

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 17th March 2014 at 7.30pm
In the upstairs meeting room at Hawkesbury Parish Hall**

Present:

Cllr Bleaken (Chair), Cllr Robinson, Cllr Hope, Cllr Musty, Cllr Ruthven and H Jones (Parish Clerk)

Apologies

Cllr Frankcom, Cllr Isaac, Cllr Winbow and Cllr Cox

Public Participation

None

1 Take apologies for Absence

Cllr Frankcom, Cllr Isaac, Cllr Winbow and Cllr Cox

Action

2 To record declaration of interest from members in any item to be discussed.

Cllr Hope-Planning application-Neighbour

3 To adjourn to allow public participation.

None

4 Councillors items

4.1 Pot hole-Cllr Robinson

Outside the Parish Hall.

To be actioned

Email Streetcare

Parish Clerk

4.2 Mud on Back Street – Cllr Ruthven

A recent incident where a farmer was slurry spreading from his field; some fell off the trailer on to the road; this was cleaned by Streetcare, however, a lot of grit has been left near the edges-cyclists are sliding on this grit. A Cllr observed the Farmers should pay to clean the roads not use taxpayers money. Concerns raised regarding cyclists

To be actioned

Road to be checked to see if Back Street needs cleaning again

Cllr Ruthven

4.3 Footpath from Gable End-Starveal Lane-Monument-Cllr Bleaken

The hedges have been cutback now the footpath needs cleaning.

To be actioned
Instruct Streetcare to clean the footpath

**Parish
Clerk**

4.4 Bramble Cottage Hedge-Cllr Hope

The occupiers of Bramble Cottage have been asked to cut back their hedge.

Resolved

5 5.1 Planning Application

PK14/0700/ TCA	1 Tithe Barn High Street Hawkesbury Upton	Works to remove 8no. Leylandii trees in the Hawkesbury Conservation area	Support the application
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6 Finance

6.1 Bank Reconciliation as of 28th February 2014-figures to checked and agreed by a Councillor.

Cllr Robinson checked the figures and signed the paperwork accordingly

Resolved

6.2 Up to date expenditure as of 28th February 2014-information only-Opportunity to raise any concerns regarding the Parish Councils financial position.

No concerns; well within budget; clerk confirmed the purchase of compost bins, Projector and equipment.

To be actioned

Email Mr Michael Dixon to check the price of a new litter bin for Sandpits/Highfields Lane alleyway, Cllr Musty to speak to the Hall Committee to see if they would like to have a dog bin in the Parish Hall Carpark.

A	Parish Clerks wages 15 th March 2014 Standing order	£415.43
B	Hawkesbury Village Hall fee – meeting on 26/4/14 Defibrillator Agreed 3 rd March 2014	£ 23.00

The above payments were proposed by Cllr Bleaken second by Cllr Robinson. Cheque Signed in accordance with the bank mandate.

Resolved

7 Annual Assembly-update

This item was discussed in full it was agreed a small donation could be made to the Hedgehog charity.

To be actioned

Refreshments to be purchased send invites to all the local organisations and Police. Provide a slide show to be shown before and after the meeting. Colour posters for notice boards and shops; send invites, advertise in the Gazette

**Parish
Clerk**

8 Clerks Wages/hours to be reviewed any changes to be agreed

Clerk left the meeting whilst the Councillors discussed this in full.

The Parish Council agreed to pay contracted holiday for 2013/14 out of this year's

staff cost which will result in an over spend under the staff budget this is as a result of increased additional workload.

The Parish Council all agreed to increase the Clerks hours from 8 to 9 hours per week for 2014/15 and to be reviewed in 6 months time.

The Parish Council would like to review the Clerks employment contract – Clerk to email to all Councillors.

To be actioned

Email contract to all Councillors-arrange payment for holiday pay; prepare a letter to increase the Clerks hours to be signed at the next meeting. Prepare a letter to Nat West Bank to amend the clerks wages with effect of 15/4/2014

- 9 Play facilities Sub Committee to the Hall-**Parish Council's representative to be appointed

This item was discussed in full and it was agreed that they would not appoint a representative at this time; however, this could change in the future.

To be actioned

Advise the Play facility subcommittee of the decision

Parish Clerk

- 10 Risk Assessment** - additional item to be placed in the Risk Assessment - Bench by the Somerset Monument-Cllr Robinson

The bench in question will be inspected by Cllr Musty for a second opinion to check the bench is structurally sound.

To be actioned

Report back to the Parish Council on 7th April 2014

Cllr Musty

- 11 Policies Sites and Places Plan consultation-**feedback from meeting held on 12th March 2014 and consultation to be completed by 7th April 2014

Feedback from the meeting was given to the Councillors prior to the consultation response form was discussed in full. Due to the importance of this consultation it was agreed to hold a further meeting on Monday 24th March 2014 and for the Clerk to email the Parish Councils comments to all councillors prior to this meeting

To be actioned

Arrange a meeting for 24th March 2014, email comments to all Parish Councillors prior to this meeting

Parish Clerk

Urgent Post

Hawkesbury Parish Council-South Gloucestershire Council Agreement for the provision of services to be signed and returned to South Gloucestershire Council.

2 copies of the contract received – Clerk signed on behalf of the Parish Council at the meeting. Commencement date 1/4/14 Term agreed by the Parish Council for 1 year.

To be actioned

Signed contract to be returned to Mark King Head of Streetcare Services South Gloucestershire Council-additional copy to be held with the Parish Councils Standing Orders and Financial Regulations.

Parish Clerk

- 12 Date of the next Parish Council meeting will be held on Monday 24th March 2014 in the upstairs meeting room at Hawkesbury Parish Hall at 7.30pm.**