

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 17th October 2011**

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

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice Chairman), Miss. Blanchard, Mr. Tillotson, Mr. Heal, Mr. Huish, Mr. Taylor, Mr. Lomas, Mr. Gawler (Councillor and South Gloucestershire Council Representative), Mr. Dave Hockey (South Gloucestershire Council Representative) and Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Councillor Huish proposed that Agenda Item 20 – Clerk’s Contract of Employment & Job Description be treated as a Confidential Item. This proposal was seconded by Councillor Bellis. **All agreed.**

Four members of the public were present regarding the recent appearance of what appeared to be a Planning Application from Bloor Homes & Sydney Freed Holdings in connection with a proposed development of 350 houses and light industrial units for the North Road/Engine Common area. The Clerk had distributed to the Councillors a copy of a letter that had appeared on the SGC web site in connection with this application. The Clerk confirmed she had spoken to SGC Planning Department who has confirmed this was not an official planning application, just a letter from the developer to SGC asking whether an Environmental Impact Survey was required to be submitted.

Councillor Dave Hockey went on to say that developers across South Gloucestershire will be looking to maximise any development opportunities. The Inspector, who has been considering the core strategy has now written back to SGC requesting further information. Therefore the consultation date will probably be pushed back to some time in February 2012. Even though the original number of houses to be provided has been reduced, South Gloucestershire is still looking at providing somewhere in the region of 26,000 new homes. Even if the developer did put in a planning application, it would not be decided upon until after the Inspectors consultation.

Mr. Keenan expressed his appreciation to the Parish Council’s for spending time listening to residents concerns.

01-10-11 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Pat Hockey.

02-10-11 DECLARATIONS OF INTEREST

Councillor Sheppard declared a personal and prejudicial interest in agenda item 9, in particular planning application number PK11/3085/RVC.

Councillor Blanchard declared a personal interest in agenda item 15, as she is an employee of Airbus.

Councillor Gawler declared a personal interest in agenda item 21, as he is a governor at North Road Primary School.

Councillor Tillotson declared a personal interest in agenda item 21, as he is a parent of a child at North Road Primary School.

Councillor Huish has sought advice from SGC Legal & Democratic Services, and drew the attention of the Parish Councillors to the Code of Conduct and in particular section 9 concerning the declaration of prejudicial interests in connection with the forthcoming agenda item 20.

Just prior to consideration of agenda item 21, Councillor Huish declared a personal interest as he is a member of the British Legion.

03-10-11 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on Wednesday 21st September 2011 had been previously circulated. Councillor Bellis requested that it be noted in the minutes that he had left the meeting at 9.00pm. Subject to this inclusion, Councillor Sheppard proposed and Councillor Lomas seconded that these minutes be accepted and signed. **All agreed.**

04-10-11 **CHAIRMAN'S REPORT**

The Chairman reported that he had spent time in the Parish Meadow measuring the borders in preparation for the Working Party to develop a schedule of maintenance and planting. The stream is in need of clearing because of weeds, stones and silt. The Chairman estimated that it would take approximately 6-8 days to clear. The Chairman also reported that there is a stretch of approximately 20m of the stream retaining wall, on the bend behind the tennis courts that has been pulled into the stream. The border to the back of Sea Harvest is becoming overgrown with brambles again. The Chairman suggested that the Parish Council consider spraying the area with appropriate weed-killer and planting a European hedge-mix, as this is the right time of year. Councillor Heal pointed out to the Parish Council that it was illegal to spray within 4m of a watercourse, and in some cases 6m depending on the type of chemical used.

The Chairman and the Clerk had attended the Village Green on Monday 17th October 2011 following an alert from Councillor Taylor that electricity supply contractors were about to run a new electricity supply to Two Wheels across the Green. The Clerk had spoken to the contractors and told them that the Parish Council had not given permission for this work to go ahead as the company had not had the courtesy to contact the Parish Council, as the landowners. Therefore the contractor contacted SGC in order to obtain permission to lay the new supply along the access road. The Clerk had given permission for the contractor to lay protective wood on the Green in order for spoil to be placed there whilst the digging works were being undertaken. However the Clerk pointed out to the contractor that the area must be made good following completion of the works.

The Chairman informed the Parish Councillors that the Iron Acton Parish Charities Committee required a new treasurer/secretary. The Charities Committee meet approximately twice a year, and have to submit annual accounts.

05-10-11 **CLERK'S REPORT**

Action from September Meeting

06-09-11 - The National Planning Framework correspondence consultation ended on 16th September 2011.

07-09-11 - Holly Hill Gates - The Clerk has enquired of SGC and is awaiting a response. Following the Parish Council meeting, the Clerk noted that the gates remained closed for a number of days. However it has now been observed that they are being opened and remain open during the course of the day.

07-09-11 - Footpath along the Wotton Road between the Garden Centre and King Eggs has been reported to the PROW team.

08-09-11 - The Clerk is awaiting correspondence from alternative suppliers.

14-09-11 - The Clerk has written to Mrs. Taylor informing her of the appropriate fee and procedure.

16-09-11 – A draft letter is before the Parish Council for consideration under agenda item 14 of the October meeting.

17-09-11 – The Clerk has written to Acton Aid informing them that permission has been granted for the Proms in the Meadow event for 2012.

17-09-11 – The Clerk has written to Acton Aid informing them that permission has been granted for the annual 2011 Bonfire event.

17-09-11 – Further covered under agenda item 19 of the October 2011 meeting.

18-09-11 – A request has been sent to SGC asking that they deal with the matter of lorries parking on double yellow lines on the blocked off end of North Road.

19-09-11 – Covered under agenda item 15 of the October 2011 meeting.

22-09-11 – The permission has been returned to Zurich to use the Parish Councils quote.

Trees:- The Clerk has received two emails regarding problems with trees around the parish. The first issue lies with a Sycamore tree on the village green outside the Retreat. The resident of Park Cottage is complaining that the tree is interfering with the electricity cables. The second issue is with a dead Poplar to the side of the Dyers Pond. The resident is concerned that the tree could come down in high winds, as it is dead. The Clerk has asked Mr. Wright to have a look at the trees and provide a report.

Bus Service:- The Parish Council has been notified by SGC of various changes to bus services. None of the alterations affect services through the parish.

Cardboard Recycling Bags:- The news of the cardboard recycling bags has obvious spread through the parish with numerous parishioners calling to pick up a bag. Councillor Heal queried whether residents in Latteridge were aware of the new bags. The Clerk confirmed that notices had gone up on the notice boards and the web site and that an article would go in Focal Poyntz.

06-10-11 **SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORT**

Councillor Gawler gave a verbal report in connection with a recent meeting with the National Grid Company regarding the Hinkley C Connection and Avonmouth Seabank. NGC advised that the Hinkley C Connection project will largely take care of future needs arising from the potential new build nuclear station at Oldbury. However, further restringing would be required, plus approximately 2km of new line in the vicinity of Oldbury and a new connection would be needed to go around the Iron Acton substation.

Councillor Gawler also reported that a site visit will take place on 11th November 2011 in connection with the Tanhouse Lane gypsy site planning application.

Finally, Councillor Gawler reported that North Road School now has a new roof and gas supply, although the supply is not yet connected even though the trench has been filled in. Therefore there is currently no heating in the school.

Councillor Dave Hockey reported that following the reorganisation of directorates, Steve Evans is now the Acting Director replacing Peter Jackson. SGC Appointments Panel will be meeting on Friday 21st October 2011 for formal interviews.

07-10-11 **PARISH COUNCILLOR'S REPORTS**

None received.

08-10-11 **FINANCIAL REPORT**

The Clerk reported balances as at 13th October 2011 of:-

National Westminster Current Account	£10,292.75
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National Westminster Reserve Account	£160.76
National Savings Accounts	£16,498.38

The Clerk reported that the second instalment of the 2011/2012 Precept had been received into the bank account on 30th September 2011.

09-10-11 PLANNING APPLICATIONS

PK11/2922/CLP - Canary Cottage, Wotton Road, Iron Acton - Application for Certificate of Lawfulness for the proposed erection of a single storey front and rear extension to provide additional living accommodation. **To object** - overdevelopment of the site, detrimental visual impact and overdevelopment of the street scene. Further the Parish Council believe that a full planning application should be submitted as the property is within the Iron Acton Conservation Area.

PK11/2997/F - Park Cottage, The Green, Iron Acton - Erection of single storey rear extension to form additional living accommodation. **To object** - overdevelopment of the site; the proposed extension will encroach into what is believed by the Parish Council to be agricultural land that has been brought into residential curtilage.

PK11/3085/RVC - 204 North Road, Yate - Removal of condition 2 attached to planning permission PK11/2000/F to retain full Permitted Development Rights. Also variation of conditions 3, 6, 7 and 9 so that the conditions shall read - Prior to commencement of works of construction. Prior to leaving the room the Parish Councillors asked Councillor Sheppard if any further information was available in order for them to make an informed decision eg the decision notice for PK10/2000/F. As insufficient information was available, this application was not discussed, and Councillor Sheppard was not required to leave the room. **It was agreed** that the Clerk email Parish Councillors a copy of the decision notice for PK10/2000/F giving full details of conditions 2, 3, 6, 7 and 9 for them to formulate a response.

PK11/3223/F - 9 Broad Lane, Yate - Erection of 1 no. three bedroom dwelling with new access and associated works. **No objections**, however to request that the fascia of the development matches the existing and surrounding dwellings.

10-10-11 PLANNING - CONSENTS

- PK11/2571/RVC - 61 Waverley Road, Yate

11-10-11 PLANNING REFUSALS/WITHDRAWALS

None received.

12-10-11 PLANNING - APPEALS

None received.

13-10-11 PLANNING - ENFORCEMENT

None received.

14-10-11 VILLAGE GREEN

It was agreed that the draft letter to the owner of Two Wheels, as circulated by the Clerk to the Parish Councillors would be adopted with the addition of a 21 day response time and an additional copy to the builder. Proposed Councillor Sheppard and seconded by Councillor Blanchard. **All agreed.**

15-10-11 SCG CONSULTATION - CLOSURE OF FILTON AIRFIELD

It was agreed to respond to the three questions raised in the Consultee letter as follows:-

1. *Do you accept that the closure of Filton Airfield is the only realistic option?*
Response - Yes.

2. *If No to 1. Above, what would you suggest as a way to keep the Airfield viable? Do you have any information to support this? Not applicable.*
3. *If Yes to 1. Above, how do you think the Airfield should be reused/re-developed? What would you wish to see included in the redevelopment? Housing, sports facilities, employment opportunities, reserve the station land for use as a station.*

Proposed Councillor Sheppard and seconded by Councillor Lomas. **All agreed.**

16-10-11 **TRAFFIC MANAGEMENT REVIEW**

The Clerk had previously circulated drawing T418-124-1200 prepared by SGC in connection with Proposed No Waiting at Any Time Restrictions. **It was agreed** that the following amendments would be notified to SGC:-

- Detail "B" drawing - to extend the 'No Waiting At Any Time' Restrictions around both corners of the Park Street/High Street junction; and to finish the 'No Waiting At Any Time' Restrictions at the end of the Clove Hitch on Park Street.
- Detail "C" drawing - to extend the 'No Waiting At Any Time' Restrictions beyond the 'Give Way' markings to include the front of 2 Prospect Cottages.

Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed.**

17-10-11 **ANNUAL GRASSCUTTING TENDER**

It was agreed to circulate tender documentation to the same contractors as for 2011, plus Mr. A. Long who had expressed an interest in tendering for the forthcoming contract. **It was further agreed** that the Parish Council would also request sight of relevant public liability certificates and an inspection of the contractor's equipment, and enter into a formal contract with the successful tenderers. Councillor Tillotson provided the Clerk with information regarding the drawing up of a Landscape Maintenance Works Contract. Proposed Councillor Bellis and seconded Councillor Blanchard. **All agreed.**

Clerk

18-10-11 **NORTH ROAD**

It was agreed to write to SGC to remind them of the Parish Council's previous complaints regarding the dangerous pothole in the pavement on the west side of North Road; to again point out the location (that being at the entrance to the storage yard which is adjacent to 199 North Road; to point out that the pothole is an immediate danger to pedestrians. Proposed Councillor Lomas and seconded by Councillor Blanchard. **All agreed.**

Clerk

19-10-11 **PARISH MEADOW**

It was resolved that the Parish Council would form a working party consisting of Councillors Sheppard, Blanchard, Heal, Huish and Tillotson. The working party would progress plans to produce a Schedule of Maintenance and Works for the Parish Meadow as well as investigate grant opportunities. Proposed Councillor Sheppard and seconded Councillor Blanchard. **All agreed.** The first meeting of the working party would take place on Friday 21st October 2011 at 4.00pm in the Parish Meadow.

20-10-11 **CLERK'S CONTRACT OF EMPLOYMENT**

This matter had been requested to be treated as Confidential and is therefore minuted under separate confidential cover. Refer to Public Participation and the request from Councillor Huish, seconded by Councillor Bellis. **All agreed.**

21-10-11 **REQUESTS FOR FINANCIAL ASSISTANCE**

The Parish Council had received a request for financial assistance from North Road School in connection with decorating the school following extensive building

works. The Clerk informed the Parish Councillors that to date, the £1,000 budgeted for 2011/2012 had not been touched. Councillor Heal proposed a donation of £1,000, however there was no seconder. Councillor Sheppard therefore proposed a donation of £500 which was seconded by Councillor Huish. **All agreed.** Councillors Gawler and Tillotson took no part in the decision process.

The Clerk informed the Parish Council that a request for a donation had been received from the British Legion Poppy Appeal. Last year the Parish Council donated £250. Councillor Sheppard proposed a donation of £250, which was seconded by Councillor Bellis. **All agreed.** Councillor Huish took no part in the decision process.

22-10-11 **ACCOUNTS FOR PAYMENT**

Mrs. P. Evans	Clerks Salary	£594.51
Mr. A. Herbert	Village Green Sign	£60.00
Iron Acton PCC	Room Hire	£15.00
Landscape Services	Grasscutting	£729.19
SGC	Room Hire	£25.00
Mrs. A. Jastrzebska	Works in Parish Meadow	£68.00

Proposed Councillor Sheppard, 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 21st November 2011 in Iron Acton Parish Hall commencing at 7.30pm.

There being no further business, the meeting closed at 10.05 pm.

Signed:

Dated:
