circulated because Councillors Pat and Dave Hockey need to show SGC that residents have been consulted. They also visited the site on Saturday 13th February and again asked residents if this was a useful scheme and received a positive response. SGC Streetcare has agreed to add £10,000 on top of the £6,000. This new parking scheme can be achieved using the £16,000 in total. It is hoped that the new parking scheme will be undertaken this financial year, 2009/2010. Councillor Dave Hockey also reported that during their visit on 13th February, some residents commented on the blocked gully in front of the existing parking spaces, where the weight of lorries delivering oil has cause this to collapse. In order to rectify this, it would mean moving a telegraph pole which hopefully will be sorted out when the new parking scheme is being constructed.

Councillor Gawler reported to the Parish Councillors that there will be a new bus service in operation from 6th April 2010. There have been developments since the Clerk's Report, and the new service will be the 88 Service Yate Shuttle which will run from Chipping Sodbury through Yate, stopping at Yate Bus terminus and Yate Bus Station and then on to Iron Acton. The exact stops are yet to be decided. The 88 Service will come down the High Street, and will be hourly, Monday to Friday. There are rumblings that the X27 may be rerouted. Councillor Bellis asked if there was any scope in enquiring about a discount in the pricing structure of tickets, eg purchase a ticket in Iron Acton on the new 88 Service, through to Bristol. Councillor Gawler confirmed this had yet to be decided. Councillor Taylor enquired about the location of the bus stop if the new 88 Service was going to carry on down the High Street and turn right at the White Hart. Again, Councillor Gawler said this had yet to be decided.

Manor Road footpath is nearing completion. The work had been held up due to the recent snow and adverse weather.

07-01-10 FINANCIAL REPORT

The Clerk reported balances as at 15th February 2010 of:-

| | |
|--------------------------------------|------------|
| National Westminster Current Account | £3,026.50 |
| National Westminster Reserve Account | £4,960.23 |
| National Savings Accounts | £16,418.35 |

The available balance on the current and reserve accounts had been verified with the Natwest Bank as at 15th February 2010. The Clerk had confirmed with the bank that the reserve account can be kept open with as little as 1p left. Following discussion, it was agreed that £4,800.00 would be transferred from the reserve account to the current account in order to meet the financial commitments of the Parish Council for the rest of the financial year. Proposed Councillor Weldrake, seconded Councillor Taylor. All Agreed.

Annual Risk Assessment – The Clerk had circulated a copy of the annual risk assessment for 2010/2011 to all the Councillors. Following discussion, it was agreed that in connection with item 12 Compliance with PAYE regulations, this would be changed to 'Yes'. Proposed Councillor Bellis, seconded Councillor Weldrake. All agreed.

08-02-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK09/6068/F - Irondale House, High Street, Iron Acton – Demolition of existing garage to facilitate the erection of 1 no. dwelling with parking access and associated works. To object – new entrance has obstructed vision in a particularly narrow part of the High Street, overdevelopment of site, loss of magnolia tree, loss of car parking within the grounds of the existing house, to point out to SGC that the bus service was withdrawn from the High Street because of inappropriate parking, already insufficient off-street parking.
- PK09/6069/CA - Irondale House, High Street, Iron Acton – Demolition of garage. No objections.
- PK10/0071/F - The White Hart, High Street, Iron Acton – Erection of porch to north elevation. Construction of patio area and pergola to north elevation. Insertion of 2 no. windows in north east elevation (resubmission of PK09/5846/F). To object - the 2 no. windows are not in keeping with the existing building in terms of size (length), materials and design.
- PK10/0163/F - Eastington House, High Street, Iron Acton – Erection of replacement front porch. No objections.
- PK10/0150/F - Land Opposite Green Farm Business Park, Folly Road, Iron Acton – Erection of stable block, tack room and feed store (retrospective). To object – access is on a dangerous bend, overdevelopment of green belt land.
- PK10/0198/ADV - Q8, Yate Road, Iron Acton – Erection of 1 no. internally illuminated pole mounted display unit. To object – too many visual distractions for highway users.
- PK10/0135/R3F - Iron Acton Primary School – Erection of natural stone retaining wall to replace existing wall. Construction of 2 no. outdoor play mounds and a spiral flower garden. No objections.
- PK10/0136/CA - Iron Acton Primary School – Demolition and reconstruction of front boundary wall. No objections.
- PK10/0236/F - 314 North Road, Yate – Erection of two storey side and rear extensions to form additional living accommodation. Installation of 2 no. front dormer windows to facilitate loft conversion. No objections.

09-02-10 PLANNING CONSENTS

- PK09/5963/F – Bramley House, Yate Road, Iron Acton
- PK09/5988/PNA – The Game Farm, Latteridge Lane, Iron Acton
- PK09/6030/PNA – Nibley Mill Bungalow, Hope Road, Yate
- PK09/6041/F – 2 Lodge Road, Yate

10-02-10 PLANNING REFUSALS/WITHDRAWALS/APPEALS

- PK09/5846/F – The White Hart, High Street, Iron Acton (Withdrawal)
- PK09/5393/CLP – Berkeley Cottage, Yate Road, Iron Acton (Refusal)

11-02-10 PLANNING APPEALS

- None received.

12-02-10 IRON ACTON PARISH HALL

The Clerk had received two quotes via Mr. Pullen in connection with the Parish Hall kitchen refurbishment. The first was from Howdens Joinery Co. for kitchen units, worktop, two ovens and a sink and amounted to £4,027.28 (£3,427.47 plus VAT of £599.81). The second quote was from Dectel for two electric hobs, double sink and drainer, a wash hand basin, pullout tap and associated plumbing and amounted to £770.55 (£655.79 plus VAT of £114.76). It was agreed that these two invoices be accepted. Councillor Bellis proposed and Councillor Weldrake seconded that these two quotes be accepted. All agreed. Further, the Clerk was instructed to write to the Parish Hall Committee informing them that although there was an underspend of the £5,000 plus VAT as agreed, any further equipment requirements would need the prior approval of the Parish Council

Clerk

13-02-10 ANNUAL AUDIT

The Clerk had received a letter from Iain Selkirk offering his services as our independent internal auditor. The fee for 2010 will be £90.00. It was agreed that Mr. Selkirk be appointed as our independent auditor for 2010. Proposed Councillor Weldrake, Seconded Councillor Bellis. All Agreed.

14-02-10 ANNUAL GRASSCUTTING TENDERS

It was agreed that invitations to tender for the 2010 Parish Grasscutting Contract would be sent out to Landscape Services, SGC, D.R. Howse, N. Sandy and S. Thornell requesting that tender figures be returned by the next Parish Council meeting in March. It was also agreed that successful tenderers would be subject to references and sight of current public liability insurance. Proposed Councillor Weldrake, seconded Councillor Bellis. All agreed.

Clerk

15-02-10 ANNUAL PARISH MEETING

It was agreed that the Clerk would contact the Parish Hall to enquire about available dates week commencing 10th May 2010 (but not 13th May or 14th May) for the Annual Parish Meeting. The Clerk was instructed to contact all the Parish Councillors in order for a date to be chosen. This date would then be circulated to Parishioners via the notice boards and Focal Poyntz magazine.

Clerk

16-02-01 PARISH MEADOWS

The Clerk had received notification from RoSPA Playsafety Ltd that they would be available to conduct the annual safety inspection of the play equipment in June. It was agreed that the Clerk would ask Playsafety to undertake the annual safety inspection. The cost for this year would be approximately £140.00. Proposed Councillor Weldrake, seconded Councillor Bellis. All agreed.

Clerk

Councillor Lomas then provided an update to the Councillors on the proposed multi-functional structure on the Parish Meadow. A meeting of the working party had recently taken place and a discussion had resulted in the following – the suggested location (bottom left-hand corner by the stream) was the only practicable

position; for ascetic reasons the support structure would be better made of tubular section steelwork provided that received engineering advice suggests that this is practicable. Wood would be too expensive and susceptible to vandalism. Similarly ideas of growing climbing plants on upright supports was rejected as it potentially provided a climbing frame for youngsters to gain access to the roof; the roof would be of one shallow slope, lowest edge at the rear as it was considered it would be less intrusive than a double slope with a ridge. The roof surface would be planted with vegetation to make the view from the by-pass more attractive; it was also felt that a more rectangular footprint instead of a square one would be better (12m wide x 10m deep); the floor and immediate surrounding area should be constructed of a compacted gravel surface (Hoggin) apparently widely used for rural footpaths/picnic areas; a working party member was charged with producing some artistic impressions suitable for presentation to the Parish Council; Mr. Taylor would attempt to obtain some engineering/architectural advice on the practicability of the design. Councillor Lomas felt that the current situation would be for Acton Aid to seek the approval of the Parish Council on the design concept as sketched. Assuming that Parish Council approval is given, Acton Aid would then need to secure detailed drawings suitable for Parish Council final approval and a planning application. Bearing in mind the doubts over SGC planners approving an application, it might be prudent to submit an outline application before expenditure on engineering/architectural advice and drawings. The Parish Council accepted Councillor Lomas' report. The artists impression provided by Mr. Taylor would be photocopied and distributed to all Parish Councillors by the Clerk.

17-02-10 FILTON COLLEGE CONSULTATION

The Clerk reported that correspondence had been received from Filton College regarding a consultation on a new name for the college. The proposal is to change to name to The South Gloucestershire College. Following discussion, it was agreed that the Parish Council would respond stating that they felt the name should remain Filton College because this best described the geographical location of the College. Proposed Councillor Lomas, seconded Councillor Bellis. All agreed.

Clerk

18-02-10 CLERK'S TRAINING

The Clerk had previously requested approval to attend two training courses held by ALCA. The first training course is Minute Training on 25th February in Clutton Village Hall. The second training course is Preparation for Audit to be held on 22nd April 2010 at Tytherington Village Hall. It was agreed that the Clerk would attend these two courses. Proposed Councillor Bellis, seconded Councillor Taylor. All agreed.

19-02-10 REQUEST FOR FINANCIAL ASSISTANCE

The Clerk confirmed that a donation of £100.00 had been made to the Yate & District Heritage Centre in 2008. It was agreed that a donation of £100.00 would be made. Proposed Councillor Bellis, seconded Councillor Blanchard. All agreed.

Clerk

20-02-10 CEMETERY

The Clerk had previously notified the Parish Councillors via email of a request for a burial space for the late Mr. Michael Cabry. It was agreed that this request be approved. Proposed Councillor Taylor, seconded Councillor Blanchard. All agreed.

21-02-10 APPLICATION FOR RENEWAL OF STREET TRADING LICENCE

An application for the renewal of a Street Trading Licence for Country Couzens on Armstrong Way, Yate had been received by the Parish Council. It was agreed that there were no objections to this application. The Clerk was instructed to respond accordingly.

Clerk

22-02-10 ACCOUNTS FOR PAYMENT

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|---------------------------------|-----------------------------------|-----------|
| South Glos Council | Hire of North Road School Hall | £25.00 |
| Iron Acton PCC | Hire of Marshall Rooms x 2 | £30.00 |
| Howdens Joinery Co. | Kitchen Units etc for Parish Hall | £4,027.28 |
| Dectel | Hobs, Plumbing for Parish Hall | £770.55 |
| Yate & District Heritage Centre | Donation | £100.00 |

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

DATE OF NEXT MEETING

The next Meeting of the Parish Council will take place on Monday 8th March 2010 in the Marshall Rooms, Iron Acton, commencing at 7.30pm.

There being no further business, the meeting closed at 9.05pm.

Signed:

Dated:
