

**Minutes of Hawkesbury Parish Council Meeting  
Held on Monday 1<sup>st</sup> February 2010 at 7.30pm in the Village Hall**

**Present:**

S Hope (Chair), H Bleaken (Vice-chair), J Otley, D Higgs, C Dixon, L Roberts, A Musty, R Tyson and H Jones (Parish clerk)

**Also Present:**

PC Mike Hart, Emma Roberts, Park Street, Hawkesbury Rights of Way Group Liz Howard, , Jane James and Mr P Salenieks,

**Apologies:**

P Isaac

**Action**

**1 Declaration of Interest**

- Cllr Roberts Hawkesbury Rainbows and Guides
- Cllr Hope Trustee, Community Action President

**2 Public Participation**

**2.1** *Emma Roberts, Bakers, Park Street.*

SGCC have received a planning application for a 2 Bed house adjoining her 200 year Cottage, Ms Roberts Objects to this for the following reasons;

- a) The two houses will be on different levels.
- b) The new wall will be against her property, the roof will be tiled in. The existing wall is a moveable wall that needs to breath. There is no damp course on her property and they already have a damp problem.
- c) Main concern is the effect on the foundations of her property.
- d) The right to maintain her property, Ms Roberts will not have access to two windows, and the loss of sunlight.

Cllr Tyson entered the room.

**2.2** *Hawkesbury Right of Way Group (ROWG), Liz Howard, Jane James & Peter Salenieks*

They have submitted a request for funding from the Parish Council to consider. The ROWG have been leading village walks for the past 2 years. Their leaflets are free and available on the Village website. At the moment their funding is through refreshments available after the walks. It costs £48.00 for 200 leaflet's, they would like the Parish Council to consider to help cover the costs of £150.00, to produce 3 more walks and eventually the ROWG would like to put them all together with historical history.

They are not a constituted group, therefore unable to apply for funding. A request was made to see if the Parish Council would consider applying for a grant on their behalf, they would do all the work.

Mr Salenienks endorsed all what the others had said, also providing photos taken whilst out on one of their walks.

- 2.3** *PC Mike Hart* Mike mentioned that NFU have a Badminton Farm watch but they do not have one in Hawkesbury. Crime prevention can be viewed on the website, with updated crime figures.

Cllr Musty asked if they PC could receive details of any closed cases. This can then be fed back to our Parishioner's. In future the PC can contact Mike and speak to him or email him direct if they have any concerns.

Cllr Higgs mentioned the meeting being held on Thursday 22<sup>nd</sup> April 2010 by Safer and Stronger Community Group in Hawkesbury anyone can attend.

Cllr Dixon mentioned that he had been plagued by someone in a blue tractor, speeding. Mike Hart stated that they have spoken to the driver but they need to catch him in the act. Cllr Dixon also mentioned that the man in question had intimidated his wife. Mike Hart stated that they need to collate specific incidents, less than 6 months old to enable them to act upon them.

Liz Howard, Jane James and Mr Saleniekks and Mike Hart left the room.

### **3 Approval of previous minutes**

#### **Resolved**

- Amended Parish Council Minutes 7<sup>th</sup> December 2009 Approved and Signed.
- Parish Council Minutes 4<sup>th</sup> January 2010 Approved and Signed.
- Parish Council Minutes 18<sup>th</sup> January 2010 Approved and Signed.

Cllr Tyson requested that the Parish Clerk entered page numbers on the minutes.

#### **Action**

**Clerk**

- **Parish Clerk to ensure page numbers are placed on all future minutes**

### **4 Update of Previous Actions**

*4<sup>th</sup> January 2010 item 5.3 Jubilee Trees*

Cllr Roberts mentioned on the 18<sup>th</sup> January 2010 that she would check the

position regarding the conservation area procedures. This is still outstanding.

**Cllr  
Roberts**

**Action**

- **Cllr Roberts to check on the Conservation Area procedures.**

*4<sup>th</sup> January 2010 item 5.4 Bus Stop*

Cllr Hope spoke to Mr Ferguson, there is no funding for a bus stop.

**This was noted**

*4<sup>th</sup> January 2010 item 5.5 Road Subsiding*

Cllr Bleaken stated that Gloucester County Council have been out and filled in the holes on Chase Lane.

**Resolved.**

*18th January 2010 Streetcare item.*

Cllr Tyson asked if SGCC was thanked for clearing the snow, Cllr Hope confirmed this had been done. He mentioned they had put the snow in his driveway, he couldn't get in.

**This was noted.**

**5 Items from Councillors**

**5.1 Mr Kantaris**

Cllr Higgs mentioned Mr Kantaris approached him regarding the children waiting outside his house for the school bus. He would like the PC to re look at this. They start congregating from 7.40am until after 8am, creating a nuisance and noise.

**Cllr  
Hope**

**Action**

- **Cllr Hope to speak to Mr Kantaris.**

*Planning - 42 Highfields*

Cllr Higgs received an acknowledgement card the postage on it was of 25p. There were 48 people that wrote to SGCC regarding this planning application amounting to £12.00 being wasted. This is not necessary but a statutory requirement.

**This was noted**

*Dropped Kerbs*

Cllr Higgs mentioned that there is no record of this application being made.

**Action**

**Cllr Hope to speak to Keith Falkingham**

*Funding for Ink and Paper for printing*

Cllr Higgs mentioned funding for ink and paper.

**This was noted**

**Cllr Hope to speak to Cllr Higgs**

**5.2** *Dog fouling*

Cllr Otley pointed out to the Parish Council that there has been an increase in the amount dogs muck being left from dog walkers along the public footpath by the cricket club and Cotswold way. Bins are provided but people ignore them, the Dog warden is not able to catch the culprits.

What is the answer? It is worse now than ever.

Cllr Roberts -To move the dog bin near the entrance of the cricket club or Cotswolds way. It could also be that more children are walking the dogs.

Cllr Higgs provide extra bin on Cotswold way, not to move the original bin.

Cllr Musty lets be more proactive and get bags delivered to dog owners or hand them out to the walkers. Put a notice in the Post Office, Village Shop on the Village website and face book.

**Action**

- a) **Enter a piece in the Parish Magazine, target children dog walkers and the owners of the dogs.** Parish Clerk
- b) **Speak to the dog warden**

*Horse riders are using the same stretch of path*

This is not a bridle path but a public footpath.

**Action**

**A piece to go in the parish Magazine.**

**Parish Clerk**

**5.3** *Moles*

Cllr Bleaken has cleared the cemetery, now working on the church yard. This is being done free of charge.

**This was noted and Cllr Bleaken thanked.**

**5.4** *The Coombes*

Cllr Musty mentioned that it was lovely to see so many people out on their toboggans during the recent snow; however some people left their rubbish behind.

**Action**

- **Friendly note in the Parish Magazine for everyone to clear up after tobogganing in what is a privately owned field.** Clerk

### 5.5 *Pot Holes*

Cllr Tyson would like to see an action plan in place to help deal with the pot holes in the village. There are two on church Road two thirds on the way down on Church Hill.

#### **Action:**

- **Parish Clerk to contact SSCC streetcare**

**Clerk**

### 5.6 *Recent Bereavements.*

Cllr Roberts mentioned that there had been a few deaths recently and villagers had not been aware of them, therefore not been able to show their respects. Cllr Roberts asked if there was any way that to could let the parishioners know.

Speak to Vicky Hope and Jan Treasure at the Post office so they can spread the word. Cllr Musty mentioned the village shop.

#### **This was noted**

## **6 Items from District Councillor**

Cllr Hope Reported:

### 6.1 *Bins*

Week commencing the 25<sup>th</sup> January 2010 the seriously disrupted waste collection returned to the regular collection times.

### 6.2 *Planning*

At the end of the month the Core Strategy, which provides Planning Policy Framework for our area, will be agreed by Cabinet before it goes for public consultation. Last year in an early consultation stage options were given regarding the growth of development in the villages. The Parish Council may want to revisit this in view of the Parish Plan comments and comments received on other local applications and carry out some preliminary local consultation on the future of the village with regard to land use and development.

The Council is drawing up its budget for the coming year. No increase in Council Tax is predicted, Service reviews are being brought forward. There will continue to be pressure on many services.

### 6.3 *School Travel Plan 4/2/10*

Parents have been asked to a meeting to discuss the cycling routes to school. Councillors viewed the map provided to check the routes. Most children would like to cycle to school.

Suggestions, using the Public Right of Way at Highfields, Cotswold Way back of the school, Hunters Mead, Park Street, Back Street and providing the children a painted area where they could cross the road safely. General comments made:

- Paris Council would like to see the village speed limit reduced to 20mph and enforced.
- Many of the paths are too narrow for cyclists and pedestrians.
- The combination of bicycles and pedestrians could be dangerous and needs careful consideration.

Cllr Higgs asked if the children cycling to school will all have their proficiency certificate. Cllr Hope confirmed Yes

**This was noted.**

The Councillors requested that the map provided for this part of the meeting would be beneficial at every meeting. Cllr Tyson it would also help having the “Building Boundary Line and Conservation Line” marked on the map.

**This was noted**

**6.4** *Emergency Planning.*

South Gloucestershire Council is promoting Emergency planning advice. If the parish council can suggest any venues where these road shows could be viewed. Cllr Hope mentioned the Energy Day in late February. Includes advice on flooding, Pets, Severe Weather, Home and Car.

Suggestions for venues;

Cllr Musty - a piece in the Parish Magazine.

Cllr Roberts - organise afternoon tea.

Cllr Otley - Hawkesbury show.

Cllr Musty requested that following the recent bad weather would it be beneficial to have a list of vulnerable people in our parish so that we can check that they are alright. Also, a list of volunteers phone numbers. Cllr Musty volunteered to pull vehicles out in emergency. This list could be held in the village.

Cllr Higgs mentioned Community First Responders, they are trained and in location of the incident. Cllr Hope-this works well but needs coordinating. Defibrillators, it would need to be held in a central place, trained people to use them.

**6.5** *New Badminton Road offices, Yate*

Many of you will have seen the new Council offices being built on the outskirts of Yate. There is limited car parking and a Green Travel Plan; This is suggesting enhanced bus services in the area including our own 686 service. Unfortunately, at the moment it doesn't include extra services from Yate to Hawkesbury Upton in the late afternoon. Cllr Hope has asked for this to be investigated.

## 6.6 *Southmead Hospital & Local Health Centre*

Works start on the new Southmead Hospital in the spring, with the building ready for occupation in 2014. Work has already started on investigating bus routes to the new hospital. The Health Scrutiny Committee hopes to have a report in the near future on the status of Frenchay Hospital. Committee members visited the new Yate Health Centre, which we are told will soon be in operation, offering outpatient services and the locality hub for children's services as well as the home for the West Walk GP Practice.

## 7 **Planning applications**

|                 |  |  |  |
|-----------------|--|--|--|
| PK10/0059/<br>F | Land off Park Street, Hawkesbury Upton | Erection of 1no. detached dwelling with access and associated works. | <b>Objects to this planning application for the following reasons:</b><br>1. The development will impact on neighbour's residential amenities. The stability and structure of the existing properties would be threatened by the new build. (I.e. the foundation etc).<br>2. Vehicle access and pressure parking in Park Street.<br>3. The inability to maintain/renew/or repairs the adjoining side of neighbour's property.<br>4. The validity of the design and access statement.<br>5. The entire terrace will have restricted emergency access.<br>6. The Parish Council supports |
|-----------------|--|--|--|

neighbours  
objection to the  
plan, and lack of  
consultation by the  
Council.

|                   |                                     |  |   |
|-------------------|-------------------------------------|--|---|
| PK10/0119/T<br>CA | 8 Hunters Mead,<br>Hawkesbury Upton | Works to remove 8<br>no Leylandii trees<br>and reduce up to<br>three metres 3no.<br>Leylandii trees in<br>the Hawkesbury<br>Conservation Area. | <b>No Objection.</b><br>To take into<br>consideration the<br>Birds nesting<br>season before the<br>work starts. |
|-------------------|-------------------------------------|--|---|

Emma Roberts left the meeting

## 10 Urgent correspondence.

**10.1** *Voluntary Litter Pickers SGCC Streetcare*  
Letter received to for voluntary Litter Pickers in the Parish. The PC and Parishioners take part in “The Big Spring Clean”.

### **Resolved**

**10.2** *ALCA newsletter Royal Garden Party Nomination*  
The PC agreed to Nominate Cllr Hope.

### **Action**

- **Parish Clerk to complete and return the nomination form.** Clerk

**10.3** *ALCA newsletter Rising to the challenge training seminar*  
Councillors notified of the training.

### **Action**

- **Cllrs to let Parish Clerk know if anyone would like to attend.** All Cllrs

**10.4** *SGCC Community Care and Housing Department.*  
Invitation to attend the meeting on the 5<sup>th</sup> February 2010.

### **This was Noted**

**10.5** *SGCC letter from Helen Ainsley Government Consultant on Draft National Policy statement for the New Nuclear Power Station at Oldbury on Severn.*  
Cllrs Advised of the dates.

### **This was noted**

## 11 Finance



### 11.1 *Precept*

Cllr Musty went through how the Precept finger was reached following a meeting with Fiona Thornton.

Cllr Hope proposed the figure of £11,368.00 Cllr Otley and Cllr Higgs second.

Agreed to discuss earmarked balances and cemetery money in the near future.

Cllr Dixon – We discuss finances at the beginning of the year, can this not be broken down and discussed over several meetings.

#### **Resolved**

**Form completed by Parish Clerk signed by the chair Cllr Hope. Clerk**

#### **Action**

**PC to post the form on the 2<sup>nd</sup> February 2010. Clerk**

**To make a note in the calendar for October to prepare for December/January for Precept. Clerk**

### 11.2 *Accounts Training*

Cllr Hope discussed the package Fiona Thornton put together to train the Parish Clerk to prepare for the end of year accounts at a cost of £1000.

This would be one day a week for 3months running through the Parish Clerk role and duties (£600.00) and audit training (£400.00).

#### **Action**

- **Ask Fiona Thornton to be our RFO and train Hazel in preparation for the end of the financial year. Cllr Hope**
- **Appoint an Internal Auditor. Cllr Dixon**

### 11.3 *Parish Council Grant Funding*

This year the Parish Council awarded the following groups with funding.

Hawkesbury Right of Way £25.00 to help towards the printing costs for their leaflets.

Hawkesbury Hospital Hall £150.00 towards repairing the damaged Bar Floor.

Children's Playlink Play Scheme for Disabled Children £50.00 to help towards their costs.

South Gloucestershire Citizens Advice Bureau £100.

Hawkesbury Youth Group £200.00 to help towards their annual outgoing costs.

1<sup>st</sup> Hawkesbury Rainbows £130.00 to help cover the costs for a coach to Bristol Zoo Centenary Celebrations.

1<sup>st</sup> Hawkesbury Guides £250.00 to help towards the cost of the guides attending the Centenary Maze at Crystal Palace.

Hawkesbury Preschool and Toddlers £200.00 to help provide new equipment.

Evergreens £300.00 to help towards their costs.  
Victim Support £50.00 to help towards their costs.

The Parish Council could not all agree on supporting the Village Hall request to help towards the costs with their project or the Alzheimer's Society,

**Action**

- **Parish Clerk to send confirmation letters to all the above.** Clerk

**11.4** *Accounts for payment*

**Resolved**

|   |         |
|---|---------|
| SGCC Grass Cutting                                | £311.54 |
| Hazel Jones                                       | £369.93 |
| Methodist Church Hall Hire                        | £ 5.50  |
| ALCA Training for the Parish Clerk agreed 1/12/09 | £ 25.00 |
| Fiona Thornton                                    | £ 36.00 |

**11.5** *Parish Clerk*

Contract to be offered to Parish Clerk. Clerk and 2 Cllrs to have a meeting together with a PAYE contract. Cllr Hope asked all Cllrs to email their comments and this will be on the next agenda.

**Action**

- **Cllr Hope to check the ALCA website for a contract.** Cllr Hope
- **All Cllrs to email their comments to Cllr Hope.** All Cllrs

**12** **Allotments**

Meeting for the allotment holders to attend.

**Action**

- **Cllr Tyson to let Cllr Hope know when a date is convenient to enable a meeting to be arranged.** Cllr Tyson
- **Once this date has been agreed, PC to book a room and write to the allotment holders to advise them of the increase in rent and the date of the meeting to enable them to sign the new agreement.** Clerk

**13** **Streetcare items**

Nothing to discuss at today's meeting

**14** **Digital Switchover**

Flags have been put up in the village, leaflets being placed on cars and put through letter boxes from a contractor.

**This was noted.**

**15** *Christmas Lights / Electrics*

Cllr Musty – Parish Council to note this for December, Cllr Otley to speak to Steve regarding the electrics.

**This was noted**

*Parish Council Laptop*

Cllr Musty suggested Laser Printer now required for the Laptop. Ben Wallen has formatted the laptop and will be sending his invoice in due course. It will need an anti virus programme. Amazon has them on offer at the moment.

**Action**

- **PC to check the prices for a laser printer.**
- **Await invoice from Ben Wollen**
- **PC to order Kaspersky from Amazon.**

**16** **Date of next meeting**

Monday 1<sup>st</sup> March 2010