

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 18th MAY 2009**

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

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

Action

01-05-09 ELECTION OF CHAIRMAN

Councillor Bellis proposed, Councillor Weldrake seconded, and all agreed that Councillor Sheppard be Chairman. Councillor Sheppard was duly elected.

02-05-09 ELECTION OF VICE-CHAIRMAN

Councillor Sheppard proposed, Councillor Weldrake seconded, and all agreed that Councillor Bellis be Vice-Chairman. Councillor Bellis was duly elected.

03-05-09 APPOINTMENT OF PARISH HALL REPRESENTATIVE

It was proposed that Councillor Taylor continue in this role, subject to his agreement. The Clerk would contact Councillor Taylor to ascertain his wishes.

Clerk

04-05-09 PUBLIC PARTICIPATION

Mr. and Mrs. Byrne (in connection with agenda item 17), four residents of Fairview Terrace (in connection with agenda item 23) and one other member of the public were in attendance.

Mr. and Mrs. Byrne addressed the meeting in connection with their licence application to extend their alcohol and music licence. Their application is to be able to play live music from 8.00pm to midnight on a Friday once every two months. The alcohol extension would be for a Friday and Saturday until 1.00am (an extension of two hours) and Sunday until 11.00pm (an extension of one hour). This would be further discussed under agenda item 17.

Councillor Bellis withdrew from the meeting table and addressed the meeting under Public Participation. Councillor Bellis read out a letter to the Parish Council on behalf of the residents, asking the Parish Council to consider improvements to the condition of the access track to the rear of Fairview Terrace. The current situation is that the lane is partly grassed and partly bare earth with plenty of banks and wild plants. The lane does not drain naturally because its highest point is at the junction with Latteridge Road and its lowest point is in the middle which is also susceptible to potholes. The residents' proposal is to re-work the gradient of the lane so that its lowest point is at the eastern end allowing natural drainage; and the installation of suitable sub-surface reinforcement of the type which allows grass to grow through, at least for a proportion of the lane that is liable to be driven over. The advantage of this is that the lane will have a much better visual amenity for the village. The Parish Council were respectfully asked to consider whether they wish this to happen or not and secondly what distribution of expense was appropriate between residents and the Parish Council. If in principle this was agreed, then suitable enquiries can be made to find the most cost effective source of materials and labour.

The Clerk had made some enquiries with ALCA and DEFRA regarding access over village greens, and read out section 13 of DEFRA's publication 'Vehicular access across Common Land and Town or Village Greens: Non-Statutory Guidance Note' revised October 2007, which says '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, tarmacadam, 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 make further enquiries with ALCA and DEFRA to ascertain the correct position. **Clerk**

05-05-09 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Aplin, Taylor and Gawler (Councillor and South Gloucestershire Councillor).

06-05-09 **DECLARATIONS OF INTEREST - Personal and/or Prejudicial**

Councillor Bellis declared a personal interest in agenda item 23 (second part). Councillor Blanchard declared a personal interest in agenda item 23 (second part). Councillor Weldrake declared a personal interest in agenda item 21.

07-05-09 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 20th April 2009 had been circulated. In connection with agenda item 14-04-09, Councillor Bellis requested that 'It is therefore unlikely that the Parish Council would support an application under exemption sites' be added. Subject to this amendment the minutes were approved and signed by the Chairman. Proposed Councillor Bellis, seconded Councillor Weldrake. All agreed.

08-05-09 **MATTERS ARISING FROM THE ANNUAL PARISH MEETING**

The attendance at the Annual Parish Meeting on 8th May had been disappointing, with only 10 people present. Various issues had been discussed including the flooding in Mission Road, the X27 bus service. The Parish Council had been complimented on their 'frugal management of the Parish Accounts'. **It was agreed** that consideration would be given to holding the meeting on another night in order to increase attendance. This would be discussed nearer the time.

09-05-09 **CHAIRMAN'S REPORT**

The Chairman thanked Councillor Bellis for Chairing the Parish Council meetings for the past three months, as well as the support he had given the Clerk.

The Chairman reported that the gates to Mr. Poole's field on Frampton End Road had disappeared and the second gate appeared to have been rammed and bent and the kissing gate had gone. These gates are the responsibility of the Environment Agency. **It was agreed** that this would be reported to SGC and the Environment Agency by the Clerk. **Clerk**

The Chairman and Clerk had met with Mr. Tony Driver regarding the surface water in Mission Road (opposite his house). Mr. Driver had cleared his ditches and drains. A length of wide diameter pipe is required to run under one of the access gates. Mr. Sulley of SGC is organising this.

The Chairman also met with Mr. Dick Sulley of SGC regarding the flooding outside the White Hart public house. Mr. Sulley is investigating this. They also discussed with 'dip' in the Village Green'. Mr. Sulley will also be investigating this with SGC and will look at old maps and plans that are held on computer at SGC to try and ascertain if there is a reason for the increase in the 'dip'.

10-05-09 **CLERK'S REPORT**

Annual Parish Meeting:- Unfortunately this was poorly attended, despite advertising in the Gazette.

Highways:- The Clerk had received an email from SGC regarding the closure of Latteridge Road to facilitate repair works to the level crossing. The closure will take place from 20.30 hrs on Saturday 25th April to 10.30 hrs on Sunday 26th April. The notification was forwarded via email to all Parish Councillors on 24th April. Signs have been erected at the entrance to Latteridge Road. A further notification has been received notifying that the road will be closed on 23rd May from 21.30 hrs until 24th May at 10.00 hrs, again to facilitate works to the railway crossing.

Planning Enforcement:- The Clerk had been approached by Mrs. Wright from Algars Mill in connection with the scrap metal business being operated out of the Old Coal Yard on Station Road (by the level crossing). Mrs. Wright has provided the Clerk with copies of the correspondence she has, and the Clerk has spoken to Planning Enforcement who have no record of the June 2008 notification to them about this business. Planning has suggested that the Clerk contacts Dawn Lambert about this.

Village Green:- The Chairman and Clerk met with Dick Sully on the village green on Friday 15th May to discuss the 'dip' in the village green. This will be further discussed under agenda item 23, first part.

Allotments:- The Clerk has received a report from Bristol Water in connection with their inspection of the trough in the Nibley Lane allotments. The supply pipe to the trough needs to be insulated to protect it from frost, and the insulation needs to be protected against 'damage caused by livestock'. The Chairman has attended to this. Most of the allotment rents have been received from tenants.

Cemetery:- In connection with the Bristol Water inspection on 16th April, the cemetery tap is dripping and needs to be repaired. Also the supply pipe needs to be insulated against frost and the insulation protected against damage caused by livestock. The Chairman has attended to this.

Anti-Social Behaviour:- There have been no further reports of anti-social behaviour during the course of the month – however the half-term holidays are approaching.

Grass Cutting:- The Clerk had been asked by the Parish Hall Committee to obtain a copy of the grass-cutting schedule. The Clerk has asked Landscape services to provide this.

11-05-09 **SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT**

Councillor Hockey reported that SGC will be meeting week commencing 25th May to consider improvements to the X27 service that will be able to be made in 12 months time. **It was agreed** that the Parish Council support SGC to consider re-routing the service back through the High Street. The Parish Council would also ask that consideration be given to providing a link to Frenchay Hospital and possibly using smaller buses.

Clerk

12-05-09 **FINANCIAL REPORT**

The Clerk reported balances as at 18th May 2009 of:-

National Westminster Current Account	£8,355.26
National Westminster Reserve Account	£8,453.50
National Savings Accounts	£16,418.35

The Year End Accounts have been independently audited and have been signed off as approved.

The Statement of Assurance in the Annual Return for the year ended 31st March 2009 was approved by the Council. Proposed Councillor Sheppard, seconded Councillor Lomas. All agreed.

The Clerk requested approval from the Parish Council to purchase the 8th Edition of Charles Arnold Baker Local Council Administration, due to be published in June 2009 at a cost of £67.00. Proposed Councillor Weldrake, seconded Councillor Bellis. All agreed.

13-05-09 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

PK09/0752/F - Park View, Dyers Lane, Iron Acton - Erection of two storey side extension to provide sun room with bedroom and en-suite over. No

- objections.
- PK09/0862/F - 16 Engine Common Lane, Yate - Demolition of existing dwelling and erection of new dwelling with access and associated works. No objections.
- PK09/0795/F - The Old Chapel, North Road, Yate - Erection of first floor rear extension to provide additional living accommodation and installation of Juliet balcony. No objections
- PK09/0891/F - Broad Lane, Yate - Erection of 2 no. two storey office blocks for B1a Office Use as defined in the Town & Country Planning (Use Classes) Order 1987 (as amended) with access, parking and associated works. To object on the grounds of traffic movements and remind SGC that similar applications have been turned down on transportation grounds. Further, request a site meeting.
- 14-05-09 **PLANNING CONSENTS**
- PK09/0548/F - The Stables, Tanhouse Lane.
- 15-05-09 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**
None received.
- 16-05-09 **PLANNING APPEALS**
- PK08/2862/LB - Dean Lodge West (Internal & External alterations and erection of two storey rear extension with glazed link extension to form additional living accommodation) - Appeal lodged with Planning Inspectorate.
 - PK08/1752/F - Cherry Lodge Veterinary Clinic (Erection of two storey side extension to form additional living accommodation) - Appeal lodged with Planning Inspectorate.
 - PK08/1449/F - The White House, High Street, Iron Acton. Appeal dismissed by Planning Inspectorate.
- 17-05-09 **LICENSING APPLICATION - LICENSING ACT 2003 - THE LAMB INN**
The Parish Council discussed the application and considered that no objections would be raised. The consultation form provided by SGC is only required to be completed if there is an objection. **It was agreed** that as there were no objections, the form would not be completed.
- 18-05-09 **PARISH MEADOWS**
Acton Aid will be holding their 'Proms in the Meadows' even on Saturday 27th June 2009. **It was agreed** that there were no objections to this event taking place. The Clerk will inform Acton Aid. **Clerk**
- 19-05-09 **BUS SHELTER CLEANING**
At the April meeting the Clerk reported that Mrs. Angell no longer wished to clean the North Road area bus shelters. This matter was therefore deferred until the May meeting. The Chairman suggested that Mr. Alan Lacey may be interested in carrying out this work. The Chairman will contact Mr. Lacey to confirm whether or not he is willing to do this. **RS**
- 20-05-09 **SOUTH GLOUCESTERSHIRE STANDARDS COMMITTEE**
The Clerk had received an email from Will Oulton offering to attend a Parish Council meeting to fully explain the role of the Standards Committee. **It was agreed** that the Clerk would email Mr. Oulton to ascertain the contents and length of the presentation. The Clerk will also check their availability. It was preferred that the presentation should be part of the Parish Council's monthly meeting rather than a separate event. **Clerk**
- 21-05-09 **REQUEST FOR DONATION**
Councillor Weldrake addressed the meeting on behalf of the Victorian Committee. Last year the Victorian Committee organised brackets to hold Christmas trees and

lights to be installed on various houses along the High Street. This year they have approached residents of Chilwood Close to ask if they would also like be included. The residents are happy to participate. The cost of each bracket is around £70. **It was agreed** that a donation of £500 be made. Proposed Councillor Bellis, seconded Councillor Sheppard. All agreed.

22-05-09 **FIRST BUS - X27 ROUTE**

Discussed under agenda item 11 - South Gloucestershire Representatives Report. The Clerk confirmed that a thank you email had been sent to SGC thanking them for their perseverance in ensuring that the X27 service continued uninterrupted.

23-05-09 **VILLAGE GREEN**

- 'Dip' in Iron Acton Village Green - As reported in the Chairman's report, Dick Sulley of SGC had attended the site. SGC will look at their archive maps/plans to try and ascertain is there are any drains that may be causing the problem. SGC will report back to the Parish Council in due course.
- Residents access track behind Fairview Terrace classified as Village Green. This had been debated

24-05-09 **CHILWOOD CLOSE - PARKING PROBLEMS**

The Clerk reported that she had been informed by Councillor Dave Hockey of concerns from residents of Chilwood Close over parking issues.

A meeting had taken place on 21st April between residents, Councillor Hockey and SGC representatives. Concern had been raised that fire, ambulance, SITA, oil and other deliveries faced major problems when trying to access properties in Chilwood Close because of the number of cars parked on the road/pavement. Further, children and toddlers have to dodge between parked cars in order to get onto the green to play and parents are concerned over the lack of visibility for safe crossing and because some people drive too fast. Many of the houses in Chilwood Close do not have drives or garages and need to park in one of the existing 10 parking bays. Most houses on Algars Drive have garages or drives and several parking bays have been provided by SGC for these residents.

It was agreed that SGC would check the ownership and status of the green at Chilwood Close and the implications for further parking provision. Also, SGC agreed to provide an estimated for the initial cost of providing an extra 4 bays at each end of the existing. Councillor Hockey agreed to confirm whether the £5,000 is the correct share of the Merlin HRA capital available from the funds allocated to Frampton Cotterell Ward, based on the number of former council houses in Iron Acton.

Also to keep residents informed on the viability of providing additional parking spaces and consult with local residents living in former council houses in Iron Acton village to obtain approval for this scheme if it proved viable. Further to confirm that the Merlin HRA funding provided to Ward Members to use for the benefit of former council house tenants needs to be spent on schemes recommended by Ward Members and approved by officers for implementation before the next SGC elections in May 2011 at the latest.

25-05-09 **ACCOUNTS FOR PAYMENT**

Newsquest	Advert - Annual Parish Meeting	£78.90
Iron Acton Parish Hall	Hire of Room 2 nd April - Bus Service	£12.00
Iain Selkirk	Internal Audit Fee	£85.00
Landscape Services	Grasscutting	£1,218.09
Mrs. P. Evans	Telephone Bill	£90.59
Iron Acton PCC	Room Hire x 2	£30.00
Acton Aid	Donation - Christmas Lights	£500.00

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 15th June 2009 in the Marshall Rooms, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.00 pm.

Signed: _____

Dated: _____