

**MINUTES OF MEETING OF  
IRON ACTON PARISH COUNCIL  
Monday 21<sup>st</sup> November 2011**

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), Mr. Gawler (Parish Councillor & South Gloucestershire Councillor), Mr. Taylor, Ms. Blanchard, Mr. Heal, Mr. Huish, Mr. Tillotson, Mr. Lomas, Mr. Hockey (South Gloucestershire Council) and Mrs. Evans (Clerk)

**Action**

**PUBLIC PARTICIPATION**

Fourteen members of the public were present, and the Chairman welcomed them to the meeting.

Mrs. Porter-Smith addressed the Parish Council to express her surprise to hear about the Traffic Management Review. Four cottages on the Village Green had not been notified by SGC and Mrs. Porter-Smith could not understand why the Village Green had been included as the original problem had been on the High Street because of the withdrawal of the bus service. On the whole the village polices itself rather well and Mrs. Porter-Smith believes the proposal is unnecessary.

Mr. Peter Barker addressed the Parish Council on behalf of the Latteridge Road Action Group (LRAG) and the consultation on the proposed speed limit reduction along Latteridge Road. Speeding is rife along Latteridge Road and residents suffer noise nuisance and sleep deprivation. The noise levels exceed EU limits and that experienced by residents living near Heathrow airport. There are fumes and dust problems, and the Police insist that the road is too dangerous for a speed check to be undertaken. LRAG are also campaigning for the speed limit reduction to be extended along Latteridge Hill, through Earthcott and on to Rudgeway. Mr. Barker requested the Parish Councils support for the reduction in speed limits along Latteridge Road, as per the consultation plans.

Mr. Kennett addressed the Parish Council in connection with the Nibley Lane allotments and expressed his concern about two plots that had not been tended. Mr. Kennett is aware that there is a long waiting list and felt that if tenants did not keep their plots tidy then they should be asked to relinquish them. Mr. Kennett's comments were noted.

In connection with Agenda Item 3 - Approval of the Minutes of 17<sup>th</sup> October 2011 - Confidential, and Agenda Item 19 - Clerk's Contract of Employment, Councillor Sheppard proposed that these items be treated as Confidential. This proposal was seconded by Councillor Bellis. **All agreed.**

01-11-11 **APOLOGIES FOR ABSENCE**

Apologies were received from Mrs. Pat Hockey

02-11-11 **DECLARATIONS OF INTEREST**

Councillor Blanchard declared a personal interest in Agenda item 17, as she is a member of the Latteridge Road Action Group.

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

The minutes of the meeting held on 17<sup>th</sup> October 2011 (excluding the confidential item) had been previously circulated. These were proposed by Councillor Bellis and seconded by Councillor Gawler. **All agreed.**

The Minutes of the meeting held on 28<sup>th</sup> October 2011 had been previously circulated. These were proposed by Councillor Lomas and seconded by Councillor Tillotson. **All agreed.**

The approval of the Confidential Minute of the meeting held on 17<sup>th</sup> October 2011

was deferred until immediately prior to Agenda Item 19 for expediency.

#### 04-11-11 CHAIRMAN'S REPORT

Village Green - The Chairman read out an email received from Ms. Emma Maggs owner of Two Wheels responding to the Parish Council's letter of 25<sup>th</sup> October 2011 regarding works that are being carried out on registered village green. Ms. Maggs acknowledged that the area to the front of the reinstated cottage now known as 'Penny Farthing' was village green. Ms. Maggs also requested retrospective permission from the Parish Council for the erection of the canopy over the front door of Penny Farthing that overhangs village green. Further Ms. Maggs is considering removing the enclosed porch to the front of Two Wheels and replacing with a canopy the same as on Penny Farthing. Ms. Maggs asked for the Parish Council's opinion. **It was resolved** that these two matters be placed on the December agenda for the Parish Council's formal response.

Traffic Management Review - The email received from Mr. Patrick Murphy, a resident of the Village Green had been circulated to all Parish Councillors. Mr. Murphy's comments were noted.

Cemetery Rubbish - This was discussed under Agenda item 15.

Parish Meadow - The Chairman has met with Mr. Mark Williams from Landscape Services regarding the planting of a native hedge opposite Sea Harvest. Landscape Services recommend that the area be strimmed, the debris taken away and the area sprayed with a selective weed killer appropriate for that type of environment. Landscape Services are well versed in undertaking this type of sensitive spraying. The spraying needs to be done when it is dry and they are happy to do the work at short notice. Landscape Services recommended a mixture of Hawthorn, Beech, Yew and Hornbeam which would cost in the region of £1.00 per whip together with a rabbit guard. Mr. Williams will be preparing an estimate and forwarding to the Chairman.

Mr. and Mrs. Jastrzebska are continuing to clear the stream of weeds and debris. The debris is being cleared from the stream and left on the side for a day or so in order for invertebrates to return to the stream. The Chairman has kept Councillors Heal and Tillotson up to date. **It was resolved** to purchase a pair of waders, spending up to a maximum of £50.00. Proposed Councillor Sheppard and seconded Councillor Bellis. **All agreed.**

Whilst in the Meadow the Chairman noted that there is a problem with mole hills.

Further works to the Parish Meadow covered under Agenda Item 14.

Bus Shelter, North Road - The Chairman and Councillor Tillotson had investigated the complaint received regarding the leaning bus shelter on North Road next to the Codrington Arms. The Chairman and Councillor Tillotson had met with Mr. John Lewis of SGC on 17<sup>th</sup> November. Mr. Lewis confirmed that the shelter was not the responsibility of SGC, but was willing to offer advice. Mr. Lewis further confirmed that should SGC carry out any structural work this would be rechargeable to the Parish Council. The Chairman asked Mr. Lewis if SGC would fund a new bus shelter, however Mr. Lewis advised that as their budget is very tight they are only able to fund shelters on major bus routes. Mr. Lewis offered to ask Mr. Mike Johnson, a senior engineer within the Bridges and Structures section of SGC to inspect the shelter and offer advice. Mr. Johnson attended the shelter and his observations were that the above ground structure was sound and that the angle of lean was not currently any cause for concern. Mr. Johnson was concerned that the ponding of water in front of the bench could be a slip hazard if frozen, and this should be addressed by re-grading the floor screen. He also advised that the structure should be regularly monitored over the next 12-18 months to assess whether the shelter is continuing to move. Councillor Tillotson had calculated that

the shelter currently leans at an angle of 3°. Councillor Tillotson is willing to continue to take monthly readings. Mr. Johnson recommended that if the shelter is found to still be moving, that the whole floor slab, not just the rear should be underpinned. He advised against underpinning just the rear as this would promote differential settlement which could be detrimental to the structure above. The Chairman had met with Mr. Johnson at the SGC Badminton Road offices and found him to be most helpful and willing to offer advice on any of the Parish Council's structures in the future. The Chairman had asked Mr. Andrew Herbert to have a look at the shelter and provide a quote for re-grading the shelter floor to stop the ponding.

Footpaths - The Chairman reported that accumulated leaves have been causing ponding problems on footpaths mainly in the North Road area. The Chairman has contacted SGC who have said they would look into the matter.

Emails - The Chairman reported that he had spent an enormous amount of time this month dealing with, and answering emails. Whilst accepting the legitimate concerns of Parish Councillors, the Chairman still believes that the quickest and best way to deal with Parish Council matters that arise during the month is by a telephone call. It is far more personal and gets an immediate response. More often than not the Chairman is in parish and able to respond immediately if necessary, as is the Clerk. The Chairman did however accept that there would be instances where issues require a written notification.

North Road/Engine Common - The Chairman had spoken to the developer involved in proposed North Road/Engine Common housing development on a completely unrelated matter. At the end of the conversation the developer enquired about parishioner views with regard to the proposed development. The Chairman reiterated his previous suggestion that the developer should make a presentation to parishioners in order to address their concerns, and suggested that they contact the Clerk to make arrangements.

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

##### **Action from Previous Meeting**

07-09-11 - Holly Hill Gates - The Clerk has spoken with Peter Hart at SGC. Mr. Hart has confirmed that the public highway stops at the gate (going up Holly Hill towards the bypass), and the land in between the gates is private land belonging to the farmer. It is up to the farmer as to whether he is happy for the gates to be open, thereby allowing traffic to cross his land.

14-10-11 - Village Green - The Clerk has sent the letter, approved by the Parish Council to the owner of Two Wheels, Ms. Maggs as well as a copy to SGC and the builder. Mr. Maggs has contacted the Clerk requesting a meeting on site. The Clerk referred Mr. Maggs enquiry to the Chairman, who suggested that Mr. Maggs attend the next Parish Council meeting. The Clerk received a telephone call from Mr. Maggs confirming that he would be attending. In connection with the email from Ms. Emma Maggs, read out by the Chairman under Chairman's Report, the Clerk was requested to place this item on the December 2011 agenda.

**Clerk**

17-10-11 - Annual Grasscutting Tender - Letters have been prepared and sent to the various tendering organisations. The Clerk has also read through the JCLI Landscape Maintenance Works Contract information supplied by Councillor Tillotson.

18-10-11 - North Road - The Clerk has written to SGC regarding the pothole. SGC has confirmed that it would be attended to within 10 working days.

Land at Dyers Lane/Mission Road - Proposed Development:- Reference the proposed development of houses and light industrial units, the Clerk previously reported that a Screening Application has been made to SGC by the developer,

Sidney Freed Holdings. The application to SGC asked whether an Environment Impact Survey was required to be submitted alongside the application. SGC has confirmed in their letter of 9<sup>th</sup> November 2011 (attached) that an Environmental Impact Survey is not required for the proposed development. It should be noted that the description of the proposed development now gives two options. Option 1 - approximately 350 new homes, 2 ha of employment (B1 or B8 use classes), new access roads from North Road and Iron Acton Way, open space and associated works, or Option 2 - approximately 280 new homes, 4 ha of employment (B1 or B8 Use Classes) new access roads from North Road and Iron Acton Way, open space and associated works.

Traffic Management Review:- Following the Parish Council meeting in October, the Clerk attended Badminton Road offices to speak with Peter Hart, as it was simpler to explain the Parish Council's alterations in person rather than via an email.

An email has been received by the Clerk from Mr. Patrick Murphy in connection with the Traffic Management Review. A copy had been circulated to all Parish Councillors by the Clerk.

South Gloucestershire Council - Budget Consultation:- SGC is consulting council tax payers before agreeing its budget and council tax. A series of road shows has been arranged across South Gloucestershire. SGC have requested that their advertising poster be displayed as widely as possible. The Clerk has placed a poster in the High Street and North Road notice boards, as well as the web site and circulated to the Parishioner Information Email list.

Parish Meadow:- On Thursday 27<sup>th</sup> October 2011, the Clerk received a telephone call from a resident reporting an incident of fly-tipping just inside the gate off Park Street. The Clerk attended the Meadow and found a deposit of conifer tree cuttings, tin cans and a small amount of general rubbish. Photographs were taken. The Clerk therefore purchased a new combination padlock and secured the gate. A further three telephone calls were received from residents walking through the Meadow concerning this. On Friday 4<sup>th</sup> November 2011, the Clerk sent an email to four members of Acton Aid informing them that a new padlock had been fitted because of the fly-tipping incident. Therefore when Acton Aid required access to the Meadow the Clerk would take the padlock off. The Clerk also said that Acton Aid were welcome to use the tree cuttings for the bonfire. David Hatherell of Acton Aid telephoned the Clerk to inform her that the deposit of tree cuttings was actually down to Acton Aid. Mr. Hatherell requested the combination number of the padlock, which the Clerk supplied.

On 31<sup>st</sup> October 2011, the Clerk was informed by a resident that there appeared to be an oil type substance floating on the water in the stream. The Clerk went to the Meadow, took some photographs and then telephoned residents further up the stream to try and establish the source of the oil. The Clerk also informed the Chairman who phoned Mr. King at Pool Farm, who confirmed that the water was running clear at his end as it went into the culvert. The Clerk established that as the water came out of the culvert, the oil was present. The Clerk telephoned the Environment Agency to inform them. The EA confirmed that they would be sending out an officer to inspect. The Clerk contacted the EA again on 7<sup>th</sup> November and 14<sup>th</sup> November, but unfortunately the inspecting officer has not been available to speak with. The stream is now running clear.

Enforcement of "No Cardboard in Green Wheeled Bins" Policy:- The Clerk has been contacted by Bruce Kent of SGC to inform the Parish Council that a trial is being undertaken during November and December 2011 to encourage the message that cardboard should not be placed in the green wheeled bins. SITA UK will be trialling an exercise involving around 5,280 properties, over a 4 week period within Bradley Stoke, Little Stoke and Iron Acton, beginning on 23<sup>rd</sup> November. When the bins are

emptied and cardboard is found, a label will be attached to the bin informing the resident that their bin was emptied, but will not be next time if it contains any cardboard. If on the next collection residents are still placing cardboard in the bin, it will not be emptied and a different label will be attached to the bin. SGC are trialling this in small areas to see if there is an impact on the volume of cardboard collected separately.

Tree Preservation Order:- SGC has informed the Clerk that a Tree Preservation Order has been made in relation to trees to the front of 51-61 Waverley Road. The Order is TPO 0750.

SSCG:- The next SSCG meeting will take place on 8<sup>th</sup> December 2011 at Manor Hall, Coalpit Heath commencing at 7.30pm. This has been advertised on the web site and notified to the Parishioner Information Email list.

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

Councillor Gawler reported that the Tanhouse Lane Gypsy & Traveller Site planning application may be up before Committee this week, 24<sup>th</sup> November 2011. However the application may be deferred. Deferring the application could cause problems as a number of people have expressed a wish to address the Committee. There are a great many questions to be answered and issues to be resolved. The application is suggested for refusal on highways issues and is also subject to a flood report. It is critical that reasons for refusal are robust particularly if the applicant wishes to appeal to the Secretary of State. Councillor Gawler acknowledged that the application site is within Rangeworthy parish, but it may have consequences on Iron Acton Parish.

Councillor Hockey addressed the Parish Council regarding the Localism Bill which became an Act on Wednesday last week, 16<sup>th</sup> November 2011. The Localism Bill dramatically extends the power delegated to Parish Councils. Councillor Hockey informed the Parish Council that there will be a presentation on this subject in SGC Kingswood Chambers on 6<sup>th</sup> December 2011. Councillor Bellis expressed an interest to attend and Councillor Blanchard requested a copy of any handouts/information.

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

Councillor Lomas reported that the pothole on the west side, adjacent to 199 North Road had been repaired.

08-11-11 **FINANCIAL REPORT**

The Clerk reported balances as at 15<sup>th</sup> November 2011 of:-

National Westminster Current Account	£8,801.05
National Westminster Reserve Account	£160.76
National Savings Accounts	£16,498.38

**It was agreed** that the Parish Council reserve funds would remain in the National Savings Accounts (NS&I). Proposed by Councillor Sheppard and seconded by Councillor Huish. **All agreed.**

09-11-11 **PLANNING APPLICATIONS**

- PK11/2801/F - Berkeley Cottage, Yate Road, Iron Acton - Erection of front boundary gates. Councillor Bellis proposed no objections and Councillor Blanchard seconded. **All agreed.** However **it was resolved** to respond that the Parish Council had concerns about the visibility of the access to the public footpath which runs through the property.
- PK11/3132/F - Unit 15 Falcons Gate, Dean Road, Yate - Installation of 16 no. PV solar panels to roof of south elevation. Councillor Bellis proposed no objections and Councillor Lomas seconded. **All agreed.**
- PK11/3393/F - Westview Cottage, 17 Engine Common Lane, Yate, Bristol - Erection of single storey side extension and rear conservatory to existing detached garage to facilitate conversion to residential annexe ancillary to main

dwelling. Councillor Bellis proposed no objections and Councillor Sheppard seconded. **All agreed.** However **it was resolved** to comment that the proposed development was not considered “ancillary” to the main dwelling.

- PK11/3393/F - 51-61 Beeches Industrial Estate, Waverley Road, Yate – Change of use of Units 51-60 from (Class B1, B2, B8) to mixed use (Class A1) Trade Counter and (Class B1, B2, B8) Industrial as defined in Town & Country Planning (Use Classes) Order 1987 (as amended). External alterations to include replacement roof covering, cladding and installation of replacement doors and windows to front elevation. Alteration of existing off road parking to create 12 no. additional parking spaces with associated works. Councillor Bellis proposed no objections and Councillor Lomas seconded. **All agreed.**
- PK11/3360/ADV - 51-61 Beeches Industrial Estate, Waverley Road, Yate – Display of 10 no. non-illuminated fascia signs and 1 no. non-illuminated freestanding sign. Councillor Bellis proposed no objections and Councillor Lomas seconded. **All agreed.**
- PK11/3513/F - The Hollies, High Street, Iron Acton – Erection of first floor side extension to form additional living accommodation. Councillor Bellis proposed no objections and Councillor Gawler seconded. **All agreed.**
- PT11/3560/F - Laurel Cottage, Earthcott Green, Alveston – Erection of two storey side extension and rear conservatory to form additional living accommodation. *Notification of adjoining Parish application.* Councillor Bellis proposed no comments as the application is outside Iron Acton Parish and Councillor Huish seconded. **All agreed.**

#### 10-11-11 PLANNING - CONSENTS

- PK11/2737/F - Laddenside Farm, Bristol Road
- PK11/2680/F - Rock View, Engine Common Lane, Yate

#### 11-11-11 PLANNING REFUSALS/WITHDRAWALS

- PK11/2997/F - Park Cottage, The Green, Iron Acton (withdrawn)

#### 12-11-11 PLANNING - APPEALS

None received.

#### 13-11-11 PLANNING - ENFORCEMENT

None received.

#### 14-11-11 PARISH MEADOW

Councillor Blanchard reported on behalf of the Parish Meadow Working Party who had met on 21<sup>st</sup> October 2011 in the Meadow. Comments and suggestions had been raised as the Working Party walked around the Meadow. The Working Party have thought of a two-tier plan, with the first tier being a plan of works up to 24 months and the second tier being a longer term plan of possibly up to 10 years. The Working Party felt that the Meadow ought to be developed into a more interesting place to visit with more diverse planting and a more interesting place to play. In order to do this it was felt that there was a need to approach and involve people who could provide better expertise and advice. To this end, Mrs. Jo Wright and Mr. Barrie Wright had been approached and both had said they were happy to be involved. Councillor Blanchard will arrange for the Working Party to convene a second meeting in order to develop plans further, and be in a position to report back to the Parish Council at the next meeting. Councillor Taylor requested that delegated authority be given to the Working Party to cost and seek tenders for works to go ahead. **It was resolved** that Mrs. Jo Wright and Mr. Barrie Wright be appointed to the Working Party, and that the Parish Meadow Working Party be designated as a Committee of the full Parish Council and be authorised to spend monies from the Parish Meadow budget available for this financial year. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.**

**LB**

**Clerk**

**It was resolved** that Mr. and Mrs. Jastrzebska carry on with work to clear the stream of weeds and debris. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.**

15-11-11 **ALLOTMENTS**

Councillor Heal updated the Parish Council regarding progress of clearance works along the wall. Once the pile of rubbish has been cleared, it was felt that additional allotments could be created running along the wall. However some allotment tenants have placed their sheds beyond their allotment boundary. In connection with the pile of rubbish, Councillor Sheppard said that he had spoken to a local contractor who may be able to take the rubbish away using a six-wheeled lorry and 'grab', but would depend on whether the lorry could gain access to the allotments. This may mean that the gate post would have to be removed temporarily. The cost of the lorry was in the region of £150-£200. Once the rubbish had been cleared, it was acknowledged that the Parish Council would have to move quickly in order to stop more rubbish being dumped. **It was resolved** that once the rubbish had been removed, the area running along the wall would be marked out with stakes and tape, and allotment holders notified that their sheds needed to be moved. Proposed Councillor Heal and seconded Councillor Sheppard. **All agreed.** Councillor Sheppard will keep Councillors up to date regarding disposal of the rubbish.

16-11-11 **WORKS TO TREES**

Dyers Pond Willow - This tree was reported by Mr. and Mrs. Gingell as dead, and in danger of falling. Mr. Wright has undertaken an inspection and recommended reducing the tree to a height of 4m and leaving the trunk in situ. This would be ecologically friendly as it would encourage beetles and such insects and thereby attract different species such as woodpeckers who would feed on the beetles and insects. **It was agreed** to accept Mr. Wright's recommendations. Proposed Councillor Bellis and seconded by Councillor Huish. **All agreed.**

Village Green Maple - This tree was reported by Mr. and Mrs. Mora as being in danger of falling as the trunk had split. The canopy of the tree was also interfering with electricity cables. Mr. Wright has undertaken an inspection of the tree, and confirmed that the trunk has not split, but is in fact two individual trunks growing together. The tree is not in danger of falling however there is an inherent weakness as it is two separate trunks. Mr. Wright has suggested three options - 1) to reduce the canopy by 30%; 2) pollard the tree and continue to pollard every 3/4 years; 3) fell the tree completely. Obviously as the tree is within the Conservation Area the appropriate permission would be required. **It was agreed** to reduce the underneath of the canopy by 30%. Proposed Councillor Heal and seconded Councillor Bellis. **All agreed**

On the subject of trees on the village green, Councillor Bellis proposed and Councillor Sheppard seconded that Mr. Wright be asked to take a look at the trees at the bottom end of the green by the Latteridge Road traffic lights on either side of the pavement. The trees in questions are overgrowing the footpath. **All agreed.**

The Clerk will investigate costs for the above works together with the appropriate tree works application form as the Maple on the Village Green is within the Conservation Area.

Clerk

17-11-11 **LATTERIDGE ROAD**

Speed Reduction Consultation - The Clerk had previously circulated to Parish Councillors the information in connection with the SGC Consultation on Speed Limit Reductions on the Latteridge B4059 and Yate B4059, together with an email and photographs from Mr. Barker, Chairman of the Latteridge Road Action Group.

Following discussion **it was agreed** that Iron Acton Parish Council would strongly

support the proposed speed limit reductions along the Latteridge B4059 as indicated on drawing T418-128-01 supplied by SGC. Proposed Councillor Bellis and seconded Councillor Blanchard. **All agreed.** Clerk

Following further discussion, **it was agreed** to request that SGC give consideration to extending the 30mph speed limit out of Latteridge as the road continues up the hill as far as the lay-by just before entering Earthcott as the road is fairly narrow. Iron Acton Parish Council acknowledged that this stretch of road was outside the parish. Proposed Councillor Gawler and seconded Councillor Sheppard. **All agreed.** Clerk

**It was agreed** to support the proposed speed limit reductions along the Yate B4059 as indicated on drawing T418-128-02 supplied by SGC. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed.** Clerk

Latteridge Road Lay-By - **It was resolved** that the Parish Council will write to SGC to request that the lay-by on the Latteridge Road, just past Bow Bridge, be resurfaced as it is potholed and in a very poor state. Proposed Councillor Bellis and seconded Councillor Blanchard. **All agreed.** Clerk

#### 18-11-11 SOUTH GLOUCESTERSHIRE COUNCIL - ELECTRONIC PLANNING PILOT CONSULTATION

The Clerk explained to the Parish Councillors that Iron Acton Parish Council and a number of other Parish Councils had been invited to take part in a pilot consultation in connection with planning application responses. The usual process has been for the Parish Council to receive paper copies of planning applications appertaining to Iron Acton Parish and to duly respond via email. This pilot involved two groups - Group 1 would be consulted via the new electronic SGC Consultee Access, but still have paper plans and documents forwarded in the post in the usual way. Group 2 would be consulted via the electronic SGC Consultee Access only. SGC have requested each Parish Council to nominate which Group they would like to participate in. **It was resolved** that Iron Acton Parish Council would participate in Group 1, and take whatever reasonable steps are required to ensure that the Parish Council can adequately view the plans. Proposed Councillor Bellis and seconded by Councillor Taylor. **All agreed.** The Clerk was instructed to inform SGC accordingly. Clerk

#### 19-11-11 CLERK'S CONTRACT OF EMPLOYMENT - CONFIDENTIAL

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 Sheppard, seconded by Councillor Bellis. **All agreed.** Prior to the meeting moving into Confidential discussion, a member of the public enquired of the Parish Councillors as to why this subject was being treated as confidential. The Chairman responded that the discussions involved personal details of an employee.

#### 20-11-11 REQUESTS FOR FINANCIAL ASSISTANCE

The Clerk reported that requests for financial assistance had been received from County Air Ambulance Trust and Yate Heritage Centre. **It was resolved** to defer these requests under the January 2012 meeting.

#### 21-11-11 ACCOUNTS FOR PAYMENT

North Road Primary School	Donation	£500.00
Poppy Appeal	Donation	£250.00
South Glos Council	Dog Bin Collection	£215.42
KN Office Supplies	Stationery	£14.94
Landscape Services	Grasscutting	£729.19
Mrs. P. Evans	Clerk's Salary, Broadband, Mileage, Telephone Bills, Stationery, Padlock	£813.92

Mrs. A. Jastrzebska	Works in Parish Meadow, sweeping Cemetery Footpath, Bus Shelter Cleaning (6 months).	£403.00
Iron Acton PCC	Room Hire	£15.00

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

**DATE OF NEXT MEETING**

The Meeting of the Parish Council will take place on Monday 12<sup>th</sup> December 2011 in Marshall Rooms commencing at 7.30pm.

There being no further business, the meeting closed at 10.10 pm.

**Signed:**

---

**Dated:**

---