

**MINUTES OF MEETING OF  
IRON ACTON PARISH COUNCIL  
MONDAY 21<sup>st</sup> June 2010**

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

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

**Action**

**PUBLIC PARTICIPATION**

Two members of the public were present.

**01-06-10 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Weldrake and Lomas. Councillor Gawler would be arriving later as he was attending a Public Transport Forum Meeting. Councillor Pat Hockey was also attending this meeting and sent apologies.

**02-06-10 DECLARATIONS OF INTEREST - Personal and/or Prejudicial**

None received.

**03-06-10 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Minutes of the previous meeting held on 17<sup>th</sup> May 2010 had been previously circulated. Councillor Taylor pointed out an error in minute 02-05-10 in that the word 'Vice' should be inserted and should now read "that Councillor Bellis be Vice Chairman". Following this amendment the minutes were accepted and signed as a true record. Proposed Councillor Aplin and seconded Councillor Sheppard. **All Agreed.**

**04-06-10 CHAIRMAN'S REPORT**

The Chairman reported that there had been a couple of planning enforcement issues during the course of the month, namely 314 and 306 North Road. The Chairman had instructed the Clerk to investigate these matters and report to SGC Enforcement. Upon checking the Clerk had discovered that in relation to 306 North Road the original Outline Planning permission had been granted for the existing garage to be demolished. However a subsequent application, which was approved by SGC stated that the garage was being retained. The issue in connection with 314 North Road (a car scrappage/workshop operating out of the garage) had been reported to SGC. However, it has now come to light that the people responsible for the car scrappage business have now moved to Rubry's yard at the other end of North Road.

The Chairman reported that the defecation has been removed from the bus shelter next to the White Hart. There then followed a discussion on whether a bench seat should be erected in the shelter, however it was agreed not to pursue this.

The Chairman reported that he and Councillor Gawler had attended the Planning Control meeting on 10<sup>th</sup> June in connection with the two office blocks on Broad Lane. Councillor Gawler gave an in-depth plea for this application to be refused, however following lengthy discussions, SGC passed the application.

The Chairman also reported on the meeting at Latteridge Hill between residents, SGC, Mouchel and Parish Councillors. The works to the landslip have now been postponed until September. Councillor Heal reported that he had received a letter from Steve Webb MP confirming that the works had been postponed.

**05-06-10 CLERK'S REPORT**

**Action from May Meeting**

08-05-10 - Matters Arising from Annual Parish Meeting - The minutes have been prepared and placed on the web site in draft format.

11-05-10 - South Gloucestershire Representative Report - The Clerk has emailed Councillor Pat Hockey and posed the question of whether there is a deadline for

speed limit consultations. Councillor Hockey has responded stating that currently it is only A and B roads that are being considered. If there were any non A or B roads within the parish that the Parish Council would want to be considered for a reduced speed limit, then the best course of action is to ask SGC to consider these stating the reasons why. They may then be included in the Task Register.

17-05-10 – Allotments – A letter confirming approval of the erection of the shed has been sent to Mrs. Bennett. The Clerk has contacted SGC and SITA requesting a green bin and a black bin for the cemetery.

18-05-10 – ALCA Member Needs Survey – This has been completed by the Clerk and returned to ALCA.

19-05-10 – Cemetery – A letter has been sent to Woodruff's in connection with the request for two additional brick lined plots next to the late Mr. Donald Cook by his daughters. The letter confirmed approval of the plots, however they are not to be prepared prior to actual use. Cheques have been received in settlement of the reservation fees.

Environmental Health – The White Hart - The Clerk has received a complaint from a parishioner about an amount of rubbish that has been left to the rear of the White Hart following the departure of the current tenant. Apparently there has not been a rubbish collection from the pub since Easter. An additional issue has been raised by another parishioner about the pile of pallets that have been left next to the LPG tanks in the car park. The Clerk has therefore spoken to the Environmental Health Officer at SGC, Julie Laird, who has visited the pub on a couple of occasions and has seen for herself the bags of waste to the rear. As nobody was at the pub, the EHO has therefore sent a letter to the leasing company (Greene King have passed the lease on) and a letter to the pub asking that a representative be in touch. With regard to the pallets, SGC have informed the Clerk that as the pallets are on private land, and it is not considered an environmental health issue, then there is nothing further they can do. The Clerk subsequently contacted Avon Fire Brigade about the perceived risk of the pallets next to the LPG tanks, which the Brigade acknowledged. The pallets have now been removed, however the Clerk is unsure as to whether this was done by the Fire Brigade or the current tenant.

Parish Meadow - The slide in the play area has been taped off and a notice put on it stating that the slide is dangerous to use. The left-hand support has completely snapped through. The Clerk has spoken to Taylor-Made Play (the company who installed the additional play equipment in 2007) and asked if they are able to repair the slide. Taylor-Made have suggested that it may be more beneficial to replace the slide with something else as the current slide has been the focal point for vandalism. The suggestion is a slide fixed to a mound of earth (similar to the one that used to be in the play area). This course of action would remove the need for safety matting. The Clerk is currently awaiting a 'ball-park' price. The Clerk has also spoken to Jane's Ponds (based in Almondsbury) and will be meeting with them on Thursday 17<sup>th</sup> June 2010 in order to discuss options.

The Clerk has also liaised with Jo Wright of Organic Blooms in connection with the replanting of the borders around the Meadow. The brambles that were cut back appear to have been held in abeyance, however the nettles are enjoying the current growing conditions! Nettles are a great native plant to encourage butterflies. The Clerk has arranged to meet with Jo on Thursday 17<sup>th</sup> June at 2.00pm to walk around the meadow to discuss further planting and how to deal with the nettle situation.

The Parish Council has not yet received the signed booking form from Acton Aid in connection with the Proms on 10<sup>th</sup> July 2010. In accordance with minute 17-10-09 the Clerk has chased Acton Aid requesting confirmation of the agenda for the evening including where the fireworks will be set up and let off and requesting that cars

driving over the Meadow are kept to a minimum and not left parked on the Meadow. Also a signed booking form has been requested.

Police - The Clerk has continued regular telephone contact with PC Ian Matthews and our PCSO's, particularly in connection with the Barry Rubry murder investigation.

Training - The Clerk attended the New Clerk's training course on 10<sup>th</sup> June 2010. The course was very helpful and informative. It was also interesting to talk to other Clerks about how their Parish Council operates. The training has highlighted a number of areas where our Parish Council functions can be improved and it was comforting to find out that most of the things we do are compliant with current legislation.

Payroll - The New Employers pack has been received from HMRC and Iron Acton Parish Council has been registered as a new employer. The Clerk has further completed all the tasks required.

Councillor Bellis raised minutes 12-04-10 Village Green and enquired of the Clerk why a letter had not yet been sent to the residents of Fairview Terrace in connection with the filling in of the potholes. The Clerk responded that upon delivering Parish Council papers in May she had looked along the access track and had seen, what she believed to be fresh gravel in the largest of the potholes, which gave the impression that it had been filled in. The Clerk had therefore telephoned the Chairman to ask if he was aware that the work had already been carried out, and it seemed pointless sending a letter to residents when the work had already been done. The Chairman was not aware that this work had been carried out. Councillor Bellis assured the Clerk that no fresh gravel had been placed in any of the potholes and reiterated that the letter still needs to be sent. **It was agreed** that a letter will be sent to residents confirming what the Parish Council can, and cannot do in order to repair the potholes and confirm that the work will be carried out. The Chairman offered to assist with the infill of the potholes. Proposed Councillor Heal and seconded Councillor Sheppard. **All agreed.**

#### 06-06-10 **SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT**

Councillor Dave Hockey reported that he is actively pursuing SGC Streetcare in order to move the telegraph pole which will facilitate the additional parking spaces around Chilwood Close, which was requested by residents. Councillor Hockey also confirmed that SGC Streetcare is putting in twice as much money as SGC representatives. The works will provide an additional 8 parking spaces.

Councillors Gawler, Pat Hockey and Dave Hockey attended a meeting today, 21<sup>st</sup> June to discuss the information obtained from the CCTV assessment of lorry movements on Latteridge Road, Wotton Road and Bristol Road. Councillor Dave Hockey will ask SGC to email this information to the Clerk which will then be distributed to Iron Acton Parish Councillors. It is complex information and needs further discussion. Councillor Hockey pointed out that when changes are made to lorry movement routes, it always needs to be considered carefully as it usually means that someone loses and someone gains. Any changes or alterations will be done as part of next years programme of works, as it is costly and needs specialist support. However it was accepted that this issue is a priority issue.

In connection with the lorry movements issue, Councillor Gawler also reported that the findings of the CCTV assessment are much in line with what was thought - 574 lorry movements on Latteridge Road and 790 on Wotton Road (reading - 25<sup>th</sup> November 2009). Latteridge Road received 250 articulated lorry movements and Wotton Road received 350. Of the 250 movements on Latteridge Road 136 were identified at Morrisons lorries. Councillor Bellis commented that, should there be at any stage a road-building programme then perhaps consideration should be given to

constructing a motorway access to the M4 at Pucklechurch, which is only 3 miles in distance from the Morrisons distribution centre. Councillor Blanchard asked over what period of time had the CCTV assessment covered, because if the assessment was carried out during the recent Latteridge Hill landslip then the readings may be unfair. Councillor Blanchard asked that SGC give consideration to counts on the same roads to be done at the same time.

Councillor Gawler further reported on the recent Planning Control meeting on 10<sup>th</sup> June where the Broad Lane Offices application had been discussed. Councillors Gawler and Sheppard had battled for over an hour with the planners; however SGC felt that insufficient reasons had been given against the proposal and it was therefore put forward for approval. These new offices will accommodate in the region of 200 workers, and approximately £8,000 will be put into the 106 agreement. At the moment there is no demand for these offices, or customers to fill it therefore it may very well not be built. Residents are upset about the decision to go ahead. The developers must pay for the increased footpath and for the road splay. Clerk to photograph the area to ensure that evidence is kept.

Councillor Gawler also confirmed that the car scrappage business has now moved into Mr. Rubry's yard at the bottom end of North Road.

#### 07-06-10 **FINANCIAL REPORT**

The Clerk reported balances as at 1<sup>st</sup> June 2010 of:-

National Westminster Current Account	£5,097.97
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk reported that the New Employers Pack had been received from HMRC and installed. Payroll had been run and everything appeared to be in order.

#### 08-06-10 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK10/0904/F - Laddenside Farm, Bristol Road, Iron Acton – Change of use of agricultural land to land for the temporary siting of a mobile home. Siting of a mobile home to be occupied by an agricultural worker. No objections, however to request that an agricultural tie remains on the mobile home.
- PT10/1248/LB - Detached Bakehouse, Mudgetdown Farm, Wotton Road, Rangeworthy – Structural repairs and re-roofing. No objections.
- PK10/1097/F - 314 North Road, Iron Acton – Erection of detached garage/hobby room. To object – overdevelopment of site, considered to be a 'backgarden' development, reiterate that garage is currently being used as a car scrappage/repair business.
- PK10/1472/F - Yard and Premises adjacent 390 North Road, Yate – Change of use from road haulage (Sui Generis) to Storage and Distribution (Class B8) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). To object and ask for this to be referred to the Planning Development Control Committee (East); refute applicants statement that there have not been any complaints from neighbours since the 1993 and refer to the bad planning history - Kingsgate Autos. Also request a restriction in operating hours to comply with the fact this is a residential area.
- PK10/1471/F - Unit 1 Yard and Premises, 390 North Road, Yate – Change of use from road haulage (sui generis) to internet car sales (sui generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). No objections, but to ensure that hours of operation are kept as stated on the application.

#### 09-06-10 **PLANNING CONSENTS**

- PK10/0785/TCA – Acton House, The Green, Iron Acton
- PK10/0733/FMW – Curley Bros, Collett Way, Yate

10-06-10 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/0837/F – Bramble Cottage, Latteridge Road, Iron Acton (Refusal)
- PK10/0819/F – Bridge Cottage, Stover Road (Withdrawn). The Clerk was asked to chase this application as a business was still being run out of the site.

11-06-10 **PLANNING APPEALS**

None received.

12-06-10 **PLANNING ENFORCEMENT**

- CMO/10/0305/OD – Frampton Park. The Clerk had received an update from SGC. In 2000 planning permission for this site was granted as follows:- one mobile home; one touring caravan; one large corrugated iron building adjacent to the road; two small ancillary buildings; 1.8m timber fence along the boundary; an access driveway and hardstanding; and in 2003 permission for an amenity block was granted. SGC have advised that they have written to the landowner highlighting that the siting of any caravans, structures or non-personal vehicles in excess of the above list is in breach of planning control. SGC have discussed the position with the Traveller Unit and the Area Planning Manager. It is considered, based on current policy, that there is a possibility that an application for additional caravans may have a chance of success if it were to be supported by appropriate and sufficient evidence. On this basis, SGC have provided the landowner with two remedial options: (1) submit an application for the retention of any additional caravans/structures on the land (if it is felt that sufficient justification exists) within the next two months; and (2) remove all items in excess of the above list within the two month period. SGC have clearly advised that if no remedial action is taken within the next two months, that it is open to SGC to issue formal enforcement action against the breach of planning control.
- CMO/10/0461/OD – Frome Mill Farm, Nibley Lane. The Clerk was requested to report to SGC a breach of planning control regarding the agricultural building on this site. SGC have acknowledged the Parish Council's enquiry and will be undertaking a site visit within the next ten working days to establish whether a breach has occurred. SGC will advise the Parish Council accordingly.

13-06-10 **CEMETERY**

The Clerk informed Councillors that an application to erect a memorial headstone and surround in connection with the late Mr. Hyla Wiggins had been received. No objections were raised. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.** Councillor Blanchard commented that the spaces between recent burial plots were quite narrow which makes it difficult to cut between, and the lines are crooked. The Clerk was asked to keep an eye on this and endeavour to straighten out the lines and ensure wider spaces.

14-06-10 **PARISH MEADOW**

The Clerk reported to the Parish Councillors that probably due to further vandalism the support to the left-hand side of the slide in the play area had completely snapped through. This piece of equipment had been taped off and a notice placed on it stating that it could not be used. The Clerk had contacted a couple of play equipment companies to enquire if the slide could be repaired but had been referred back to the manufacturer of the equipment as these companies would only repair their own equipment. The Clerk had met with a local play equipment company who had suggested that it might be possible to replace the slide as a cost of approximately £1,200. Following discussion, it was proposed that the Clerk be given authority to authorise the replacement of the slide up to a value

**Clerk**

of £2,000 plus VAT. Proposed Councillor Heal and seconded Councillor Bellis. **All Agreed.** The school summer holidays are fast approaching therefore this matter should be given high priority.

It was further agreed that should evidence be obtained of wilful damage/vandalism to the play area, then the Parish Council will prosecute the offender. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.**

The Clerk reported that an email had been received from a parishioner in connection with the tennis courts. The parishioner had gone to the courts on Saturday 19<sup>th</sup> June and had been unable to play tennis because both courts were already being played on. The parishioner waited for well over an hour and eventually gave up. **It was agreed** that the Clerk would place a polite notice on the tennis courts asking players to keep their games to one hour and reiterating that the courts are available to book through the Clerk in order to avoid disappointment. **It was also agreed** that the Clerk would pick up the tennis net from Councillor Heal and purchase a new wire and ensure that the net is installed as soon as possible. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed**

Clerk

Clerk

#### 15-06-10 NORTH ROAD - SPEED ISSUES

The Clerk informed the Councillors of an email received from a resident of North Road, Mr. Pittaway, raising concerns about speeding traffic. This email has also been sent to Councillor Gawler. Following discussion, **it was agreed** that the Parish Council would request that a flashing speeding sign be erected in the 30mph zone of North Road. Proposed Councillor Sheppard and seconded Councillor Aplin. This subject will also be raised at the SSCG Meeting on 23<sup>rd</sup> June.

Clerk

#### 16-06-10 FLYPOSTING

The Clerk read out an email from Mr. Huish in connection with posters advertising the Church Fete being pulled down by Mr. Taylor. Mr. Huish requested that the Clerk speak to the PCSO's about this. The Clerk reported that she had spoken informally to the Police about this situation and had to report that the posting of adverts on lamp-posts, poles and litter bins etc is considered Flyposting and is actually contravening five different legislative Acts (The Highway Act 1980, The Town & Country Planning Act 1990, The Anti-Social Behaviour Act 2003) and the Clean Neighbourhoods & Environment Act 2005). **It was agreed** that the Clerk would send a response to Mr. Huish informing him of the above. Proposed Councillor Bellis and seconded Councillor Taylor. **All Agreed.**

Clerk

#### 17-06-10 STANDING ORDERS

The Clerk reported that she had been updating the Parish Council's standing orders in line with the Model Standing Orders as recently issued by NALC. This has proved to quite a long and intricate process trying to tie in the existing standing orders with the new ones. The Clerk would appreciate some help with proof reading and cross referencing with the new Model Standing Orders. Councillor Bellis and Councillor Taylor agreed to assist. The Clerk will ensure that a draft final version is available before the next Parish Council meeting in July.

PB/DT/  
Clerk

#### 18-06-10 SOUTH GLOUCESTERSHIRE CORE STRATEGY - PLANNING FOR FUTURE DEVELOPMENT - HAVE YOUR SAY

SGC have sent through the Core Strategy Planning for Future Development documents for review by the Parish Council. A response is required by 6<sup>th</sup> August 2010. **It was agreed** that the Clerk would circulate these documents to all the Parish Councillors for reading. This item would then be placed on the July agenda for a response to be formulated. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.**

Clerk

#### 19-06-10 COUNCIL OFFICES, BADMINTON ROAD - WAITING RESTRICTIONS - REVIEW

The Clerk informed the Councillors that correspondence had been received from SGC in connection with the newly implemented Badminton Road waiting restrictions. As part of their monitoring and review process following fully occupation of the new Council offices, SGC would welcome any comments the Parish Council may have. Following discussion, **it was agreed** that the Parish Council had no comments to make and instructed the Clerk to respond accordingly. Proposed Councillor Bellis and seconded Councillor Sheppard. **All Agreed.**

Clerk

#### 20-06-10 **CODE OF CONDUCT**

The Clerk reported that correspondence had been received from SGC in connection with the Standards for England Pocket Guide. SGC reported that at a recent hearing of the Standards Board concern was raised about the wording of the Pocket Guide, and in particular the content of page 6 headed Personal and Prejudicial Interests. Members of a Parish Council had considered whether they had an interest and in doing so, considered the Pocket Guide and concluded that they did not have a personal interest to declare. However the Hearing found that in fact they did have a personal interest that should have been declared at the meeting and in effect found the Members in breach of the Code of Conduct. **It was agreed** that at future meetings the Clerk would ensure that the full Code of Conduct Guide for Members would be brought to the meetings and referred to rather than the Pocket Guide in order to ensure there was no confusion or ambiguity. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.**

#### 21-06-10 **BOW BRIDGE, LATTERIDGE ROAD**

Councillor Heal addressed the meeting. Over last three years have numerous problems with Bow Bridge on Latteridge Road. There is a definite dip in the road over the bridge where it has sunk, that is far more noticeable to larger vehicles. This dip causes a 'bounce' as vehicles cross. Councillor Heal suggested that the Parish Council request that SGC consider resurfacing/filling in the dip during the Latteridge Road closure planned for September. **It was agreed** that the Clerk would contact SGC and ask for this to be considered. Proposed Councillor Heal and seconded Councillor Taylor. **All Agreed.**

#### 22-06-10 **RENEWAL OF MEMBERSHIP**

The Clerk advised the Parish Councillors that membership of Avon Wildlife Trust was due for renewal. **It was agreed** to renew the membership at a cost of £48.00. Proposed Councillor Blanchard and seconded Councillor Taylor. **All Agreed.**

#### 23-06-10 **REQUEST FOR FINANCIAL ASSISTANCE**

The Clerk informed the Parish Councillors that a request for financial assistance had been received from South Gloucestershire Senior Citizens Forum. **It was agreed** that a donation of £100 be made. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed** with one Councillor abstaining.

#### 24-06-10 **ACCOUNTS FOR PAYMENT**

SGC	Room Hire - 17 <sup>th</sup> May 2010	£25.00
Landscape Services	Grasscutting	£714.00
Iron Acton Parish Hall	Room Hire - 11 <sup>th</sup> & 20 <sup>th</sup> May 2010	£23.00
ALCA	Clerk's Training Course	£30.00
Viking Direct	Stationery, Toner Cartridges	£178.36
Yate Oral History	Donation	£50.00
Alzheimer's Society	Donation	£100.00
LCR	Magazine Subscription Renewal	£13.50
HMRC	Employers & Employees NI/Tax	£117.23
Mrs. P. Evans	Salary (Apr, May & Jun), Telephone Bill	£1,765.69
Avon Wildlife Trust	Membership Renewal	£48.00
SG Senior Citizens Forum	Donation	£100.00

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

**DATE OF NEXT MEETING**

The Meeting of the Parish Council will take place on Monday 26<sup>th</sup> July 2010 in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.20pm.

**Signed:** \_\_\_\_\_

**Dated:** \_\_\_\_\_