

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 20th July 2009**

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

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

Action

01-07-09 PUBLIC PARTICIPATION

Mr. and Mrs. Huish and one other member of the public were present. Mrs. Huish addressed the Councillors and expressed her concern that minutes of the Parish Council were not available to members of the public via the village web site, or placed on the notice boards, and therefore felt there was a lack of transparency in the operation of the Parish Council. Mrs. Huish also pointed out that there are many local parish councils who public their minutes on web sites. The Chairman pointed out that in accordance with the Freedom of Information Act, minutes and indeed all documents relating to the workings of the Parish Council are available for inspection by any member of the public by contacting the Clerk. Further, the village web site is a church driven web site, therefore the Parish Council would not be in control of the contents. ALCA advice had been that all Parish Councils have to be non-religious and non-political and it would be inappropriate to publish our minutes on a church-based web site. The Chairman also pointed out that the Clerk is in the process of developing a dedicated Parish Council web site which should be up and running by the end of August.

Councillors Heal and Taylor then addressed the meeting under Public Participation regarding Agenda item 18. The Parish Hall Committee has gone to tender and accepted a quote to extend the Parish Hall. A significant amount of money is already in place for this development, however there is a shortfall. The Parish Hall Committee is exploring various options in connection with grant monies, but is approaching the Parish Council to gauge the level of financial assistance that would be considered.

02-07-09 APOLOGIES FOR ABSENCE

None received.

03-07-09 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

Councillors Heal and Taylor declared a prejudicial interest in agenda item 18. Councillor Weldrake declared an interest in agenda item 9 (PK09/1311/F).

04-07-09 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the previous meeting held on 15th June 2009 had been previously circulated. Councillor Bellis proposed, Councillor Gawler seconded that these minutes be approved and signed. All agreed.

05-07-09 CHAIRMAN'S REPORT

The Chairman reported that he had attended a recent meeting in connection with the proposed Gypsy & Traveller site at Tanhouse Lane. The meeting had been well attended by local residents who expressed their concerns over the proposed development. The Chairman will continue to attend these meetings.

The chairman reported that there had been incidents of flooding in North Road and Chaingate Lane caused by the recent heavy rain.

06-07-09 CLERK'S REPORT

Actions from Previous Meeting:- The Clerk reported that all actions on the Clerk had been dealt with and letters/emails sent. Following a request from Councillor

Bellis, the agenda item relating to the access track behind Fairview Terrace cottages had been deferred until a later meeting.

Donation:- The Clerk reported that a very pleasant letter of thanks had been received from the Alzheimer's Society in connection with the Parish Council's recent donation of £100.00. A letter of thanks had also been received from South Gloucestershire Senior Citizens Forum regarding the donation of £50.00.

Yate Library:- Councillor Aplin had informed the Clerk that the construction work at Yate Library had been completed two months ahead of schedule. The Library will reopen on 19th October 2009.

'Cassey' Railings:- The Clerk reported that the Leyhill Prison 'Through the Gate' team had completed painting the railings on 13th and 14th July 2009. This work had been scheduled for the middle of August, however the team had completed one of their other jobs a little early, hence our work was brought forward. They have done a splendid job despite the rain. **It was agreed** that a letter of thanks would be sent to the Governor.

Parish Meadows:- Following the Proms in the Meadows event, the combination lock to the Park Street gate had been reset to a different combination whilst still locking the gate. The Clerk has managed to unlock the padlock simply by trying different numbers. The lock has now been reset to the original number.

Village Green - Access Track behind Fairview Cottages:- The Clerk had reminded Landscape Services that the narrow strip of land behind the cottages is village green as identified on the tender documentation. Landscape Services sent out a crew to cut this strip, but unfortunately they cut the wrong piece. The Clerk has again spoken with the contractors and suggested that the next time they cut, that they contact the Clerk who will show them exactly where it is. Councillor Bellis confirmed that the contractors had now cut the right strip, although not all the way down.

Cemetery/Allotment Water Supply:- The Clerk had received confirmation from Bristol Water that the repair works to the inlet pipes for these water supplies have been completed to their satisfaction and comply with Section 5 of the Water Regulations.

07-07-09 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler reiterated residents concerns over the proposed Gypsy & Traveller site development in Tanhouse Lane.

Councillor Hockey reported that the Safer Stronger Group will be undertaking surveys of residents concerns within Iron Acton village. Also, PC Ian Matthews is hoping to hold a 'surgery' at some stage within the village. **It was agreed** that the Clerk would contact PC Matthews.

Clerk

08-07-09 FINANCIAL REPORT

The Clerk reported balances as at 12th June 2009 of:-

National Westminster Current Account	£5,088.02
National Westminster Reserve Account	£8,457.15
National Savings Accounts	£16,418.35

VAT Return:- The Clerk confirmed that the VAT Return of £1,208.74 had been received into the bank account on 18th June 2009.

Mini Internal Audit:- The Chairman has carried out a mini audit of the receipts and payments book, cheque book, invoices and bank statement on 7th July 2009. The books have been initialled as correct.

Inspection of Accounts:- The Clerk received a request on 11th July 2009 from a

parishioner to inspect the financial records of the Parish Council in accordance with the Audit Commission Act 1988. Although this was prior to the official inspection period, the Clerk was more than happy for the parishioner to take a look at them. The parishioner had no questions or queries and was satisfied with out accounting procedures and the return as submitted to Mazars.

09-07-09 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK09/1314/RM - Land adjoining 306 North Road, Yate - Erection of 1 no. detached dwelling (outline) with access and layout to be determined. All other matters to be reserved. (Approval of Reserved Matters to be read in conjunction with Outline Planning Permission PK08/3101/O). No objections.
- PK09/1290/F - Unit 4, Armstrong Court, Armstrong Way - Change of Use from General Industrial (Class B2) to Acrogym (Class D2) (as defined in the Town & Country Planning (Use Classes) Order 2005. No objections - to support application.
- PK09/1272/RVC - The Stables, Holmelea House, Tanhouse Lane - Variation of condition 3 attached to previously approved planning permission PK09/0548/F dated 12 May 2009 to allow the installation of 1.8m high close boarded timber gates rather than a five bar wooden gate. No objections.
- PK09/1311/F - 2 Prospect Cottages, High Street, Iron Acton - Engineering works to facilitate the construction of a car parking area in front garden. To object; destruction of 3.5m length of traditional stone wall within a conservation area; do not consider there is sufficient vehicle turning capacity.

10-07-09 **PLANNING CONSENTS**

- PK09/1027/TCA - Cairn Lodge, High Street, Iron Acton

11-07-09 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK09/0862/F - 16 Engine Common Lane, Yate (Refuse)
- PK09/1211/RVC - Two Pools Farm, Wotton road, Iron Acton (Withdraw)

12-07-09 **PLANNING APPEALS**

None received.

13-07-09 **IRON ACTON PARISH COUNCIL WEB SITE DEVELOPMENT UPDATE**

The Clerk circulated 'screen dumps' of the proposed web site. Most of the pages have been populated with basic information. It is proposed that the site should be running by the end of August 2009. The Clerk requested assistance from any of the Councillors with proof-reading. Councillor Aplin volunteered and will liaise with the Clerk.

14-07-09 **PUBLICATION OF PARISH COUNCIL AGENDA & MINUTES**

Further to the representation of Mr. and Mrs. Huish under Public Participation, **it was agreed** that it would be impractical for the minutes of previous meetings to be placed on the parish notice boards as they would take up too much space. The Clerk would continue to develop the Parish Council web site, where the agenda for future meetings, and minutes of previous meetings would be published. In the meantime, members of the public/parish should contact the Clerk should they wish to view any documents relating to the Parish Council.

Clerk

15-07-09 **PARISH MEADOWS & PLAY AREA**

Concern was expressed about the use of the Parish Meadows following the recent Proms event organised by Acton Aid. A great many cars had driven through the Meadows in order to erect gazebos and tents, and cars had been parked on the meadows during the event. Also, the fireworks had been let off on the grassed area to the side of the tennis courts. The Parish Council had been unaware that this

would be happening. **It was agreed** that the Parish Council would write to Acton Aid requesting that full information be supplied in connection with the format for any further event organised by Acton Aid. **Clerk**

16-07-09 **COMMUNITY ACTION**

The Clerk had received notification that the Parish Council's membership was due for renewal. Councillor Lomas proposed, Councillor Bellis seconded, and **all agreed** that membership be renewed at a cost of £30.00.

17-07-09 **LOCAL COUNCIL REVIEW SUBSCRIPTION RENEWAL**

The Parish Council had received a reminder that the Local Council Review magazine subscription was due for renewal at a cost of £13.50 for three publications. Councillor Bellis proposed, Councillor Weldrake seconded, and all agreed that the subscription be renewed. **It was agreed** that the copies would be circulated via the Clerk when received. **Clerk**

18-07-09 **REQUEST FOR FINANCIAL ASSISTANCE**

Councillors Heal and Taylor left the meeting room and took no part in the discussions. The Clerk had circulated a letter from Mr. Tony Pullen (Chairman of the Parish Hall Committee) to all Councillors prior to the meeting. **It was agreed** that the Parish Council would write to the Parish Hall Committee asking for more specific information regarding the nature of the financial assistance sought and to provide this information by the end of October, when the parish Council review the budget for the forthcoming financial year. **It was also agreed** that it would be unlikely that the Parish Council would be able to assist in this current financial year. **It was further agreed** that the Parish Council would ask the Parish Hall Committee what additional fund-raising they are undertaking to support this development. **Clerk**

19-07-09 **X27 BUS SERVICE**

The Clerk informed the Councillors that 180 questionnaires had been delivered and there had been 53 responses. Of those responses, 72% wanted to see the X27 service re-routed back through the High Street, 62% wanted to see a service to Frenchay, 64% wanted a Traffic Management Survey of the High Street to be undertaken, 21% were happy with the X27 stopping at Station Road only, and 8% had no opinion either way. **It was agreed** that the Clerk would write to Peter Hart at SGC to request that a Traffic Management Survey be undertaken of the High Street. **Clerk**

The Clerk had received many telephone calls from residents of Chilwood Close and Algars Drive stating that the X27 service was a lifeline not only for elderly residents, but also for young mothers with children who did not have access to cars in order to get to Yate shopping centre and the health centres. The Clerk had received written comments on the back of the questionnaire from many responders.

20-07-09 **REVIEW OF SUPPORTED BUS SERVICE CONTRACTS - SUMMER 2009 PROPOSALS**

The Clerk had circulated an email from Richard Kemble at SGC regarding the above. Particular attention was paid to the proposal for the 630 service. *"The existing 41 service operating between Malmesbury and Yate no longer provides value for money in terms of expenditure and patronage. Subject to prices received from operators, it is proposed to replace the contribution to Wiltshire Council's contract for the 41 service with this new service. It would retain facilities for residents of Badminton, Acton Turville and Tormarton to travel to Yate and have journeys times for the start and finish of Chipping Sodbury School. Additionally the service would provide; an off-peak link from North Yate to Yate station and Badminton Road to gauge demand for a direct facility; a link to the eastern part of Iron Acton, primarily to provide a shopping link into Yate for residents that have difficulty reaching bus stops at the other end of the village".*

Councillor Hockey informed the Councillors that tenders had been received, but unfortunately they were too expensive, therefore this proposal would not be pursued. **It was agreed** that the Council would nevertheless write to Richard Kemble in light of this document, expressing their support for such a service as this would go some way to alleviate the problem experienced by residents at the eastern end of the village. **Clerk**

21-07-09 **LATTERIDGE ROAD**

Councillor Blanchard addressed the meeting. There had been two recent accidents on the Latteridge Road. The Latteridge Road is heavily used by Morrison lorries and in places it is difficult for the vehicles to pass, particularly by Acton Court. Councillor Blanchard asked that the Parish Council pursue the possibility of installing a wire counter across the road for the duration of four weeks to ascertain the size and number of vehicles using the Latteridge Road. Further Councillor Blanchard reported that vehicles entering Latteridge Road from the by-pass frequently 'cut the corner' and pass dangerously close to vehicles waiting at the traffic lights. **It was agreed** that Councillor Hockey would request a site meeting with SGC Engineers. **DH**

22-07-09 **SGC FORMAL CONSULTATION - MANOR ROAD, RANGEWORTH FOOTWAY**

The Clerk informed the Councillors of a consultation received by SGC in connection with their proposal to construct a 1.5m wide bitumous footway on land owned by SGC connecting Manor Road to Tanhouse Lane. This scheme is programmed for implementation later in the current financial year 2009/2010. **It was agreed** that the Parish Council would support this consultation. Proposed Councillor Gawler, seconded Councillor Lomas. All agreed. The Clerk was duly asked to write to SGC. **Clerk**

23-07-09 **ACCOUNTS FOR PAYMENT**

LexisNexis	Local Council Administration Book	£72.45
PlaySafety Ltd	Play Equipment Annual Inspection	£123.05
Mr. R. Sheppard	Painting for 'Cassey' Railings	£83.21
Mrs. P. Evans	Stationery, telephone, tape	£206.97
South Glos Council	North Road Room Hire	£50.00
Mr. D. Hurley	Bus Shelter Cleaning	£29.00
NALC	Magazine Subscription Renewal	£13.50
Community Action	Membership Renewal	£30.00

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

DATE OF NEXT MEETING

It was agreed that the Parish Council would meet on Wednesday 12th August 2009 to discuss any planning applications received. The Clerk to notify Councillors by Friday 7th August if it was deemed necessary for this meeting to go ahead.

The Meeting of the Parish Council will take place on Monday 21st September 2009 in the Marshall Rooms, Iron Acton, commencing at 7.30pm.

There being no further business, the meeting closed at 9.30pm.

Signed: _____

Dated: _____