

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 4th July 2016 at 7.30pm
In the upstairs Meeting Room at the Village Hall, High Street, Hawkesbury Upton**

Present:

Cllr Robinson (Chair), Cllr Wareham, Cllr Hope, Cllr Musty, Cllr Cox and H Jones (Parish Clerk)

Apologies

Cllr Winbow, Cllr Bleaken, Cllr Higgs and Cllr Ruthven

Public Participation

None

Action

1 To Take apologies for absence
Cllr Winbow, Cllr Bleaken, Cllr Higgs and Cllr Ruthven

2 To record declaration of interest from members in any item to be discussed.
None

3 To adjourn to allow public participation.
None

Cllr Musty proposed item 19 was brought forward for discussion as he need to leave the meeting early-all in favour

19 Housing Needs Survey
This was discussed in full and it was agreed for a further email to be sent to South Gloucestershire Council Tim Borthwick and Stacy Sheppard for their comments regarding their spreadsheet calculations. **To be actioned Clerk to send an email** **Parish Clerk**

4 Approval of Minutes
• 6th and 20th June 2016

	Resolved by Cllr Robinson signing the minutes as a true and accurate record; Clerk to email approved minutes to Mr Sauro to upload to the village website	Parish Clerk
5	Update of previous Action points	
	<i>5.1 Little Badminton Notice Board</i>	
	Name plate to be replaced on the notice board - outstanding, this item will remain in the minutes until this has been resolved. Cllr Higgs and the clerk will continue to communicate with Mr Choyce and will update the Parish Council at the next meeting	Cllr Higgs
	<i>5.2 Tied properties list-This item remains outstanding.</i>	Parish Clerk
	<i>5.3 Footpaths-Email Cllr Higgs report to Nicola Chidgley-outstanding</i>	Parish Clerk
	<i>5.4 Laptop to be cleaned and check to see if it can be PAT tested at the same time-outstanding</i>	Parish Clerk
	<i>5.5 Electrical work carried out by WPD and Sindall Morgan – letter regarding the delay in completing the work remains outstanding-Cllr Wareham</i>	Cllr Wareham
	<i>5.6 Allotment repairs-wooden posts to be replaced</i>	Parish Clerk
	<i>5.7 Mobile Phone reception during Badminton Horse Trials-It was agreed for the Clerk to write to Badminton Estate to see if they will be considering any additional telephones masts to help with the poor reception during Badminton Week-Clerk to action</i>	Parish Clerk
	<i>5.8 Letter to WPD re down time of electricity</i>	
	Cllr Musty updated the Parish Council-WPD are monitoring the situation- it was agreed for the Clerk to put a note in the Parish News to ask Parishioners to report any downtime to WPD	Parish Clerk
	<i>5.9 Cemetery action points-agenda item 18</i>	
	<i>5.10 Dunkirk speed limit signpost twisted-Resolved-Streetcare advised</i>	
	<i>5.11 Pot holes on the corner of France laneA46-Resolved-Streetcare advised</i>	
	<i>5.12 Drains on Highfield-Clearing of debris from the drains-remains outstanding-No update Cllr Higgs not at the meeting</i>	
	<i>5.13 Lights on Britton Bottom-awaiting light numbers to proceed with reporting them-Cllr Higgs</i>	
6	Councillor's items-information only	
	<i>6.1 Fly Tipping Highfields Lane-Cllr Musty</i>	
	Furniture has been dumped on Highfields Lane; there has been an increase in fly tipping. Large items can be taken away by the Council at a cost of £15 for up to three items, alternatively some suppliers delivery new goods will take the old item away, however there is a charge. Our website will help report these issues.	

6.2 Website – Cllr Cox

Cllr Cox will put a few words together and provide a photo for the website in due course. **This was noted**

6.3 Cemetery-Cllr Cox

Glad to see green bins have been ordered and that the cemetery is in a better condition. **This was noted**

7 District Councillors report information only – Cllr Hope

Rural broadband

Last week Cllr Hope asked a question at council about the future plans for Broadband rollout, as there are parts of the Parish still not covered. There is concern that public money will be spent on a poor value solution involving lots of copper wire that doesn't work, rather than on a future-proof, reliable pure fibre solution.

Devolution

South Gloucestershire Council along with Bath & NE Somerset and Bristol City Council voted to go forward with the Devolution offer – £900m for the West of England area (less N. Somerset) for 30 years; a new Metro-Mayor will be elected next May 2017, together with the leaders of the three authorities they will form the Combined Authority, who will take responsibility for all infrastructure, highways, planning and housing growth. Formal consultation has now started and is open until August 12th.

LEADER

fundings

Despite the vote to leave the EU, we are still in it at the moment and rural businesses have until 11th July to apply for LEADER funding from the EU's Farming and Rural Development Programme. The West of England Rural Network is keen to encourage rural businesses in our area to apply for funding. All applications must be match funded in cash.

Policies, Sites and Places DPD
Last Wednesday South Gloucestershire Council approved a revised Policies, Sites and Places (PSP) plan for public consultation.

The plan provides detailed planning policies that the council will use when making decisions on planning applications and also protects some of our much valued open spaces by designating the Local Green Spaces. There will be a formal consultation on the plan over the summer before it is submitted to the Secretary of State in October. A planning inspector will then consider it at an examination in February/March 2017, with the plan expected to be adopted in May next year.

Some of the open spaces that were nominated as Local Green Space could not be taken forward at this stage. There will be a chance to make further comments during this summer's consultation. Further green spaces could be designated in the new Local Plan, which is due to be completed during 2018 and will also allocate new land for housing and provision for travellers.

On Wednesday the Environment & Community Service Committee will consider the revised Waste Strategy, which includes proposals for smaller black bins, and changes to recycling collections. They will also decide on changes to the Supported Bus

services which include the 620 the 84 and 86. The 84/86 has been put out to tender; It is proposed that the 84 will run hourly clockwise round the Wotton/Wickwar/Yate/Sodbury/Horton/Hawkesbury/Wotton route, with the 85 running anti-clockwise round the cycle. The 86 service will run from Yate to Aspects Leisure Centre.

8 8.1 Planning applications received from South Gloucestershire Council

PK16/3709/TCA	Beaconfields House Park Street Hawkesbury Upton	Works to fell one limb and three shoots from 1no. apple tree as indicated on submitted photo situated within Hawkesbury Upton Conservation Area	No objection
PK16/3811/TCA	Glena Back Street Hawkesbury Upton	Works to fell 3 no. Fir Trees in Hawkesbury Upton Conservation Area	No objection

Cllr Musty left the meeting

9 Allotment Update-Parish Clerk

- **Plots 12 and 23** No response from allotment holders regarding the amendments to their plots.
- **Vacancy-plot 21** This plot has now been filled

The allotment waiting list is now clear, the Parish Clerk, Clerk will put an advert in the July's edition of the Parish News. **This was noted**

Parish Clerk

10 Finance

10.1 Bank Reconciliation as of 30th June 2016.

Resolved Cllr Wareham checked the bank reconciliation and signed accordingly. No comments made.

10.2 Payments approved for payment

A	Clerks Wages – June Standing order/cheque	£
B	Clerks Expenses-June	£43.44
C	ROSPA Play Safety Ltd – invoice approved on 20/6/16 but not advertised on the agenda	£79.80
D	Grass Cutting of verges SGC – invoice approved on	£110.92

Parish Clerk

	20/6/16 but not advertised on the agenda	
E	ALCA-CiLCA support course 30/6/16-payment approved but not advertised on the agenda see 1/8/16	£20.00

Resolved by Cllr Robinson proposing the payments, seconded by Cllr Wareham. Cheques signed in accordance with the bank mandate.

11 Licence to Maintain the Highway Verge at Wotton Road/Inglestone Common, Hawkesbury Upton-Red line to boundary to be approved by Councillors and contract signed

The original paperwork detailing the “Red boundary line” showing the land the Parish Council wish to maintain under licence was shown to councillors. **This item was resolved by Councillors approving for the Clerk to mark the new paperwork in red showing the exact boundary as before. Clerk to return the paperwork to South Gloucestershire Council.**

Parish Clerk

12 Update on Save the Village Shop – Cllr Musty, Cllr Wareham and Cllr Hope

- Community shop opened 25th June 2016
- Grand opening 23rd July 2016
- Well done to everyone for all their hard work
- Plenty of volunteers
- Rota can be found in the shop-2 hour slots
- Prices being reduced
- Purchase a Good Luck Card for the shop

Congratulations Hawkesbury

The Fox Pub Public Footpath –Access via gate

Cllr Hope was asked to investigate suggestions that the gate adjacent to The Fox Pub (access to the public footpath) could be locked twice a year and as a result a lock was fixed to the gate. The PROW Officer confirmed the gate cannot be locked at anytime-**This was noted**

13 To update the Parish Council on setting up a website – Parish Clerk

- Approval of the Introduction page for the website-resolved by the parish council approving the following wording

“Welcome to our new website

Hawkesbury is a vibrant community full of energy and enthusiasm. We have many clubs and organisations successfully providing a great variety of activities and support for its many residents.

The Parish Council hopes you will find this website a valuable and interesting resource keeping you up to date with the many issues affecting our community.

Not only will our website allow you easy access to the business of the Parish Council such as current and past minutes, agendas, accounts etc. it will also provide links to other websites. This will allow you to report directly matters such as street lighting

problems or potholes and overgrown public rights of ways etc. to the appropriate authority. In addition you will be able to comment personally on consultations for important public services provided by various agencies.

In time we hope to expand the website so that we can provide information on upcoming events within the parish and support our local clubs and organisations by promoting their events etc..

In fact we hope our new website will encourage even more of our community to be actively involved in matters that affect us all.

If you would like to advertise your event on this website please contact the parish clerk via the "Contact Us" button with details."

14 Local Green Spaces update-Cllr Hope

This item was covered during the District Councillors report. **This was noted**

15 Consultation: Supporting People to Live Well: Dementia, Carers and Falls Prevention Strategy Closes 22nd August 2016.

The Parish Council agreed in full to discuss and respond to this consultation after the 1st August 2016 meeting. **This was noted**

16 Consultation – Oral Health Promotion Strategy 2016 closes 20th July 2016

This was discussed in full and **resolved by the following wording being agreed "No Comment"**

17 Consultation – Cotswold District Local Plan 2011-2031 submission Draft

The Parish Council agreed in full to discuss and respond to this consultation after the 1st August 2016 meeting. Clerk to email the consultation link to all Councillors. **This was noted**

18 Cemetery update

- **Painting of the Lych Gate**

Councillors approved the specification – **resolved by agreeing to obtain 2 quotes for the work**

- **Green bins**

Three bins have been ordered-Cllr Cox volunteered to put the bins out, to advise the clerk if he is unable to do it for arrange cover-**this was noted**

A4 Laminated signage required to be placed on the bins stating "Grass cuttings only"-Cllr Hope will arrange for this to be done

The Parish Council are grateful for all the work carried out by many volunteers. The compost bins are full, these need to be covered to prevent anyone adding more, agenda item for August. Additional space for extra graves-Children's area-**this was noted**

19 Housing Needs survey-Councillors to discuss the confidential draft copy of the report-

This item was discussed earlier see page 877

20 S106 Agreement-Councillors to draw up a list of potential ideas to hold on record for

spend of any s106 planning contributions for public open spaces improvements

Resolved by the following list being produced

Youth Services	Play Area	Methodist Hall	Recreational field
Allotments	Somerset Monument	Cemetery Work	War Memorial
Community Shop			

- 21 Luke Hall's Village Tour 29th July 2016 12.10pm-12.30pm at The Fox Inn-Councillors to prepare any questions that they may wish to ask Luke Hall on issues that may affect the Parish.**
- Metro Mayor
 - Planning-changes/rural areas
 - Consultations-volume of
- 22 Date of the next Parish Council meeting will be held on Monday 1st August 2016 in the upstairs Meeting Room of the Village Hall, High Street, Hawkesbury Upton at 7.30pm**

Minutes Approved as a true record
At the 1st August 2016 Meeting