

**MINUTES OF MEETING OF  
IRON ACTON PARISH COUNCIL  
MONDAY 28<sup>th</sup> SEPTEMBER 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), Mrs. Aplin, Mr. Lomas, Mr. Taylor, Miss. Weldrake, Mrs. Hockey (South Gloucestershire Council), Mrs. Evans (Clerk)

**Action**

**01-09-09 PUBLIC PARTICIPATION**

Four members of the public were present.

Mr. Chris Alcock addressed the Councillors in connection with Agenda Item 16, and a request for a donation towards the Yate Oral History Project – Manors Exhibition. The Manors Exhibition is developing information boards on the four manors within our area. The Boards would be available for the Parish Council to use and display at future Parish Council events. The Board could also be used in the parish primary schools.

The Clerk had also invited Mr. Alcock to attend the Parish Council meeting in connection with the book 'Iron Acton – Parish With A Heart of Oak', the book written by Mr. Alcock's late wife, Patricia Alcock. The Parish Council are interested in the possibility of a re-print of this book. Mr. Alcock stated that in principle he was happy for a re-print to be undertaken and would like all the profits to go to Cancer Research (this would be done by way of a cheque to Mr. Alcock). **It was agreed** that Councillor Aplin would contact Mr. Simon Carney, who had been involved in the setting of the initial printing to ascertain whether he still had the document on computer. It would then be a question of obtaining prices for printing. **It was also agreed** that the Clerk would liaise with Councillor Aplin and Mr. Alcock.

**AA**

Mr. Tony Pullen and Mr. David Hatherell addressed the Parish Council in connection with the Parish Hall and the extension works, and request for financial assistance (discussed at the Parish Council meeting of 20<sup>th</sup> July 2009 under Agenda Item 18). The total cost of the project will be in the region of £38,000/£39,000 and will be split into two phases. Phase one is the erection of the shell which will cost circa £30,000 and work has commenced. The second phase will be the fitting out and kitchen facilities which will take place in the early spring. Mr. Pullen reiterated the Parish Hall Committee's request for financial assistance with phase two of the project, by way of the Parish Council purchasing a piece of kitchen equipment. This way, the Parish Council could reclaim the VAT. When questioned about financial assistance from other organisations (grants/fundraising etc) Mr. Pullen confirmed that the Parish Hall had received a grant from SGC for £1,000, and had applied for a substantial grant from SITA, but were still awaiting a response in connection with this. The Parish Hall Committee also receives monies via the May Day Committee. Mr. Hatherell addressed the Parish Council stating that the Parish Hall is the hub of the community with all sorts of functions taking place and numerous parish organisations using the Hall. The Hall has a huge impact on the community.

The Chairman then asked for the Parish Council's sincere condolences to be passed on to Councillor Blanchard following the passing away of Mr. Fred Blanchard. Mr. Blanchard's funeral will take place on Tuesday 29<sup>th</sup> September 2009 at St. James the Less Church.

**02-09-09 APOLOGIES FOR ABSENCE**

Apologies received from Councillors Blanchard, Heal and Gawler

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

Councillors Aplin and Weldrake declared an interest in Agenda Item 14.

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

The minutes of the meetings held on 20<sup>th</sup> July 2009, 12<sup>th</sup> August 2009 and 2<sup>nd</sup> September 2009 had been circulated. Councillor Pat Hockey asked that it be noted that Mrs. Hockey had attended the meeting on 20<sup>th</sup> July, not Mr. Hockey. Following this amendment, Councillor Bellis proposed, and Councillor Taylor seconded that these minutes be approved. All agreed.

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

The Chairman reported that the ditches on Engine Common at the bottom of Mission Lane need to be cleared out.

The drain outside 212 North Road does not soak away. During periods of heavy rain, this causes an extensive puddle across the footpath, which means that children and parents walking to North Road School are forced out into the middle of the road. **It was agreed** that the Clerk would report this to SGC. **Clerk**

The Chairman and Mr. Hurley had attended the Parish Meadows in order to unblock the stream in a couple of places. Mr. Hurley would also be repairing the bench in the Meadows that have been placed in memory of a parishioner.

06-09-09 **CLERK'S REPORT**

Action from July Meeting

15-07-09 - Parish Meadows and Play Area - The Clerk has emailed Ashley Mee, Chairman of Acton Aid, in connection with future use of the Parish Meadows (Minute 15-07-09). The suggestion from Acton Aid is that a member of the Parish Council be represented on the Proms in the Meadows Committee/Bonfire Committee. In this respect, the Clerk has put herself forward for this position. The next meeting of the Proms Committee is on Tuesday 15<sup>th</sup> September.

17-07-09 - LCR Subscription Renewal - The Autumn 2009 magazine has been received from the Local Council Review. This is currently in the process of being circulated.

18-07-09 - Request for Financial Assistance - The Clerk has written to Iron Acton Parish Hall in connection with their request for financial assistance.

19-07-09 - Traffic Management Review - The Clerk has written to SGC as requested in connection with the Parish Council's request for a Traffic Management Review of the High Street. A letter of acknowledgement has been received from Peter Hart that our request has been put forward for consideration for inclusion on the Council's Task Register of Schemes. However, it looks as though this consideration will take place later this financial year, for inclusion in the 2010/2011 Local Transport Capital Works programme.

Parish Meadows:- The Clerk has received report of some vandalism in the play area. Red paint has been daubed on some of the equipment.

Also, a blockage in the stream was report on 4<sup>th</sup> September. The Chairman and Mr. Hurley attended and unblocked the stream by the bridge and behind the tennis courts.

The large bough on the tree behind the tennis courts has been removed. However, Chris Wright has reported to the Clerk that it looks as though the tree is diseased at the roots and may very well have to be completely removed. Chris will take a closer look at it and provide a report.

The Clerk attended the Parish Meadows following a report that a motorbike was being driven around the meadows field. The Clerk caught a young man and two girls on the motorbike (the girls without helmets). The young man drove off but is known to the Clerk. The Clerk spoke to the girls informing them that if they were caught doing the same thing again then it would be reported to the Police.

As mentioned above, the Clerk attended the Proms Committee Meeting on 15<sup>th</sup> September to represent the Parish Council. During this meeting, it was suggested that Acton Aid are considering the possibility of approaching the Parish Council with a view to erecting a permanent structure in the Meadows. This would take the form of a 'band stand' type structure, some 9m x 9m. This 'band stand' would then be used for the Proms instead of a marquee. Acton Aid have also approached the village school and North Road school who would be interested in being able to use it as an outside teaching area providing shelter from the rain and shade from the sun. The Clerk informed the Proms Committee that they would have to approach the Parish Council, as the land owner with a detailed proposal including dimensions and materials.

Village Green:- The Clerk had received a number of complaints from parishioners about the parking of a car on the village green outside the newly refurbished Two Wheels dwelling. It has been brought to the attention of the resident that parking is not allowed on the village green. The parking appears to have ceased.

Allotments:- The Clerk received a report from one of the allotment holders in Nibley Lane that all the apples had been stolen from the tree on his allotment.

All the allotment holders in Nibley Lane have been informed that a combination padlock would be placed on the gate to the allotments as from 1<sup>st</sup> September 2009. Only one allotment tenant has requested the combination number.

The Clerk has also received a complaint from the residents of The Lilacs, Wisteria Cottage and Turnpike House regarding bonfires on the Station Road allotments. The smoke from the latest bonfire was particularly dense and forced residents from their gardens back into their houses.

Yate Town Council:- Councillor Aplin and the Clerk attended the Environment and Planning Committee meeting of Yate Town Council on Tuesday 8<sup>th</sup> September 2009. This was at the invitation of Yate Town Council, as they have previously discussed the proposed Gypsy & Traveller site at Tanhouse Lane. The Clerk and Councillor Aplin reiterated the views of Iron Acton Parish Council which was broadly in line with those of Yate Town Council. A decision on the use of the Tanhouse Lane site will be issued by SGC some time in November.

Police:- The Clerk has met with PC Ian Matthews and PCSO Andy Pound. PC Matthews has paid a couple of visits to the Clerk in order to update the Parish Council on any anti-social behaviour. There has been nothing of great significance to report, apart from the blocking of the stream and the red paint on the play equipment. PC Matthews also informed the Clerk that it was his intention to hold a 'Surgery' in either the parish hall or the Marshall Rooms in late September. The Clerk asked PC Matthews to let her know the date so that it can be publicised on the parish notice boards.

"Iron Acton - Parish with a Heart of Oak":- The Clerk has received a letter from Mr. Chris Alcock (widower of Mrs. Patricia Alcock, the author of the above book) in connection with a request for financial assistance for the Yate District Oral History Project - Manors Exhibition.

The Clerk took the opportunity to explain to Mr. Alcock that the Parish Council were considering the possibility of commissioning a re-run of the book, but were mindful of costs and royalties. The Clerk has therefore invited Mr. Alcock along to our September meeting in order to discuss this further.

North Road Bus Shelter:- The Clerk has checked with our insurers Allianz regarding a possible claim. Under the terms of our insurance we are not covered for subsidence or heave, or general wear and tear.

Iron Acton Primary School:- The Clerk informed the Councillors of a letter received

from the Head Teacher regarding the retaining wall to the front of the school. A survey had recently been carried out because the wall was showing signs of cracking and bulging. A quote to rebuild the wall (re-using the existing stones) had been accepted and the builder had commenced work. However a complain had been received by SGC Planning Enforcement who attended the site and stopped the work. The school has now been passed over to SGC to project manage and ascertain whether planning permission and conservation approval is required.

Safer Stronger Community Group:- The Clerk informed the Councillors that the next meeting of the Frampton Cotterell, Westerleigh and Coalpit Heath SSCG would take place on Tuesday 29<sup>th</sup> September.

07-09-09 **SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT**

Councillor Hockey reported that following the site meeting between Iron Acton Parish Councillors and SGC Highways Engineers the advisory lines on the Latteridge Road junction would be painted shortly. Also, the 'road counters' on Latteridge Road would be installed presently. These would count the number of vehicles (weight and length) using Latteridge Road.

Councillor Hockey also reported that a mobile interactive speed reminder sign was being erected on Nibley Lane, north of Chilwood Close for west bound traffic between 30<sup>th</sup> September and 28<sup>th</sup> October.

08-09-09 **FINANCIAL REPORT**

The Clerk reported balances as at 21<sup>st</sup> September 2009 of:-

National Westminster Current Account	£4,479.84
National Westminster Reserve Account	£8,458.20
National Savings Accounts	£16,418.35

The Clerk had received the signed off Annual Return for 31<sup>st</sup> March 2009 from Mazars. All figures have been agreed and signed off. Mazars had no comments to make. The Notice of Conclusion of Audit has been placed on the notice boards for parishioners inspection.

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

- PK09/5229/F - 2 Lodge Road, Yate - Conversion of existing garage to form 1 no. dwelling and associated works. No objections providing the second application PK09/5231/F is not approved.
- PK09/5231/F - 2 Lodge Road, Yate - Erection of 1 no. detached dwelling with associated works. To object - overdevelopment of site, access on dangerous bend, query development boundary.

10-09-09 **PLANNING CONSENTS**

- PK09/1351/RVC - Two Pools Farm, Wotton Road
- PK09/1311/F - 2 Prospect Cottages, High Street, Iron Acton
- PK09/1314/RM - Land adjoining 306 North Road
- PK09/1290/F - Unit 4 Armstrong Court, Yate
- PK09/1272/RVC - The Stables, Holmelea House, Tanhouse Lane
- PK09/1374/F - 16 Engine Common Lane, Yate

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

- PK09/0891/F - Broad Lane, Yate (withdrawn)

12-09-09 **PLANNING APPEALS**

- PK08/2861/F - Dean Lodge West, High Street, Iron Acton (Appeal Dismissed)
- PK08/2862/LB - Dean Lodge West, High Street, Iron Acton (Appeal Dismissed)

13-09-09 **CONFIDENTIAL ITEM**

It was agreed that this item would be deferred until the end of the Parish Council

meeting. Following resolution, all members of the public were cleared from the meeting room prior to discussions. This agenda item is minuted under separate cover.

14-09-09 **PROPOSED IRON ACTON CHRISTMAS EVENING 2009**

The Parish Council had received a Notice of Application for a temporary street closure of the High Street Iron Acton on Saturday 19<sup>th</sup> December 2009 between 14.00 hrs and 20.00 hrs. This temporary street closure was being made in order to facilitate the Christmas Victorian Evening. **It was agreed** that there were no objections to this application. The Clerk will inform South Gloucestershire Council accordingly.

**Clerk**

15-09-09 **HIGH STREET**

Councillor Weldrake had been asked by a parishioner whether consideration could be given to implementing a one-way system along the High Street, running east to west. This suggestion was made following the recent questionnaire in connection with the Traffic Management Survey. **It was agreed** that the Clerk would write to Peter Hart at SGC asking that a one-way system be considered when the TMS is undertaken.

**Clerk**

16-09-09 **REQUEST FOR FINANCIAL ASSISTANCE**

A request for financial assistance had been received from the Yate Oral History Project in connection with their Manors Exhibition Project at the Yate Heritage Centre. **It was agreed** that a donation of £200.00 would be made.

A request for financial assistance had been received from South Gloucestershire Citizens Advice Bureau. **It was agreed** that a donation of £300.00 would be made.

17-09-09 **TRAFFIC MANAGEMENT - BADMINTON ROAD**

The Clerk informed the Councillors of an invitation from Yate Town Council to attend a meeting to discuss traffic management issues along Badminton Road caused by the new SGC council offices. The date had originally been set for 22<sup>nd</sup> October 2009, but this had to be cancelled. **It was agreed** that representatives from Iron Acton Parish Council would attend this meeting. As soon as a new date is organised, the Clerk will inform Councillors.

**Clerk**

18-09-09 **DYERS POND**

The Clerk reminded the Councillors that it is now the right time of year for the annual clearance of one third of Dyers Pond. **It was agreed** that Councillor Sheppard would approach Mr. Andy Williams in order to arrange a suitable date. Proposed Councillor Bellis, seconded Councillor Sheppard. All agreed.

**RS**

The Clerk also informed that Councillors that it is some ten years since the last environmental survey was undertaken in connection with the health of the Pond. The best time to carry out a survey would be in the spring. **It was agreed** that the Clerk would obtain a quote.

**Clerk**

19-09-09 **CLERK & RESPONSIBLE FINANCIAL OFFICER**

The Clerk had circulated the figures in connection with the Parish Council's financial commitment for Employers NI contributions. This amounted to £14.21/month on current salary figures. **It was agreed** that as from 6<sup>th</sup> April 2010, the Clerk would become an official employee of the Parish Council. **It was also agreed** that the Clerk would make the appropriate arrangements with HMRC.

**Clerk**

20-09-09 **ACCOUNTS FOR PAYMENT**

Natureworks	Works to fallen limb of tree in Parish Meadows	£1,200.00
Mazars LLP	Annual Audit Fee	£155.25
Landscape Services	Grasscutting	£2,421.61
SGC	Dog Bin Collection	£148.58
BWBSL	Water Charges	£218.61

HM Prison, Leyhill	Works to Cassey Railings	£187.50
Iron Acton PCC	Room Hire x 3	£45.00
Mrs. P. Taylor	Bus Shelter Cleaning	£29.00
Mr. D. Hurley	Bus Shelter Cleaning/Works around Parish	£74.00
Mrs. P. Evans	Clerks Salary/Mileage	£1,784.59
S. Glos CAB	Donation	£300.00
Yate Oral History Project	Donation	£200.00

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 19<sup>th</sup> October 2009 in the School Hall, North Road School, commencing at 7.30pm.

There being no further business, the meeting closed at 9.15pm.

**Signed:**

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**Dated:**

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