

MINUTES OF MEETING OF MONDAY 16th JUNE 2008

A meeting of Iron Acton Parish Council was held in the Marshall Rooms, Iron Acton commencing at 7.40pm.

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

Apologies: Mr. Gawler (Councillor and South Gloucestershire Council), Mr. Taylor (Cemetery/Allotment meeting)

Declarations of Interest: Councillor Heal declared an interest in minute 80-06-08, left the room and took no part in those discussions.

Action

- 01-06-08 Minutes of the Last Meeting - Copies circulated. Councillor Heal requested that the final sentence in minute 35-05-08 should be deleted. Councillor Bellis requested that minute 09-05-08 should be amended to read 'it was suggested that Councillor Bellis contact Chris Wright'. Following these amendments the minutes were agreed correct, proposed Councillor Aplin, seconded Councillor Lomas, and signed by the Chairman.
- 02-06-08 Public Participation - Two members of the public were present, Messrs Davis and Kendall. There was no specific item in respect of their attendance.

MATTERS ARISING FROM THE MINUTES

- 03-06-08 Financial Report - The Clerk reported balances as at 16th June 2008 of:-
 (1) £7,291.97 in the Current Account.
 (2) £10,285.13 in the Reserve Account.
 £15,982.87 in the National Savings Accounts.
- 04-06-08 Parish Meadows - (1) Play Equipment:- Councillor Sheppard will purchase new U-Bolt for the swing and install. **RS**
 (2) Tennis Courts:- Councillor Heal reported that the wire holding up one of the tennis nets had been removed. Councillor Heal has now replaced. There was discussion on the merits of locking the tennis courts. No decision was reached. (3) Improvements to Play Area:- Nothing to report. (4) General Clearing:- Councillors Aplin and Heal and the Clerk had attended the Parish Meadows on 7th June to go through the proposed clearing plans from Chris Wright (our tree consultant). The plans are to clear away all the brambles, nettles and unwanted debris from under the trees around the boundary of the meadows and play area to open out the area. The Clerk was instructed to contact South Gloucestershire Council to ascertain the legal height that conifer hedge is allowed to grow to. **Clerk**
 Councillor Sheppard will contact Rob Alvis to arrange a meeting to discuss the above works and obtain a quote. During the visit it was also noted that the standard of the recent grass cut was not particularly good. Councillor Sheppard would speak to Landscape Services. **RS**
 It was also agreed that when plans are finalised for the clearing works, the Parish Council will inform the **RS**

immediate residents. (5) Trees:- Nothing to report. (6) Repairs to Walls:- Field & Lawn (Marquees) Ltd - Nothing to report. (7) Locks:- Nothing to report. (8) Basketball Hoop:- Discussion took place on the location of the basketball hoop. All that would be required is a corner of the tennis courts for the children to play some 'one-on-one'. No decision was reached. (9) Vandalism:- See item (2). (10) Proms in the Meadows:- Nothing to report. (11) Entrance Bridge:- Nothing to report. (12) Dog Fouling:- Nothing to report.

- 05-06-08 Footpaths - (1) Use of Community Service Manpower - Nothing to report. (2) Footpath Friends:- Nothing to report. (3) LIA 23 - Councillor Bellis will be walking this footpath to ascertain if the gate is passable. (4) Rear Garden, 21 Chilwood Close:- Nothing to report. (5) LIA 28 - the Clerk reported that the footpath by the stile going through to the football field is overgrown. **It was resolved** that the Clerk would contact Mr and Mrs Huish to ask them to clear. The Clerk also reported that there is a considerable bulge in the wall just past the tunnel. It looks as though the tree behind the wall is causing this bulge. **It was resolved** that the Clerk would contact the owners of Mulberry House. (6) Councillor Taylor reported that there are brambles obstructing the pavement at the entrance to the Avenue Field. **It was resolved** that the Clerk would contact the landowner to request that they be cut back. (7) LIA24 Lavenham Farm - The Clerk had received a letter from South Gloucestershire informing the Parish Council of a request to divert the existing footpath running through Lavenham Farm to run beside the pond and across the adjacent field. The application is being made in the interest of all the landowners who wish to improve security of the Lavenham Farm buildings. The Parish Council's comments were (a) alterations to be made at the applicants' expense; (b) to be sufficiently waymarked; (c) as long as the new route has appropriate stiles erected. All Councillors agreed, with one abstention. **It was resolved** that the Clerk would inform South Gloucestershire of the above comments.
- 06-06-08 Village Green - (1) Bye-Law Signs:- Nothing to report. (2) Grass Cutting:- Nothing to report. (3) Parking:- Nothing to report. (4) May Pole:- Nothing to report. (5) General Clearing:- Nothing to report. (6) John Smalley Memorial Plaque:- Nothing to report. (7) Edging Stones:- Work to replace the edging stones will start shortly. (9) Driving on Village Green:- Nothing to report.
- 07-06-08 Signs - Nothing to report.
- 08-06-08 Cemetery - (1) Dog Signs and Dog Bin:- The Clerk had met with the Dog Warden who mentioned that there is already a dog bin in Chillwood Close, however she recommended placing the new dog bin at the top of the cemetery just before the stone stile. The collection fee of £3.45 is per week and not per visit. **It was resolved** for the Clerk to contact the Dog Warden and agree to the location. (2) Memorials:- Nothing to report. (3) Rubbish:- Nothing to report. (4) Grave Edging:- Nothing to report (5) Hedge:- Nothing to report. (6) Cemetery Proposals:- Following the site meeting in the cemetery prior to this meeting, it was agreed that Councillor Sheppard will contact Wessex Water to ascertain the location and type of water pipe. If Wessex Water is unable to confirm, then Councillor Weldrake will check via conveyancing. If neither of these two courses of action proved successful

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- then the Parish Council will look into the possibility of contacting the local grave digger to see if trial holes can be dug to ascertain whether a pipe is present. It was also agreed that the Nibley Lane gate to the allotments should be re-sited further into the access track and then locked. By moving the gate in, this would facilitate a gap of approximately 3ft to allow pedestrians and wheelchairs to use this access to visit the cemetery. **It was resolved** that the Clerk will contact South Gloucestershire in order to ascertain 'permissive path' signs to be erected. It was also agreed that half of allotment 14b would be sectioned off into two bays to allow the siting of compostable allotment refuse and cemetery refuse. **It was resolved** that the Clerk would write to the allotment holder of 14b, Mr Roach, giving him notice, as the allotment has not been tended, and offering half an allotment instead. In connection with all the above, this was proposed by Councillor Weldake and seconded by Councillor Taylor, all agreed. **Clerk**
- 09-06-08 ALCA - Nothing to report.
- 10-06-08 Allotments - (1) Nibley Lane:- The Clerk reported that it was not only allotment 10b burning rubbish. **It was resolved** that the Clerk would write to all allotment holders requesting that they do not cause a nuisance when lighting a bonfire, and that only allotment waste should be burnt, and ensure that the bonfires do not burn for an inconsiderable amount of time. (2) Station Road:- Nothing to report **Clerk**
- 11-06-08 Dyers Pond - Nothing to report.
- 12-06-08 War Memorial - (1) War Memorial - Nothing to report.
- 13-06-08 Chill Wood - (1) Gates:- Nothing to report. (2) Tree Preservation Order:- Nothing to report. (3) Fencing:- Councillor Lomas reported that there is still a gap between the gate and fence at the bottom of the woodlands. This needs to be filled in. **It was resolved** that the Clerk would speak to PC Howell David to ascertain who had agreed to do this. There is no public right of way through the woodlands, however it is possible to place 'Permissive Path' signs. **It was resolved** that the Clerk would check this. **It was resolved** that Councillor Sheppard and the Clerk would liaise with Chris Wright regarding the wording of the signs to ensure clarity for prosecution purposes. (4) Area in Front of Woodlands:- Nothing to report. (5) Cave Gate:- Nothing to report. **Clerk**
- 14-06-08 Public House, Broad Lane - Nothing to report.
- 15-06-08 Parish Charter Working Group - Nothing to report.
- 16-06-08 Information Technology Offer - Nothing to report.
- 17-06-08 Lorry Movements, Latteridge Road junction with By-pass - Nothing to report. **Clerk**
- 18-06-08 Land adjacent to 321 North Road - Nothing to report.
- 19-06-08 Exel Logistics Site - Nothing to report.
- 20-06-08 Land Opposite Station House - Nothing to report.
- 21-06-08 Bus Shelter - Nothing to report.
- 22-06-08 Library - Councillor Aplin reported that she will be attending the Library Strategy Committee meeting on the 27th June 2008 in Thornbury. **Clerk**
- 23-06-08 Street Lights - Nothing to report.
- 24-06-08 Lavenham Farm - Nothing to report.
- 25-06-08 Highways - (1) Bows Bridge:- Nothing to report.
- 26-06-08 North Road Sewer Pump - Works still ongoing. **RS/ Clerk**

- 27-06-08 Rubbish, Locks Lane - Nothing to report.
- 28-06-08 WCS, Frampton End Lane - Nothing to report.
- 29-06-08 Craig Affie, Mission Road - The Clerk confirmed that South Gloucestershire Council had refused this development. See Planning.
- 30-06-08 Parish Hall - Councillor Taylor reported that he is having difficulty attending Parish Hall Meetings due to work commitments. If any other Councillor is interested in becoming the Council's representative, they were asked to contact the Clerk. **All**
- 31-06-08 Acton Aid Donation (Play Equipment) - Nothing to report.
- 32-06-08 Lower Farm Lights - **It was resolved** that the Clerk would continue to chase this matter. **Clerk**
- 33-06-08 Latteridge Road Bollards - Nothing to report.
- 34-06-08 Skip, Chilwood Close - Nothing to report.
- 35-06-08 Traffic Lights, Latteridge Road Junction - **It was resolved** that the Clerk will chase this matter. **Clerk**
- 36-06-08 National Grid Wireless - Nothing to report.
- 37-06-08 Joint Interest Group - Nothing to report.
- 38-06-08 Clarks Yard, North Road - Nothing to report.
- 39-06-08 Clarks Yard, Drains - Nothing to report
- 40-06-08 Latteridge Green, Dying Tree - Nothing to report.
- 41-06-08 Community Profiles - Nothing to report.
- 42-06-08 Lorry Movements, Wotton Road - Nothing to report.
- 43-06-08 Annual Parish Meeting - Nothing to report.
- 44-06098 Latteridge Road Rail Crossing - Nothing to report.
- 45-06-08 Village Website - Councillor Blanchard asked whether the Parish Council had received an acknowledgement or thank you letter from the organisers of the village website. The Clerk confirmed that no acknowledgement or letter had been received.
- 46-06-08 Ditches - Mission Road - Nothing to report.
- 47-06-08 Parking - Iron Acton High Street - Nothing to report.
- 48-06-08 Junction Nibley Lane/High Street White Lines - Nothing to report.
- 49-06-08 Porch Development - Webbs, Cog Mill - The Clerk reported that an email had been received from Dawn Lambert apologising for the delay in responding to this matter. Planning Enforcement is discussing this matter with John Malone of the traveller unit, who will visit the Webb's. Ms Lambert will keep us informed.
- 50-06-08 Acton Aid Christmas Lights - Nothing to report.
- 51-06-08 North Road Bridge - Nothing to report.
- 52-06-08 Chaingate Lane Ditches - Nothing to report.
- 53-06-08 Traffic Counts Latteridge Road - Nothing to report.
- 54-06-08 South West Storage Unit - Nothing to report.
- 55-06-08 Caravan Lodge Road - Nothing to report.
- 56-06-08 HGV Vehicles North Road - Nothing to report.
- 57-06-08 Determining Planning Applications - Nothing to report.
- 58-06-08 Unauthorised Tree Works, The Lamb & Elm Croft - The Clerk had spoken to the tree warden who confirmed that permission was required to remove the Laurel. However, because children were climbing through this shrub, and the fact that there was an old 'privy' behind the Laurel it was decided that on Health & Safety grounds the Laurel would be taken down under a Five

Day Emergency Notice. All appropriate paperwork was completed and is currently with South Gloucestershire Council. The works to the Laurel exposed the fact that works to trees had taken place at Elm Croft. Again the Clerk spoke with the tree warden who confirmed that this work had been undertaken under application PK05/2965/TCA shortly before it expired at the beginning of November 2007. **It was resolved** that no further action was necessary.

59-06-08 Hire of May Pole - Councillor Sheppard and the Clerk informed the meeting that they had been unable to contact Ness Hennigan prior to the June meeting. **It was resolved** that Councillor Sheppard and the Clerk would contact this lady before the July meeting to arrange a meeting to discuss precisely what was required.

RS/
Clerk

60-06-08 Additional Road Signage - Old Yate Road - The Clerk confirmed that she had written to South Gloucestershire Highways department requesting the erection of signage for the old Yate Road. A copy of this correspondence had also been sent to Councillor Gawler for information purposes.

61-06-08 First Bus New Routes - The Clerk informed the meeting that a letter had been received from First Bus acknowledging the Parish Council's letter. However First Bus confirmed that their plans to cease running the bus through the High Street because of the increasing numbers of parked cars delaying the buses will go ahead. First Bus will discuss with South Gloucestershire Council the issue of providing an alternative bus stop. It was felt that the location of this additional bus stop should be easily accessible, either side of the traffic light on the Wotton Road/By-pass. First Bus proposes providing the 329 (evenings and Sundays only) and the X27 which will run along the M32. There will be no change in frequency. However, there will no longer be a direct link to Frenchay Hospital during the main part of the day during the week. An observation was made that other villages/locations had voiced their concerns and some of them had managed to keep their routes. **It was resolved** that the Clerk should make mention of the Community Transport Services in the next edition of Focal Poyntz.

Clerk

ANY OTHER BUSINESS

62-06-08 Changes to the Arrangements for the Investigation of Complaints Against Councillors - The Clerk had previously circulated a copy of the letter from South Gloucestershire Council, to all Councillors for their information. The letter confirms that complaints made against Councillors will no longer be referred to the Standards Board for England. South Gloucestershire Council have established two sub-committees, the Assessment sub-committee and the Review sub-committee. All complaints that are received by the Monitoring Officer will be referred to the Assessment sub-committee which will decide whether the complaint appears to disclose a failure to observe the Code of Conduct for Members. If it does disclose an apparent breach, this sub-committee is then to decide whether the allegation merits investigation. The Review sub-committee will review any appeal by the complainant. If there is to be an investigation, it will be undertaken by the Monitoring Officer or somebody appointed on his behalf who will then report to the Standards Committee.

- 63-06-08 Fly Tipping - The document from South Gloucestershire Council had been circulated to all Councillors prior to the meeting. The deadline for responding to the consultation is 8th August. **It was resolved** that this subject would be fully discussed at the July meeting. **All**
- 64-06-08 Councillor Lomas reported that rainwater is puddling in the gully outside the scrap yard on North Road. The puddles extend up to half way across the road. It was also mentioned that the gullies along the High Street need inspecting, as well as by the Station Road and Lamb Inn bus stops. **It was resolved** that the Clerk would report this problem to South Gloucestershire Council. **Clerk**
- 65-06-08 Councillor Hockey reported that he had received an email from Marilyn Wright of Algars Mill about the increased use of heavy vehicles using Frampton End Lane who were looking for the scrap yard on Station Road. Mrs. Wright has correspondence dated 1999 relating to an enforcement notice on Station House. **It was resolved** that Councillor Hockey would deal with this matter. **DH**
- 66-06-08 Councillor Hockey spoke about South Gloucestershire's Core Strategy in connection with the 2,300 new homes proposed in rural areas. This is an in-depth questionnaire. One of the more important questions is no. 82 "Which (if any) of the proposed options to plan for development in rural areas do you prefer". **It was resolved** that Iron Acton Parish Council would tick Option 2 - Variable villages approach to identify some villages which would benefit from some development. Proposed Councillor Lomas, seconded Councillor Bellis, all agreed.
- 67-06-08 Councillor Heal reported that Latteridge village green had not been cut since 14th May. Councillor Sheppard will speak with Landscape Services. **RS**
- 68-06-08 Councillor Blanchard asked the Clerk for the contact details of Railtrack in connection with the railway crossing on Latteridge Road. The Clerk will forward these to Councillor Blanchard. **Clerk**
- 69-06-08 Councillor Bellis had been approached by a resident asking whether a dog bin could be sited on the bypass, beyond the entrance to the footpath, just up from the Lamb public house. This route is frequently used by dog-walkers. Councillor Bellis proposed and Councillor Taylor seconded. All agreed. **It was resolved** that the Clerk to contact the dog warden to ascertain the best location. **Clerk**
- 70-06-08 Councillor Bellis reported that Iron Acton Primary School have erected two red notice boards on the front wall of the school. **It was resolved** that the Clerk is to contact South Gloucestershire Council to see if this is permitted without planning permission. **Clerk**
- 71-06-08 Councillor Bellis also reported that his family has experienced difficulties in returning books to the library as their computer records appear to be inaccurate. Councillor Aplin will raise this point with the Library Committee. **AA**
- 72-06-08 Councillor Taylor asked if the 30mph limit along Engine Common Lane could be monitored and enforced by the Police. It is apparent that during the evening this lane is used as a 'rat run' with users frequently exceeding the speed limit. **It was resolved** that the Clerk would request that the temporary flashing speed sign be installed as a measure to reduce speeding cars. Proposed Councillor Taylor, seconded Councillor Weldrake. All **Clerk**

agreed.

- 73-06-08 Councillor Taylor has been approached by a few residents who have asked about what the Chairman of the Parish Council actually does for the Parish during the course of the month. **It was resolved** that the Clerk would **Clerk** prepare a monthly report on the activities of the Chairman and the Clerk.
- 74-06-08 Councillor Taylor also mentioned that a fridge had been dumped on Station Road by the railway bridge and bags of rubbish had been dumped in Nibley Lane. These had been reported to South Gloucestershire Council.

CORRESPONDENCE RECEIVED

- 75-06-08 Planning Consents
- (1) Land at Units 45-48 Beeches Industrial Estate, Waverley Road (minute 66-04-08)
 - (2) 292 Oak View, North Road, Yate (minute 73-05-08)
 - (3) Green Lane Farm, Dyers Lane, Iron Acton (minute 66-04-08)
 - (4) Westview Cottage, 18 Engine Common Lane, Yate (minute 73-05-08)
- 76-06-08 Tree Works Consent
- (1) Mulberry House, High Street, Iron Acton (minute 75-05-08)
- 77-06-08 Planning Refusals
- (1) Craig Affie, Mission Road, Iron Acton (minute 66-04-08)
 - (2) Coronation Villa, 276 North Road, Yate (minute 73-05-08)
- 78-06-08 Planning Appeals
- (1) Beech House, Yate Road, Iron Acton (minute 50-12-07)
 - (2) Little Acre, Dyers Lane, Iron Acton (minute 51-12-07)
- 79-06-08 Requirement for Prior Notification
- (1) Kimberley Cottage, Hope Road, Yate (minute 74-05-08). South Gloucestershire Planning Department confirmed that Prior Notification is required.
- 80-06-08 Planning Applications
- (1) The White House, High Street, Iron Acton (PK08/1449/F) - Erection of two storey and single storey rear extensions to provide additional living accommodation. No objections.
 - (2) Iron Acton Village Hall, High Street, Iron Acton (PK08/1503/F) - Erection of single storey rear extension to provide kitchen and store room. No objections.
 - (3) Mayfield House, High Street, Iron Acton (PK08/1514/F) - Erection of first floor front and side extensions to form additional living accommodation (Resubmission of PK07/3158/F). No objections.
 - (4) Hollans Holme, Wotton Road, Iron Acton (PK08/1362/F) - Erection of agricultural building for the housing of cattle. No objections.
 - (5) Elmlea Cottage, Latteridge Road, Iron Acton (PK08/1398/F) - Erection of side extension to form garage with loft space above. Construction of new vehicular access (Resubmission of PK08/0582/F). No objections.
 - (6) Laddenside Farm, Bristol Road, Iron Acton (PK08/1334/F) - Erection of two storey side and single storey front extension to form additional living accommodation. No objections.
- 81-06-08 Prior Notification
- (1) Kimberley Cottage, Hope Road, Yate - Prior notification of the intention to erect an agricultural building for the storage of agricultural machinery and fodder. No objections.
- 82-06-08 Tree Works Application
- (1) Mulberry House, High Street, Iron Acton - Works to reduce and reshape by 20%

and remove deadwood to 1 no. Lime Tree. Deadwood and reshape by 5% to rebalance 2 no. Yew Trees and fell 1 no. Portugal Laurel all situated within Iron Acton Conservation Area - No objections.

ACCOUNTS FOR PAYMENT

83-06-08	Landscape Services	Grasscutting around Parish	£686.34
	Mrs. P. Evans	Clerks Salary and Expenses	£1,323.87
	Mrs. P. Taylor	Bus Shelter Cleaning	£29.00
	Mrs. L. Angell	Bus Shelter Cleaning	£29.00
		TOTAL	£2,068.21

Councillor Weldrake proposed and Councillor Blanchard seconded and all agreed that these accounts be paid.

Date of Next meeting - Monday 21st July 2008 in North Road School Hall, Iron Acton commencing at 7.30pm.

There being no other business the meeting was closed at 10.20pm

Signed: _____

Dated: _____