

MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 8th MARCH 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, Mr. Taylor, Mrs. Aplin, Mr. Lomas, Mr. Heal, Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Councillor Bellis stepped down from the Chair and spoke under public participation in connection with Agenda Item 12. Councillor Bellis confirmed that residents of Fairview Terrace had been appraised of the information obtained by Councillor Heal, and were broadly in favour of it.

01-03-10 APOLOGIES FOR ABSENCE

Councillor Sheppard. Councillor Gawler had informed the Clerk that he would be arriving at approximately 8.00pm

02-03-10 DECLARATIONS OF INTEREST – Personal and/or Prejudicial

Councillor Bellis declared a personal and prejudicial interest in Agenda Item 12. Councillor Blanchard declared a personal interest in Agenda Item 12.

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

Copies of the minutes of the meeting on 15th February 2010 had been circulated. Councillor Weldrake proposed and Councillor Blanchard seconded that these minutes be approved and signed. All agreed.

04-03-10 CHAIRMAN'S REPORT

Councillor Bellis spoke in connection with the email the Clerk had sent to Mr. Taylor of Acton Aid in connection with the proposed multi-functional open structure on the Parish Meadow and in particular the proposed 'hoggin' type base. Councillor Bellis had spoken to Mr. Taylor as he felt that the email could have been read as being somewhat negative towards the proposed project. Councillor Bellis felt it was important to make sure that the Parish Council is keen to investigate the proposal but does not have an opinion either way.

05-03-10 CLERK'S REPORT

Action from December Meeting

12-02-10 – A letter has been sent to the Parish Hall Committee confirming acceptance of the two invoices as presented at the February meeting. The letter also stated that confirmation of any further expenditure would have to be approved by the Parish Council.

14-02-10 – Letters inviting tenders have been sent out.

15-02-10 – The Clerk contacted the Parish Hall to enquire about availability of the Hall for the annual parish meeting. The only date that was available was Tuesday 11th May 2010. The Clerk has therefore provisionally booked this date. Approval of this date is sought under Item 14 of the March Agenda.

16-02-10 – The Clerk has written to RoSPA asking that they complete the annual safety check of the play equipment.

17-02-10 – A letter has been sent to Filton College stating that the Parish Council felt the name of the college should remain Filton College.

19-02-10 - A thank you letter had been received by the Parish Council in connection with their donation of £100 towards the Yate & District Heritage Project.

21-02-10 – A response has been sent to SGC confirming no objections to the renewal of the street trading licence for Country Couzens.

TRAINING:- The Clerk attended the Minute Taking Course provided by ALCA on Thursday 25th February 2010 at Clutton Village Hall. The course was extremely helpful in providing advice and guidance on how minutes should be recorded. It was satisfying to note that Iron Acton Parish Council minutes are, in general, recorded properly and according to guidance. It was reiterated at the training course that only items specifically mentioned on the agenda may be discussed and a decision made upon them. The latest an agenda may be issued is three clear days before the next meeting of the Parish Council, which includes a Sunday. The minutes of a Parish Council are unique to that particular Council, and as long as the numbering is clear and the decisions made are identified then the format of meetings is up to the Council.

It was also very useful to talk to Clerks from other small rural parishes about situations they encounter and how they deal with them.

MEETING WITH POLICE – ANTI-SOCIAL BEHAVIOUR:- As reported to the Councillors via email, the Clerk attend a meeting at Chipping Sodbury Police Station at 3.30pm on Thursday 25th February. Present at that meeting was PC Ian Matthews, PS Mike Lynette and Jackie Ward from SGC. The meeting discussed the anti-social behaviour and vandalism that the Parish has experienced over the past 12 months. Unfortunately because a great many of these incidents have not been reported to Avon and Somerset Police, there is no record or information gathered highlighting that there is a problem. The Clerk was asked to reiterate to parishioners that any incidents should be telephoned through to the Police on the 0845 456 7000 number even if they do not wish to make a complaint. By reporting all incidents the police can highlight areas where there are problems. The Clerk pointed out to the meeting that although the incidents so far have not been of any great consequence (apart from the human excrement incident in April 2009), once they are added together it can be seen that for a small parish, we have a problem with anti-social behaviour and vandalism. The main area for this problem is the Parish Meadow, which unfortunately is not overlooked by any houses. Following further discussion, it was agreed at this meeting that a Street Briefing would be organised between residents of the village, Chilwood Close and Algars Drive, along with the Parish Council, Police and representatives from SGC and possibly Merlin HS. The date agreed was Thursday 25th March 2010 at 7.00pm in the Parish Hall car park. The gathering can then move down to the Parish Meadow if necessary. This meeting will be advertised through a letter and leaflet drop to the entire village, Chilwood Close and Algars Drive.

GRASS CUTTING TENDER:- The Clerk has escorted three potential tenderers around the parish identifying what areas actually need cutting.

PARISH COUNCIL WEB SITE:- The Clerk can confirm that the Parish Council web site is now up and running – www.ironactonparishcouncil.com. The minutes of previous meetings can be viewed together with the most recent agenda. The Clerk is currently sourcing photographs of the parish in order to upload them to the site and links to other locations will be added shortly. The site contains the basic essential information for the parish, and will evolve over time as constructive comments are received. The Clerk is also in the process of setting up a new email address clerk@ironactonparishcouncil.com. As soon as this is up and running, notification will be sent. The Clerk further reported that details in connection with a digital mapping facility have been received. This facility was through Parish Online and would cost £20.00 to set up and £10.00 per 1000 head of population. It was agreed that this would be placed on the April agenda for further discussion.

PARISH MEADOW/OPEN STRUCTURE:- It has been brought to the attention of the Clerk that the Acton Aid web site is advertising their proposal for the multi-functional open structure on the Parish Meadow. The resident was concerned that the web site suggests that the Parish Council is actively supporting this development and expressed particular concerns about vandalism, noise nuisance, anti-social behaviour and the expense to the Parish Council of maintaining and repairing such a structure.

Further in connection with the multi-functional open structure on the Parish Meadow, Councillor Aplin report that she had joined Mr. Taylor and the Conservation Officer from SGC for a meeting in the Parish Meadow. On the whole the Conservation Officer is quite comfortable with the structure, but approval is really and truly dependent upon the finalised drawings/plans. The Conservation Officer suggested that the proposal is now taken to the pre-planning application stage. The Conservation Officer did comment that roofs with a Sedum covering are sometimes quite deep, and therefore suggested that Acton Aid looking at single tile type roofs.

06-03-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler apologised for being late at his attendance was required at another meeting.

There is nothing further to report on the new bus service. It has been suggested to SGC that the bus travels down the by-pass and then turns left at the Latteridge Road traffic lights and then up the High Street as the Wotton Road traffic lights are easier to go through.

The Wotton Road will be closed from 15th to the 19th March for patch repairs.

Phase One of the Manor Road footpath has been completed.

The landslip on Latteridge Hill has been repaired.

07-03-10 FINANCIAL REPORT

The Clerk reported balances as at 4th March 2010 of:-

| | |
|--------------------------------------|------------|
| National Westminster Current Account | £3,325.26 |
| National Westminster Reserve Account | £160.23 |
| National Savings Accounts | £16,418.35 |

The Clerk reported that the bank statements appear to have reverted back to quarterly. Therefore the Clerk will attend the bank to ask that monthly statements be reinstated.

08-03-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

PK10/0220/F - Ash Cottage, Latteridge Road, Iron Acton – Alterations to roofline and installation of 3 no. dormer windows to existing detached garage to facilitate conversion to residential annexe ancillary to main dwelling. To object - point out to SGC that the dwelling is within the conservation area and the fact that the dormers reach to the roofline are not in keeping with other properties within the surrounding area, dwelling is not an annex but is in fact an independent detached dwelling.

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 (revised layout plan). To object – repeat previous objections, measurements do not facilitate the car parking spaces that the drawings attempt to show.

PK10/0198/ADV - Texaco Garage, Yate Road, Iron Acton – Erection of 2 no. internally illuminated single sided display units. No objections.

09-03-10 PLANNING CONSENTS

- None received.

10-03-10 PLANNING REFUSALS/WITHDRAWALS/APPEALS

- None received.

11-03-10 PLANNING APPEALS

- None received.

12-03-10 VILLAGE GREEN

Councillor Bellis stepped down as Chairman and left the room. Councillor Lomas took the role of Chairman for this Agenda Item. Councillor Heal reported that in December he had been charged with looking at different options in connection with the access track to the rear of Fairview Terrace. The prices that had been received for laying two tracks with grass between them had been very expensive. Basically the whole track needs to be resurfaced if it is to be done properly. The most cost effective solution is to tarmac the track and in doing so it becomes very useable. The quote that Councillor Heal had received was for £1,130.00 for a two inch thick base. It would cost an extra £260.00 for a 3 inch thick base. The Clerk reminded the Councillors that "any works which involve the resurfacing of land on registered common land will require the consent of the Secretary of State under section 38 of the Commons Act 2006. Works involve the resurfacing of land if they consist of the laying of concrete, tarmac, coated roadstone or similar material on the land (but not if they consist only of the repair of an existing surface of the land made of such material)". It was agreed that the Clerk would investigate and obtain information in connection with a possible application to the Secretary of State. Proposed Councillor Taylor, seconded Councillor Heal. All agreed.

Clerk

13-03-10 ANNUAL GRASSCUTTING TENDERS

The Clerk reported that tenders had been received from Landscape Services quoting £4,637.64; SGC quoting £3,993.72; Frog Lane Farm quoting £11,600.00; Holly Hill Farm quoting £6,003.00 and D.R. Howse quoting £4,340.00 for the annual Grasscutting Contract for 2010. Following discussion it was agreed to accept the tender from Landscape Services. Proposed Councillor Lomas, seconded Councillor Bellis. All agreed. The Clerk was instructed to respond to the tenderers accordingly.

Clerk

14-03-10 ANNUAL PARISH MEETING

It was agreed that the 2010 Annual Parish Meeting would take place on Tuesday 11th May 2010 in Iron Acton Parish Hall at 8.00pm. Proposed Councillor Bellis, seconded Councillor Blanchard. All agreed. The Clerk was instructed to place a free notification in the Gazette three weeks before the meeting. A notice would also go up in the Church and all of the parish organisations (as mentioned on the village website) would be contacted.

Clerk

15-03-10 STREET BRIEFING

As reported in the Clerk's report, it was agreed that the Parish Council would support the Street Briefing which is to be held on Thursday 25th March 2010 at 7.00pm in the Parish Hall car park. Proposed Councillor Bellis, seconded Councillor Taylor. All agreed. The Clerk confirmed that PC Ian Matthews will be undertaking a leaflet drop to all residents in the village, Chilwood Close and Algars Drive. The Clerk will also place a notice on the Parish Council website.

16-03-10 FRAMPTON END ROAD

The Clerk reported that she had been approached by a resident of Frampton End Road who had enquired about the possibility of placing a "Quiet Lane" sign at the

entrance of the road. There are four Iron Acton residents who regularly ride their horses and have stables off Frampton End Road. Over the past few weeks there has been an increase in traffic along the road and on a couple of occasions the horse-riders have given way to cars and then been unable to continue riding because of the steady stream of traffic. On one occasion a rider was forced to remain in a field entrance for nearly 30 minutes waiting for a convenient break in the traffic. Following discussion, it was agreed that the Parish Council would not pursue this course of action.

17-03-10 IRON ACTON COMMUNITY WEBSITE

The letter from Mr. and Mrs. Huish dated 15th February 2010 had been circulated to the Councillors by the Clerk. It was agreed that the Clerk would respond to Mr. and Mrs. Huish confirming that the Parish Council website is now up and running and that minutes and agenda will be posted on this website. Also to repeat to Mr. and Mrs. Huish that the Parish Council cannot be seen to be affiliated to any religious or political organisation and as the Iron Acton village community website states "provided by St. James the Less Church", this would not be appropriate. Links between the two websites will be set up.

Clerk

18-03-10 ACCOUNTS FOR PAYMENT

| | | |
|----------------|---|-----------|
| BWBSL | Water Rates – Station Road Allotments | £14.45 |
| BWBSL | Water Rates – Nibley Lane Allotments | £197.47 |
| ALCA | Clerk's Training | £50.00 |
| Mr. D. Hurley | Bus Shelter Cleaning | £29.00 |
| Mrs. P. Taylor | Bus Shelter Cleaning | £29.00 |
| Mrs. P. Evans | Clerk's Salary, telephone bill, broadband and mileage | £1,954.71 |

Proposed Councillor Bellis, seconded Councillor Taylor, all agreed that the above accounts be paid. The Clerk was asked to query the BWBSL invoice for Nibley Lane allotments water rates. This appears to be particularly high.

Clerk

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 15th April 2010 in the School Hall of North Road School, commencing at 7.30pm

There being no further business, the meeting closed at 9.07 pm.

Signed:

Dated:
