

Hawkesbury Parish Council



**Minutes of Hawkesbury Parish Council Meeting
Held on Monday 6th December 2010 at 7.30pm
in the Parish Hall upstairs Meeting Room**

Present:

H Bleaken (Chair), J Otley, S Hope, A Musty, D Higgs P Isaac, C May, L Roberts (arrived late) and H Jones (Parish Clerk)

Apologies

C Dixon

Public Participation

Mrs G Oliver Allotment Holder, Hawkesbury Upton

Action

1 To accept apologies for absence
Cllr Dixon

2 Declaration of Interest
None

3 Public Participation
None

4. Approval of Minutes

- 1st November 2010, minor amendments made, minutes approved and signed as a true record of the meeting by Cllr Bleaken.
- 15th November 2010 minutes approved and signed as a true record of the meeting by Cllr Bleaken.

To be actioned

Parish Clerk to email all signed and approved minutes to Mr Sauro to arrange for them to be put on the Village Website. Parish Clerk

Mrs Oliver arrived at the meeting

3 Public Participation

The Parish Council agreed to re take Public Participation.

Mrs Oliver advised the Parish Council that she did not like the tone of the letter she received regarding her allotment. Mrs Oliver has been an allotment holder for 19 years. The Parish Council asked Mrs Oliver to read the letter to them. Mrs Oliver

pointed out that she was unaware that she had dug over the path and following a meeting with Cllr Otley she is happy to reinstate the pathway as per the original plan. Also, Mrs Oliver said that she does not have rats on her allotment; they could be behind the shed.

Cllr Bleaken confirmed that there were no rats when she went to have a look. It could be the rats may have been just passing through when originally seen.

It was agreed that any shrubs that have been there for years do not have to be removed.

Cllr Otley read out his notes following the meeting he had with Mrs Oliver on Tuesday 30th Novmeber 2010.

It was agreed:-

1. To remove the plants (which were planted mid 2010) encroaching on and over the previously defined pathway. To be removed by spring 2011.
2. To return the section of ground paragraph 1 to rough grass as per original plan.
3. To re-instate the pathway to the north side of allotment as per original plan.
4. Trim the trees to allow more light to the allotment on the north side (allotment 14).
5. To keep allotment 13 plants trimmed to within the borders of her allotment.
6. Mrs Oliver suggested that if rats were present in the vicinity, they could be under the raised shed on allotment 12.

Mrs Oliver agreed that this was what she discussed with Cllr Otley at their meeting.

Cllr Higgs did not think the letter was too strong and the terminology had been agreed at the previous meeting. The Parish Council will look at the shed.

Cllr Bleaken had a look at the compost bins and found no foot prints.

It was agreed to resolve the matter by monitoring and let the matter rest.

This was noted

Cllr Hope stated that there are issues regarding trees and land on the allotments and this needs to be sorted. The Parish Council must be mindful to treat everyone the same. There are huge mounds of composts and sheds. Cllr Hope felt the letter had a strong tone.

Cllr Musty said that it had been taken out of context and sounded slightly too strong. This was certainly not what was intended. He was pleased that an agreement had been made with Cllr Otley.

A discussion between the Councillors took place and it was stated that all allotment holders should be treated the same as most of the Allotment Holders bought into the agreement earlier this year.

This was noted

5 Update of previous Actions.

5.7 page 38 Asset Register

Still outstanding

6.1 page 38 Dead Cherry Tree and removal of a Sycamore Tree

Emailed Mr Rankin re the removal of the tree resolved

To be actioned email Mr Rankin when the replacement has been planted

To Be actioned

Parish Clerk to complete the paperwork and send to Mr Rankin.

9.9 page 40 Manhole Cover

Still outstanding Cllr Musty

9.14 Roof tiles check with insurance company

Outstanding

06/09/10

6.16 page 55 Planting of bulbs – Cllr Hope

Outstanding

04/10/10

Item 8 page 67 HGV Advisory Sign

Outstanding

Item 10 page 67 Email Mark Perry re task register

Outstanding

Item 13 page 68 New Parish Notice Board

Outstanding

To be actioned

Parish Clerk to email a reminder to Cllr Dixon

**Parish
Clerk &
Cllr Dixon**

Item 19 page 70 Police awards

Email sent nominating PCSO Paul Fortune

Resolved

Item 20 page 70 Mike Bird tendering

Emailed Mr Bird 5th October details will be kept on our records.

Resolved

Item 21 Broadband

Item for tonight's meeting

1/11/10

Item 3 page 74 Invite the Police to our next meeting.

Parish Clerk spoke to PCSO Paul Fortune and he was unable to attend tonight's meeting as it is his rest day, he will be in contact regarding the 10th January's meeting.

This was noted.

The cones arrived today at the post office

Resolved

Item 4 page 74 Minutes updated and emailed to Angelo Sauro 30/11/10.

Resolved

Item 6.1 page 75 Allotment 15 Letter sent 13/11/10

Resolved

6.2 page 76 Overhanging vegetation-Cllr Musty.

Cllr Musty has not been able to speak to the householder therefore it was agreed that the Parish Clerk writes a friendly note.

**Parish
Clerk**

6.4 page 76 Mr Holloway trees

Parish Clerk emailed Streetcare 2/12/10 WEB-188585

This was noted

6.4 page 76 Trees and shrubs planted in the field, 6.6 footpath covered in nettles Cllr Otley

Cllr Otley passed both these items to Nicola Chidley SGC.

This was noted

6.7 Dropped Kerbs

Cllr Otley had deleted the email in error.

Cllr May said that he had spoken to Mr Faulkingham the money has been paid over to complete the work.

This was noted

6.8 Farm Pool Cllr May

On tonight's agenda

6.10 Thank you letter to Roy Perks and Family

Draft letter sent to Cllr Roberts, to be sent out.

6.12 Dog Bins Cllr Roberts

Parish Clerk spoke to Mr Jefferies the Dog Warden, he was unable to attend tonight's meeting, but he will speak to his boss regarding January's meeting. He will send the Parish Clerk an email quoting the prices for additional bins and for emptying them. The Parish Clerk mentioned the amount of dog mess on the paths especially on the High Street and outside the school. He will visit the village and put up a few notices; if anyone is caught a fine will be issued.

This was noted.

6.13 Highfields Cllr Higgs

Emailed Streetcare WEB-0188263 1/12/10

This was noted.

6.14 Coldchange Hill Cllr Bleaken

Emailed Streetcare WEB-0188261 1/12/10

6.17 ALCA Gloucester

Parish Clerk spoke to ALCA in Gloucester, before any decision is made to move the Parish Council will await the decision from the ALCA. To be discussed later in the meeting.

This was noted

Item 7 page 78 Plastic collection Bin in the Village Hall Car Park
Parish Clerk spoke to Bruce Kent at South Gloucestershire council and he confirmed this will be removed in January. It was requested that it was left until April to monitor the collection. He said he would speak to the Finance Department to consider our request, unfortunately the only way this could happen would be if the Parish Council paid for the collection which would be £38 per week.
As there is no funds available the recycling plastic bin will be removed in January 2011.

This was noted

Item 10 page 79 Christmas switch on.
Cllr Musty Electrics have been checked and awaiting Mr Watts invoice.

This was noted.

Item 12 page 80 Cattle grids
Emailed streetcare

This was noted.

Item 14 page 80 New Gate Catches letter to the Rights of Way Group.

Item 15 page 80 paint for lych gate, paint charts received from Mr Yuill, Cllr Roberts to speak to the National Trust.

This was noted.

Item 16 page 81 Bank Mandate sent to the Bank 5/11/10

This was noted

Item 17 page 81 Cold Calling
Parish Clerk spoke to Charlotte and there is a waiting list, letters should go out in February 2011. 23/11/10

This was noted

Item 18 page 81 letters to Garden Manicures sent 2/11/10, and CPRE re the increase in membership 20/11/10.

This was noted

Item 19 page 81 Membership costs for LCC
This was shown to the Parish Council £82, to be considered in next year's budget.

This was noted

Item 23 page 81 Affordable housing survey, emailed sent and we are now waiting to see how much this will cost the Parish Council.

6 Councillor's items

Cllr Higgs

6.1 Quad Bike

It has been reported that someone has been driving through the village on a quad bike holding on with one hand with a sheep on his lap. Can we find out who this was?

6.2 Bus Shelter light

Lovely to see the light now working, however it is still on after 7pm, this is a waste of

electricity.

6.3 Dry stone walling removed

Has planning permission be granted to remove the wall?

Cllr Hope stated that Merlin Housing approved to have the wall removed to create a driving space but with conditions, Cllr Musty requested to see these conditions. A gate needs to be put in place. Cllr Higgs asked if the tenants were paying to have this work done. This was confirmed.

6.4 Play area broken step

It has been brought to Cllr Higgs attention that a step is broken on one of the play items. A bolt is required and this was reported in the summer.

Cllr Musty mentioned to replace a swing seat costs £300.00 to carry out the repair of which the Hall committee has to finance.

A request was made to see if the Parish Council can see the Hall's financial report at Parish council meetings?

It was mentioned that anyone can attend the Hall meetings.

6.5 Footpath by Farm Pool to Monument

The hedge has been cut back but there is debris everywhere, we had the same complaint last year. It would be nice if whoever was responsible cleared it up. Cllr Hope will find out who did it.

Cllr Hope

**To be actioned
Cllr Hope**

6.6 Salt bins

The Salt bins on Highfields needs to be to be replenished.
Parish Clerk to email Streetcare.

**Parish
Clerk**

To be actioned

6.7 Calendar

Can we set up a three month calendar in advance to ensure that we are prepared for items such as Bon fire night, Christmas tree.

6.8 Cllr Otley

Drain outside Pool House

This is topping up again, can we report this issue to Streetcare and request that they rod across the road.

**Parish
Clerk**

**To be actioned
Parish Clerk to action**

6.9 Thank you to Cllr Higgs for donating the star on top of the Christmas tree.

Cllr Hope

6.10 Hedgerow Bramble cottage

Can we send a letter to Mr & Mrs Bronston to cut this back

**To be actioned
Parish Clerk**

**Parish
Clerk**

6.11 Salt bins

Please ensure that the Salt bins are for proper use and not personal.

This was noted.

Cllr Roberts joined the meeting

6.12 Drains at the back of Park Street

Can we arrange for these to be rodded again and ask for the follow on crew to empty the drains?

To be actioned

Parish Clerk

Parish Clerk

6.13 Lee Lights

This will be the last year for Lees Lights, due to the facial boards being rotten and unsafe at the school. Also the last year on the Hall. A question was raised "what are we going to do next year?" Cllr Musty suggested a Santa Sleigh, use the carnival queen trailer, have roasted chestnuts on the Plain, have a nice evening at the same time create a new theme. To be put on next month's agenda.

To be actioned

Parish Clerk

Parish Clerk

Cllr Bleaken

6.14 ALCA Meeting

Both Cllr Bleaken and Cllr Hope attended the meeting on the 1st December, a full discussion was held at length. A vote was held to keep ALCA going but alter how it is used.

This was noted

Cllr Roberts

6.15 The Hall committee

Happy for the show team to use the outside power supply.

It was raised at the last Hall Committee if the Parish Council would consider taking over the Play area? Item for next month's agenda

To be actioned

Parish Clerk

Parish Clerk

6.16 The Pond

Item for next month's meeting

To be actioned

Parish Clerk

Parish Clerk

6.17 A letter received from Mr Tizzard today 6/12/10 Cllr Bleaken

The letter was read out by Cllr Bleaken to the Parish Council.

The damaged posts on the Pound are to be removed and not replaced.

Cllr Bleaken requested that the Parish Clerk sends a thank you letter and to confirm all issues are in hand.

To be actioned

Parish Clerk

Parish Clerk

7 District Councillor's report, Cllr Hope

Commons Update

The Higher Level Stewardship application for all four commons has been submitted to

Natural England, although there has been a delay and it is hoped that the agreement will be finalised by the end of the year and monies released by Spring 2011. Funding is being sought from alternative sources to help with shrub clearance. December meeting will be delayed until early next year.

Our Roads and Safer Routes to School

South Gloucestershire Council Officers have agreed to look at options for improving the safety of children walking to school. There is no record of a Weight Limit on France Lane.

Shakespeare House application was granted after being referred to the Development Control Committee.

Waste Collections

The new waste collections have started, any problems please contact 01454 868000.

Frenchay Update and Health Services

The latest proposals for Frenchay Hospital have been published.

- A small 68 bed community hospital is planned providing a range of services, including outpatients and having a strong focus on rehabilitation.
- A parcel of land has been identified for a primary care development which could be a GP surgery.
- The current third party services, such as Macmillan Unit and Headway will remain on sight.
- Extra Care Housing could be developed on the site.
- A registered care home on the site.

The last two services will be the decision of SGC and not the Health Service.

South Gloucestershire LINK met in the village hall in November and services for local people was one of the issues raised.

Changes in Local Government.

Planning Core Strategy

The SGC Core Strategy has been produced together with affordable housing assessment. These documents can be found on the Council website and will be discussed by the Full council on the 15th December 2010.

The Localism Bill will be published on the 13th December 2010 and the Full Council will be discussing this at the same meeting on the 15th December.

Cllr Hope will be attending a debate on The Big Society on Friday 10th December.

Pot holes/Fly tipping/Street lights

Cllr Hope mentioned that if you spot any potholes, fly tipping or a street light not working the quickest way to report them is to the Council's website www.southglos.gov.uk

Memorial Service for Cedric Walker on Sunday 12th December 11.30am at St Mary's Church.

Cllr Bleaken asked if any residential homes/flats have been closed. Cllr Hope stated that some have already been closed.

Minor Injuries Unit – Yate

It is working well although it has been reported that there is a long time to wait to be seen.

8 Planning applications received

PK/10/3081 /TCA	Hawkesbury Home Farm High street Hawkesbury Upton Badminton	Works to fell 1 no. Poplar Tree situated within Hawkesbury Conservation Area	The Parish Council has No objection to the planning application if the tree is on the applicants land
PK10/3184 /F	2 Orange End Chase Lane Inglestone Common Badminton South Glos	First floor extension, ground floor extension and new Vehicle access/drive	The Parish Council has no objection to the planning application, as long as the neighbour's comments have been considered and permission has been obtained from the right sources.
PK10/2947 /LB	The Manor House Petty France Badminton South Gloucestershire	Installation of ground floor staircase	The Parish Council has No comment regarding this planning application.

Planning Decisions received

PK10/2369 /F	France Lane Farm France Lane Hawkesbury Upton	Erection of 1no. Agricultural workers dwelling with associated works.	Decision REFUSE TO PERMIT
PK10/2633 /TCA	Templars Lodge High Street	Works to remove 1no. Prunus tree and reduce 1no. Prunus Avium tree by 20-30% all in the Hawkesbury conservation Area.	The trees have been inspected and the council does not propose to serve a tree preservation order at this time. The Council has no objection to the works as specified in the submitted details.

9 Digital Exclusion

The Councillors read the information and it was noted that we must not presume

everyone has internet/broadband and take into consideration that everyone will not be digital. The Council must not be seen to discriminate against anyone not being on line. Training classes will be held at Didmarton and the Parish Council mentioned that an IT point should be available in a public place and available to everyone.

To consider how to develop further educational classes therefore Digital Exclusion to be rolled on to further agenda's.

10 Annual Assembly

The Parish Council would like to attract Parishioners to join them at the Annual Assembly. A suggestion was made to contact various speakers, so that the meeting is not just listening to reports. Offer refreshments to the guests.

- The Parish Warden from the Cotswold Way, a suggestion to invite him to the meeting to talk about what he does.
- The Localism Bill Cllr Hope suggested speaking to Helen Black the Chief Executive CVS.
- The Big Society Bill
- Nuclear Power Station

11 The Pool

Cllr Hope has spoken to the Council and they suggest the Parish Council arrange for a feasible study grant. A list of Ecologist to contact has been provided and three quotes are required. A management plan survey will be carried out and 80% of the costs are available in grants

The Parish Council end goal would be to see a pond with water in it, clear of weeds and place a fence round it.

Consider a policy to take this forward, check with the general public to see what they expect the Parish Council to do.

To be actioned

Cllr Hope to take this forward

Cllr Hope

12 Grass Cutting

It is the time of the year to send out the specs for grass cutting.

Mr Tizzard to continue this year, Parish Clerk to write to him to confirm.

SGCC to continue with the 3 year contract.

Specification for the Cemetery to be sent to Garden Manicures, Mr Walker and the Parish Clerk to check if there are any other contractors advertising in the Parish News to send the details to them.

To be actioned

Parish Clerk

Parish Clerk.

13 SITA to consider changing it route at 8.15-8.30am Cllr Musty

Charles Harris contacted Cllr Musty regarding the above as this is the time when parents are walking/driving their children to school. It was decided to monitor it over the next month as the collection times have altered with the new recycling collections.

This was noted

14 Affordable Housing

To await details relating to the Localism Bill that is due out shortly.
Due to the financial costs this will need to be taken into consideration when preparing the precept for 2011/2012.

Parish Clerk

This was noted

15 Lych Gate

Parish Clerk received paint charts from Mr Yuill, Cllr Roberts to speak to Catriona who may know the colour used.

To be actioned

Cllr Roberts to report to the Parish Council next month

Cllr Roberts

16 Bank Mandate

Cllr Roberts signed in the correct box, Cllr Bleaken provided her full name on the form.

To be actioned

Parish Clerk to ensure the mandate is taken to the Bank.

Parish Clerk

In addition Parish Clerk to place a note in the Parish News regarding Funding Grants.

Parish Clerk

17 Preparing for Budgets

Parish Clerk went through the details prepared to start preparing for the budgets for 2011/2012 expressing that monies should be earmarked to repairs and for a new printer, mouse and external hard drive.

This was noted

Parish Clerk to Email Cllr Dixon regarding the notice board, still outstanding.

Parish Clerk

18 Finance

Parish Clerks Wages	£316.14	Paid
Parish Clerks Expenses	£ 32.69	Paid

All cheques were agreed and signed by the Councillors.

19 Soil left on the lay by on France Lane

Due to the recent spell of bad weather the soil has now frozen and difficult to move. This will be removed in due course.

This was noted

20 Christmas tree - Cllr Musty

The tree is up and looks very good. It was agreed to send a thank you letter and ask Mrs Ruthven if she is free to take a short video to send to the Duke with the lighting of the Christmas tree.

To be actioned
Cllr Musty to action

Cllr Musty

Mr Watts invoice is outstanding, to be paid next month.

This was noted

21 Village Website-Cllr Musty

Cllr Musty spoke to Mr Sauro and the costs is much more than originally thought of therefore this will not be taken any further.

This was noted

22 Broadband

It was mentioned that BT has taken over the Orange exchanges, and therefore investments is being pushed. 579 votes are required as soon as possible. If the Councillors are aware of anyone that has not voted, to encourage them to vote now

Cllr Musty to speak to Mrs Norris at the School

This was noted

Cllr Musty

23 Parish Plan

It was decided that the Parish Council should wait until the Localism Bill has been delivered and Parish Clerk to ensure this is on next month's agenda

To be actioned

Parish Clerk to put the Parish Plan on January agenda

**Parish
Clerk**

A reminder that the dismantling of the Christmas Tree will be on Sunday 2nd January 2011.

24 Date of next meeting

Monday 10th January 2011 in the upstairs meeting room, Methodist Hall, Hawkesbury Upton at 7.30pm