

MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 17th May 2010

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

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice Chairman), Mr. Taylor, Miss. Blanchard, Mr. Heal, Miss. Weldrake, Mrs. Aplin, Mr. Lomas, Mr. Hockey (South Gloucestershire Council), Mrs. Evans (Clerk).

Action

- 01-05-10 ELECTION OF CHAIRMAN
Councillor Weldrake proposed, and Councillor Bellis seconded and all agreed that Councillor Sheppard be Chairman. Councillor Sheppard was duly elected.
- 02-05-10 ELECTION OF VICE CHAIRMAN
Councillor Weldrake proposed and Councillor Sheppard seconded, and all agreed that Councillor Bellis be Vice Chairman. Councillor Bellis was duly elected.
- 03-05-10 APPOINTMENT OF PARISH HALL REPRESENTATIVE
On behalf of the Parish Council, Councillor Sheppard thanked Councillor Taylor for his time and effort undertaking this role during the previous year. Councillor Taylor confirmed he was happy to continue as Parish Council representative on the Parish Hall Committee. Councillor Sheppard proposed and Councillor Bellis seconded and all agreed that Councillor Taylor continue. All agreed.
- 04-05-10 APOLOGIES FOR ABSENCE
Apologies were received from Councillor Gawler.
- 05-05-10 PUBLIC PARTICIPATION
One parishioner was present.
- 06-05-09 DECLARATIONS OF INTEREST – Personal and/or Prejudicial
None received.
- 07-05-10 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING
The minutes of the previous meeting held on 19th April 2010 had been circulated. Councillor Weldrake proposed and Councillor Heal seconded that these minutes be accepted and signed as a true record. All agreed.
- 08-05-10 MATTERS ARISING FROM THE ANNUAL PARISH MEETING
Fifteen people had attended the Annual Parish meeting which was an increase on the previous year. Councillor Bellis asked if the minutes could be prepared and placed on the web site. The Clerk agreed that this would be done expeditiously in draft format as the minutes cannot be accepted as a correct record of the meeting until they are approved at the next meeting. It was agreed that the 2011 Annual meeting would commence at 7.45pm. Clerk
- 09-05-10 CHAIRMAN'S REPORT
The Chairman reported that he, the Clerk, Councillor Lomas and Councillor Aplin had visited the sites of a couple of contentious planning applications; 314 North Road has applied for permission to renovate the existing garage into a garage/hobby room. However there appears to be a car scrappage business operating out of the premises; 306 North Road has permission to build a new dwelling, however it is believed that the garage should have been demolished in order for this to take place.

Concerns have been raised over the footpath on the opposite side of North Road along with the culvert outside 199 North Road, which has been removed by the contractor doing work inside the house, unbeknown to house owner. SGC (Keith Falkingham) have been trying to contact the contractor.

The Chairman thanked all those involved in the May Day celebrations. A great deal of effort goes into organising such events and the event is a credit to all those involved.

10-05-10 CLERK'S REPORT

Action from April Meeting

12-04-10 – Village Green - A letter is currently being prepared to send to the residents of Fairview Terrace.

13-04-10 – May Day Celebrations – Letter sent to SGC confirming that the Parish Council had no objections to the closure of Park Street.

14-04-10 – Parish Meadow – Letter of confirmation of the Parish Council's approval for the use of that part of the Parish Meadow off the Park Street entrance sent to the May Day Committee.

15-04-10 – Cemetery – Letter of approval for amended headstone inscription in connection with the late Mr. Cyril James Beasley sent to monumental masons.

16-04-10 – Parish Council Web Site – The Parish On-Line Licence has not yet been applied for. Email addresses are currently being gathered.

Incident – Latteridge Road - The Clerk was contacted by Avon & Somerset Police on Thursday 29th April 2010 concerning the tragic death of Mr. Barry Rubury at Crossing Cottage, Latteridge Road. Avon & Somerset Police have a policy of opening up a chain of communication between themselves and the local community via the Parish Council when such an incident occurs. The Police have found this is a beneficial policy, particularly in rural communities. The Clerk received numerous telephone calls and visits from the police including our beat officer, PC Ian Matthews, and was interviewed by PC Alexis Jefferies on Tuesday 4th May 2010. Currently Avon & Somerset Police have asked for help in identifying a dark coloured, long-wheel based Land Rover with a canvas or solid back.

Annual Audit - The Clerk has prepared the Parish Council's records for presenting to the independent internal audit which will take place on Thursday 14th May and Friday 15th May 2010.

Annual Parish Meeting - The Annual Parish Meeting took place on Tuesday 11th May 2010 with fifteen attendees.

Allotment Water Rates - During the preparation of the Parish Council's accounts the Clerk found that VAT was being paid on the water charges for the water supply to the Station Road allotments. This was queried with Bristol Water who has confirmed that this is incorrect. Future water bills will now not be liable for VAT charges.

All but three allotments rents have been received by the Parish Council. The Clerk has received a letter from one of the Station Road allotment tenants informing the Parish Council that part of the wall at the bottom of the allotments has fallen down. The Clerk has arranged for the Chairman to take a look at this with a view to repairing.

Standing Orders - One of the recommendations, following the annual internal audit last year was the update and approval of the Parish Council's standing orders. The Clerk is currently reading through new recommended standing orders as issued by NALC and comparing them with the Parish Council's current standing orders. These will be ready for issue and approval by the June meeting.

May Pole - The top cover of the village green may pole appears to be missing following the erection of the illuminated star at Christmas time. The Clerk has spoken with a member of the Victorian Committee who will check to see where it has gone, and if necessary a new one will be provided by the Victorian Committee.

Play Equipment - Damage to the slide was reported to the Clerk. The yellow plastic edge appears to be split. This is being repaired.

Community Action Group - The Clerk has received notification from Community Action that at their Board meeting on 14th April 2010, following information and advice from the organisation's Chief Executive, accountants and lawyers, the decision was taken to wind up the activities of the charity.

Donation - A very pleasant letter of thanks has been received from Victim Support.

Merlin Housing – Walkabout - The Clerk has been contacted by Merlin Housing regarding an intended 'walkabout' on Friday 4th June 2010 starting at 10.00am. The meeting point will be on the corner at the entrance to Chilwood Close (off Nibley Lane) and will include Chilwood Close, Algars Drive, Nibley Lane and Holly Hill. Merlin has asked that any Councillors interested in joining the 'walkabout' should be notified to them.

Nibley Lane - The Clerk was informed by Councillor Taylor that the vegetation on either side of the road going over Nibley Lane railway bridge was beginning to encroach onto the road. The Clerk has informed SGC.

Beat Surgery - PC Ian Matthews has been in touch with the Clerk in order to arrange a Beat Surgery for the parish. This will take place on Thursday 20th May 2010 in the Parish Hall between 6.00pm and 7.00pm. The Clerk has provisionally agreed that the Parish Council will pay for the hiring charge of the hall, if one is forthcoming. This Beat Surgery has been advertised on the notice boards, the local public houses, North Road post office, Iron Acton Garden Centre, and the Parish Council web site.

Anti-Social Behaviour - The Clerk has received a report (indirectly) of recent incidents of anti-social behaviour in the High Street. A resident has been plagued by a couple of youths playing 'knock knock ginger'. On one occasion the door bell was rung at least ten times during the day. Unfortunately this resident has not reported this to the Police for fear of further problems being caused by these two youths.

11-05-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Dave Hockey reported that at the last SGC Cabinet there had been discussion about a revised 5-year contract with SITA for waste collection. It has now been agreed that at last there will be a kerb side collection of plastic bottles and weekly collections of food waste. Across South Gloucestershire, approximately 25% of waste collected is food waste. The new plastic collections and weekly food waste collection will be progressively rolled out throughout South Gloucestershire and should be completed by March 2011. SGC have asked SITA to think about the size and type of receptacles to be used in order to make this user-friendly from a resident's point of view.

Councillor Hockey also informed the Parish Council of an ALCA meeting on 10th June 2010 to discuss the Core Strategy and Policies for the next 20 years. This meeting will be held at 7.30pm in Little Stoke Community Hall and there will be a presentation by Mr. Patrick Conroy. The aim of this meeting is for Parish Councils to find out how they will be involved in the Core Strategy consultation.

Councillor Bellis asked Councillor Hockey about speed limits consultation. The Parish Council is of the opinion that there maybe some roads around the parish that could benefit from the implementation of different speed limits. Councillor Bellis asked how the Parish Council would go about asking for this to be reviewed. Councillor Hockey suggested that the Clerk email Councillor Pat Hockey and Clerk

Clerk

12-05-10 FINANCIAL REPORT

The Clerk reported balances as at 13th May 2010 of:-

National Westminster Current Account	£6,601.79
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk also reported that the Parish Council books had been audited by the Independent Internal Auditor and everything had been in order.

The Statement of Assurance in the Annual Return for the year ended 31st March 2010 was approved by the Council. Proposed Councillor Sheppard and seconded by Councillor Bellis. All agreed.

13-05-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

PK10/0733/F - Curley Bros, Collett Way, Yate – Change of use from General Storage (Class B8) to storage, bulk and recycling through baling of dry recyclable wastes (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). No objections.

PK10/0785/TCA - Acton House, The Green, Iron Acton – Works to crown reduce 7 no. conifer trees, crown reduce by 20% 1 no. Pine tree, crown reduce by 15% 1 no. Beech tree and reduce by 40% over 3 years 2 no. Leylandii all situated within Iron Acton Conversation Area. No objections.

PK10/0819/F - Bridge Cottage, Stover Road, Yate – Change of Use from residential (Class C3 to Car Sales and Storage (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). To object – dangerous access to and from the site on the brow of a hill, inappropriate place for a business, increased traffic movements. To comment to SGC that this application should be ‘retrospective’ as the business has been operating out of this site for at least six months.

PK10/0837/F - Bramble Cottage, Latteridge Road, Iron Acton – Erection of first floor over existing garage and two storey side extension to facilitate conversion of existing garage to form garage and residential annexe ancillary to main dwelling. No objections, but request that SGC implement a condition on any permission that the development should only be used as incidental to the main dwelling.

14-05-10 PLANNING CONSENTS

- PK10/0150/F – Land Opposite Green Farm Business Park
- PK10/0513/F – 29 Chilwood Close, Iron Acton
- PK10/0198/ADV – Texaco, Yate Road, Iron Acton
- PK10/0732/PNA – Two Pools Farm, Wotton Road, Iron Acton
- PK10/578/TCA – Brookby House, High Street, Iron Acton
- PK10/492/CLP – Berkeley Cottage, Yate Road, Iron Acton
- PK10/0640/F – 1 Engine Common Lane, Yate

15-05-10 PLANNING REFUSALS/WITHDRAWALS/APPEALS

None received.

16-05-10 PLANNING APPEALS

None received.

17-05-10 ALLOTMENTS

The Clerk had received a retrospective request from Mrs. Bennett the tenant of allotment 1 at Station Road, to erect a small shed. Councillor Bellis proposed and Councillor Weldrake seconded that permission be granted. All agreed. The Clerk Clerk will inform Mrs. Bennett accordingly.

Following discussion, it was agreed that a price would be obtained from Mr. Rob Alvis to clear away the rubbish at the top end of the Nibley Lane allotments again.

Mr. Alvis would also provide a price for clearing the bank to the front of the allotments. The Clerk has also asked Landscape Services for a price for this work. Proposed Councillor Taylor and seconded Councillor Sheppard. All agreed.

Following discussion, it was agreed that a general rubbish bin and a re-cycling bin would be placed in the cemetery (along the wall adjoining the church yard). The Clerk and Councillor Sheppard would liaise in obtaining the bins. The Clerk would then draw up a rota for the bins to be put at the kerb side on a Friday for collection by SITA. Proposed Councillor Taylor and seconded Councillor Bellis. All agreed.

RS/
Clerk

18-05-10 ALCA MEMBER NEEDS SURVEY 2010

The Clerk reported that a questionnaire had been received from ALCA. ALCA have had a £17k reduction in their income and therefore may need to consider where to focus resources. Councillor Weldrake proposed and Councillor Sheppard seconded that the Clerk complete this form and return to ALCA. All agreed

Clerk

19-05-10 CEMETERY

The Clerk had received a request by the daughter of the late Mrs. Phyllis Allen for her mother's ashes to be poured into the grave of her first husband Mr. Idris Marklove. Mrs. Allen had recently passed away in Kenilworth at the age of 91. Mr. Marklove had passed away in 1947 and the grave was unmarked. The Clerk attended the cemetery and found the space. The Clerk had also contacted a number of Councillors who had given approval. The interment of the ashes had therefore taken place on 11th May 2010. It was agreed that retrospective approval be granted. Proposed Councillor Sheppard and seconded by Councillor Weldrake. All agreed.

Also, the Clerk had received requests from the daughters of the late Mr. Donald Cook who was buried in the cemetery in November 2009 in a brick lined grave. The daughters were requesting approval of the reservation of two plots next to their late father. The requests had come via Woodruff Funeral Directors. It was agreed that approval be given to these reservations, however the plots are not to be pre-dug and lined prior to their eventual use. Proposed Councillor Sheppard and seconded by Councillor Blanchard. All agreed. The Clerk will inform Woodruff's accordingly.

Clerk

20-05-10 HIGHWAYS

The Parish Council had been informed about the proposed temporary closure of Latteridge Road from 12th July 2010 for a period of 4 weeks. This closure is required in connection with another landslip on Latteridge Hill. Councillor Heal informed the Parish Council that he had spoken to Steve Essery of SGC and pointed out that this proposed closure is in the middle of harvest time and would cause considerable disruption to upwards of 100 farmers in the district. The closure would cause considerable difficulty for local farmers who use Latteridge Road. It was also pointed out to SGC that farmers may possibly use Latteridge Lane which is potentially dangerous due to the size of the farm vehicles involved. The proposed closure is also during school holiday time. The traffic lights and cones have been in situ for some time now and it appears that no work is being undertaken. It was agreed that the Parish Council would object most strongly to this proposed closure because of its timing and ask that these repairs be put back until after harvest.

The Parish Council had also been informed of speed limit reductions on Church Lane, Manor Road, Patch Elm Lane, and Wotton Road. Following a short discussion, it was agreed that the Parish Council would respond thanking SGC for the consultation and state that Iron Acton Parish Council had no objections. Proposed Councillor Bellis and seconded Councillor Sheppard. All Agreed.

21-05-10 REQUEST FOR FINANCIAL ASSISTANCE

The Clerk had received a request for a donation from the Alzheimer's Society. It was agreed that a donation of £100 be given. Proposed Councillor Sheppard and seconded Councillor Weldrake. All agreed.

The Clerk had also received a request from Yate District Oral History Project for a grant of £200 for their World War One – Our Local Heroes project. Following discussion, it was agreed that a grant of £50 be made. The Parish Council has, over the past year donated to other projects of the Yate District Oral History group. Proposed Councillor Heal and seconded Councillor Weldrake. All agreed.

22-05-10 RENEWAL OF MEMBERSHIP

The Parish Council's membership of the LCR magazine is now due for renewal at a cost of £13.50 per annum. It was agreed that membership be renewed. Proposed Councillor Weldrake and seconded Councillor Sheppard. All agreed.

23-05-10 ACCOUNTS FOR PAYMENT

Landscape Services	Grasscutting	£1,428.00
Mr. Iain Selkirk	Annual Internal Audit Fee	£90.00
Iron Acton PCC	Room Hire	£15.00

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 21st June 2010 in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 8.55 pm.

Signed: _____

Dated: _____