

MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 7th December 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, Miss. Weldrake, Mr. Heal, Mr. Gawler (Councillor & South Gloucestershire Council), Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Two members of the public were present.

Mr. David Hatherall addressed the Parish Council in connection with a proposed development at his property, The Old Saddlers, High Street. The proposed extension would give a second storey and provide extra living accommodation. Mr. Hatherall provided computer generated images of what the extension would look like, and confirmed that the existing entrance off Park Street would be used. The Chairman thanked Mr. Hatherall for informing the Parish Council of his proposed application, which once submitted to South Gloucestershire Council would be considered following the appropriate channels.

Councillor Heal and Mr. Hatherall updated the Parish Council in connection with the Parish Hall extension. The Parish Hall committee had been successful in their grant application to SITA and had been awarded £25,000. The Parish Hall Committee are required to show commitment from other organisations and would therefore be obliged if the Parish Council would write a letter confirming their financial support. There is currently a £12,000 shortfall in order for the Parish Hall to complete the extension. Councillor Blanchard asked what the Parish Hall is actually doing in order to assist fundraising. Mr. Hatherall confirmed that the Parish Hall are holding a dance in the New Year and also do a lot for the May Day celebrations, and the Parish Hall Committee put a lot of time and effort into the actual running of the Hall. It was agreed that the Clerk would check the financial situation in connection with the reclamation of VAT on any equipment purchased and donated to the Parish Hall. The Clerk will liaise with Mr. Pullen, Chairman of the Parish Hall.

Clerk

Councillor Bellis then addressed the Parish Council regarding progress in connection with the access track behind Fairview Terrace. Following the site meeting, Acorn Landscapes had provided a quote which amounted to £4,550 plus VAT. This was too expensive. It was agreed that a concrete interlocking mechanism would be harder wearing and is only required as two parallel tracks. This item was further discussed under agenda item 14.

01-12-09 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Taylor and Dave Hockey.

02-12-09 DECLARATIONS OF INTEREST – Personal and/or Prejudicial

Councillor Heal declared an interest in Agenda Item 12 – Update on Parish Hall. Councillors Aplin, Heal and Weldrake declared an interest in Agenda Item 14 – Illuminated Star on Village Green.

Councillor Bellis and Blanchard declared an interest in Agenda Item 14 – Access track to Fairview Terrace.

03-12-09 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 16th November 2009 had been circulated. Councillor Bellis proposed and Councillor Aplin seconded that these minutes be approved and signed. All agreed.

04-12-09 CHAIRMAN'S REPORT

The Chairman reported that some cars had been vandalised in the North Road area, which had been reported to the Police. There had also been a spate of children riding bicycles on the footpaths in the area, which had been causing a nuisance.

The Chairman also reported that the ditches in the Chaingate Lane area had been cleared and the water was now running freely. Ponding in North Road was still an issue, as was Station Road in front of the bus stops. This has been reported to SGC on numerous occasions. It was agreed that the Clerk would chase this matter with SGC Streetcare. The unnaturally high levels of rainfall had contributed to this problem.

In connection with the access track to Fairview Terrace, Councillor Sheppard will endeavour to contact Mr. Dick Scully of SGC Highways to try and arrange a meeting to discuss rainwater drainage issues in the vicinity. The main road is now some 18 inches higher than the access track.

05-12-09 CLERK'S REPORT

Action from November Meeting

05-11-09 – Clerks Report – Following a request from Councillor Bellis to query the current status of running the X27 bus service through the High Street, the Clerk has checked emails received. The Clerk has also contacted the Gazette newspaper to ask for a particular report making reference to SGC Planning, Transportation and Strategic Environment Select Committee meeting in July 2009. This article makes reference to a comment by Mr. Cursio, stating “the Council funds this service, so we will operate where you ask us to as long as it is safe”. However Mr. Cursio goes on to state “It is the Council’s choice, but I strongly suggest that parking restrictions are reviewed on the High Street”. The Parish Councillors will be aware that the Parish Council has requested that SGC undertake a traffic management review of the High Street. This request was submitted to SGC in August 2009. An acknowledgement has been received from SGC stating that our request will be put forward for inclusion in the Capital Programme for 2010/2011. We have yet to hear whether our request has been successful.

Also, the Clerk has contacted Kate Champion, SGC Principle Transport Promotions Officer about placing is clearer timetable on the bus stops, making people aware that the 329 runs in the evening.

And 20-10-09 – Iron Acton Bypass – Holly Hill – Councillor Gawler has kindly written to Mark Parry in connection with our request for SGC to look at providing a safe crossing point.

12-11-09 – Land at Yate Road Iron Acton – Letter has been sent to SGC.

13-11-09 – Parish Meadows – Draft booking form has been created. This will be discussed under Agenda Item 13 of the December meeting and is attached for approval.

15-11-09 – Access Road Outside Nibley Lane Bungalows – The proposed wording will be included in the Parish Council’s article for the next edition of Focal Poyntz.

16-11-09 – Infrastructure Development Planning Briefing, 30th November – The Clerk has sent a reminder email to all the Parish Councillors.

17-11-09 – Any Other Business – The Clerk will be speaking with Simon Carney in connection with the parish book. The Clerk has contacted SGC Streetcare regarding the flooding in Station Road as well as other areas.

Parish Meadow - Following the recent wet and windy weather the left-hand bough

of the Sycamore tree behind the tennis courts was blown down into the Thomas' field. No damage was caused to the wall. The Clerk has spoken to Mrs. Donna Thomas to let her know that the Parish Council are dealing with the fallen tree and would require access to the field. The Clerk also contacted Chris Wright, who obtained three quotes to fell the right-hand bough and cut up both boughs into 6-9inch chunks. These trunks could then be offered for sale to parishioners in order to off-set the cost of the emergency works. The rest of the tree would be shredded and used as mulch for the boundaries to the play area. The Clerk informed Parish Councillors that the lowest quote was from Treemendous Gardens at £350.00. This was accepted. The Clerk has spoken to Treemendous Gardens and the work will be scheduled for week commencing 7th December 2009. Chris Wright has also submitted to SGC Planning Department, a 5-day notice of the intention to carry out emergency tree works.

Cemetery - The Clerk met with Mrs. Hawkins and the monumental stone mason in connection with the location of her baby son's headstone. There had been some confusion over which end of the cemetery wall this should be sited as the old cemetery plans show a different location to the one that Mrs. Hawkins remembers. On inspection of the children's headstones already in place, it became obvious that the cemetery plan had been inverted – the older stones dating from 1920 are at the Chilwood Close end of the wall. Mrs. Hawkins son was buried in 1956 which is about half way down the wall, which is where the headstone was placed. The cemetery plan has been marked accordingly.

The Clerk was contacted by a parishioner in connection with the footpath through the cemetery. The path is extremely slippery and potentially dangerous. The Clerk contacted the Chairman who has arranged for this to be cleared by Mr. Hurley.

Further, the Clerk had notified the Parish Councillors of a request for a burial space in the cemetery for the late Mr. Donald Cook of 191 North Road. No objections were received. However, further discussion with the funeral direction highlighted that the family wished for a brick lined grave. The Clerk arranged to meet with Mike the grave digger who informed the Clerk that this type of space needed to be 4ft wide, which would take up two standard places, therefore the cost should be double the normal fee. The Clerk has informed the funeral director accordingly. The Clerk has also been contacted in connection with a burial space for the late Ms. Natalie Philpott of Algars Drive.

Access Road Behind Fairview Terrace Cottages - A site visit was arranged on Friday 27th November at the request of Councillor Bellis. Councillors Sheppard, Aplin, Bellis and the Clerk attend along with Acorn Landscaping, a proposed contractor. On the day of the site visit, the lane was very wet with a number of large puddles. The proposed contractor suggested a plastic grass-crete interlocking mechanism. In some places it was obvious that the puddles had been caused by vehicles turning their wheels whilst stationary thereby grinding away at the surface. It was therefore suggested that gravel/stones be laid in two parallel tracks along the lane with grass middle. The proposed works would also require the lane to be levelled and a soak away/drain excavated along the wall, with the water exiting at the far end. The proposed contractor was asked to provide a quote for the works.

The Parish Councillors also took the opportunity to look at the 'Pound' on Latteridge Road. It was agreed at the meeting that the Parish Council would look into the possibility of sowing wild flower seeds (an encourage nettles for the butterflies) and seek advice from an environmental organisation. It would also be included in the annual grass cutting contract to be cut twice a year at the appropriate times.

Badminton Road Traffic Management Review - A copy of the minutes of the meeting with Yate Town Council on 12th November 2009 to discuss the traffic management

issues in connection with the new SGC offices was circulated via email by the Clerk.

06-12-09 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler reported that the CCTV cameras at the Latteridge Road junction had not worked at first. However this is now been rectified and will run for two weeks from the 24th December. All data will be collected and collated. Councillor Blanchard said that she was unhappy about the siting of the flashing speed sign at Fishponds Corner as cars naturally slow down to negotiate the bend. Councillor Gawler confirmed that Councillor Hocked had asked for this to be moved further down the Latteridge Road.

Councillor Gawler reported that the Chaingate Lane/Manor Road footpath works would commence on 4th January 2010 and would last approximately 4-5 weeks. Because the road is too narrow to allow these works and traffic to pass safely, traffic was being diverted along Chaingate Lane, Wotton Road, the bypass, Iron Acton Way and then down North Road. A bus shuttle service was also being instigated.

Councillor Gawler reported that Enforcement had been informed about activities at Backfield farm (lorries operating 24 hours), Sunnyside Farm (conversion of barn to form dwelling).

Also reported by Councillor Gawler was that SGC are gathering information in connection with employment land in excess of 1 acre. Following discussion, Robinswood Farm, Backfield Farm, Broad Lane, Crossing Cottage and Tanhouse Lane were areas suggested that lie within Iron Acton Parish.

Finally, Councillor Gawler reported that at the last Frome Valley Forum, £5,000 was allocated towards the Traffic Management Review of Iron Acton High Street. This Review will take place in the next financial year 2010-2011.

07-12-09 FINANCIAL REPORT

The Clerk reported balances as at 1st December 2009 of:-

National Westminster Current Account	£2,624.23
National Westminster Reserve Account	£8,458.20
National Savings Accounts	£16,418.35

It was agreed that £3,500 would be transferred from the Reserve Account into the Current Account. Proposed Councillor Sheppard, seconded Councillor Bellis. All agreed.

08-12-09 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK09/5640/TRE - 346 North Road, Yate – Works to remove 1 no. Pyrus Salicifolia Pendula covered by SGTPO 10/09 dated 22nd September 2009. No objections.
- PK09/5821/TCA - Sea Harvest, High Street, Iron Acton – Removal of 1 no. Eucalyptus tree situated within the Iron Acton Conservation Area. No objections.
- PK09/5963/F - Bramley House, Yate Road, Iron Acton – Erection of 1.2m high boundary wall. No objections.
- PK09/5846/F - The White Hart, Iron Acton – Erection of porch to north elevation. Erection of raised decking area and pergola to north elevation. Erection of raised decking area with associated balustrade and pergola to the south and east elevation. Insertion of 2 no. Windows in north east elevation. Parish Council to object to suspected removal of wall to the front of the pub (unclear in the application). Clerk to request confirmation from planning officer regarding wall to the front of the pub.

09-12-09 PLANNING CONSENTS

- PK09/5513/TRE – 250 North Road, Yate.
- PK09/5340/F – Land off Larks Lane, Iron Acton.
- PK09/5654/F – Barton Farm House, Chaingate Lane, Iron Acton.

10-12-09 PLANNING REFUSALS/WITHDRAWALS/APPEALS

- PK09/5051/O – Land at Wotton Road, Iron Acton – To appeal.

11-12-09 PLANNING APPEALS

- PK08/1752/F – Cherry Lodge, Bristol Road, Iron Acton – Appeal Allowed.

12-12-09 PARISH HALL

Councillor Heal had declared an interest in this Agenda Item and took no part in the discussions. It was agreed that if VAT can be reclaimed, then the Parish Council would financially support the extension works to the value of £5,000 plus VAT. However, if VAT cannot be reclaimed, then the Parish Council would financially support the extension works to the value of £5,000 including VAT. A letter will be sent to the Parish Hall Committee to this effect. The kitchen equipment would be bought by the Parish Council, the VAT reclaimed (at the end of the financial year) and then gifted to the Parish Hall Committee. The Clerk had ascertained from ALCA that this would be the appropriate course of action. Councillor Gawler requested that the Clerk double-check with the VAT office that the VAT is reclaimable.

Clerk

13-12-09 PARISH MEADOW

Acton Aid had addressed the Parish Council at the November meeting in connection with the proposed erection of a 'bandstand' type structure on the Meadow. Having considered the supporting document provided by Acton Aid, it was agreed that the Parish Council would at this point, agree in principle to the proposal. However, before the Parish Council can fully support the proposal, more detailed information is required from Acton Aid on such things as the materials to be used; siting; parishioner opinion; insurance exposure (which can only be ascertained from the Parish Council's insurance company once the actual size and materials to be used have been provided). Proposed Councillor Heal, seconded Councillor Gawler, all agreed. The Clerk was instructed to convey this information to Acton Aid.

Clerk

The Clerk had prepared a 'booking form' for the Parish Meadow, a copy of which had been circulated to the Councillors. Councillor Blanchard asked that the Parish Meadows be referred to as the Parish Meadow and that the contact details of the Clerk be added to the Terms and Conditions. It was agreed that this form be adopted for any future bookings of the Parish Meadow. Proposed Councillor Bellis, seconded Councillor Sheppard, all agreed.

14-12-09 VILLAGE GREEN

Illuminated Star on Maypole. Councillors Weldrake, Heal and Aplin had declared an interest in this item. The Clerk confirmed that a letter had been sent to the Victorian Committee giving approval for the erection of the star. Councillor Sheppard informed the Parish Council that the electricity is being supplied from the Chapel Patch. The electricity cable is being covered by a rubber casing for protection. Councillor Heal will be helping to erect the star, and proposed that a hole be drilled in the base of the Maypole in order to facilitate the cable running up through the centre of the pole. It was also confirmed that there is an earth leakage trip installed. Councillor Weldrake confirmed that contact details had been placed on the Maypole, in case of emergency (Mrs. Byrne at the Lamb Inn). The Clerk offered to undertake a risk assessment, which was accepted.

Access Track – Fairview Terrace. Councillor Bellis and Blanchard had declared an interest in this agenda item. Following a site meeting, attended by Councillors Sheppard, Aplin and Bellis on 27th November 2009, a quote had been received from Acorn Landscapes for £4,550 plus VAT. It was agreed that this quote was too high. Councillor Bellis agreed to contact Acorn and inform them. It is obvious that some of the potholes on the lane are caused by vehicles accessing the lane then turning their wheels whilst stationary, which is grinding the surface. Councillor Lomas suggested that the top surface be taken off and scalpings laid in order to help drainage, and that these costs should be shared equally, five ways between the residents of Fairview Terrace and the Parish Council. Councillor Bellis informed the Parish Council that there are two views of residents of Fairview Terrace as to how the costs should be split. One point of view is that as the Parish Council are custodians of the Village Green then they should pay for all of it. Another view is that the cost should be split 50/50 with the Parish Council paying 50% and the other 50% split between the four residents. It was agreed that Councillor Heal would obtain some prices for laying concrete grasscrete blocks in two tracks with a gravel base to act as drainage. This item will be placed on the January 2010 agenda for further discussion and decision, as well as agreement to the apportioning of costs.

CH

- 15-12-09 SGC CONSULTATION – NORTH FRINGE TO HENGROVE PACKAGE
The Clerk had previously circulated a consultation document from SGC. Following discussion, it was agreed that the Parish Council would comment that the scheme should include Yate; Phase 1 does not address congestion at the Frenchay traffic lights; the park and ride at the M32 needs access without going onto the motorway and should be accessible from the ring-road. Clerk
- 16-12-09 SGC CONSULTATION – TERM & HOLIDAY DATES FOR SCHOOL YEAR 2011-2012
The Clerk had previously circulated a consultation letter from SGC regarding the term and holiday dates for academic year 2011-2012. It was agreed that the Parish Council had no objections or observations to make, other than the Parish Council felt this was a good plan with equalised teaching terms. The Clerk was instructed to respond to SGC. Clerk
- 17-12-09 SGC CONSULTATION – BADMINTON ROAD PROPOSED WAITING RESTRICTIONS
The Clerk had previously circulated the consultation documentation received from SGC on this subject. 'No Waiting at Any Time' is proposed along the Yate Road and Stover Road. In his capacity as SGC Councillor, Councillor Gawler has already written to SGC requesting that two additional 2-hour waiting restrictions be considered – old Yate Road where it joins Bridge Road just to the north of the Tytherington railway line, and the entrance to Wade Road. Both these areas encompass lay-bys. The Parish Councillors concurred with this. Councillor Blanchard asked that instead of 'No Waiting at Any Time' along the section identified on the map of Nibley Lane off Badminton Road, that SGC place a 'No Waiting at Any Time - Mon-Fri' only on the corner of Nibley Lane. It was agreed that the Clerk would inform SGC of the Parish Council's comments. Clerk
- 18-12-09 CEMETERY
Request for burial space – Mr. Donald Cook. The Clerk had informed the Parish Councillors via email of the request for a burial space for the late Donald Cook of North Road. There had been no objections received. The family had requested a brick lined grave which the Parish Council had been able to accommodate at the bottom of row 9 towards the Church. The grave plan had been marked accordingly.

Request for burial space – Ms. Natalie Philpott. The Clerk had informed the Parish Councillors via email of the request for a burial space for the late Natalie Philpott of Algars Drive. No objections had been received.

19-12-09 ANY OTHER BUSINESS

Councillor Blanchard brought to the attention of the Parish Council that a vehicle and trailer is constantly parked in the hammer head at the village green end of Park Street. This vehicle is parked so that it prevents pedestrians access the path across the village green. It was agreed that the Clerk would contact our Beat Officer in order to ascertain what can be done. Also, a tree is overhanging the footpath on the left hand side at the bottom nearest the road. It was agreed that the Clerk would contact Mr. Hurley in order for this to be attended to.

Clerk

Clerk

Councillor Bellis mentioned that the verge on the Bristol Road is obscured by brambles and makes it extremely difficult for pedestrians (there is no footpath along the road). It was agreed that the Clerk would contact SGC Streetcare in order for this to be attended to.

Clerk

Councillor Lomas referred to the disused factory between North Road and Armstrong way. The pavement is overgrown on the east side. It was agreed that the Clerk would contact SGC Streetcare in order for this to be attended to.

Clerk

The Clerk also reported that the holly hedge to the side of the Parish Hall is in need of trimming back. The hedge has filled out and vehicles accessing their properties are now driving on the grass verge, and the tarmac edging is beginning to show signs of splitting. It was agreed that Mr. J. Sandy would be approached to see if he could trim the hedge using his machinery.

Clerk

20-12-09 ACCOUNTS FOR PAYMENT

Tremendous Gardens	Felling & logging Sycamore in Parish Meadow	£350.00
Mrs. P. Taylor	Bus Shelter Cleaning	£29.00
Mr. D. Hurley	Bus Shelter Cleaning & Works in Parish	£149.00
Mr. A. Herbert	Rebuilding stone wall in Parish Meadow & replacement of cobbles on Village Green	£720.00
Mr. R. Sheppard	Purchase of brushes for Parish Council	£16.95
Mrs. P. Evans	Clerks Salary, Broadband x 3, Dell Laptop	£2,266.50

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

DATE OF NEXT MEETING

The next Meeting of the Parish Council will take place on Monday 18th January 2010 in North Road School Hall, commencing at 7.30pm

There being no further business, the meeting closed at 9.00 pm.

Signed:

Dated:
