

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 17th May 2010**

The Annual meeting of Iron Acton Parish Council was held in North Road School Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice Chairman), Mr. Taylor, Miss. Blanchard, Mr. Heal, Miss. Weldrake, Mrs. Aplin, Mr. Lomas, Mr. Hockey (South Gloucestershire Council), Mrs. Evans (Clerk).

Action

01-05-10 ELECTION OF CHAIRMAN

Councillor Weldrake proposed, and Councillor Bellis seconded and **all agreed** that Councillor Sheppard be Chairman. Councillor Sheppard was duly elected.

02-05-10 ELECTION OF VICE CHAIRMAN

Councillor Weldrake proposed and Councillor Sheppard seconded, and **all agreed** that Councillor Bellis be Vice Chairman. Councillor Bellis was duly elected.

03-05-10 APPOINTMENT OF PARISH HALL REPRESENTATIVE

On behalf of the Parish Council, Councillor Sheppard thanked Councillor Taylor for his time and effort undertaking this role during the previous year. Councillor Taylor confirmed he was happy to continue as Parish Council representative on the Parish Hall Committee. Councillor Sheppard proposed and Councillor Bellis seconded and all agreed that Councillor Taylor continue. **All agreed.**

04-05-10 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Gawler.

05-05-10 PUBLIC PARTICIPATION

One parishioner was present.

06-05-09 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

None received.

07-05-10 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 19th April 2010 had been circulated. Councillor Weldrake proposed and Councillor Heal seconded that these minutes be accepted and signed as a true record. **All agreed.**

08-05-10 MATTERS ARISING FROM THE ANNUAL PARISH MEETING

Fifteen people had attended the Annual Parish meeting which was an increase on the previous year. Councillor Bellis asked if the minutes could be prepared and placed on the web site. The Clerk agreed that this would be done **Clerk** expeditiously in draft format as the minutes cannot be accepted as a correct record of the meeting until they are approved at the next meeting. **It was agreed** that the 2011 Annual meeting would commence at 7.45pm.

09-05-10 **CHAIRMAN'S REPORT**

The Chairman reported that he, the Clerk, Councillor Lomas and Councillor Aplin had visited the sites of a couple of contentious planning applications; 314 North Road has applied for permission to renovate the existing garage into a garage/hobby room. However there appears to be a car scrappage business operating out of the premises; 306 North Road has permission to build a new dwelling, however it is believed that the garage should have been demolished in order for this to take place.

Concerns have been raised over the footpath on the opposite side of North Road along with the culvert outside 199 North Road, which has been removed by the contractor doing work inside the house, unbeknown to house owner. SGC (Keith Falkingham) have been trying to contact the contractor.

The Chairman thanked all those involved in the May Day celebrations. A great deal of effort goes into organising such events and the event is a credit to all those involved.

10-05-10 **CLERK'S REPORT**

Action from April Meeting

12-04-10 - Village Green - A letter is currently being prepared to send to the residents of Fairview Terrace.

13-04-10 - May Day Celebrations - Letter sent to SGC confirming that the Parish Council had no objections to the closure of Park Street.

14-04-10 - Parish Meadow - Letter of confirmation of the Parish Council's approval for the use of that part of the Parish Meadow off the Park Street entrance sent to the May Day Committee.

15-04-10 - Cemetery - Letter of approval for amended headstone inscription in connection with the late Mr. Cyril James Beasley sent to monumental masons.

16-04-10 - Parish Council Web Site - The Parish On-Line Licence has not yet been applied for. Email addresses are currently being gathered.

Incident - Latteridge Road - The Clerk was contacted by Avon & Somerset Police on Thursday 29th April 2010 concerning the tragic death of Mr. Barry Rubury at Crossing Cottage, Latteridge Road. Avon & Somerset Police have a policy of opening up a chain of communication between themselves and the local community via the Parish Council when such an incident occurs. The Police have found this is a beneficial policy, particularly in rural communities. The Clerk received numerous telephone calls and visits from the police including our beat officer, PC Ian Matthews, and was interviewed by PC Alexis Jefferies on Tuesday 4th May 2010. Currently Avon & Somerset Police have asked for help in identifying a dark coloured, long-wheel based Land Rover with a canvas or solid back.

Annual Audit - The Clerk has prepared the Parish Council's records for presenting to the independent internal audit which will take place on Thursday 14th May and Friday 15th May 2010.

Annual Parish Meeting - The Annual Parish Meeting took place on Tuesday 11th May 2010 with fifteen attendees.

Allotment Water Rates - During the preparation of the Parish Council's accounts the Clerk found that VAT was being paid on the water charges for the water supply to the Station Road allotments. This was queried with Bristol Water who has confirmed that this is incorrect. Future water bills will now not be liable for VAT charges.

All but three allotments rents have been received by the Parish Council. The Clerk has received a letter from one of the Station Road allotment tenants informing the Parish Council that part of the wall at the bottom of the allotments has fallen down. The Clerk has arranged for the Chairman to take a look at this with a view to repairing.

Standing Orders - One of the recommendations, following the annual internal audit last year was the update and approval of the Parish Council's standing orders. The Clerk is currently reading through new recommended standing orders as issued by NALC and comparing them with the Parish Council's current standing orders. These will be ready for issue and approval by the June meeting.

May Pole - The top cover of the village green may pole appears to be missing following the erection of the illuminated star at Christmas time. The Clerk has spoken with a member of the Victorian Committee who will check to see where it has gone, and if necessary a new one will be provided by the Victorian Committee.

Play Equipment - Damage to the slide was reported to the Clerk. The yellow plastic edge appears to be split. This is being repaired.

11-05-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Dave Hockey reported that at the last SGC Cabinet there had been discussion about a revised 5-year contract with SITA for waste collection. It has now been agreed that at last there will be a kerb side collection of plastic bottles and weekly collections of food waste. Across South Gloucestershire, approximately 25% of waste collected is food waste. The new plastic collections and weekly food waste collection will be progressively rolled out throughout South Gloucestershire and should be completed by March 2011. SGC have asked SITA to think about the size and type of receptacles to be used in order to make this user-friendly from a resident's point of view.

Councillor Hockey also informed the Parish Council of an ALCA meeting on 10th June 2010 to discuss the Core Strategy and Policies for the next 20 years. This meeting will be held at 7.30pm in Little Stoke Community Hall and there will be a presentation by Mr. Patrick Conroy. The aim of this meeting is for Parish Councils to find out how they will be involved in the Core Strategy consultation.

Councillor Bellis asked Councillor Hockey about speed limits consultation. The Parish Council is of the opinion that there maybe some roads around the parish that could benefit from the implementation of different speed limits. Councillor Bellis asked how the Parish Council would go about asking for this to be reviewed. Councillor Hockey suggested that the Clerk email Councillor Pat Hockey and enquire whether there are deadlines for speed limit consultations. **Clerk**

12-05-10 FINANCIAL REPORT

The Clerk reported balances as at 13th May 2010 of:-

National Westminster Current Account	£6,601.79
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk also reported that the Parish Council books had been audited by the Independent Internal Auditor and everything had been in order.

The Statement of Assurance in the Annual Return for the year ended 31st March 2010 was approved by the Council. Proposed Councillor Sheppard and seconded by Councillor Bellis. **All agreed.**

13-05-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK10/0733/F - Curley Bros, Collett Way, Yate - Change of use from General Storage (Class B8) to storage, bulk and recycling through baling of dry recyclable wastes (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). No objections.
- PK10/0785/TCA - Acton House, The Green, Iron Acton - Works to crown reduce 7 no. conifer trees, crown reduce by 20% 1 no. Pine tree, crown reduce by 15% 1 no. Beech tree and reduce by 40% over 3 years 2 no. Leylandii all situated within Iron Acton Conversation Area. No objections.

- PK10/0819/F - Bridge Cottage, Stover Road, Yate – Change of Use from residential (Class C3 to Car Sales and Storage (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). To object – dangerous access to and from the site on the brow of a hill, inappropriate place for a business, increased traffic movements. To comment to SGC that this application should be ‘retrospective’ as the business has been operating out of this site for at least six months.
- PK10/0837/F - Bramble Cottage, Latteridge Road, Iron Acton – Erection of first floor over existing garage and two storey side extension to facilitate conversion of existing garage to form garage and residential annexe ancillary to main dwelling. No objections, but request that SGC implement a condition on any permission that the development should only be used as incidental to the main dwelling.

14-05-10 PLANNING CONSENTS

- PK10/0150/F – Land Opposite Green Farm Business Park
- PK10/0513/F – 29 Chilwood Close, Iron Acton
- PK10/0198/ADV – Texaco, Yate Road, Iron Acton
- PK10/0732/PNA – Two Pools Farm, Wotton Road, Iron Acton
- PK10/578/TCA – Brookby House, High Street, Iron Acton
- PK10/492/CLP – Berkeley Cottage, Yate Road, Iron Acton
- PK10/0640/F – 1 Engine Common Lane, Yate

15-05-10 PLANNING REFUSALS/WITHDRAWALS/APPEALS

None received.

16-05-10 PLANNING APPEALS

None received.

17-05-10 ALLOTMENTS

The Clerk had received a retrospective request from Mrs. Bennett the tenant of allotment 1 at Station Road, to erect a small shed. Councillor Bellis proposed and Councillor Wldrake seconded that permission be granted. **All agreed. Clerk** The Clerk will inform Mrs. Bennett accordingly.

Following discussion, **it was agreed** that a price would be obtained from Mr. Rob Alvis to clear away the rubbish at the top end of the Nibley Lane allotments again. Mr. Alvis would also provide a price for clearing the bank to the front of the allotments. The Clerk has also asked Landscape Services for a price for this work. Proposed Councillor Taylor and seconded Councillor Sheppard. **All agreed.**

Following discussion, **it was agreed** that a general rubbish bin and a re-cycling bin would be placed in the cemetery (along the wall adjoining the church yard). The Clerk and Councillor Sheppard would liaise in obtaining the bins. **RS/ Clerk** The Clerk would then draw up a rota for the bins to be put at the kerb side on a Friday for collection by SITA. Proposed Councillor Taylor and seconded Councillor Bellis. **All agreed.**

18-05-10 ALCA MEMBER NEEDS SURVEY 2010

The Clerk reported that a questionnaire had been received from ALCA. ALCA have had a £17k reduction in their income and therefore may need to consider where to focus resources. Councillor Weldrake proposed and Councillor Sheppard seconded that the Clerk complete this form and return to ALCA. **All Clerk agreed**

19-05-10 CEMETERY

The Clerk had received a request by the daughter of the late Mrs. Phyllis Allen for her mother's ashes to be poured into the grave of her first husband Mr. Idris Marklove. Mrs. Allen had recently passed away in Kenilworth at the age of 91. Mr. Marklove had passed away in 1947 and the grave was unmarked. The Clerk attended the cemetery and found the space. The Clerk had also contacted a number of Councillors who had given approval. The interment of the ashes had therefore taken place on 11th May 2010. **It was agreed** that retrospective approval be granted. Proposed Councillor Sheppard and seconded by Councillor Weldrake. **All agreed.**

Also, the Clerk had received requests from the daughters of the late Mr. Donald Cook who was buried in the cemetery in November 2009 in a brick lined grave. The daughters were requesting approval of the reservation of two plots next to their late father. The requests had come via Woodruff Funeral Directors. **It was agreed** that approval be given to these reservations, however the plots are not to be pre-dug and lined prior to their eventual use. Proposed Councillor Sheppard and seconded by Councillor Blanchard. **All agreed.** The Clerk will inform Woodruff's accordingly.

20-05-10 HIGHWAYS

The Parish Council had been informed about the proposed temporary closure of Latteridge Road from 12th July 2010 for a period of 4 weeks. This closure is required in connection with another landslip on Latteridge Hill. Councillor Heal informed the Parish Council that he had spoken to Steve Essery of SGC and pointed out that this proposed closure is in the middle of harvest time and would cause considerable disruption to upwards of 100 farmers in the district. The closure would cause considerable difficulty for local farmers who use Latteridge Road. It was also pointed out to SGC that farmers may possibly use Latteridge Lane which is potentially dangerous due to the size of the farm vehicles involved. The proposed closure is also during school holiday time. The traffic lights and cones have been in situ for some time now and it appears that no work is being undertaken. **It was agreed** that the Parish Council would object most strongly to this proposed closure because of its timing and ask that these repairs be put back until after harvest.

The Parish Council had also been informed of speed limit reductions on Church Lane, Manor Road, Patch Elm Lane, and Wotton Road. Following a short discussion, **it was agreed** that the Parish Council would respond thanking SGC for the consultation and state that Iron Acton Parish Council had no objections. Proposed Councillor Bellis and seconded Councillor Sheppard. **All Agreed.**

21-05-10 REQUEST FOR FINANCIAL ASSISTANCE

The Clerk had received a request for a donation from the Alzheimer's Society. **It was agreed** that a donation of £100 be given. Proposed Councillor Sheppard and seconded Councillor Weldrake. **All agreed.**

The Clerk had also received a request from Yate District Oral History Project for a grant of £200 for their World War One – Our Local Heroes project. Following discussion, **it was agreed** that a grant of £50 be made. The Parish Council has, over the past year donated to other projects of the Yate District Oral History group. Proposed Councillor Heal and seconded Councillor Weldrake. **All agreed.**

22-05-10 RENEWAL OF MEMBERSHIP

The Parish Council's membership of the LCR magazine is now due for renewal at a cost of £13.50 per annum. **It was agreed** that membership be renewed. Proposed Councillor Weldrake and seconded Councillor Sheppard. **All agreed.**

23-05-10 ACCOUNTS FOR PAYMENT

Landscape Services	Grasscutting	£1,428.00
Mr. Iain Selkirk	Annual Internal Audit Fee	£90.00
Iron Acton PCC	Room Hire	£15.00

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 21st June 2010** in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 8.55 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 21st June 2010**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice-Chairman), Miss. Blanchard, Mrs. Aplin, Mr. Taylor, Mr. Heal, Mr. D. Hockey (South Gloucestershire Council), Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Two members of the public were present.

01-06-10 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Weldrake and Lomas. Councillor Gawler would be arriving later as he was attending a Public Transport Forum Meeting. Councillor Pat Hockey was also attending this meeting and sent apologies.

02-06-10 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

None received.

03-06-10 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Minutes of the previous meeting held on 17th May 2010 had been previously circulated. Councillor Taylor pointed out an error in minute 02-05-10 in that the word 'Vice' should be inserted and should now read "that Councillor Bellis be Vice Chairman". Following this amendment the minutes were accepted and signed as a true record. Proposed Councillor Aplin and seconded Councillor Sheppard. **All Agreed.**

04-06-10 CHAIRMAN'S REPORT

The Chairman reported that there had been a couple of planning enforcement issues during the course of the month, namely 314 and 306 North Road. The Chairman had instructed the Clerk to investigate these matters and report to SGC Enforcement. Upon checking the Clerk had discovered that in relation to 306 North Road the original Outline Planning permission had been granted for the existing garage to be demolished. However a subsequent application, which was approved by SGC stated that the garage was being retained. The issue in connection with 314 North Road (a car scrappage/workshop operating out of the garage) had been reported to SGC. However, it has now come to light that the people responsible for the car scrappage business have now moved to Rubry's yard at the other end of North Road.

The Chairman reported that the defecation has been removed from the bus shelter next to the White Hart. There then followed a discussion on whether a bench seat should be erected in the shelter, however it was agreed not to pursue this.

The Chairman reported that he and Councillor Gawler had attended the Planning Control meeting on 10th June in connection with the two office blocks on Broad Lane. Councillor Gawler gave an in-depth plea for this application to be refused, however following lengthy discussions, SGC passed the application.

The Chairman also reported on the meeting at Latteridge Hill between residents, SGC, Mouchel and Parish Councillors. The works to the landslip have now been postponed until September. Councillor Heal reported that he had received a letter from Steve Webb MP confirming that the works had been postponed.

Action from May Meeting

08-05-10 – Matters Arising from Annual Parish Meeting – The minutes have been prepared and placed on the web site in draft format.

11-05-10 – South Gloucestershire Representative Report – The Clerk has emailed Councillor Pat Hockey and posed the question of whether there is a deadline for speed limit consultations. Councillor Hockey has responded stating that currently it is only A and B roads that are being considered. If there were any non A or B roads within the parish that the Parish Council would want to be considered for a reduced speed limit, then the best course of action is to ask SGC to consider these stating the reasons why. They may then be included in the Task Register.

17-05-10 – Allotments – A letter confirming approval of the erection of the shed has been sent to Mrs. Bennett. The Clerk has contacted SGC and SITA requesting a green bin and a black bin for the cemetery.

18-05-10 – ALCA Member Needs Survey – This has been completed by the Clerk and returned to ALCA.

19-05-10 – Cemetery – A letter has been sent to Woodruff's in connection with the request for two additional brick lined plots next to the late Mr. Donald Cook by his daughters. The letter confirmed approval of the plots, however they are not to be prepared prior to actual use. Cheques have been received in settlement of the reservation fees.

Environmental Health – The White Hart - The Clerk has received a complaint from a parishioner about an amount of rubbish that has been left to the rear of the White Hart following the departure of the current tenant. Apparently there has not been a rubbish collection from the pub since Easter. An additional issue has been raised by another parishioner about the pile of pallets that have been left next to the LPG tanks in the car park. The Clerk has therefore spoken to the Environmental Health Officer at SGC, Julie Laird, who has visited the pub on a couple of occasions and has seen for herself the bags of waste to the rear. As nobody was at the pub, the EHO has therefore sent a letter to the leasing company (Greene King have passed the lease on) and a letter to the pub asking that a representative be in touch. With regard to the pallets, SGC have informed the Clerk that as the pallets are on private land, and it is not considered an environmental health issue, then there is nothing further they can do. The Clerk subsequently contacted Avon Fire Brigade about the perceived risk of the pallets next to the LPG tanks, which the Brigade acknowledged. The pallets have now been removed, however the Clerk is unsure as to whether this was done by the Fire Brigade or the current tenant.

Parish Meadow - The slide in the play area has been taped off and a notice put on it stating that the slide is dangerous to use. The left-hand support has completely snapped through. The Clerk has spoken to Taylor-Made Play (the company who installed the additional play equipment in 2007) and asked if they are able to repair the slide. Taylor-Made have suggested that it may be more beneficial to replace the slide with something else as the current slide has been the focal point for vandalism. The suggestion is a slide fixed to a mound of earth (similar to the one that used to be in the play area). This course of action would remove the need for safety matting. The Clerk is currently awaiting a 'ball-park' price. The Clerk has also spoken to Jane's Ponds (based in Almondsbury) and will be meeting with them on Thursday 17th June 2010 in order to discuss options.

The Clerk has also liaised with Jo Wright of Organic Blooms in connection with the replanting of the borders around the Meadow. The brambles that were cut back appear to have been held in abeyance, however the nettles are enjoying the current growing conditions! Nettles are a great native plant to encourage

06-06-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Dave Hockey reported that he is actively pursuing SGC Streetcare in order to move the telegraph pole which will facilitate the additional parking spaces around Chilwood Close, which was requested by residents. Councillor Hockey also confirmed that SGC Streetcare is putting in twice as much money as SGC representatives. The works will provide an additional 8 parking spaces.

Councillors Gawler, Pat Hockey and Dave Hockey attended a meeting today, 21st June to discuss the information obtained from the CCTV assessment of lorry movements on Latteridge Road, Wotton Road and Bristol Road. Councillor Dave Hockey will ask SGC to email this information to the Clerk which will then be distributed to Iron Acton Parish Councillors. It is complex information and needs further discussion. Councillor Hockey pointed out that when changes are made to lorry movement routes, it always needs to be considered carefully as it usually means that someone loses and someone gains. Any changes or alterations will be done as part of next year's programme of works, as it is costly and needs specialist support. However it was accepted that this issue is a priority issue.

In connection with the lorry movements issue, Councillor Gawler also reported that the findings of the CCTV assessment are much in line with what was thought - 574 lorry movements on Latteridge Road and 790 on Wotton Road (reading - 25th November 2009). Latteridge Road received 250 articulated lorry movements and Wotton Road received 350. Of the 250 movements on Latteridge Road 136 were identified at Morrisons lorries. Councillor Bellis commented that, should there be at any stage a road-building programme then perhaps consideration should be given to constructing a motorway access to the M4 at Pucklechurch, which is only 3 miles in distance from the Morrisons distribution centre. Councillor Blanchard asked over what period of time had the CCTV assessment covered, because if the assessment was carried out during the recent Latteridge Hill landslide then the readings may be unfair. Councillor Blanchard asked that SGC give consideration to counts on the same roads to be done at the same time.

Councillor Gawler further reported on the recent Planning Control meeting on 10th June where the Broad Lane Offices application had been discussed. Councillors Gawler and Sheppard had battled for over an hour with the planners; however SGC felt that insufficient reasons had been given against the proposal and it was therefore put forward for approval. These new offices will accommodate in the region of 200 workers, and approximately £8,000 will be put into the 106 agreement. At the moment there is no demand for these offices, or customers to fill it therefore it may very well not be built. Residents are upset about the decision to go ahead. The developers must pay for the increased footpath and for the road splay. Clerk to photograph the area to ensure that evidence is kept.

Councillor Gawler also confirmed that the car scrappage business has now moved into Mr. Rubry's yard at the bottom end of North Road.

07-06-10 FINANCIAL REPORT

The Clerk reported balances as at 1st June 2010 of:-

National Westminster Current Account	£5,097.97
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk reported that the New Employers Pack had been received from HMRC and installed. Payroll had been run and everything appeared to be in order.

08-06-10 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK10/0904/F - Laddenside Farm, Bristol Road, Iron Acton - Change of use of agricultural land to land for the temporary siting of a mobile home. Siting of a mobile home to be occupied by an agricultural worker. No objections, however to request that an agricultural tie remains on the mobile home.
- PT10/1248/LB - Detached Bakehouse, Mudgedown Farm, Wotton Road, Rangeworthy - Structural repairs and re-roofing. No objections.
- PK10/1097/F - 314 North Road, Iron Acton - Erection of detached garage/hobby room. To object - overdevelopment of site, considered to be a 'backgarden' development, reiterate that garage is currently being used as a car scrapage/repair business.
- PK10/1472/F - Yard and Premises adjacent 390 North Road, Yate - Change of use from road haulage (Sui Generis) to Storage and Distribution (Class B8) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). To object and ask for this to be referred to the Planning Development Control Committee (East); refute applicants statement that there have not been any complaints from neighbours since the 1993 and refer to the bad planning history - Kingsgate Autos. Also request a restriction in operating hours to comply with the fact this is a residential area.
- PK10/1471/F - Unit 1 Yard and Premises, 390 North Road, Yate - Change of use from road haulage (sui generis) to internet car sales (sui generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). No objections, but to ensure that hours of operation are kept as stated on the application.

09-06-10 **PLANNING CONSENTS**

- PK10/0785/TCA - Acton House, The Green, Iron Acton
- PK10/0733/FMW - Curley Bros, Collett Way, Yate

10-06-10 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/0837/F - Bramble Cottage, Latteridge Road, Iron Acton (Refusal)
- PK10/0819/F - Bridge Cottage, Stover Road (Withdrawn). The Clerk was asked to chase this application as a business was still being run out of the site.

11-06-10 **PLANNING APPEALS**

None received.

12-06-10 PLANNING ENFORCEMENT

- CMO/10/0305/OD – Frampton Park. The Clerk had received an update from SGC. In 2000 planning permission for this site was granted as follows:- one mobile home; one touring caravan; one large corrugated iron building adjacent to the road; two small ancillary buildings; 1.8m timber fence along the boundary; an access driveway and hardstanding; and in 2003 permission for an amenity block was granted. SGC have advised that they have written to the landowner highlighting that the siting of any caravans, structures or non-personal vehicles in excess of the above list is in breach of planning control. SGC have discussed the position with the Traveller Unit and the Area Planning Manager. It is considered, based on current policy, that there is a possibility that an application for additional caravans may have a chance of success if it were to be supported by appropriate and sufficient evidence. On this basis, SGC have provided the landowner with two remedial options: (1) submit an application for the retention of any additional caravans/structures on the land (if it is felt that sufficient justification exists) within the next two months; and (2) remove all items in excess of the above list within the two month period. SGC have clearly advised that if no remedial action is taken within the next two months, that it is open to SGC to issue formal enforcement action against the breach of planning control.
- CMO/10/0461/OD – Frome Mill Farm, Nibley Lane. The Clerk was requested to report to SGC a breach of planning control regarding the agricultural building on this site. SGC have acknowledged the Parish Council's enquiry and will be undertaking a site visit within the next ten working days to establish whether a breach has occurred. SGC will advise the Parish Council accordingly.

13-06-10 CEMETERY

The Clerk informed Councillors that an application to erect a memorial headstone and surround in connection with the late Mr. Hyla Wiggins had been received. No objections were raised. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.** Councillor Blanchard commented that the spaces between recent burial plots were quite narrow which makes it difficult to cut between, and the lines are crooked. The Clerk was asked to keep an eye on this and endeavour to straighten out the lines and ensure wider spaces.

14-06-10 PARISH MEADOW

The Clerk reported to the Parish Councillors that probably due to further vandalism the support to the left-hand side of the slide in the play area had completely snapped through. This piece of equipment had been taped off and a notice placed on it stating that it could not be used. The Clerk had contacted a couple of play equipment companies to enquire if the slide could be repaired but had been referred back to the manufacturer of the equipment as these companies would only repair their own equipment. The Clerk had met with a local play equipment company who had suggested that it might be possible to replace the slide as a cost of approximately £1,200. Following discussion, it was proposed that the Clerk be given authority to authorise the replacement of the slide up to a value of £2,000 plus VAT. Proposed Councillor Heal and seconded Councillor Bellis. **All Agreed.** The school summer holidays are fast approaching therefore this matter should be given high priority. **Clerk**

It was further agreed that should evidence be obtained of wilful damage/vandalism to the play area, then the Parish Council will prosecute the offender. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.**

The Clerk reported that an email had been received from a parishioner in connection with the tennis courts. The parishioner had gone to the courts on Saturday 19th June and had been unable to play tennis because both courts were already being played on. The parishioner waited for well over an hour and eventually gave up. **It was agreed** that the Clerk would place a polite notice on the tennis courts asking players to keep their games to one hour and reiterating that the courts are available to book through the Clerk in order to avoid disappointment. **It was also agreed** that the Clerk would pick up the tennis net from Councillor Heal and purchase a new wire and ensure that the net is installed as soon as possible. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed** **Clerk**

15-06-10 NORTH ROAD - SPEED ISSUES

The Clerk informed the Councillors of an email received from a resident of North Road, Mr. Pittaway, raising concerns about speeding traffic. This email has also been sent to Councillor Gawler. Following discussion, **it was agreed** that the Parish Council would request that a flashing speeding sign be erected in the 30mph zone of North Road. Proposed Councillor Sheppard and seconded Councillor Aplin. This subject will also be raised at the SSCG Meeting on 23rd June. **Clerk**

16-06-10 FLYPOSTING

The Clerk read out an email from Mr. Huish in connection with posters advertising the Church Fete being pulled down by Mr. Taylor. Mr. Huish requested that the Clerk speak to the PCSO's about this. The Clerk reported that she had spoken informally to the Police about this situation and had to report that the posting of adverts on lamp-posts, poles and litter bins etc is considered Flyposting and is actually contravening five different legislative Acts (The Highway Act 1980, The Town & Country Planning Act 1990, The Anti-Social Behaviour Act 2003) and the Clean Neighbourhoods & Environment Act 2005). **It was agreed** that the Clerk would send a response to Mr. Huish informing him of the above. Proposed Councillor Bellis and seconded Councillor Taylor. **All Agreed.** **Clerk**

17-06-10 STANDING ORDERS

The Clerk reported that she had been updating the Parish Council's standing orders in line with the Model Standing Orders as recently issued by NALC. This has proved to quite a long and intricate process trying to tie in the existing standing orders with the new ones. The Clerk would appreciate some help with proof reading and cross referencing with the new Model Standing Orders. **PB/DT/ Clerk**
Councillor Bellis and Councillor Taylor agreed to assist. The Clerk will ensure that a draft final version is available before the next Parish Council meeting in July.

18-06-10 SOUTH GLOUCESTERSHIRE CORE STRATEGY - PLANNING FOR FUTURE DEVELOPMENT - HAVE YOUR SAY

SGC have sent through the Core Strategy Planning for Future Development documents for review by the Parish Council. A response is required by 6th August 2010. **It was agreed** that the Clerk would circulate these documents to all the Parish Councillors for reading. This item would then be placed on the July agenda for a response to be formulated. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.** **Clerk**

19-06-10 COUNCIL OFFICES, BADMINTON ROAD - WAITING RESTRICTIONS - REVIEW

The Clerk informed the Councillors that correspondence had been received from SGC in connection with the newly implemented Badminton Road waiting restrictions. As part of their monitoring and review process following fully occupation of the new Council offices, SGC would welcome any comments the Parish Council may have. Following discussion, **it was agreed** that the Parish Council had no comments to make and instructed the Clerk to respond accordingly. Proposed Councillor Bellis and seconded Councillor Sheppard. **All Agreed.** **Clerk**

20-06-10 CODE OF CONDUCT

The Clerk reported that correspondence had been received from SGC in connection with the Standards for England Pocket Guide. SGC reported that at a recent hearing of the Standards Board concern was raised about the wording of the Pocket Guide, and in particular the content of page 6 headed Personal and Prejudicial Interests. Members of a Parish Council had considered whether they had an interest and in doing so, considered the Pocket Guide and concluded that they did not have a personal interest to declare. However the Hearing found that in fact they did have a personal interest that should have been declared at the meeting and in effect found the Members in breach of the Code of Conduct. **It was agreed** that at future meetings the Clerk would ensure that the full Code of Conduct Guide for Members would be brought to the meetings and referred to rather than the Pocket Guide in order to ensure there was no confusion or ambiguity. Proposed Councillor Sheppard and seconded Councillor Bellis. **All Agreed.**

21-06-10 BOW BRIDGE, LATTERIDGE ROAD

Councillor Heal addressed the meeting. Over last three years have numerous problems with Bow Bridge on Latteridge Road. There is a definite dip in the road over the bridge where it has sunk, that is far more noticeable to larger vehicles. This dip causes a 'bounce' as vehicles cross. Councillor Heal suggested that the Parish Council request that SGC consider resurfacing/filling in the dip during the Latteridge Road closure planned for September. **It was Clerk agreed** that the Clerk would contact SGC and ask for this to be considered. Proposed Councillor Heal and seconded Councillor Taylor. **All Agreed.**

22-06-10 RENEWAL OF MEMBERSHIP

The Clerk advised the Parish Councillors that membership of Avon Wildlife Trust was due for renewal. **It was agreed** to renew the membership at a cost of £48.00. Proposed Councillor Blanchard and seconded Councillor Taylor. **All Agreed.**

23-06-10 REQUEST FOR FINANCIAL ASSISTANCE

The Clerk informed the Parish Councillors that a request for financial assistance had been received from South Gloucestershire Senior Citizens Forum. **It was agreed** that a donation of £100 be made. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed** with one Councillor abstaining.

24-06-10 ACCOUNTS FOR PAYMENT

SGC	Room Hire – 17 th May 2010	£25.00
Landscape Services	Grasscutting	£714.00
Iron Acton Parish Hall	Room Hire – 11 th & 20 th May 2010	£23.00
ALCA	Clerk's Training Course	£30.00
Viking Direct	Stationery, Toner Cartridges	£178.36
Yate Oral History	Donation	£50.00
Alzheimer's Society	Donation	£100.00
LCR	Magazine Subscription Renewal	£13.50
HMRC	Employers & Employees NI/Tax	£117.23
Mrs. P. Evans	Salary (Apr, May & Jun), Telephone	£1,765.69
Avon Wildlife Trust	Bill	£48.00
SG Senior Citizens	Membership Renewal	£100.00
Forum	Donation	

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 26th July 2010 in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.20pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 26th July 2010**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice-Chairman), Mr. Lomas, Miss. Weldrake, Mrs. Aplin, Mr. Heal, and Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Seven members of the public were present.

Mr. Huish addressed the Parish Council. Mr. Huish had attended the Parish Council meeting in July 2009 where he had requested that copies of Parish Council minutes be made available on the Parish Council web site and on the Parish notice boards. Mr. Huish was pleased to see that at the April 2010 Parish Council meeting the Parish Council had acknowledged that the web site was the best forum to publish the minutes. Mr. Huish requested that the Parish Council implement a timeframe in which minutes are posted to the web site. Mr. Huish had made investigations with other public bodies and in his opinion a timeframe of three days between meeting and posting the minutes to a web site was not unrealistic. Mr. Huish had copies of documents relating to this and offered them to the Clerk, however this was declined. Mr. Huish further requested that the Parish Council consider his request for such a policy to be adopted and made available on the web site. The Chairman thanked Mr. Huish for his comments which had been noted and agreed that this was not an unreasonable request. The Chairman also pointed out to Mr. Huish that not all residents of Iron Acton Parish have access to the internet and that the minutes of a Parish Council meeting only become a public and legal document when they have been approved and signed by the Chairman. Further, the Chairman said that the Parish Council's updated standing orders and policies would be discussed and adopted later in the meeting.

Messrs Rob Taylor, Jon Aries and Tony Harris addressed the Parish Council in connection with the Acton Aid proposal to construct a multi-functional open structure on the Parish Meadow. Mr. Taylor gave a brief outline on what had been happening since the February 2010 meeting. This project may have been thought up by Acton Aid but other parish organisations have now joined in. The Working Group formed between Acton Aid and the Parish Council has met in order to flush things out and move forward. The Working Group has met with an SGC Conservation Officer who commented that she felt it would blend in with the Parish Meadow surroundings and would not cause an impact on the site, which was quite a surprise to the Working Group as this differed considerably from comments that the Parish Council had received from another SGC Conservation Officer. The Working Group had then sought pre-planning application advice from SGC who had responded stating two reservations in that the structure was contrary to Green Belt Policy GB 1 in that the structure may not be classed as 'essential' and also that the proposed height of 4.5m may have an impact on the openness of the Green Belt. However the Working Party felt that these comments were the opinion of an individual and didn't actually say very much. Mr. Taylor went on to say that there are existing precedents for similar structures within South Gloucestershire. Acton Aid had also petitioned some residents and had obtained 140 signatures of support for this proposal. Acton Aid also informed the Parish Council that Organic Blooms had expressed an interest in using the structure. The Chairman commented that when he had asked residents on North Road what they thought about the proposal the residents didn't know anything about it. Mr. Taylor said he would look into this. The Clerk informed the meeting that three letters of objection to this proposal had been received from residents whose properties are close to, or border with the Parish Meadow. These residents Mr. Pullen, Mr. Tovey and Mr. Evans were present at the meeting. The residents enquired of Acton Aid why the petition had not been circulated to them, or why they had not been contacted by Acton Aid. Acton Aid responded saying that they had assumed that the residents would object. Mr. Aries said that he was surprised to find that this subject had not been included on the Parish Council agenda despite his request via email to the Clerk that it should be. The Clerk informed Mr. Aries that she had responded to his email requesting that all documentation in connection with this proposal be submitted to the Clerk by the 19th July in order

01-07-10 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Gawler, Blanchard, Taylor, Pat and Dave Hockey.

02-07-10 **DECLARATIONS OF INTEREST - Personal and/or Prejudicial**

Councillor Aplin wished to declare an interest in agenda item 12, in particular planning application number PK10/1760/F, as Councillor Aplin lives opposite the address of this planning application.

03-07-10 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Copies of the minutes of the meeting held on 21st June 2010 had been circulated. Councillor Bellis proposed and Councillor Heal seconded that these minutes be approved and signed. **All agreed.**

04-07-10 **CHAIRMAN'S REPORT**

The Chairman reported that he had received a number of complaints in connection with a 'for rent' hoarding that had been erected by Voyce Pullen on the small strip of land to the side of Latteridge village green. The Chairman had contacted Voyce Pullen and informed them that the hoarding was actually on village green and requested that they remove it. Voyce Pullen had confirmed that they would. The Chairman had also asked for contact details of the owner of Green Farm Business Park as two raised flower beds were being constructed on either side of the entrance gates, which is designated village green, and a number of complaints had been received. The Chairman had made contact with Mr. Williams of Westfield Farm, Coaley, Gloucestershire GL11 5DU and informed him that these raised beds were on village green and needed to be removed. Mr. Williams felt that the Parish Council were being 'petty' in their request. **It was agreed** that the Clerk would send a letter to Mr. Williams requesting that the beds be removed within 14 days of the date of the letter. If this was not complied with then the Parish Council would carry out the work and seek reimbursement of costs from Mr. Williams. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**

Clerk

The Chairman also reported that residents on Engine Common Lane had complained about noise which appeared to be emanating from the SGC yard. Mr. Chris Gillette of SGC had visited the area but could find no evidence that the SGC yard is responsible. Residents have been given log books to keep, and SGC will monitor.

Regarding 208 North Road (Rubry's Yard), the Chairman commented that there may well be environmental issues at this site, with the new vehicle spraying operation. This will be monitored by the Chairman.

RS/CH/
PB

In connection with Fairview Terrace and the reinstatement works, Mr. John Fletcher who lives at number 3 was concerned about the drainage along the access track. **It was agreed** that Councillors Sheppard, Heal and Bellis would meet on site to discuss.

The Chairman also reported that he had received a number of telephone calls from parishioners both from the village and North Road in connection with the Acton Aid proposal for a structure on the Parish Meadow. These residents had voiced concerns about the proposal.

The Chairman finally reported that he had attended the recent Core Strategy event in Chipping Sodbury.

Action from June Meeting

05-06-10 – The Clerk has delivered a letter to the residents of Fairview Cottages confirming that the Parish Council will undertake the works to remedy the potholes during the course of the summer.

06-06-10 – The Clerk has circulated the CCTV assessment data with the meeting papers.

14-06-10 – A notice has been placed on the tennis courts asking users to limit their games to one hour and have consideration for people waiting.

15-06-10 – A request had been sent to SGC for a flashing speed sign to be placed along North Road.

16-06-10 – An email has been sent to Mr. Huish in connection with the flyposting issue.

17-06-10 – The Standing Orders have been prepared and are put before the Parish Council for approval under agenda item 21 of the July meeting.

18-06-10 – The Clerk has circulated the papers from SGC on the Core Strategy.

19-06-10 – The Clerk has sent a response to SGC.

21-06-10 – An email has been sent to SGC requesting that Bow Bridge be considered for resurfacing during the forthcoming works on Latteridge Hill.

Merlin Walkabout – 04.06.10 - Following on from the Merlin 'Walkabout' held on the 4th June 2010, the residents of Chilwood Close and Algars Drive requested that a 'Children Playing' sign be erected at the Chilwood Close/ Nibley Lane entrance. Merlin has investigated this possibility and has emailed the Clerk with a response. SGC consider that as the green on Chilwood Close is not considered an official playground and that Chilwood Close and Algars Drive are a cul-de-sac and not carrying through traffic, then a sign cannot be erected. SGC cite the Department of Transport's Traffic Signs Manual which says that sign 545 (Children Playing) '*is used to warn of the likelihood of encountering children in the road ahead, going to school or playground. It must be used in combination with one of the supplementary plates, ie School or Playground*'.

Legal Deposit Libraries Act 2003 - The Parish Council have received a Legal Briefing from NALC regarding the above. Basically this Act, which received royal assent on 30th October 2003 and came into force on 1st February 2004 requires that all councils in England and Wales, deposit with the British Library Board any work published in print. This includes a book (including a pamphlet, magazine or newspaper), a sheet of letterpress or music, a map, plan, chart or table and a part of any such work. Iron Acton Parish Council does not produce any of the aforementioned articles. However, if the Parish Council were to reprint Iron Acton Parish with a Heart of Oak, then this would be required to be deposited with the British Library.

Parish Meadow - The Clerk has investigated a number of options in connection with the broken slide, and kept the Councillors informed during the course of the month. The Clerk believes the most appropriate solution would be to replace the slide (as it is facing in the wrong direction and catches the sun for most of the day) with a climbing net. GB Sport & Leisure of Weston-Super-Mare have been asked to provide a price for this work and the Clerk has been informally told that it will cost somewhere in the region of £800, plus VAT. GB Sport & Leisure are able to deliver relatively quickly. A quote should be available by the 26th July 2010.

On 3rd July, the Clerk, her husband and Mr. Paul Tucker spent two and a half hours on the tennis courts replacing the tennis net.

The Clerk liaised with Acton Aid in connection with the Proms event on 10th July 2010. The Parish Council has agreed to provide a table and chairs for the event.

06-07-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillors Gawler, Pat and Dave Hockey had sent their apologies, therefore no report was presented.

07-07-10 FINANCIAL REPORT

The Clerk reported available balances as at 15th July 2010 of:-

National Westminster Current Account	£5,700.16
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk also reported that cheque no. 2180 payable to Aon Ltd had been returned because it was damaged. This cheque had been cancelled and a new one written, which was presented for payment under agenda item 24.

08-07-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

PK10/1525/F	Garborne, Chaingate Lane, Iron Acton – Erection of two storey side and rear extensions and alterations to roofline to form additional living accommodation. Erection of side porch. No objections.
PK10/1582/F	Barn 6 Lavenham Farm, Nibley Lane, Iron Acton – Erection of single storey extension to provide ancillary live/work office accommodation in association with building 5. Call in
PK10/1709/F	Unit 26 Northavon Business Centre, Dean Road – Change of use from Café (Class A3) to Office (Class B1) as defined in the Town and Country Planning (Use Classes Order) 1987 (as amended). No objections.
PK10/1701/F	Holmelea House, Tanhouse Lane – Change of use of building and land from stables and the keeping of horses to General Industrial (Class B2) and Storage (Class B8) as defined in the Town and Country Planning (Use Classes Order) 1987 (as amended) (Retrospective). To object – overdevelopment of site; inappropriate access; bridal way; 7.5t weight limit on North Road.
PK10/1734/F	Ash Cottage, Latteridge Road, Iron Acton – Erection of single storey front extension to existing detached garage to facilitate conversion to residential annexe ancillary to main dwelling (resubmission of PK10/0220/F). No objections.
PK10/1760/F	The Old Saddlers, High Street, Iron Acton – Erection of first floor extension to provide additional bedroom and erection of rear conservatory. No objections – to comment that although the Parish Council do not object, there are certain aspects of the new building that are not conducive to the local village scene.
PK10/1712/F	Bridge Cottage, Yate Road – Change of Use from residential (Class C3) to Car Sales and Storage (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). To object – access to and from the site is considered to be dangerous as it is just over the brow of the hill; there would be an increase in traffic movements to and from the site; inappropriate location for this type of business.

PK10/1716/TCA - Fursman, High Street, Iron Acton - Works to remove deadwood 1 no. Robina tree, reduce by 30% 1 no Conifer tree, pollard to last pruning point and reduce by 50% 1 no. Poplar tree, pollard to last pruning point and reduce by 60% 1 no. Ash tree and reduce by 50% 1 no. Horse Chestnut tree in the Iron Acton Conservation Area. No objections.

09-07-10 PLANNING CONSENTS

- PK10/1097/F - 314 North Road, Yate, Bristol
- PK10/1248/LB - Detached Bakehouse, Mudgedown Farm, Wotton Road

10-07-10 PLANNING REFUSALS/WITHDRAWALS/APPEALS

None received.

11-07-10 PLANNING APPEALS

None received.

12-07-10 PLANNING ENFORCEMENT

None received

13-07-10 SGC "WORKING TOGETHER MATTERS EVENT"

The Parish Council has been invited to attend the second annual 'Working Together Matters Event' which is to be held on 29th September 2010 from 2.30pm at Kendleshire Golf Club. **It was agreed** that the Clerk would remind Councillors nearer the date in order for them to check their diaries and availability. Proposed Councillor Sheppard, seconded Councillor Weldrake. **All agreed.** Clerk

14-07-10 NO COLD CALLING ZONES

The Clerk informed the Councillors of the 'No Cold Calling Zones' initiative organised by SGC, Trading Standards and Avon & Somerset Police. This initiative is being launched in parts of Yate in a bid to reduce doorstep crime. Following discussion **it was agreed** that Iron Acton Parish did not wish to participate and the Clerk was instructed to inform SGC accordingly. Proposed Councillor Bellis and seconded Councillor Aplin. **All agreed.** Clerk

15-07-10 CEMETERY

The Clerk informed the Councillors of a request via Woodruff Funeral Directors, from Mr. Phillip Rubry to purchase a burial plot within Iron Acton Cemetery. Mr. Phillip Rubry wished to purchase the plot for his eventual use; however the ashes of his late father Mr. Barry Rubry would also be interred in the plot. **It was agreed** that this request be approved and the Clerk was instructed to contact the Funeral Directors. Proposed Councillor Sheppard and seconded Councillor Weldrake. **All agreed.** Clerk

16-07-10 VILLAGE GREEN

The Clerk informed the Councillors that a request had been received from a Mr. Dando in connection with his late parents. Mr. Dando explained in his email that his late parents had spent many happy years in and around Iron Acton parish and it was his late father's wish that consideration might be given to the interring of his (and his late wife's) ashes, possibly on the Village Green, with a tree being planted to mark the place. **It was agreed** that the Clerk would respond to Mr. Dando declining this request as it was not considered appropriate for ashes to be interred on a Village Green or any further trees to be planted on the Green. To also suggest that Mr. Dando might wish to consider interring the ashes in the cemetery and the subsequent planting of a tree in the Parish Meadow. Proposed Councillor Weldrake and seconded Councillor Heal. **All agreed.**

Clerk

17-07-10 PARISH MEADOW

- Play Area – Replacement Slide. During the course of the previous month, the Clerk had investigated various options in connection with the broken slide and spoken to a number of play equipment companies. The Clerk had kept the Councillors informed via email. Subsequently, the Clerk had received a quote from GB Sport and Leisure for £620.00 plus VAT to replace the broken slide with a climbing net, which had been accepted by the Clerk. The net will now be manufactured to specification and will be installed during the course of August. Proposed Councillor Weldrake and seconded Councillor Bellis. **All agreed.**
- RoSPA Report. The Clerk had received the RoSPA report undertaken by Playsafety Ltd. Overall the report highlighted the play area as a high risk but this was due to the broken slide.
- Tennis Courts – Slippery Surface. The Clerk had received a telephone call from one of the users of the tennis courts reporting that the surface was slippery because of black moss. **It was agreed** that the tennis courts would be swept. Proposed Councillor Sheppard and seconded Councillor Bellis. **All agreed**

18-07-10 REQUEST FOR FINANCIAL ASSISTANCE

The Parish Council had been approached by the County Air Ambulance Trust regarding a request for financial assistance. The Clerk informed the Parish Councillors that a donation of £150 had been made in October 2009. **It was agreed** that the Clerk would write to this organisation asking them to approach the Parish Council again in October 2010. Proposed Councillor Sheppard and seconded Councillor Heal.

Clerk

19-07-10 DYERS POND

The Clerk reported that she had received a telephone call from Mrs. Gingell who lives in the property to the rear of Dyers Pond. Mrs. Gingell informed the Clerk that there was rubbish in the pond and it was very overgrown and badly in need of attention. The Clerk informed Mrs. Gingell that the Parish Council would be clearing one third of the pond in the autumn which was in line with the agreed maintenance schedule. Mrs. Gingell went on to state that when Mr. and Mrs. Meridith owned the property that they used to maintain the pond, however they had been told by the Parish Council to stop doing this. Mrs. Gingell also commented that if the pond was nearer the centre of the village then she was sure that it would be maintained in better condition. Mrs. Gingell also informed the Clerk that there was a dead tree at the edge of the pond which she was concerned about. The Clerk reiterated that the Parish Council were adhering to the maintenance schedule and were unable to do anything further because of the presence of crested newts. The Clerk informed the Chairman and arrangements were made to attend the pond with Mr. Williams in order to arrange for the annual autumn clearance and deal with the dead tree. When the Clerk visited the pond, there was no evidence of any rubbish in the pond. The water levels were low, however a moorhen and chicks were present. In connection with the dead tree, this is located at the back of the pond in front of Mrs. Gingell's field. Subsequently the Clerk contacted SGC Environmental section to seek advice. Mr. Chris Giles of SGC informed the Clerk that if a moorhen was present on the pond this meant that the pond was healthy, and water levels were low everything because of the recent hot weather. Mr. Giles confirmed that because of the presence of crested newts the Parish Council were obliged to adhere to the maintenance schedule. Mr. Giles also provided the Clerk with details of three ecological consultancies who would be able to carry out a survey of the pond if the Parish Council so required. **It was agreed** that the Clerk would contact the ecological consultancies and obtain a cost for an up to date survey; that a letter be sent to Mrs. Gingell advising her of the actions the Parish Council will be taking; obtain a price for the felling of the dead tree. Proposed Councillor Sheppard, and seconded Councillor Weldrake. **All agreed** Clerk

20-07-10 NORTH ROAD

Councillor Lomas requested that the issue of the ponding/flooding outside 212 North Road and opposite the scrap metal merchants be revisited. The Parish Council initially notified this to SGC in February 2009 and was given an SGC case number of 027374. **It was agreed** that the Clerk would contact SGC Streetcare to ask that this matter be investigated as a matter of urgency. Proposed Councillor Lomas and seconded Councillor Sheppard. **All agreed.** Clerk

21-07-10 STANDING ORDERS

The Clerk had circulated a draft copy of the new Model Standing Orders. The new style SO's have been tailored to incorporate Iron Acton Parish Council's existing standing orders, and what is workable for Iron Acton Parish Council. There are sections within the new Model SO's that are mandatory to all Parish Councils and have to be retained. These are written in bold type. Councillor Weldrake had proof-read the new Model SO's and brought to the attention of the Clerk some typographical errors. Section 30 – Financial Matters had been simplified in view of the fact that the only tender Iron Acton Parish Council currently enters into is for the annual grasscutting contract. Draft copies of Iron Acton Parish Council's Provision of Information Policy, Data Protection Policy and Retention of Documents Policy had also been circulated to Councillors for their approval. **It was agreed** to adopt the new Model SO's and the above mentioned policies as provided by the Clerk. Proposed Councillor Bellis and seconded Councillors Sheppard. **All agreed.** The Clerk **Clerk** will provide all Councillors with a pack containing the above information. Further the Clerk informed the Councillors that she had searched numerous other local parish council web sites and could only find one such council who provided their standing orders and policies on a web site. The Clerk had also contact ALCA who had confirmed that there is no obligation for a parish council to post such information on a web site. **It was agreed** that Iron Acton Parish Council would not post these documents to the web site, but they would be available for inspections by any member of the public upon request. Proposed Councillor Sheppard and seconded Councillor Weldrake. **All agreed.**

22-07-10 **SOUTH GLOUCESTERSHIRE CORE STRATEGY - PLANNING FOR FUTURE DEVELOPMENT - HAVE YOUR SAY**

The Planning for the Future Development documents had been circulated to the Councillors, however there had been a delay in the circulation and Councillor Heal and Aplin had not finished reading them. Councillor Bellis commented that the document was sensible and well written. There is currently limited infrastructure around Yate which would have to be increased and improved in order to accommodate the increased amount of car traffic and lorries because of the increase in the number of houses in the vicinity. Yate has a much higher proportion of housed to jobs. **It was agreed** **Clerk** that the Clerk would respond to SGC using the comments provided by Councillors and would consult with Councillor Bellis if necessary. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**

23-07-10 **POLICE COMMUNITY BEAT FACILITIES**

The Clerk informed the Parish Council that she had been approached by the Police PCSO's who enquired whether it would be possible to set up some form of office accommodation within the Parish. Something similar has been set up within Yate Fire Station. Following discussion, **it was agreed** that the Clerk would inform the PCSO's to contact either the Parish Hall or the Marshall Rooms to see if this is possible. Proposed Councillor Bellis, seconded Councillor Sheppard. **All agreed.** **Clerk**

24-07-10 **ACCOUNTS FOR PAYMENT**

Aon Ltd	Annual Insurance Renewal	£1,151.63
Playsafety Ltd	Annual Safety Inspection	£125.73
Landscape Services	Grass cutting	£714.00
Mr. D. Hurley	Bus shelter cleaning, culvert cleaning	£68.00
Mrs. P. Evans	Clerks salary, broadband, telephone	£696.72

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Wednesday 1st September 2010 in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.30pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Wednesday 1st September 2010**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice Chairman), Mr. Lomas, Mr. Heal, Miss. Weldrake, Mr. Taylor, Miss. Blanchard, Mrs. Aplin, Mr. Gawler (Councillor & South Gloucestershire Councillor), Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Fourteen members of the public were present. The Chairman welcomed everyone and thanked them for their attendance.

Mr. and Mrs. Williams addressed the Councillors. Mr. and Mrs. Williams own Green Farm, the entrance for which is off Latteridge Village Green. A couple of months ago they decided they would install raised flower beds just outside the entrance gates in order to enhance the area. Mr. and Mrs. Williams said that they had basically cleared the area of nettles and rubbish and felt that installing the flower beds would give a better backdrop to the village green. The Chairman had contacted Mr. and Mrs. Williams and asked them to remove the flower beds and a subsequent letter had also been sent by the Parish Council. The Chairman agreed that it did make the area tidy however as custodians of the village green the Parish Council are obliged to ensure that no part of the village green is enclosed in accordance with the Inclosure Act 1857 and must therefore insist that the sleepers surrounding the raised bed are removed. Councillor Heal suggested that some sympathetic planting could take place and the problem would also be taken up with the grasscutters. Councillor Bellis suggested that this item be put on the Parish Council's agenda for the next meeting. The Chairman therefore asked Mr. and Mrs. Williams to put forward a proposal to the Parish Council as to what they would like planted.

Mandy Powell, SGC Conservation Officer addressed the meeting. Residents within the Iron Acton Conservation Area had recently been consulted in relation to how they feel about the conservation area. SGC are consulting residents within all 31 conservation areas within South Gloucestershire. The consultation basically asks what is special about the Conservation area including special architectural interests, whether the boundaries are in the right place, what could be done to improve the Conservation area, etc. Once the views of residents have been received then SGC will produce a draft document which will be distributed to all residents and interested parties to comment upon. When it has been considered the final document will go to the Executive Council for adoption as a Supplementary Planning document. Therefore the views of parishioners are important. The Supplementary Planning document will help protect the village. Councillor Bellis commented that some letters had been sent to the wrong addresses. Ms. Powell was asked about the difference between Listed Buildings and Locally Listed Buildings. Ms. Powell confirmed that Locally Listed buildings are important buildings within the area, but not quite special enough to be listed nationally. Finally Ms. Powell confirmed that individual comments received would be fed into the document and would be responded to by SGC.

Mr. David Bate addressed the Parish Council. Mr. Bate referred to an article in a local newspaper in 2003 where the Parish Council had stated that there was a need for housing within the village. The Chairman responded to Mr. Bate stating that the Parish Council had been mis-quoted and had in fact been referring to the North Road area of Iron Acton Parish.

Mr. Rob Taylor of Acton Aid addressed the Parish Council and provided a picture of what the proposed multi-functional open structure on the Parish Meadow would look like. Mr. Taylor reiterated that there had been positive community support for this proposal, but also understood the concern of residents within the immediate vicinity. Mr. Tony Pullen addressed the Parish Council and said that worried residents had written to the Parish Council expressing their concerns about this proposal, and wanted the Parish Council members to take due note and consider that it is an inappropriate development within the conservation area and could potentially attract anti-social behaviour, illicit gatherings which would open the community up to all sorts of trouble. Mr. Evans, another concerned resident asked Acton Aid whether the size of the structure was mainly to accommodate the annual Proms event, and if that event, for whatever reason were to cease then the structure would remain in perpetuity. Mr. Evans also commented that a structure 3m or 4m wide would be sufficient to

01-09-10 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Dave and Pat Hockey. Councillor Weldrake also gave apologies as she would have to leave the meeting early.

02-09-10 **DECLARATIONS OF INTEREST - Personal and/or Prejudicial**

Councillor Sheppard declared a personal interest in agenda item 09-09-10, in particular planning applications PK10/1676/EXT and PK10/2071/EXT.

03-09-10 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Copies of the minutes of the meeting held on 29th July 2010 had been circulated. Councillor Bellis proposed and Councillor Heal seconded that these minutes be approved and signed. **All agreed.**

04-09-10 **CHAIRMAN'S REPORT**

The Chairman reported that a tree had come down in Watery Lane and gone over the railway line. Railtrack had attended and dealt with the tree however their inspection of the immediate area had highlighted a number of other trees that needed pruning. Railtrack are endeavouring to contact the landowner.

The Chairman also reported that there had been problems with flooding/ponding in the bottom part of North Road, Engine Common and Watery Lane.

The Chairman asked that the Parish Council consider review the Clerk's job description and contract of employment, and look at the hours worked by the Clerk. **It was agreed** that Councillors Sheppard, Lomas, Weldrake and Gawler would form an informal working party to consider this. The Clerk was asked to supply a copy of these documents to the aforementioned Councillors for their input and comment.

05-09-10 **CLERK'S REPORT**

Action from July Meeting

04-07-10 – Chairman's Report – The Clerk has sent a letter to Mr. and Mrs. Williams in connection with the raised flower beds at the entrance to Green Farm Business Park, Latteridge. These flower beds have actually been erected on village green. The Clerk has subsequently received a telephone call from Mrs. Williams who will be attending the Parish Council meeting on 1st September.

13-07-10 – SGC "Working Together Matters" Event, 29th September 2010. The Clerk will send an email reminder nearer the date.

14-07-10 – No Cold Calling Zones – The Clerk has informed SGC that Iron Acton do not wish to participate in this initiative.

15-07-10 – Cemetery – The Clerk has spoken to Woodruff informing them that the Parish Council has no objection to Mr. Phillip Rubry's request for a burial plot. To date no further communication has been received.

16-07-10 – Village Green – The Clerk has emailed Mr. Dando informing him of the Parish Council's decision.

18-07-10 – Request for Financial Assistance – The Clerk has asked the County Air Ambulance Trust to contact the Parish Council again in October 2010.

19-07-10 – Dyers Pond – The Clerk has sent a letter to Mrs. Gingell reiterating that the Parish Council is adhering to the maintenance schedule in place.

20-07-10 – North Road – The Clerk has emailed SGC regarding the ponding/flooding issue. SGC has responded stating that they will be looking into this again as a matter of urgency.

21-07-10 – Standing Orders – A complete pack of up-to-date standing orders and policies adopted, has been circulated to Parish Councillors.

22-07-10 – South Gloucestershire Core Strategy – A response was sent to SGC using the comments provided by the Parish Councillors.

23-07-10 – Police Community Beat Facilities – The Clerk has informed the PCSO's of the Parish Council's decision.

Agenda:- As you will have seen from the enclosed agenda, The Clerk has added an additional item – Item 7 Parish Councillor's Reports. Instead of AOB, this is where Parish Councillors can inform or update the meeting on subjects that are not specific agenda items. Moving forward, if any individual Parish Councillors wish to present a report, this can then be specified on the agenda under Parish Councillor's Reports.

Old Coal Yard, Station Road:- During the evening of Sunday 22nd August 2010 an explosion and subsequent fire occurred at the Old Coal Yard on Station Road. The fire brigade and police were called to the location and discovered that a vodka still had exploded. The Clerk spoke to PC Ian Matthews on Monday 23rd August who confirmed that information had been passed to HM Customs & Excise. As this site is subject to an enforcement notice, the Clerk spoke to Dawn Russell at SGC Enforcement and passed on details of this incident and contact information of PC Matthews. Update received on 27th August 2010 from Dawn Russell confirmed that HM Customs have destroyed the distillery operations.

Station Road:- Unfortunately there was an incident on Station Road on Tuesday 24th August 2010 involving a horse-rider and a car. The accident occurred just beyond the bend in the road as it rises towards the bridge going out of the village. The car collided with the horse from behind throwing the rider over the car and the horse into the ditch. The fire brigade was called in order to assist in getting the horse out of the ditch and local residents also assisted. The horse had become tangled in some wire and after being freed was taken by horsebox to a

06-09-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler reported that Phase II of the extension works to the Manor Road footpath have now gone out for consultation to ensure that it is exactly what residents want. At the moment the bus shelter is in the wrong place, the ditch has to be piped and the drains have to be sorted out at the corner.

Councillor Gawler also reported that the works will commence to rectify the Latteridge Hill landslip as from 5th September. The road will be closed for 6 weeks. Councillor Blanchard requested that SGC ensure that decent signage is erected during this closure in order to point traffic in the right direction.

Councillor Gawler finally passed to the Clerk a speed stats report for North Road (outside the primary school) for the period 19th April to 11th May 2010 inclusive. This sheet reported traffic movements of 32,187 vehicles, with 85% of vehicles travelling at 37mph, and the highest speed reported at 77mph.

07-09-10 PARISH COUNCILLORS REPORTS

Councillor Taylor informed the Parish Council that a Residents Association had been formed encompassing the residents of Chilwood Close, Algars Drive and Nibley Lane. A survey had been carried out and the majority of residents were in favour of an Association being set up. Councillor Taylor is the Vice Chairman and the first proper meeting will be held on Wednesday 1st September in the Marshall Rooms. If the Association proved to be successful then they would approach the Parish Council about rolling it out to the rest of the village. The Association may also approach the Parish Council in connection with some form of funding. Councillor Taylor was congratulated by the Parish Council for his involvement in this initiative.

Councillor Heal enquired if SGC has been asked to investigate the 'bounce' issue on Bows Bridge, Latteridge Road. The Clerk confirmed that she had contacted Peter Walley who had said he would investigate. The Clerk was asked to chase this.

Clerk

Councillor Aplin had been asked for one copy of the 'Parish with a Heart of Oak' book, and enquired whether there were any copies available. Councillor Taylor said that he may have a few spare copies and would supply Councillor Aplin with one if he did.

Clerk

Councillor Lomas reported on a number of issues relating to footpaths in the North Road/Armstrong Way/Frome Valley Walkway area. **It was agreed** that the Clerk would take these issues up with the PROW team.

08-09-10 FINANCIAL REPORT

The Clerk reported balances as at 27th August 2010 of:-

National Westminster Current Account	£ 3,031.08
National Westminster Reserve Account	£ 160.66
National Savings Accounts	£16,418.35

The Clerk further reported that the annual return had been signed off by Mazars. Three observations were made; the Clerk and Chairman had signed in the wrong place in section 3; only payments made in relation to the employment of staff, including employment expenses should be shown in section 1 and laptop and stationery costs should be included in box 6 in future; and the box 9 (total fixed assets) figure was a year ahead of itself. Also, the Clerk reported that the cost of the annual audit had increased from £155.25 in 2009 to £334.88 for 2010. The Clerk had queried this increase with Mazars and had been informed that this was because the Parish Council's expenditure had gone into the next charging bracket. Mazars use a sliding scale of charges - £0-£25,000, then £25,000-£50,000 and so on, and as the Parish Council's expenditure had been £27,591 the audit fee had increased. The Clerk confirmed that this charging scale has not been advertised by Mazars. Proposed Councillor Sheppard and seconded Councillor Bellis that the Parish Council would object to the increase and offer to pay the same audit fee as in 2009. **All agreed.**

09-09-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK10/1676/EXT - 204 North Road, Yate - Demolition of 204 North Road to facilitate the construction of new vehicular access. (Consent to extend time limit implementation for PK07/1109/F). No objections.
- PK10/2071/EXT - 200 North Road, Yate - Erection of 1 no. detached dwelling (outline) with means of access to be determined all other matters reserved. (Consent to extend time limit implementation for PK08/0092/O). No objections.
- PK10/1895/F - 306 North Road, Yate - Erection of two storey side extension to form additional living accommodation and erection of front canopy and enlargement of front bay window. No objections.
- PK10/1976/F - The Corner House, Nibley Lane - Erection of two storey and single storey rear extension. Erection of porch. No objections, however point out that this application is just outside the Parish Boundary and within Westerleigh Parish.
- PK10/2013/PNA - Two Pools Farm, Wotton Road, Iron Acton - Prior notification of the intention to erect a link between two existing barns and to create an overhang on the eastern elevation of an existing barn. No observations.
- PK10/2031/F - Hapenny Cottage, Chaingate Lane, Iron Acton - Erection of single storey side and rear extension to include alteration to roofline to form additional accommodation. No objections.
- PK10/2112/TCA - Court Cottage, The Green, Iron Acton - Works to remove 1 no. Leylandii tree and reduce crown by 50% of 1 no. Walnut tree situated within Iron Acton Conservation Area. No objections.
- PK10/2141/LB - Stonewall House, The Green, Iron Acton - Installation of replacement windows. No objections.

10-09-10 PLANNING CONSENTS

- PK10/1582/F – Barn 6 Lavenham Farm, Nibley Lane. The Clerk was instructed to contact Councillor Pat Hockey to enquire when the passing bays along Nibley Lane would be installed. The passing bays were a condition of the original planning application for the Lavenham Farm development.

11-09-10 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/1525/F – Garborne, Chaingate Lane, Iron Acton (Withdrawn)

12-09-10 **PLANNING APPEALS**

- None received.

13-09-10 **PLANNING ENFORCEMENTS**

COM/10/0461/OD – Correspondence had been received from SGC confirming that following a site visit the barn in question was being used to store a tractor, other ancillary agricultural items and animal feed. No services were connected to the building and no evidence could be found of residential occupation. Therefore the file would be closed.

14-09-10 **PARISH MEADOW**

This agenda item was discussed immediately after Public Participation. In connection with the Acton Aid proposal to erect a multi-functional open structure upon the Parish Meadow, the resolution before the Parish Council was to approve a clear mandate to progress the planning application including express permission to build upon Parish Council owned land. The Chairman asked the Parish Councillors whether they had enough information to proceed with this resolution. Councillor Heal proposed to put aside the resolution and convene an informal gathering of the Parish Councillors on the Meadow to look into exactly what further information was needed. Councillor Blanchard seconded this proposal. There were no amendments. Councillors Sheppard, Heal, Lomas, Blanchard, Gawler and Taylor voted in favour of the proposal. Councillors Aplin, Weldrake and Bellis abstained from the vote. **It was therefore agreed** that the Parish Councillors would hold an informal gathering in the Parish Meadow at 6.00pm on Friday 3rd September 2010. Comments arising from that meeting would be collated by Councillor Bellis who would in turn forward them on to the Clerk. The Clerk would then forward them on to Mr. Taylor of Acton Aid.

15-09-10 **TRAFFIC MANAGEMENT REVIEW**

The Clerk informed the Parish Councillors that an email had been received from Peter Hart of SGC Transport Services in connection with the Parish Council's request for a traffic management review of Iron Acton village. The review is to be included in the 2010-2011 Local Transport Capital Programme and the sum of £5,000 has been allocated towards this review. Mr. Hart requested that the Parish Council provide a list of any traffic issues such as obstructive parking which would hopefully avoid any unnecessary work. Councillor Bellis had been approached by a resident of the village green regarding problems being experienced in that area in connection with parking and traffic. Councillor Bellis therefore requested that the Parish Council ask Mr. Hart to include the village green in the review. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed.** The Clerk was therefore instructed to respond to Mr. Hart including details of traffic issues within the High Street and village green. **Clerk**

16-09-10 LOCAL PLANNING APPLICATIONS

The Clerk had circulated correspondence received from SGC in connection with a consultation on revised local planning application requirements for planning and related applications. It is SGC's intention to simplify their planning application forms and requested any comments by 15th October 2010. **It was agreed** that the Parish Council had no observations to make. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed.** The Clerk was instructed to respond accordingly. **Clerk**

17-09-10 IRON ACTON CONSERVATION AREA

Ms. Mandy Powell had addressed the Councillors under Public Participation. The Clerk informed Councillors that residents living within the Iron Acton Conservation Area had been contacted by SGC requesting their response to four questions: 1. What do you think makes Iron Acton special; 2. Do you think the current boundary of the Conservation Area is in the right place, or should it be changed; 3. Does the Iron Acton Conservation Area have any problem areas; 4. Are there any improvements or enhancements that you would like to see undertaken. Following discussion, **it was agreed** that the Parish Council would not make any suggestions. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed.**

18-09-10 IDENTIFICATION OF RURAL EXCEPTION SITE

The Clerk had circulated correspondence received from Clare Burchell, Acting Enabling Officer at SGC, and correspondence received from First Step Homes in connection with the identification of possible rural exception sites within the Parish. **It was agreed** that the Parish Council would respond stating that they do not feel that a genuine housing need can be identified within the Parish by virtue of the amount and type of housing proposed in the Brimsham area adjacent to the Parish. Proposed Councillor Bellis and seconded Councillor Sheppard. **All agreed.** The Clerk was instructed to respond accordingly. **Clerk**

19-09-10 CLERK'S TRAINING

Approval was given for the Clerk to attend the forthcoming CPD course on common land, village greens, rights of way and open spaces on 27th September 2010 in Swindon at a cost of £120.00 plus VAT. Proposed Councillor Bellis and seconded Councillor Blanchard. **All agreed.** Councillor Bellis would also have liked to attend this course, however work commitments prevent this. The Clerk will report back to the Parish Council about how useful this course had been.

20-09-10 ACCOUNTS FOR PAYMENT

Landscape Services	Grasscutting	£714.00
Iron Acton Parish Hall	Room Hire x 2	£34.00
South Glos Council	Dog Bin Collection	£119.15
BWBSL	Water Rates – Nibley Lane	£302.32
Mrs. P. Evans	Salary	£570.67
GB Sport & Leisure	New Climbing Net	£728.50

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 18th October 2010 in North Road School Hall, commencing at 7.30pm. However, if sufficient planning applications were received then a meeting of the Parish Council would take place on Wednesday 29th September 2010 to specifically discuss planning.

There being no further business, the meeting closed at 9.15 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Wednesday 29th September 2010**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Lomas, Miss. Weldrake, Mr. Taylor, Miss. Blanchard, Mr. Gawler (Councillor & South Gloucestershire Councillor), Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

No members of the public were present.

01-09-10P APOLOGIES FOR ABSENCE

Apologies were received from Councillors Aplin, Bellis and Heal.

02-09-10P DECLARATIONS OF INTEREST – Personal and/or Prejudicial

No declarations of interest were received. However the Clerk wished it noted in the minutes that planning application PK10/2397/TCA was for work in connection with her residence within the parish. This was acknowledged by the Councillors.

03-09-10P PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- | | |
|-----------------|---|
| PT10/2152/F - | 81 North Road, Yate – Erection of 2 no. 4m high poles with security lighting (retrospective). The Clerk informed the Councillors that this application was just outside the Iron Acton Parish boundary, however SGC thought that Iron Acton may be interested. No objections. |
| PK10/2258/F - | Land adjoining Nibley Lane, Hope Road, Yate – Erection of agricultural building (retrospective). No objections. |
| PK10/2388/F - | Nibley Lane, Yate – Subdivision of existing dwelling into 2 no. separate dwellings. No objections. |
| PK10/2397/TCA - | “Gorlan”, High Street, Iron Acton – Works to fell 2 no. Conifer trees to the rear of property situated within the Iron Acton Conservation area. No objections. |
| PK10/2493/TRE - | 248 North Road, Yate – Works to 1 no. Flowering Plum tree to prune back to old points and clear branches from overhead wires covered by SGTPO 10/09 dated 22 nd September 2009. No objections. |
| PK10/2517/F - | Land off Mission Road, Iron Acton – Construction of ménage and erection of 1.5m high post and rail fencing. No objections, however to request that a condition of the application be personal and private to the applicant. |
| PK10/2530/F - | Garborne, Chaingate Lane, Iron Acton – Erection of two storey side and rear extension and raising of roofline of existing single storey rear extension to form additional living accommodation (resubmission of PK10/1525/F). No objections. |

PK10/2470/F - 235 North Road, Yate – Erection of replacement shed. To object; the Parish Council understands that the shed is to be used to house vintage tractors (and their repair/restoration/re-spraying etc) and would therefore query the potential fire risk; there is no mention of an access track to the shed; the proposed use of the shed is for non-agricultural purposes within the green belt, impact on the enjoyment of adjacent residential properties.

04-09-10P ACCOUNTS FOR PAYMENT

Mrs. P. Evans	Salary	£570.67
HMRC	PAYE and Tax	£117.23
Landscape Services	Grasscutting	£1,071.00
BWBSL	Water Rates – Station Road Allotments	£56.79

Proposed Councillor Sheppard, seconded Councillor Lomas, all agreed that the above accounts be paid.

DATE OF NEXT MEETING

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

There being no further business, the meeting closed at 8.05 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 18th October 2010**

The meeting of Iron Acton Parish Council was held in North Road School Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice Chairman), Mr. Gawler (South Gloucestershire Councillor and Councillor), Ms. Blanchard, Mr. Heal, Mr. Lomas, Mr. Taylor, Mrs. Aplin, Mr. D. Hockey (South Gloucestershire Councillor) and Mrs. P. Evans (Clerk).

Action

PUBLIC PARTICIPATION

Nineteen members of the public were present.

Mr. Driver raised residents concerns about surveying that had recently been carried out between Mission Road and North Road. The Chairman expanded that the surveying had been conducted by Sydney Freed Homes in connection with a planning application that had been proposed back in 2003. The Chairman has telephoned Sydney Freed who confirmed that they are undertaking a topographical survey to ensure that there has been no significant changes since the 2003 survey. The Chairman also asked Sydney Freed if there was to be a subsequent planning application. Sydney Freed confirmed that there wasn't one planned for the immediate future. Sydney Freed have been liaising with Yate Town Council and have had numerous meetings to see if they can work with them, and Mr. Freed has offered to meet with the Chairman and residents in order to further discuss any future plans. Councillor Lomas also spoke to the residents about the core strategy plans which confirmed that the only suitable place for development was a continuation of Brimsham Park. Councillor Gawler confirmed that at the moment there is nothing planned or has even been discussed for the North Road side of the railway line. Core Strategy document is due out in Spring 2011. Councillor Hockey said it was understandable that residents were concerned that a survey was being carried out and that it might be helpful to express those concerns to YTC. Residents asked if it would be possible to have a meeting with Sydney Freed and the Chairman confirmed that he would contact the company in order to organise a meeting. It was decided that Iron Acton Parish Council would write to YTC and enquire as to what discussions have taken place. Councillor Lomas further suggested that the Parish Council contact SGC to enquire what has been happening in connection with Sydney Freed proposals.

Mr. Aries and Mr. Harris both representing Acton Aid addressed the Parish Council in connection with revised proposals for the multi-functional open structure on the Parish Meadow and the list of questions raised by the Parish Council following their informal gathering on 6th August. Councillor Blanchard further reported that she had attended the Iron Acton Residents Association meeting where Acton Aid had mentioned a 'self-build' project. Councillor Blanchard queried who would be responsible for the project if a 'self-build' was undertaken. Acton Aid confirmed that it had always been the intention that the project would involve the whole of the community and would look for opportunities to involve as many people as possible. Acton Aid confirmed that in terms of project management for this proposal, this would be a subject for discussion as the project progressed, and in terms of qualifications, Acton Aid confirmed that they had plenty of project management experience. Acton Aid reiterated that the project was conceived as a joint venture between Acton Aid and the Parish Council.

Apologies were received from Councillor Weldrake.

02-10-10 **DECLARATIONS OF INTEREST – Personal and/or Prejudicial**

Councillors Bellis, Blanchard and Heal wished to declare an interest in agenda item 18. As agenda item 18 related to Latteridge Road and possible weight restrictions and the impact on lorry movements, Councillor Gawler who lives on Wotton Road also wished to declare an interest in this agenda item.

03-10-10 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Copies of the minutes of the meeting held on 20th September 2010 had been circulated. Councillor Bellis requested that in the Clerk's Report Station Road be changed to Bristol Road and Customs & Excise be changed to HMRC. Subject to these two alterations the Minutes were approved and signed by the Chairman. Proposed Councillor Heal and seconded Councillor Gawler. **All agreed.**

04-10-10 **CHAIRMAN'S REPORT**

The Chairman reported that the ditches along Engine Common Lane had been dug out.

The doors to the Parish notice boards had been replaced with new split doors and new locks by Mr. Hurley.

The old slide from the play area had been taken away and was now being stored in Councillor Sheppard's premises. The Parish Council may well be able to re-use the slide in the play area by inserting it into a mound.

The Chairman also reported that an invitation to attend the Remembrance Day Service at St. Mary's Church, Yate on Sunday 14th November 2010 had been received. **It was agreed** that the Chairman would attend to represent the Parish Council and lay a wreath. Proposed Councillor Sheppard and seconded Councillor Gawler. **All agreed.**

Another invitation had been received from Chipping Sodbury Memorial Day Centre inviting the Parish Council to attend a Remembrance Day Service on Thursday 11th September at 10.30 am. Unfortunately no Councillors would be available to attend. The Clerk was instructed to respond accordingly.

In connection with the Iron Acton Parish Remembrance Day Service at St. James the Less Church, **it was agreed** that Councillor Heal would represent the Parish Council and lay a wreath. Proposed Councillor Sheppard and seconded Councillor Bellis. **All agreed.**

05-10-10 **CLERK'S REPORT**

Action from September Meeting

18-09-10 – Response sent to SGC stating that the Parish Council did not feel that a genuine housing need could be identified by virtue of the amount and type of housing being proposed in the Brimsham area.

07-09-10 – An email has been sent to Peter Walley asking for an update on the Bows Bridge, Latteridge Road 'bounce'. The Clerk has also forwarded details of the footpath issues raised by Councillor Lomas to Nichola Chidley at the SGC PROW team.

15-09-10 – An email has been sent to Peter Hart at SGC confirming all of the issues raised in connection with the Parish Council's request for a Traffic Management Review of the High Street. Further, at the request of Councillor Bellis, Mr. Hart has been asked to include the Iron Acton village green area within this Review.

16-09-10 – An email has been sent to SGC in connection with the revised local planning applications consultation confirming that the Parish Council had no observations to make.

18-09-10 – An email has been sent to SGC confirming that the Parish Council did not feel that there was a genuine housing need could be identified within the Parish by virtue of the amount and type of housing proposed in the Brimsham area.

Engine Common Lane - The Clerk was contacted by John Davis of Western Environmental based on Broad Lane. Mr. Davies reported that there is a growing problem of articulated lorries trying to access Western's site, but their satellite navigational systems are taking them down Engine Common Lane. It then becomes very difficult for these lorries to reverse/turn round. Mr. Davis provided photographs of recent incidents. Mr. Davis enquired whether it would be possible to erect some temporary signs to point deliveries in the right direction. The Clerk contacted SGC and was informed that official permission would be required. The Clerk therefore forwarded an electronic copy of the sign application form to Mr. Davis.

Parish Meadow - The Clerk recently met with the Dando family who would like to plant a tree in the Meadow in memory of their late parents (Minute 16-07-10 refers). They would like to plant a 6ft Oak tree in the top right hand corner of the Meadow (adjacent to Mr. and Mrs. Bourns field). Further, as the Parish Council have been so obliging, the Dando family would also like to purchase a bench to go beside the tree. The tree will be planted a sufficient distance away from the boundary in order for the grasscutters to mow around and bearing in mind the size that the tree will eventually grow. The Dando family would like to plant the tree on Sunday 17th October 2010, to which I have provisionally agreed.

Footpath – LIA28/10 - The footpath in question is the one that cuts behind the Station Road allotments leading off the footpath that runs parallel to Iron Acton High Street. It has become completely overgrown with nettles and brambles and therefore impassable. The Parish Council has been approached by Nichola Chidley of the SGC PROW team as a team of local Ramblers have said they would be more than happy to clear it. In conjunction with the Chairman, I have agreed with Nichola that this will take place on Saturday morning 16th October 2010. An SCG PROW Ranger will also be present to help the Ramblers.

Nibley Lane – Allotment Bank -The Clerk arranged to meet with Landscape Services in order for them to provide a price for cutting the bank to the front of the Nibley Lane allotments. Upon visiting the site it appeared that the bank had already been cut. However the Clerk asked Landscape Services to provide a price for the maintenance of the bank and they have responded with a price of £80 per fortnightly visit. Bearing in mind that the cutting season has now come

06-10-10 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Hockey asked for the opinions of the Parish Council now that the Latteridge Road had be re-opened following works to the land slip on Latteridge Hill. Councillor Hockey was informed that the Bristol Road and Wotton Road had been dreadful during the course of the closure because of the increased volume of traffic; that Latteridge Lane had been terrible and the verges have been left in a sorry state; there had been three separate incidents of water pipe damage along Latteridge Lane; that diversion signs had been inadequate which had necessitated Councillors Heal and Gawler driving around in order to sort them out; it would have been helpful if the closure signs had said where the closure was, eg Latteridge Hill; Tuffnell's lorries had still been trying to go through; and a number of residents on Latteridge Road had felt that cars and motorbikes had been speeding along the road. The Parish Council also observed that the contractors had been able to dig back some 10 ft with no shoring in place and that the new retaining wall looked as though it could withstand an earthquake.

07-10-10 PARISH COUNCILLORS REPORTS

Councillor Heal reported that the sleepers and soil had been removed from the village green at the entrance to Green Farm Business Park.

Councillor Lomas reported that the plastic panel on the bus shelter on Goose Green Way is cracked. **It was agreed** that the Clerk would investigate the cost of a replacement. **Clerk**

Councillor Lomas also reported that the drains causing the ponding issue outside Hinders have now been fixed by SGC.

Councillor Aplin gave a brief verbal report on the Yate Library Management Board quarterly meeting. Yate Library is doing rather well with over 10,000 books being issued over the previous twelve months, which is bucking the national trend.

08-10-10 FINANCIAL REPORT

The Clerk reported balances as at 14th October 2010 of:-

National Westminster Current Account	£8,019.50
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk informed the Councillors that SGC had advised that should there be a contested election within Iron Acton Parish in the forthcoming May 2011 elections, then estimated election costs would be £3,603.00. This figure is based on both wards within the Parish being contested. In the event that the two Parish Wards were uncontested then a fee of £175.00 per ward would be charged by SGC. These figures would need to be budgeted for.

It was agreed that the Parish Council would hold their informal budget meeting on Monday 8th November 2010 at 6.30pm at 200 North Road.

09-10-10 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK10/2555/F - Two Wheels, The Green, Iron Acton - Conversion of existing dwelling to form 2 no. separate dwellings with associated works. To object to the plans as submitted as drawings suggest that porch will overhang registered village green.
- PK10/2586/F - Building to the south of Holmelea, Tanhouse Lane, Yate - Change of use of building and land from stables and the keeping of horses to Light Industrial (Class B1) as defined in the Town and Country Planning (Use Classes Order) 1987 (as amended). (Retrospective). (Resubmission of PK10/1701/F). To repeat objections - overdevelopment of site; inappropriate access; bridal way; 7.5t weight limit on North Road.

10-10-10 **PLANNING CONSENTS**

- PK10/1895/F - 306 North Road, Yate
- PK10/2141/LB - Stonewall House, The Green, Iron Acton
- PK10/1471/F - Unit 1 Yard & Premises, 390 North Road, Yate
- PK10/1676/EXT - 204 North Road, Yate
- PK10/0904/F - Laddenside Farm, Bristol Road, Iron Acton
- PK10/2013/PNA - Two Pools Farm, Wotton Road, Iron Acton
- PK10/1760/F - The Old Saddlers, High Street, Iron Acton
- PK10/1734/F - Ash Cottage, Latteridge Road, Iron Acton
- PK10/1709/F - Unit 26, Northavon Business Centre, Dean Road, Yate
- PK10/1716/TCA - Fursman, High Street, Iron Acton
- PK10/2112/TCA - Court Cottage, The Green, Iron Acton
- PK10/2071/EXT - 200 North Road, Yate
- PK10/2258/F - Land adjoining Nibley Lane, Hope Road, Yate

11-10-10 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/2031/F - Hapenny Cottage, Chaingate Lane, Iron Acton (withdrawn)
- PK10/1701/F - Holmelea House, Tanhouse Lane, Yate (withdrawn)
- PK10/1472/F - Yard & Premises adj 390 North Road, Yate (withdrawn)
- PK10/1712/F - Bridge Cottage, Yate Road, Iron Acton (refused)

12-10-10 **PLANNING APPEALS**

None received.

13-10-10 **PLANNING ENFORCEMENT**

None received.

14-10-10 **PARISH MEADOW**

The Clerk had circulated to the Parish Councillors Acton Aid's response to questions raised following the informal gathering of Parish Councillors on 6th August 2010. The Clerk had also circulated an amended artist's impression of the proposed multi-functional open structure. The structure now comprises 4m wide by 10m deep by 3m high rising to 4.5m at the apex. Canvas roofing and removable posts will allow the structure to be extended a further 4m on either side. In response to the Parish Councillors questions; Acton Aid would not be willing to contribute to the increase in the Parish Council's insurance premium of approximately £250.00; the estimated cost of building the structure would be approximately £10,000; Acton Aid would provide general maintenance each year in the form of labour and materials such as paint; Acton Aid was not prepared to provide a bond to cover the cost of dismantling the structure should it become necessary as Acton Aid are providing the structure free of charge to the community; Acton Aid were prepared to agree that should the structure become the focal point of anti-social behaviour then it could be taken down assuming that sensible criteria could be met; Acton Aid proposed that the Police should be the nominated contact should there be an incident concerning the structure; Acton Aid were prepared to agree to a landscaping plan as they are keen to enhance the whole scheme as much as possible.

The resolution before the Parish Council was to approve a clear mandate of agreement to progress the planning application, including express permission to build upon Parish Council owned land (Parish Meadow Bye Law No. 7). Councillor Bellis proposed that in addition to this resolution, if this planning application failed then no further progress would be taken and Acton Aid was not to keep pursuing umpteen different options. This amendment was proposed by Councillor Bellis and seconded by Councillor Sheppard. **All agreed.** Councillor Sheppard then asked the Parish Councillors to vote on the resolution. Councillors Bellis, Aplin, Heal, Lomas and Taylor voted in favour of the resolution. Councillors Sheppard, Blanchard and Gawler voted against. Therefore the resolution was **approved by a majority decision**. The Clerk was instructed to respond to Acton Aid informing them that a majority decision had been approved for them to proceed to the planning application stage in relation to the structure as presented in the artist's impression. If anything in the design of the structure changed then Acton Aid would be required to consult with the Parish Council. Acton Aid will bear the cost of the planning application. The Clerk was asked to reiterate that all the Parish Council has agreed to do is allow Acton Aid to proceed with a planning application.

Clerk

Acton Aid had further requested that the Parish Council give proactive and unequivocal support during the planning application process and to proceed with the initial working party as set up last year. Councillor Lomas informed the Parish Councillors that he did not want to continue to be involved in the working party. Councillors Bellis and Aplin would remain the Parish Council's communication link on the joint working party.

Councillor Gawler then addressed the Parish Council and wished it minuted that he was absolutely opposed to the proposal for the multi-functional open structure on the Parish Meadow and that he wanted to have nothing to do with it in the future.

The Clerk informed the Parish Council that a request had been received from Acton Aid for permission to use the Parish Meadow for their annual Bonfire and Fireworks event on Saturday 6th November 2010. **It was agreed** that permission would be granted, however the Clerk was instructed to request that the turf is cut and replaced after the bonfire rather than being re-seeded and that the driving of cars across the Meadow is kept to a minimum. Proposed Councillor Taylor and seconded Councillor Sheppard. **All agreed.** The Clerk was instructed to respond accordingly.

The Clerk also reported that a request had been received from Acton Aid to

15-10-10 IRON ACTON VILLAGE GREEN

The Clerk informed the Parish Councillors that a request had been received from the Victorian Committee to place an illuminated star on the Iron Acton Village Green May Pole for the duration of the Christmas period. Councillor Bellis commented that it has been eleven months since the cap on top of the May Pole was taken off, so could the Victorian Committee please ensure that the cap is replaced when the illuminated star is taken down. Councillor Blanchard also requested that a notice be placed on the May Pole (as last year) giving contact details of the Victorian Committee should a problem arise with the star. **It was agreed** that permission would be given. Proposed Councillor Taylor and seconded Councillor Gawler. **All agreed.** The Clerk was instructed **Clerk** to respond accordingly.

16-10-10 HIGH STREET, IRON ACTON

The Parish Council had been notified of a Street Closure Order (PT4040) in connection with the closure of Iron Acton High Street on Saturday 18th December 2010 from 14.00 hrs to 20.00 hrs in order to facilitate the annual Victorian Evening. **It was agreed** that there were no objections. Proposed Councillor Bellis and seconded Councillor Gawler. **All agreed.** The Clerk was **Clerk** instructed to respond accordingly.

17-10-10 PRIVATE LANE, OFF THE HIGH STREET, IRON ACTON

The Clerk informed the Parish Council that a letter had been received from the Parish Hall Committee regarding the height of the holly hedge to the side of the parish hall along the private drive. The height of the hedge now restricts natural daylight into the hall necessitating the use of electric lights in the hall at all times during daylight hours. The Parish Hall Committee requested that consideration be given to reducing the height of the hedge to a level acceptable to the Parish Council, residents along the private drive and the Parish Hall Committee. The Clerk further reported that a letter had been received from Mr. and Mrs. Thornton of Mayfield House who were opposed to a major reduction in the hedge height as the hedge provides food and shelter for a diverse number of birds and also helps in reducing noise pollution from the hall. Councillor Bellis queried the Parish Council's responsibility in tending the hedge. The hedge is planted on the Parish Council's side of the fence. **It Clerk was agreed** that the Clerk would arrange for a site meeting to take place between the residents of the private drive, which would include Mr. Tony Pullen as Chairman of the Parish Hall Committee and the Parish Council in order that a mutually acceptable height could be agreed. Proposed Councillor Sheppard and seconded Councillor Gawler. **All agreed,** however Councillor Bellis abstained from the vote.

18-10-10 LATTERIDGE ROAD

The Clerk had previously distributed an email received from Mr. Peter Barker, Chairman of the Latteridge Road Campaign Group 'No More'. The purpose of Mr. Barker's email was to seek support from Iron Acton Parish Council to the Group's campaign for the imposition of a 7.5t weight limit on Latteridge Road. The Group's argument is based mainly on the road's unsuitability for modern HGV traffic, the huge amount of damage being cause to the roadway/properties and the unacceptable risk to the Acton Court Scheduled Ancient Monument. Mr. Barker also attached a letter of support for this weight restriction from Alveston Parish Council. The Parish Councillors were aware of the HGV traffic problems along Latteridge Road, but were also aware of the same traffic issues along the Wotton Road. **It was agreed** that a response would be sent to Mr. Barker confirm that his email had been received and its contents duly noted. Proposed Councillor Sheppard and seconded Councillor Lomas. **All agreed.** The Clerk was instructed to respond accordingly. **Clerk**

19-10-10 NIBLEY LANE - MERLIN BUNGALOWS

The Clerk informed the Parish Councillors of a letter received from Mr. Harley of 40 Nibley Lane. Mr. Harley requested the support of the Parish Council to include a scheme on SGC's Task Register to block off the far entrance outside the crescent in front of the Nibley Lane bungalows. Mr. Harley's reason for requesting the Parish Council's support was that turning right out of the crescent towards Nibley is very dangerous and very large lorries come down Nibley Lane and realise that they are on a country lane and use the crescent as a turning circle, which Mr. Harley considers is very dangerous for residents and has caused damage to residents cars. Mr. Harley also informed the Parish Council that he had spoken to Councillors Hockey and Riddle on this issue. **It was agreed** that the Parish Council would respond to Mr. Harley stating that his comments had been noted. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed.** The Clerk was instructed to respond accordingly. **Clerk**

20-10-10 FILMING WITHIN SOUTH GLOUCESTERSHIRE - LOCATION REGISTRATION

The Parish Council had been invited to join a Filming Location Registration database being put together by SGC. This database would be browsed by film-makers who wished to film interesting buildings and locations. **It was agreed** that Iron Acton Parish Council would not register. Proposed Councillor Blanchard and seconded by Councillor Lomas. **All agreed.** The Clerk was instructed to respond accordingly. **Clerk**

21-10-10 APPLICATION - FOOD TRADING LICENCE (NEW)

The Parish Council had been informed of a new Street Trading Licence application for Istanbul Kebabs to trade on Armstrong Way. The hours of operation would be 16.30 hrs to 01.00 hrs Sunday through Thursday inclusive, and 16.30 hrs to 02.00 hrs on Fridays and Saturdays. **It was agreed** that the Parish Council had no objections to this application, however would ask that sufficient rubbish bins are provided by the applicant. Proposed Councillor Taylor and seconded Councillor Gawler. **All agreed.** The Clerk was instructed to respond accordingly. **Clerk**

22-10-10 BADMINTON ROAD - PROPOSED WAITING RESTRICTIONS

The Clerk informed the Parish Councillors of a consultation document relating to the alteration to waiting restrictions on roads around the new SGC Badminton Road offices. These alterations follow on from the full occupation of the new offices in May 2010. The proposals are to have 'No Waiting At Any Time' along Lavenham Road, Waverley Road, Millbrook Road and Chapel Orchard and to change the existing advisory markings ('Keep Clear') into 'No Waiting At Any Time' along Waverley Road. **It was agreed** that the Parish Council had no objections to these restrictions. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed.**

23-10-10 REQUEST FOR FINANCIAL ASSISTANCE

The Clerk informed the Parish Council that a letter had been received from Victim Support in connection with a request for financial assistance. The Clerk reminded the Parish Councillors that a donation had already been made to this organisation for £100 in April 2010. **It was agreed** that the Clerk would write **Clerk** informing Victim Support that a donation had already been made for this financial year. Proposed Councillor Sheppard and seconded Councillor Bellis. **All agreed.**

It was agreed that the Parish Council would make their annual donation to the British Legion Poppy Appeal of £250.00. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed.** Councillor Blanchard asked that the Clerk ensure that the cheque was sent to Mrs. Sue Greenwell in order for it to be included in the total amount of monies raised within Iron Acton.

24-10-10 ACCOUNTS FOR PAYMENT

Landscape Services	Grasscutting	£714.00
SLCC	Clerk's Training	£141.00
Ross Office Supplies	Stationery	£35.19
Iron Acton Parish Hall	Room Hire	£19.00
Mrs. P. Evans	Clerk's Salary & Broadband	£624.64
South Glos Council	Room Hire	£25.00
Mr. D. Hurley	New Doors - Notice Boards, Locks &	£150.00
Poppy Appeal	Keys	£250.00
	Donation	

Proposed Councillor Blanchard, seconded Councillor Gawler, **all agreed** that the above accounts be paid.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 15th November 2010** in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 8.50 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 15th November 2010**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Bellis (Vice Chairman), Mr. Gawler, Mr. Lomas, Miss. Blanchard, Mr. Taylor, Mrs. Aplin, Mrs. Evans (Clerk).

Action

PUBLIC PARTICIPATION

One member of the public was present.

Mr. John Davis addressed the Parish Councillors regarding his recent request to have a permanent sign erected on Broad Lane directing delivery lorries to Western Environmental. Unfortunately lorry drivers who are unfamiliar with the area are being mis-directed by their satellite navigational equipment and ending up on Engine Common Lane. Damage is being done to hedges and cars as these lorries then try to reverse or turn around. Mr. Davis had contacted the Clerk, who had forwarded by email the relevant SGC application forms. Unfortunately SGC have turned down his application. Councillor Gawler said that he would speak with Tracey Hamblett of SGC to see if something could be done.

01-11-10 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Weldrake and Heal. Councillor Hockey had informed the Clerk that he would be arriving late due to a prior meeting.

02-11-10 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

Councillor Taylor declared an interest in Agenda item 16.

03-11-10 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 18th October 2010 had been circulated. Councillor Aplin requested that in the Parish Councillor's Reports that the word 'more' be inserted after 10,000. Councillor Blanchard pointed out that in the Chairman's Report November should be substituted for September in connection with the Chipping Sodbury Remembrance Day Service. Subject to these two alterations the minutes were approved and signed by the Chairman. Proposed Councillor Blanchard and seconded Councillor Sheppard.

04-11-10 CHAIRMAN'S REPORT

The Chairman reported that he had attended the Remembrance Day Service on Sunday 14th November 2010 on behalf of the Parish Council. Whilst at the Remembrance Service the Chairman had engaged in conversation with a couple of other Parish Chairmen who have war memorials located on village greens within their parishes. The Chairman asked the Councillors to consider whether Iron Acton should think about erecting a war memorial. Various locations within the parish were suggested such as the village green and parish meadow. **It was agreed** that this would be the subject of further discussion at some point in the future.

The Chairman also reported that residents in the North Road/Mission Lane area are still concerned about the proposed estate development. The Chairman has assured them that nothing further has been heard from Sidney Freed Holdings.

The Chairman then reported that whilst driving through the parish it is obvious that some of the trees within the parish are in need of attention. In particular there is one in North Road, close to the Broad Lane junction that needs to be looked at. **It was agreed** that the Clerk would contact Mr. Chris Wright to ask him to have a look at them. Proposed Councillor Sheppard and seconded Councillor Bellis. **All agreed.**

Finally, the Chairman confirmed that the access track to the rear of Fairview Terrace had been done, and passed his thanks on to Councillor Bellis for organising the work.

05-11-10 **CLERK'S REPORT**

Action from October Meeting

Public Participation – A letter has been sent to YTC requesting information in connection with their meetings with Sydney Freed Homes.

04-10-10 – Letters have been sent to Chipping Sodbury Memorial Day Centre and YTC in connection with attendance at the Remembrance Day Services.

05-10-10 – Unfortunately the proposed meeting on 13th November at the Nibley Lane allotments had to be postponed due to urgent family business of the Clerk.

07-10-10 – The company previously used by the Parish Council to repair the bus shelter is no longer trading. The Clerk is therefore investigating other possibilities.

14-10-10 – The Clerk has sent a letter to Acton Aid confirming that Parish Council's majority decision for permission to be granted, in accordance with Parish Meadow Bye Law No. 7, for the multi-functional open structure to proceed to the planning stage. The Clerk also confirmed the Parish Council's permission for the annual Bonfire event on 6th November 2010 to take place as well as the annual Proms in the Meadow event on 9th July 2011.

15-10-10 – An email was sent to the Victorian Committee confirming the Parish Council's permission for a star to be erected on the village green May Pole for the duration of the Christmas period.

16-10-10 – An email was sent to SGC confirming that the Parish Council had no objections to the Street Closure Order PT4040 to facilitate the Victorian Evening on 18th December 2010.

17-10-10 – The Clerk has proposed a date of **Saturday 20th November 2010** for the Parish Council to meet with residents of the private drive to the side of the Parish Hall to discuss a mutually agreeable height for the holly hedge.

18-10-10 – A letter was sent to Mr. Barker, Chairman of the Latteridge Road Action Group confirming that the contents of his email had been noted.

19-10-10 – The Clerk has sent a letter to Mr. Harley confirming that the contents of his letter had been noted.

20-10-10 – An email has been sent to SGC confirming that the Parish Council did not wish to register on the database.

21-10-10 – An email was sent to SGC confirming that the Parish Council had no objections to the proposed waiting restrictions on the Badminton Road.

Old Coal Yard, Station Road - An email was received from SGC on 20th October 2010 confirming that the 21 day deadline for a response from Mr. May (who is currently based on the site) to the Planning Contravention Notices had expired. A review of land registry documents had confirmed that Mr. Keith Hayden Thomas remains the landowner and is therefore the only person legally responsible for the activities on the site in breach of the Enforcement Notice. SGC have also received a telephone call from Mr. Chris Dance who is the land owners planning agent. The planning agent has been approached by Mr. May with a view to addressing the matters raised in the PCN and other outstanding issues on the site. The planning agent will be meeting with Mr. May to discuss matters.

Nibley Lane - As reported to the Parish Councillors on 20th October 2010 a telephone call was received from Mr. Harley in connection with his request for Parish Council support to block off the far end of the crescent outside the Nibley Lane bungalows. Mr. Harley was extremely disappointed with the Parish Council's response.

A further three telephone calls were received from Mr. Harley over the next week in connection with the large bonfire that had been built in the field

06-11-10 **SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT**

Councillor Hockey reported that the new recycling regime bins should have been delivered. The new recycling regime will commence on 22nd November 2010. Food waste will be turned into compost for which SITA will be responsible. SITA recognise that landfill tax is on a dramatic escalating scale which is currently £48/tonne and will rise to £56/tonne next year. SITA also recognise that the economic viability of plastic recycling is increasing.

Councillor Hockey also confirmed that the Latteridge Road traffic data is not ready yet. Councillor Blanchard enquired of Councillor Hockey whether it was true that when the Latteridge Road was shut, the traffic on the Wotton Road only increased by 2-3%? This figure was disbelieved and Councillor Hockey reiterated that we have to wait for the data to be confirmed.

Councillor Gawler reported that the second phase of the Manor Road footway has now commenced.

07-11-10 **PARISH COUNCILLOR'S REPORTS**

Councillor Taylor informed the Parish Council that the Iron Acton Estate Residents Association had approached the Parish Council for financial assistance. Councillor Taylor is currently Vice Chairman of this organisation. The Residents Association has recently been granted a sum of money from Quartet.

Councillor Taylor further reported that approximately 40 tyres had been dumped on Dyers Lane, which had been reported to SGC Streetcare department.

Councillor Taylor also reported that the bonfire on Mr. Sandy's land (opposite the Nibley Lane bungalows) had been burnt on Bonfire night and had caused a good deal of quite noxious smoke.

Councillor Taylor also reported that there is a mobile home on Mr. Sandy's land which is being inhabited. There also appears to be a patio area and a clothes line outside the mobile home. The Clerk was asked to report this to SGC Planning Enforcement.

Lastly, Councillor Taylor reported that the residents of Holly Hill are quite concerned that because the gates are being left open at the top of Holly Hill, the road is being used as a 'rat run' with vehicles cutting through the village in order to avoid the two sets of traffic lights on the by-pass. The Clerk was asked to make enquiries with SGC to see if these gates can be shut.

08-11-10 **FINANCIAL REPORT**

The Clerk reported balances as at 11th November 2010 of:-

National Westminster Current Account	£6,060.67
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

It was noted that the cheque to Victim Support had not yet been cashed. The Clerk was asked to write to Victim Support to find out what was happening with it.

BUDGET - The Clerk had circulated a copy of the proposed budget for 2011/2012 which had been prepared following the Parish Council's meeting on 8th November 2010. The budget proposed a precept request of £21,600 for 2011/2012. This figure was based on the same precept request for 2010/2011 of £18,000 plus the potential cost of an election of £3,600, which is due in May 2011. Should no election occur, then the precept for 2012/2013 could be reduced accordingly. An uncontested election would cost £175/ward. This budget was proposed by Councillor Bellis and seconded by Councillor Blanchard. **All agreed.**

The Parish Council felt it prudent for all requests for financial assistance and donations to be considered towards the end of the current financial year. This will therefore be in February 2011. The Parish Council has a duty to ensure that money received through the precept is used responsibly.

Councillor Bellis requested that in January 2011, the Parish Council consider an agenda item in connection with the possible increase in allotment rents.

09-11-10 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK10/2783/F - Grange Farm, Latteridge Road, Iron Acton – Erection of two storey side and rear extension to form additional living accommodation. No objections.
- PT10/2833/F - The Stables, Tanhouse Lane, Yate – Erection of 2 no. detached dwellings to include double garages, bin stores and associated works. No objections.
- PK10/2850/TRE - 244 North Road, Yate – Works to reduce 1 no. Apple tree by 33% all covered by SGTPO 633 dated 22nd September 2009. No objections.
- PK10/3032/TRE - Brookside Cottage, 21 Engine Common Lane, Yate – Works to fell 1 no. Ash tree, 2 no. Holly trees and 1 no. Hawthorn all covered by SGTPO 10/09 dated 22nd September 2009. No objections.

10-11-10 **PLANNING CONSENTS**

- PK10/2571/F - Land Off Mission Road, Iron Acton
- PK10/2493/TRE - 248 North Road, Yate
- PK10/2397/TCA - Gorlan, High Street, Iron Acton
- PK10/2388/F - Nibley Lane, Yate

11-11-10 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/2470/F - 235 North Road, Yate (withdrawn)

12-11-10 **PLANNING APPEALS**

None received.

13-11-10 PLANNING ENFORCEMENT

None received.

14-11-10 CEMETERY

The Clerk informed the Parish Councillors of a request for a burial space for the late Mrs. Jean Dickes. **It was agreed** that this request be approved. Proposed Councillor Blanchard and seconded Councillor Aplin. **All agreed.**

15-11-10 CHARITIES COMMITTEE

The Iron Acton Charities Committee is made up of three Parish Council appointed trustees, the Priest in Charge and two co-opted trustees. Accordingly, the proposal before the Parish Council was to re-appoint Councillors Sheppard and Lomas as trustees, together with the appointment of Councillor Weldrake as a new Parish Council trustee. **It was agreed** that these appointments be accepted. Proposed Councillor Blanchard and seconded by Councillor Aplin. **All agreed.** The Chairman further informed the Parish Councillors that Ms. Heather Clay and Mrs. Pam Thornton have also accepted appointments as co-opted trustees. The Chairman wished to pass on his thanks to Ms. Bridget Bennett who is secretary to the Committee for all her hard work in sorting out the paperwork.

16-11-10 REQUEST FOR FINANCIAL ASSISTANCE

The Clerk informed the Parish Councillors of a request for financial assistance from the Iron Acton Estate Residents Association and the County Air Ambulance Trust. Following discussion, **it was agreed** that these requests would be deferred until the February 2011 meeting. Proposed Councillor Bellis and seconded by Councillor Blanchard. **All agreed.** The Clerk was therefore **Clerk** instructed to respond to these two organisations stating that their requests had been noted and would be considered in February 2011.

17-11-10 ACCOUNTS FOR PAYMENT

Ross Office Supplies	Stationery	£51.69
Landscape Services	Grasscutting	£357.00
Mrs. P. Evans	Clerk's Salary & Telephone Bill	£626.62

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 6th December 2010 in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 8.30 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 6th December 2010**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Sheppard (Chairman), Mr. Gawler (South Gloucestershire Councillor and Councillor), Miss. Blanchard, Mrs. Aplin, Mr. Taylor, Mr. Heal, Mr. Lomas, Mr. D. Hockey (South Gloucestershire Councillor).

Action

PUBLIC PARTICIPATION

Six members of the public were present.

Mr. Huish addressed the meeting regarding agenda item 17, Frampton End Road, asking that the Parish Council support their petition to make Frampton End Road access only. Frampton Cotterell Parish Council has already agreed to support this campaign and forward details on to SGC Highways for their input. The same request is being presented to Westerleigh Parish Council tonight by Mr. Nick Carver, and the campaign group intend to present the same petition at the SGC meeting on 15th December. Iron Acton Parish Councillors had been invited to walk the route at the weekend. Frampton End Road is a narrow lane, forms part of the Frome Valley Walkway, and also the Avon cycle route. There are no passing places for pedestrians, cyclists or horse riders to stand in order to allow vehicular traffic to pass, and the frequency of traffic has increased over recent years. So far there have been several deaths of animals, numerous collisions, damage to walls and building and it is becoming increasingly difficult to use it as a bridle-way or footpath. The petition currently has over 600 signatures. The campaign group is looking for Iron Acton Parish Council to support the petition and pass onto SGC Highways section to have a look at. The Chairman thanked Mr. Huish for his presentation, and reported that he had spoken to a number of residents of Nibley Lane, Chaingate Lane, Engine Common Lane and Mission Lane and they had said what was the difference between Frampton End Road and their respective lanes, and why close one in favour of the other? The Chairman also pointed out that there had been five fatalities on Badminton Road. Mrs. McCoy pointed out that Frampton End Road was much narrower than Nibley Lane. Mr. Huish said that Chaingate Lane had numerous places for people to walk on the verge. Councillor Lomas asked the campaign group about what they were trying to achieve. Mr. Nick Carver said the ultimately the residents would like to see Nibley Lane closed to through traffic. Mr. Carver went on to say that delivery vehicles such as B&Q and Comet are increasingly using Frampton End Road as part of their delivery routes as their satellite navigational equipment direct them that way. Councillor Aplin said that she would be opposed to closing the road and perhaps consideration should be given to deterring vehicles from using the road through the imposition of a 20mph restriction and possibly a weight restriction. Councillor Heal said that he would support proper signage, and referred to an incident where he had been asked to assist a 42 tonne HGV which had become stuck on the bridge by Algars Mill. The HGV had been unable to get any traction and it had taken two hours to get the vehicle back onto the main road. Councillor Weldrake referred to a sign she had seen on a recent holiday which read "Despite what your SatNav says, do not come down this route". The Clerk had spoken to SGC Highways department about the situation on Frampton End Road and a number of solutions could be looked into, one being that providing agreement could be obtained from the landowners then maybe passing bays could be installed. The Chairman thanked the campaign group for attending the meeting.

Mr. Carver wished to thank the Parish Council for their perseverance last year over the issue of illegal raves being held in Chilwood woodlands.

01-12-10 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Bellis.

02-12-10 **DECLARATIONS OF INTEREST – Personal and/or Prejudicial**

None received.

03-12-10 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 15th November 2010 had been circulated. Councillor Aplin proposed and Councillor Taylor seconded that these minutes be approved and signed. **All agreed.**

04-12-10 CHAIRMAN'S REPORT

The Chairman reported that the outcome of the meetings with residents in connection with the Holly Hedge and tenants on the Nibley Lane allotments would be covered under separate agenda items later in the meeting.

05-12-10 CLERK'S REPORT

Action from October Meeting

Public Participation - Councillor Gawler contacted SGC in connection with their refusal to allow appropriate signage to direct delivery lorries to Western Environmental. SGC have responded stating that their refusal was because business names are not permitted on signs, only a generic term should be used, and in the case of Western Environmental it should be the word 'Factory'. On a positive note SGC have established that the post code for the Western Environmental site is incorrect, which could be a contributing factor to the delivery lorries being misdirected by their satellite navigational equipment. Therefore they have arranged with the Royal Mail to rectify this which will hopefully direct lorries to the correct location.

04-11-10 - The Clerk has contacted Chris Wright in connection with some of the trees located around the Parish and will be meeting up with him to discuss further.

ALCA - The Special General Meeting of ALCA took place on 1st December 2010. The outcome of the meeting was that ALCA would continue with membership subscriptions being based on a sliding scale. Smaller Parish Councils would notice only a slight increase of probably around £10.00 per annum, and larger Town and Parish Councils would see a slight reduction. It was also hoped that with the forthcoming elections in May 2011 there would be increased training income from New Councillor Training. ALCA staff costs are also being cut by reducing staff hours and the loss of one member of staff. Further information will be made available to member Parish and Town Councils.

Food Trading Application - At the October 2010 meeting the Parish Council considered a Food Trading Application from Istanbul Kebabs to operate a food trailer on Wade Road. The Parish Council had no objections to this application, however the application was withdrawn. The Clerk subsequently received a fresh notification from SGC that Istanbul Kebabs has applied to trade on Millbrook Road. The application is for permission to sell food and non-alcoholic beverages from a food trailer after 11.00pm. The Clerk enquired of SGC why this new application had been made and was informed that Istanbul Kebabs had been unable to obtain permission of the landowner to site their trailer on Wade Road. The email from SGC was for information purposes only and does not require any action on behalf of the Parish Council.

British Legion Poppy Appeal - A letter of thanks has been received from the Mrs. Sue Greenwell, Poppy Organiser for Iron Acton. Mrs. Greenwell confirmed that there was an overall increase in donations of 24% on last year with the total amount raised for Iron Acton being £2,582.54. Councillor Blanchard commented that it was nice to receive a letter of thanks.

Hiring Charge, North Road School - Following the Chairman's telephone call to the head teacher of North Road School, the Parish Council has received notification that the hiring charge for the school hall will remain at £25.00 per session until further notice.

Chilwood Woodlands - It was reported to the Clerk that two trees have been uprooted following the recent high winds. Chris Wright has had a quick look at them and they will be dealt with when he and the Clerk meet to discuss other trees around the Parish.

Councillor Gawler reported that hopefully this week SGC should know how much money will be received from central government.

Councillor Dave Hockey reported on the Core Strategy consultation. It was important to note that Engine Common would not be considered as a development site, however this would not stop a developer submitting a speculative application. The Core Strategy document is due for approval by SGC Cabinet on Monday and will then go to a public enquiry/examination in the spring/summer of 2011. At this stage developers can object to what is not in the document. The whole process is likely to be wrapped up by the end of 2011. Councillor Gawler commented that in the meantime there may well be speculative applications from developers. The Brimsham Green area is still referred to in the document despite the fact that residents do not want to see any further development. The infrastructure of the area is the main issue and major development cannot go ahead unless the proper infrastructure is in place such as drainage, sewerage and roads.

Councillor Dave Hockey also reported on the new waste collection system for plastics and food waste which commenced on 22nd November 2010. Unfortunately not enough of the new white plastic bottle receptacles had been ordered therefore some residents had been supplied with white plastic bags. SITA have a new fleet of lorries that are designed to cater to keep cardboard, green bin and food waste separate. No roll-out of a new waste collection regime across 100,000 houses is going to go without a hitch and problems should settle down. The Clerk enquired of Councillor Hockey when SITA were going to be able to recycle plastic meat trays. Councillor Hockey reported that SITA would be able to recycle plastic meat trays as and when this becomes financially viable.

07-12-10 PARISH COUNCILLOR'S REPORTS

Councillor Taylor reported that there had been a burst water main outside number 3 The Green. The burst water main had occurred during a particularly cold spell of weather and the road had become very dangerous due to ice. The Water Board had attended very quickly to sort the problem out and had put down grit.

On the subject of the village green, it was noted that some residents are continuing to park their vehicles with two wheels on the green. This is causing damage to the grass and edging stones. **It was agreed** that the Parish Council would investigate the possibility of placing large stones around the edge of the village green in order to stop further damage occurring. Councillor Heal and the Parish Clerk would obtain prices. If approved by the Parish Council as the most appropriate course of action, then **it was further agreed** that these stones would be put in place by the end of March 2011. Proposed Councillor Taylor and seconded Councillor Sheppard.

CH/
Clerk

08-12-10 FINANCIAL REPORT

The Clerk reported balances as at 2nd December 2010 of:-

National Westminster Current Account	£5,200.36
National Westminster Reserve Account	£160.66
National Savings Accounts	£16,418.35

The Clerk also reported that cheque number 2184 for £100 made payable to Victim Support dated 19th April 2010 had not been cashed and was now out of date. The Clerk had contacted Victim Support enquiring if the cheque had in fact been received and was awaiting a response. The Clerk had also requested that a fresh letter of request be sent to the Parish Council if the organisation wished to pursue a donation. Bearing in mind that the cheque was now out of date the Clerk had reinstated the £100 back into available funds. Councillor Weldrake pointed out that sometimes banks will cash cheques that are out of date, but to place a stop on the cheque would incur bank charges, therefore the Clerk should keep a close eye on the bank statements to ensure that the cheque has not been cashed. Councillor Blanchard queried the outstanding Mazars cheque. The Clerk confirmed that a letter had been sent to Mazars confirming that the Parish Council did not agree with the increased audit charge, but nothing further had been heard from Mazars.

09-12-10 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK10/3201/F - North Corner House, Chaingate Lane, Iron Acton – Erection of two storey side extension to provide additional living accommodation. No objections.
- PK10/3012/F - Two Wells Farm, Wotton Road – Erection of timber hay storage barn. No objections.
- PK10/3223/TRE - Yate Sewage Pumping Station, 242 North Road, Yate – Works to remove 2 no Thorn trees, and reduce height by 33% of 1 no. Ash tree covered by SGTPO 633 dated 22nd September 2009. No objections.
- PK10/3274/F - Iron Dale House, High Street, Iron Acton – Demolition of existing garage and front wall to facilitate the erection of 1 no. detached dwelling and construction of new vehicular access with associated works (re-submission of PK09/6068/F). To object and comment as PK09/6068/F, question 40m visibility, narrow section of the High Street, request that the application be referred to SGC Planning Control East.
- PK10/3275/CA - Iron Dale House, High Street, Iron Acton – Demolition of front boundary wall. To object and comment as for PK09/6068/F.

10-12-10 **PLANNING CONSENTS**

- PK10/2530/F - Garborne, Chaingate Lane, Iron Acton
- PK10/2850/TRE - 244 North Road, Yate
- PK10/2555/F - Two Wheels, The Green, Iron Acton

In connection with PK10/2555/F, the Clerk reported that subsequent to the Parish Council considering this application a Certificate B had been lodged SGC. This was because the original planning application indicated that the land to the front of Two Wheels was owned by the applicant. Following a conversation with the agent, the Clerk had informed him that this land was in fact village green and not owned by the applicant. A Certificate B states that the applicant wished to build over land that is not owned by them, ie the front porch will overhang village green, and the owner of the land had been informed of the applicant's intention. The Clerk was instructed to write to the agent and the applicant stating that the Parish Council could not give permission for anything to be built that would overhang village green. Proposed Councillor Sheppard and seconded by Councillor Aplin. **All agreed.**

11-12-10 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

None received.

12-12-10 **PLANNING APPEALS**

Note received.

13-12-10 **PLANNING ENFORCEMENT**

None received.

14-12-10 **CEMETERY**

The Parish Council had received a request for permission to erect a memorial in connection with Mark Warren Spaul. The memorial will be a Serena Gothic top headstone. No objections were raised, and **it was agreed** that permission be granted. Proposed Councillor Taylor and seconded Councillor Weldrake. **All agreed.**

15-12-10 **PRIVATE LANE, OFF HIGH STREET, IRON ACTON**

Following the site meeting between the Parish Council, residents of the private drive and the Parish Hall Committee, **it was agreed** that the height of the holly hedge would be reduced to the same height as the Parish Hall guttering. These works would be undertaken after Christmas but before 15th February 2011. Proposed Councillor Sheppard and seconded Councillor Blanchard. **All agreed.** The Clerk was instructed to write to the residents (copy to the Parish Hall Committee) informing them of the action to be taken.

16-12-10 **NIBLEY LANE ALLOTMENTS**

Following the site meeting with the Nibley Lane allotment holders on 27th November 2010 **the following was agreed:-**

- That the accumulation of rubbish at the top of the allotments would be cleared. This would be done by employing the services of the Leyhill Prison Team and would take place before the spring. Once cleared the Parish Council would investigate the possibility of installing a concrete based bay for non-compostable allotment waste.
- The brambles along the hedge adjacent to allotment 14b would be cleared away, again using the services of the Leyhill Prison Team. The tenant of 14b had informed the Clerk that he no longer wished to rent the allotment, therefore the allotment would be used to burn the brambles.
- The access track along the wall with the cemetery would be cleared.
- That the water to the allotment trough be turned off at the end of October and turned back on at the beginning of April each year. This course of action was being taken because of the expensive water bills for the allotments. It was also agreed that the Parish Council would investigate the cost of replacing the trough with a standpipe, as the availability of water from the trough is being abused by some of the allotments tenants.
- That a green and black bin would be placed in the cemetery clearly marked for use.

17-12-10 **FRAMPTON END ROAD**

The resolution before the Parish Council was to consider a request from the Frampton End Road action group to support their application for a permanent road closure. **It was agreed** that this resolution be amended to 'gain agreement and support from Iron Acton Parish Council to forward this issue to SGC Highways department for them to review, consult and look at all practical options at their next meeting'. Proposed Councillor Aplin and seconded Councillor Weldrake. **All agreed.** Following discussion, **it was agreed** that Iron Acton Parish Council would support this resolution. Proposed Councillor Taylor and seconded Councillor Weldrake. **All agreed.** The Clerk was **Clerk** therefore instructed to write informing SGC of their support.

18-12-10 **PROPOSED PARISH COUNCIL MEETING DATES**

The Clerk requested that the Parish Councillors give consideration to confirming meeting dates the start of 2011. The proposed meeting dates were Monday 17th January 2011 (North Road School Hall), Monday 21st February 2011 (Parish Hall), Monday 21st March 2011 (Marshall Rooms) and Monday 18th April 2011 (North Road School Hall). Following discussion, **it was agreed** that these meeting dates be accepted. Proposed Councillor Blanchard and seconded Councillor Aplin. **All agreed.** It was noted that Councillor Bellis would be unable to attend the meeting on 17th January and that Councillor Lomas would chair the meeting.

19-12-10 **ROYAL WEDDING**

In light of the recent announcement of the forthcoming Royal Wedding in April 2011, the Clerk had placed this item on the agenda for the Parish Council to consider whether they wished to mark the occasion for the Parish. Following discussion **it was agreed** that because the Royal Wedding will take place on the Friday of the May Bank Holiday weekend and the Village Day Celebrations will take place on Monday 2nd May 2011 then the Parish Council would not presume to impose their own ideas but would prefer to leave Parish organisations to celebrate as they saw fit.

20-12-10 ACCOUNTS FOR PAYMENT

South Glos Council	Dog Bin Collection	£164.97
Ross Office Supplies	Stationery & New Cupboard	£167.44
Mrs. P. Evans	Clerk's Salary	£570.47
HMRC	Tax & National Insurance	£117.23

Proposed Councillor Blanchard, seconded Councillor Taylor, all agreed that the above accounts be paid.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 17th January 2011 in North Road School Hall, commencing at 7.30pm

There being no further business, the meeting closed at 8.50 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 17th January 2011**

The meeting of Iron Acton Parish Council was held in North Road School Hall commencing at 7.35pm.

Present:- Mr. Lomas (acting Chairman), Miss. Weldrake, Mr. Gawler (South Gloucestershire Councillor and Parish Councillor, Miss. Blanchard, Mrs. Aplin, Mr. Hockey (South Gloucestershire Councillor) and Mrs. Evans (Clerk).

Action

PUBLIC PARTICIPATION

Six members of the public were present. A number of residents of North Road attended the meeting to discuss any updates in relation to recent activity in the vicinity of North Road/Mission Lane. Councillor Gawler dealt with their queries, prior to the meeting informing them that there had been no further activity. These residents therefore left the meeting prior to it's commencement.

01-01-11 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Sheppard, Bellis and Taylor and Heal.

02-01-11 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

None received.

03-01-11 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 6th December 2010 had been circulated. Councillor Gawler proposed and Councillor Weldrake seconded that these minutes be approved and signed. **All agreed.**

04-01-11 CLERK'S REPORT

Action from October Meeting

15-12-10 – Private Lane, off High Street, Iron Acton – The Clerk has informed all of the residents that the holly hedge will be trimmed back to the same height as the Parish Hall guttering. The Clerk has asked Mr. Alvis to provide a price for this work.

17-12-10 – Frampton End Road – The Clerk had sent a letter to Mr. Allinson of SGC confirming the Parish Council's support for some form of traffic calming/weight restriction/passing-bay scheme rather than a complete road closure solution to the issue. A response was received from Mr. Allinson confirming that this had been discussed at the SGC meeting on 15th December and that Mr. Allinson would be walking Frampton End Road himself in due course.

ALCA - A letter has been received from ALCA confirming that the organisation will continue, however it will have a leaner, more focussed approach than in the past. ALCA will trim its costs significantly and there will only be a small increase in subscription fees for 2011/2012. It is anticipated that Iron Acton's subscription will be in the region of £239.78, however this figure is based on 2009 electorate figures. The 2010 figures will be released by SGC in late January and an invoice will be sent by ALCA confirming the exact subscription amount shortly afterwards.

'Handy Van' Scheme - A new 'Handy Van' scheme was launched by SGC in 2010. The scheme offers a combined subsidised minor household repairs and adaptations service and free home safety and security service. The free home safety and security checks can be made on request or referral for all homeowners and private tenants who are either over 60 years old or of working age with disabilities. The service is not available to Housing Association or Private Landlords. All of this work is carried out free of charge and to British Standards and insurance industry requirements. The service is funded by SGC and supported by the Avon and Somerset Police and Avon Fire & Rescue Service. The aim of the minor household repair service is to enable people to maintain their independence in their own homes. This service is restricted to jobs of less than 3 hours at a subsidised rate of £10.00 per hour and would typically consist of jobs such as small building repairs (eg fitting curtain rails or shelves), small plumbing jobs (tap washers, leaks, blocked sinks), small carpentry jobs (internal door repairs, flat pack building), and gutter cleaning, cracks in paths, small plaster repairs. A copy of the advertising poster has been put on the Parish Council web site.

Safer & Stronger Community Group Meeting - The next meeting of the Frampton Cotterell, Westerleigh, Coalpit Heath and Iron Acton SSCG will take place on Wednesday 26th January 2011 at St. Saviours Church Hall, Beesmore Road, Coalpit Heath at 7.30pm. This has been advertised on the Parish Council web site.

Cemetery - The two wheelie bins are now in situ in the cemetery. The sticky labels for the bins cost £24.00. Councillor Blanchard queried the cost of the sticky labels. The Clerk confirmed that the labels had been produced by All Signs and would be waterproof and difficult to remove from the bins. The Clerk had thought about laminating some A4 signs and then taping these to the bins but felt that these would have been too easy to remove. The Clerk would ensure that the bins are placed on the roadside ready for collection for the time-being, but that a rota would be drawn up in due course.

Flooding - The Clerk has received numerous reports of flooding around the Parish following the extremely wet weather over 12th/13th January 2011. The Play Area and part of the Parish Meadow were under water, as well as Station Road.

Web Site - The Clerk has revisited the Parish Council web site and refreshed and

05-01-11 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Hockey reported on the issue of lorry movements along Latteridge Road. David Buckland of SGC had met with SGC Councillors before Christmas and discussed the possibility of removing the Section 52 Agreement requiring Morrisons lorries to use Latteridge Road for a certain number of lorry movement, thereby giving Morrisons' drivers other options to use other roads. SGC are required to inform and consult all parties involved. It is hoped to have this in place by February 2011 and after a period of time to allow this to settle down another traffic count will be undertaken. Councillor Blanchard asked whether complete figures were available for the traffic counts conducted whilst the Latteridge Road was closed. Councillor Lomas asked whether it was known what the normal traffic counts would be. Councillor Gawler informed the Parish Council that if a comparison of Latteridge Road and Wotton Road was made then the counts are roughly 800 movements along Wotton Road and 650 along Latteridge Road.

Councillor Hockey reported that the scheme to put in additional parking bays in Chilwood Close was now underway and the work is well in progress. Residents are pleased.

Councillor Hockey reported that he had recently attended a Partnership Meeting which had included the Police, Fire Authority, Health Authority and various voluntary organisations to talk about Sustainable Community Strategy. This issue is being looked at again and how changes over recent years have affected communities. Most of the partners involved in this meeting had said that they organised their services to meeting the community strategy in order to compliment each other and share resources. Priority neighbourhoods have been identified by SGC and it is apparent that there are educational gaps and an increase in crime within neighbourhoods. All partners thought it useful to identify Priority Neighbourhoods in order to stop the gap growing wider between affluent neighbourhoods and less affluent neighbourhoods. Currently the focus is on the Kingswood area to see why it has approximately 10 times more crimes than the rest of the SGC.

Councillor Gawler reported that he had spoken to a group of parishioners prior to the commencement of the Parish Council meeting. They had attended in connection with the recent activity by surveyors on the land behind North Road. Councillor Gawler confirmed that this land had not been included in the Core Strategy document, however that would not stop speculative planning applications being submitted by developers. The Inspector will examine the Core Strategy document which will take place in the summer and consultation meetings will be held locally when groups and parishioners can make representations. The Inspector will then make recommendations to the Secretary of State.

Councillor Gawler also reported that the Manor Road footpath is virtually finished. The bus shelter has to be erected and there is a small amount of tarmac to be laid.

Councillor Gawler reported that he had attended an SSCG Chairs meeting today, 17th January 2011. This meeting had confirmed that some Police front offices will be closing. Thornbury is due for closure in June 2011 due to lack of use; new main offices will be located at Emersons Park; PCSO's will continue to be funded for at least another two years; there had been discussion about changing the Beats to fit in with Council wards.

06-01-11 PARISH COUNCILLORS REPORTS

Councillor Gawler reported that there was a huge puddle on the Wotton Road between Acton Lodge Farm and the telephone exchange. The puddle is in a particularly dark part of the road and presents a danger to traffic. A 'Flood' sign had been placed on the road warning vehicles.

Councillor Blanchard requested that the Clerk obtain a list of all roads within Iron Acton Parish that are covered by the Neighbourhood Watch Scheme, as well as a list of all the Co-ordinators from Bridget Bennet. **Clerk**

Councillor Blanchard also reported that the cable supplying electricity to the star on the Maypole during the Christmas period had not actually been secured all the way to the ground. The cable had been about a foot above the ground and there had been the potential for a trip hazard and a sign had not been present. Councillor Blanchard asked that the Victorian Committee ensure that this does not happen for the 2011 Christmas period.

07-01-11 **FINANCIAL REPORT**

The Clerk reported balances as at 13th January 2011 of:-

National Westminster Current Account	£4,080.25
National Westminster Reserve Account	£ 160.70
National Savings Accounts	£16,418.35

The Clerk reported that she had omitted to write out a cheque for her December 2010 salary. This had been approved for payment at the 6th December 2010 meeting (cheque no. 2263). The cheque was therefore subsequently written and signatures obtained.

Precept - The Parish Council has received notification from SGC of our anticipated precept payment of £18,828 (based on 2010/2011 information). The Clerk has written to SGC informing them that Iron Acton require a payment of £21,600. This figure is based on the same precept as 2010/2011 (£18,000) plus anticipated election costs of £3,600.

Out of Date Cheque - The Clerk has received confirmation from Victim Support that the Parish Council's cheque for £100 has been mislaid. Victim Support has therefore submitted a new request for financial assistance, which will be placed on the February agenda. Following discussion, **it was agreed** that despite this cheque being mislaid the Parish Council would cancel the cheque with the bank. Proposed Councillor Weldrake and seconded Councillor Blanchard. **All agreed.** **Clerk**

08-01-11 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

- PK10/3559/F - W.H. Bence Coachworks Ltd, Great Western Business Park, Dean Road, Yate - Erection of single storey extension to provide additional industrial floor space. No objections.
- PK10/3557/CLP - Bramble Cottage, Latteridge Road, Iron Acton - Application for Certificate of Lawfulness for erection of incidental outbuilding. To object - Parish Council consider that a planning application should be submitted rather than a Certificate of Lawfulness; the building has all the attributes of a dwelling rather than an outbuilding; question the appropriateness of this development within the green belt.

- PK10/3300/CLE - Backfield Farm, Wotton Road, Iron Acton - Application for Certificate of Lawfulness for the existing use of the site with no restriction on hours of working and outside storage on site. (Breach of condition 5 and 8 attached to planning permission P95/2684). The Clerk instructed to ascertain confirmation of Conditions 5 and 8 and email to Councillors. A response objecting to the lifting of these restrictions would then be sent to SGC. Also to comment that the Statutory Declarations have not been signed.
- PK10/3453/F - Land at Larks Lane, Iron Acton - Erection of field shelter for horses. No objections.
- PK10/3416/F - Land at Armstrong Way, Yate - Erection of office building and business units (Class B1(a)) Office and (Class B1(c)) Light Industrial as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) with access, parking, landscaping and associated works. To object - the proposed access is considered dangerous as it is just down from the elevated Stover Road railway bridge, on a bend and adjacent to the roundabout; the green belt buffer should be maintained; the height of the proposed structures would overlook residential houses.

09-01-11 **PLANNING CONSENTS**

- PK10/3223/TRE - Yate Sewage Pumping Station, 242 North Road, Yate
- PK10/3032/TRE - Brookside Cottage, 21 Engine Common Lane, Yate

10-01-11 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/2833/F - The Stables, Tanhouse Lane (withdrawal)
- PK10/3201/F - North Corner House, Chaingate Lane (withdrawal)

11-01-11 **PLANNING APPEALS**

- None received.

12-01-11 **PLANNING ENFORCEMENT**

- COM/10/0106/COU/1 - Yate Clean Van Centre, Bridge Cottage - The Clerk had reported this to SGC Planning Enforcement following the refusal of planning permission in September 2009. SGC have confirmed that on 6th January 2011 they served an Enforcement Notice upon the owner and proprietor giving two months notice to comply and cease the unauthorised change of use. The owner has a 28 day period in which to appeal the Notice, but once this period has passed they have two months in which to comply.
- Councillor Gawler reported that SGC Planning Enforcement had attended Holly Hill farm in connection with the unauthorised use of a mobile home. SGC have reported that they could not identify a problem.

13-01-11 **CEMETERY**

A request for a burial plot had been received in connection with the late Mr. David Hillier of Chilwood Close, Iron Acton. **It was agreed** that approval be granted. Proposed Councillor Weldrake and seconded Councillor Aplin. **All agreed.**

A request for a burial plot had been received in connection with the late Mr. John Fitzell of Holly Hill, Iron Acton. **It was agreed** that approval be granted. Proposed Councillor Weldrake and seconded Councillor Aplin. **All agreed.**

The Clerk had circulated the table of fees as from 1st January 2011 as produced by The Archbishops' Council. The Parish Council have not increased burial fees since 2003. Following discussion, **it was agreed** that the burial fees for Iron Acton Cemetery would be increased by 15% (and then rounded to the nearest £10). Proposed Councillor Blanchard and seconded Councillor Weldrake. **All agreed.**

The Clerk informed the Parish Councillors that the headstone of William and Mary Gale is unsafe and wobbles when touched. (The headstone was purchased by Mr. W. Gale in 1945). The headstone is next to the access track and it was the opinion of the Clerk that it requires making safe either by laying it flat or securing with a stake and ties. Following discussion, Councillor Blanchard offered to endeavour to make contact with a family member. In the meantime, **it was agreed** that the Clerk would contact Mr. Hurley and request that he make the headstone safe with a stake and ties. Proposed Councillor Blanchard and seconded Councillor Aplin. **All agreed.**

14-01-11 ANNUAL GRASSCUTTING TENDERS

It was agreed that invitations to tender for the Iron Acton Parish grasscutting contract would be sent out to Landscape Services, South Gloucestershire Council, Frog Lane Farm, Holly Hill Farm, D.R. Howse and Frome Valley Landscaping. The tender documents would be amended to include the bank to the front of Nibley Lane allotments for initial works and regular maintenance during the growing season. Proposed Councillor Weldrake and seconded Councillor Lomas. **All agreed.** Clerk

15-01-11 IRON ACTON VILLAGE GREEN

The Clerk reported that in connection with the Parish Councils decision to pursue the possibility of placing large boulders, she had been in contact with Hansons on a couple of occasions, but nobody had returned her call. Councillor Gawler suggested getting in touch with Mr. David Weakes at Chipping Sodbury quarry. **It was agreed** that this matter would be carried over to the February meeting.

16-01-11 ACCOUNTS FOR PAYMENT

South Glos Council	Dog Bin Collection	£82.49
Iron Acton Parish Hall	Room Hire x 2	£38.00
Mrs. P. Evans	Clerk's Salary, web site renewal, McAfee renewal, broadband x 3, cemetery labels	£844.41
South Glos Council	Room Hire, North Road	£25.00

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 21st February 2011 in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.15 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 21st February 2011**

The meeting of Iron Acton Parish Council was held in Iron Acton Parish Hall commencing at 7.30pm.

Present:- Mr. Bellis (Vice Chairman), Mr. Lomas, Mr. Taylor, Mrs. Aplin, Mr. Heal, Miss. Weldrake, Miss. Blanchard, Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

No members of the public were present.

Councillor Bellis expressed condolences on behalf of the Parish Council following the recent death of the Clerk's father-in-law. The Clerk thanked the Parish Council for their kind wishes and understanding over the past two weeks.

01-02-11 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Sheppard, Gawler, Pat Hockey and Dave Hockey.

02-02-11 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

Councillor Taylor wished to declare an interest in Agenda Item 16 - request for financial assistance to Iron Acton Residents Association.

03-02-11 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 17th January 2011 had been circulated. Councillor Weldrake proposed and Councillor Aplin seconded that these minutes be approved and signed. **All agreed.**

04-02-11 CLERK'S REPORT

Action from January Meeting

06-01-11 – Neighbourhood Watch Scheme. The Clerk has emailed Mrs. Bennett requesting a list of all roads/streets within the Parish covered by the Neighbourhood Watch Scheme, as well as a list of all the co-ordinators. Councillor Bellis said that it was his intention to stand down as treasurer of the Iron Acton NWS.

14-01-11 – Annual Grasscutting Tenders. Letters and tender documents have gone out to Landscape Services, SGC, Frog Lane Farm, Holly Hill Farm, D.R. Howse and Frome Valley Landscaping requesting that tenders be returned by 14th March 2011. Notification of tenders has also been placed on the Parish notice boards and the web site.

National Grid Presentation - The Parish Council has received an invitation for a Parish Councillor to attend a presentation by the National Grid followed by a question and answer session on Thursday 3rd March commencing at 16.00 hrs in Thornbury. This presentation will cover the proposed Hinkley Connections and likely works anticipated for the proposal for a new nuclear station at Oldbury. There is a possibility of some works in the vicinity of Iron Acton however no more information is available at this stage. **It was agreed** that Councillor Blanchard would attend this presentation on behalf of Iron Acton Parish Council.

Cemetery - The Clerk has spoken to Mr. and Mrs. Jeff Gale in connection with the unsafe headstone of William Gale who was buried in Iron Acton in the 1940's. Mr. and Mrs. Gale are happy for the Parish Council to take whatever action necessary to make the headstone safe, and are quite content for it to be laid down on top of the plot. The Clerk will therefore ensure that this is done.

The footpath running through the cemetery also needs to be cleared of leaves. The Clerk will ask Mr. Hurley to do this.

The Clerk has checked the black and green bins in the cemetery weekly to see if they need to be emptied.

Private Lane, off High Street Hedge - The hedge was trimmed on Saturday 12th February 2011 and all cuttings taken away.

Web Site - The Parish Council web site has been revamped and is now running smoothly. The Clerk has put on a number of photographs to enhance the site and the 'News and Information' page has been moved up the order so that it is now the second page.

Footpaths - The Clerk was contacted by a member of the public, Mr. Williams who lives in Frampton Cotterell. Mr. Williams was complaining about the height of the stile along the footpath opposite Algars Mill. The Clerk has passed this query onto SGC PROW team.

Dyers Pond - The pond has had its annual one third clearance.

E-On Parish Council Pack - The Clerk reported that E-On had sent a pack (small tool-box) to the Parish Council containing what was considered useful items that a household should have during a power cut. These items were an analogue corded telephone; a torch with batteries; a wind-up mobile telephone charger; a battery operated radio; a foil blanket; a reusable hand warmer. The Clerk will relay this information to parishioners via the Parish Council web site. Councillors questioned the usefulness of this pack considering the cost implications involved in putting together the box and postage.

Listed Building Consultation - The Clerk reported that SGC were undertaking a review of all listed and locally listed buildings within the county. In connection with Iron Acton Parish, SGC are proposing the addition of Avenue House and Dean Close to the locally listed list. The Clerk had queried Dean Close with

05-02-11 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Dave Hockey reported as follows:-

- Frampton End Road Petition – Peter Jackson, Brian Allinson and Mark Shearman walked the whole of Frampton End Road on Thursday 17th February together with some of the residents who had organised and signed the recent petition. They experienced the road from a walkers viewpoint as well as meeting and talking to drivers, horse riders and families out walking with dogs and buggies when confronted with ‘white van man’ etc. Mr. Shearman has ordered black box monitoring equipment to be installed in the coming weeks to check on vehicle speeds and numbers using the road. Mr. Shearman expects to issue his report and recommendations needed to make the road safer for all users for consideration at the April round of Parish Council meetings.
- Core Strategy – Engine Common Proposal. The Public Enquiry into the Core Strategy is being brought forward to June/July 2011. Bloor Homes are expected to make their case at the Inquiry.
- Bags for Cardboard – As reported in last week’s Gazette, SITA and SGC have done a ‘u-turn’ and are now intending to provide heavy duty bags, larger than the one provided for paper collection, to all residents who want one for cardboard recycling. They will be made available in approximately six weeks time for collection by residents from local sources, eg Parish Councils, SORT IT Centres etc.

06-02-11 PARISH COUNCILLOR’S REPORTS

Councillor Heal requested that the Clerk make enquiries of SGC regarding Clerk activities at Crossing Cottage estate on the Latteridge Road.

Councillor Blanchard requested that the Parish Council write to SGC regarding Clerk the Morrisons depot and enquire about the procedure to change the use of the depot to an alternative type of user rather than a heavy goods delivery depot.

07-02-11 FINANCIAL REPORT

The Clerk reported balances as at 17th February 2011 of:-

National Westminster Current Account	£ 3,172.84
National Westminster Reserve Account	£ 160.70
National Savings Accounts	£16,418.35

In connection with the Parish Council’s disputed 2009/10 audit fee, the Clerk had received an email from Mazars stating that the scale of charges are set nationally by the Audit Commission and not Mazars. Therefore if the Parish Council had an objection to the fees then they should direct their complaint to the Audit Commission. **It was agreed** that the Parish Council would settle the 2009/2010 fee of £334.88. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**

The Clerk also report that a letter had been received from Mr. Iain Selkirk offering his services as an Independent Internal Auditor. **It was agreed** that Mr. Selkirk be confirmed as the Parish Council’s Independent Internal Auditor for financial year ended 2010/2011. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**

08-02-11 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK11/0321/F - Hapenny Cottage, Chaingate Lane, Iron Acton – Erection of single storey side extension to provide additional living accommodation (resubmission of PK10/2031/F). No objections.
- PK11/0328/F - 327 North Road, Yate – Erection of two storey side and rear extension to form additional living accommodation, erection of replacement garage roof and erection of front porch. Creation of new vehicular access from North Road. No objections, providing the extension is built with compatible materials and is in keeping with the existing building.
- PK11/0477/F - Garborne, Chaingate Lane, Iron Acton – Erection of two storey rear extension and first floor side extension to provide additional living accommodation. No objections.

09-02-11 **PLANNING CONSENTS**

- PK10/3454/F – Land at Larks Lane, Iron Acton
- PK10/3559/F – WH Bence Coachworks Ltd, Great Western Business Park

10-02-11 **PLANNING REFUSALS/WITHDRAWALS/APPEALS**

- PK10/3557/CLP – Bramble Cottage, Latteridge Road, Iron Acton (refusal)

11-02-11 **PLANNING APPEALS**

- COM/10/0106/COU/1 – Bridge Cottage, Stover Road, Yate. The Clerk was instructed to request a copy of the Planning Inspectorate's decision notice and also to reiterate the Parish Council's objections to the original planning application for change of use.

12-02-11 **PLANNING ENFORCEMENT**

- None received.

13-02-11 **DISTRICT & PARISH ELECTIONS**

The Clerk had circulated a draft timetable of dates in connection with the forthcoming District & Parish Elections to be held on 5th May 2011. Prospective candidates can obtain nomination packs as from 1st March 2011; the Nomination Period opens on 24th March 2011; deadline for nominations is noon on 4th April 2011.

Further discussion then took place regarding the date of the Annual Parish Council Meeting and the date for the Annual Parish Meeting. **It was agreed** that the Annual Meeting of the Parish Council would take place on 16th May 2011 (the usual third Monday in the month) as this falls within the legal requirement of the Parish Council to take up their positions within 14 days of the election. The date of the Annual Parish Meeting was proposed as 23rd May 2011 in the Parish Hall. If the Parish Hall was not available then the Clerk was asked to enquire of North Road School. Proposed Councillor Blanchard and seconded Councillor Weldrake. **All agreed.**

14-02-11 **CEMETERY**

- The Clerk had circulated the updated burial fees for the cemetery following agreement at the January meeting to increase the fees by approximately 15%. **It was agreed** that these fees be signed and adopted by the Parish Council. Proposed Councillor Weldrake and seconded Councillor Bellis. **All agreed.**
- The Clerk had received a request to open a pre-purchased plot for the burial of the late Mr. Robin England. Proposed Councillor Weldrake and seconded Councillor Taylor. **All agreed.**
- The Clerk had received a quote from Mr. Andrew Herbert to repair the cemetery/allotment wall. The quote was for £1,200. **It was agreed** that additional quotes would be sought as Mr. Herbert's was considered to be rather high. The Clerk will contact the Leyhill Prison Team and another supplier. Proposed Councillor Bellis and seconded Councillor Lomas. **All agreed.**
- The Clerk reported that a request had been received for the erection of a headstone for the late Mr. Michael Cabry. Proposed Councillor Blanchard and seconded Councillor Weldrake. **All agreed.**

15-02-11 MEMBERSHIP RENEWAL

The Clerk informed the Parish Councillors that membership of the Open Spaces Society is due for renewal at a cost of £40.00 per annum. Following discussion, **it was agreed** not to renew the Parish Council's membership of this organisation. Proposed Councillor Heal and seconded Councillor Taylor. **All Clerk agreed.** The Clerk was instructed to respond accordingly.

16-02-11 REQUEST FOR FINANCIAL ASSISTANCE

- A request for financial assistance had been received from St. Peter's Hospice in Bristol. **It was agreed** that a donation of £250.00 would be made. Proposed Councillor Bellis and seconded Councillor Weldrake. **All agreed.**
- A new request for financial assistance had been received from Victim Support. **It was agreed** that a replacement cheque for £100.00 would be sent. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.**
- A request for a donation of £50.00 had been received from Yate Heritage Centre. **It was agreed** that on this occasion the Parish Council would not donate any monies. Proposed Councillor Bellis and seconded Councillor Blanchard. **All agreed.**
- Councillor Taylor left the meeting room. A request for financial assistance had been received from Iron Acton Residents Association. **It was agreed** that the Parish Council would be happy to make donation a specific amount for a specific event to the Association. The Clerk was instructed to write to the Association informing them of the Parish Council's decision. Proposed Councillor Blanchard and seconded Councillor Lomas. **All agreed.** At the end of the discussions, Councillor Taylor was invited back to the meeting.
- A request for a donation had been received from the County Air Ambulance Trust. **It was agreed that** a donation of £100.00 would be made. Proposed Councillor Heal and seconded Councillor Bellis. **All agreed.**

17-02-11 ALLOTMENTS

- The Parish Council considered increasing the allotment rents for 2012/2013. There was a significant increase in the amount of water usage in 2009/2010 and in effect the Parish Council has been subsidising the allotments, as the costs associated with running the allotments far exceeds the amount of rent gathered. **It was agreed** that the differing allotments rents for pensioner and non-pensioner would be phased out and would be replaced by a parishioner and non-parishioner pricing scale. Non-parishioners would pay £35.00/annum and Parishioners would pay £25.00/annum. This increase in allotment rents reflects the amount of water being used as well as costs associated with running the allotments. Proposed Councillor Taylor and seconded Councillor Lomas. **All agreed.**
- The Clerk reported that a quote had been received from Mr. Andrew Herbert in connection with the installation of a standpipe within Nibley Lane allotments to replace the water trough. This quote was for £700.00 for the installation of a standpipe at the top of the allotments (in place of the water trough) and a second standpipe in the middle of the allotments to service the bottom row of allotments. **It was agreed** to accept this quote. Proposed Councillor Taylor and seconded Councillor Lomas. **All agreed.**

18-02-11 JOINT PARISHES CYCLEWAY GROUP

The Clerk informed the Parish Councillors that Yate Town Council intend to pass on administration costs of between £47.42 and £94.83 per meeting. This cost would be split equally between Group Members. Following discussion, **it was agreed** that Iron Acton Parish Council would not continue membership and withdraw. Proposed Councillor Aplin and seconded Councillor Taylor. **Clerk All agreed.** The Clerk was instructed to respond to Yate Town Council accordingly.

19-02-11 IRON ACTON VILLAGE GREEN

In connection with issues relating to parking on the village green, and the Parish Council's tentative proposals to place boulders around the edges, Councillor Weldrake informed the Council that a parishioner had voiced complaints about this approach. Councillor Bellis pointed out that SGC have yet to report on their findings in connection with the Traffic Management Review of the High Street, which also included the road around the village green. Councillor Taylor reported that parking on the green had become worse over recent months which are evidenced by the tyre tracks, worn grass and mud. If the Parish Council proceeds with the placing of boulders then they would have to be placed all around the green as a gap might be exploited. It was also understood that the placing of boulders would cause a radical change in the appearance of the village green.

Councillor Heal informed the Parish Councillors that boulders could be obtained from Hanson Quarry for £35/tonne.

The Parish Councillor's discussions concluded that the Clerk would obtain prices for three additional signs to be erected on the green (on the bend; in front of Two Wheels; and along Station Road). The Clerk was instructed to obtain prices and get the agreement of the Parish Council (via email or telephone) for this course of action prior to the March meeting. Proposed Councillor Heal and seconded Councillor Bellis. **All agreed.**

Councillor Taylor requested that if the parking situation had not improved by the end of August 2011 then an alternative, more permanent solution would be instigated. The Clerk would also prepare a separate article on the village green to go into the spring edition of Focal Poyntz.

20-02-11 PARISH MEADOW PLAY AREA

The Clerk informed the Parish Councillors that notification had been received from Playsafety Ltd in connection with the annual safety inspection, which was due to be conducted in June. Playsafety Ltd had charged £107 plus VAT for last year's inspection. The Clerk had contacted GB Sport & Leisure who installed the climbing net and they have confirmed that they would be able to undertake a RoSPA approved safety inspection for approximately £80. **It was agreed** that the Parish Council would request GB Sport & Leisure to undertake this year's inspection. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.** The Clerk was instructed to contact GB Sport & Leisure accordingly. **Clerk**

21-02-11 REQUEST FOR WORK EXPERIENCE PLACEMENT

The Clerk informed the Councillors of a request by Michael Evans (Clerk's son) to see if it would be possible for the Parish Council to accommodate his work experience placement for a week in July. Michael is extremely interest in history and wishes to study this at A Level. The Clerk confirmed that if the Parish Council was in agreement to this placement then there were a number of projects he could undertake such as cataloguing the deeds and documents held at the bank; researching how pieces of land came into the Parish Council's custodianship and plotting the timeline; inputting cemetery data; taking photographs of the parish to provide a pictorial snapshot of how the parish looks now and comparing it to historical pictures. The placement would be for 25 hours over the course of the week and the Clerk confirmed that she was more than happy to personally accommodate the extra hours. **It was agreed** that the Parish Council accept this placement. Proposed Councillor Bellis and seconded Councillor Taylor. **All agreed.**

21-02-11 ACCOUNTS FOR PAYMENT

Ross Office Supplies	Stationery – Lateral filing rails	£17.63
Mrs. P. Evans	Salary	£570.47
Mazars LLP	Audit Fee	£334.88
St. Peter's Hospice	Donation	£250.00
Victim Support	Donation	£100.00
County Air	Donation	£100.00
Ambulance		

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

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 21st March 2011 in the Marshall Rooms, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.35 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 21st March 2011**

The meeting of Iron Acton Parish Council was held in the Marshall Rooms, Iron Acton commencing at 7.30pm.

Present:- Mr. Lomas (Acting Chairman), Mr. Taylor, Miss. Blanchard, Mr. Gawler (Councillor and South Gloucestershire Councillor), Mr. Heal, Miss. Weldrake, Mrs. Aplin, Mr. D. Hockey (South Gloucestershire Councillor) and Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Fifteen members of the public were present.

Mr. Carver brought the Parish Council up to date in connection with the Frampton End Road campaign. He had attended SGC meeting on 15th December 2010 and following on from that meeting a few members of SGC had walked the lane with members of the campaign group and confirmed that there are problems with safety issues and traffic. There are 760 signatures on the petition of support, 178 signatures of support from Iron Acton residents, cyclists, walkers and horse riders. Mr. Carver invited Iron Acton Parish Councillors to walk the lane to experience the problems for themselves, and offered the dates of 6th or 9th April. The Clerk was asked to liaise between Mr. Carver and the Parish Councillors.

A number of residents addressed the Parish Council in connection with the Bloor Homes proposal to develop Engine Common. The residents were present to show their continued objection to any development, and have distributed a flyer around the parish informing parishioners of the proposed development and seeking support. Residents have formed a campaign group and have been in touch with Steve Webb MP, who has expressed his support to keep Engine Common rural. They have also set up an on-line petition which has been signed by local residents and the Evening Post has also been in touch with them. The campaign group felt it was somewhat underhand the way Bloor Homes submitted their proposals on the very last day of the Consultation, thereby not allowing the campaign group to submit their comments/objections. SGC is well aware of the views of residents, and Councillor Pat hockey has said she would be happy to write to Mr. Patrick Conroy to formally ask how the action group should proceed in order to get a slot at the Public Inquiry later this year. Councillor Dave Hockey informed the meeting that the Inspector will look at the draft Core Strategy document later in the summer, although no date has been agreed yet. The Engine Common Action Group would be invited to attend the Public Inquiry which should take place locally. The whole of the draft Core Strategy document will be discussed at the Public Inquiry. The rules of the Public Inquiry need to be established, as they can sometimes change. It was also mentioned that increasing the parish by 350 houses (Bloor Homes proposal), would increase the size of Iron Acton Parish by some 70%.

01-03-11 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Sheppard, Bellis and Pat Hockey.

02-03-11 DECLARATIONS OF INTEREST - Personal and/or Prejudicial

None received.

03-03-11 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

Copies of the minutes of the meeting held on 21st February 2011 had been circulated. Councillor Heal requested that 'Hanson' be changed to 'Cemex' in minute number 19-02-11. Councillor Heal proposed and Councillor Taylor seconded that these minutes be approved and signed subject to the agreed amendment. **All agreed.**

04-03-11 CLERK'S REPORT

Action from February Meeting

06-02-11 – The Clerk has emailed SGC regarding activities at Crossing Cottage estate. Currently awaiting a response.

06-02-11 – Regarding the request by Councillor Blanchard to enquire of SGC about a change of use for the Morrisons depot following their withdrawal from the site, Councillor Hockey emailed a copy of a Motion to go before SGC on 23rd March – Lorries Associated with Yate Distribution Depots.

15-01-11 and 18-02-11 – The Clerk has emailed the Open Spaces Society and Joint Cycleway Group informing them of the Parish Council's decision not to continue membership.

19-02-11 – The Clerk has endeavoured to contact Bribex in Yate to request prices for additional signage for the village green. Unfortunately the person that the Clerk needed to speak with has been out of the office for a considerable amount of time. In lieu of any communication with Bribex the Clerk requested a quote from a company called Archer Signs. Their quote was for approximately £100 per sign, which was emailed to Parish Councillors for their attention. The Clerk then contacted Bribex again and spoke with one of the Directors, who was most apologetic that our enquiry had not been dealt with. The Clerk has been assured that a quote will be with the Parish Council by Monday 21st March for consideration.

20-02-11 – The Clerk has emailed GB Sport and Leisure requesting that they undertake the annual RoSPA accredited inspection of the play equipment in the Parish Meadow.

Heron Homes Exhibition, Brimsham Park - The Clerk attended the Heron Homes Exhibition on Friday 11th March 2011 in connection with their proposal to extend Brimsham Park with a further 1,500 homes and office/unit facilities. A number of residents of Yate Rocks were also present as this proposed development will affect them. Some of the land to be developed is highlighted as being a risk of flooding, as advised by the Environment Agency. Access to the proposed development will use existing roads. The development also contains the proposal for two additional primary schools.

Engine Common – Bloor Homes - A flyer has been distributed around the parish by residents concerned over the possible development by Bloor Homes on land at Engine Common. The Clerk has been contacted by a number of residents who have expressed their interest in attending Parish Council meetings.

Grasscutting Tenders - The Clerk has shown Mr. Bird of Frome Valley Landscaping around the areas covered by the annual grasscutting contract.

Year End Accounts - The Clerk has commenced preparation work in connection with the year end accounts.

Further the Clerk reported that letters had been received from County Air Ambulance Trust, Victim Support and St. Peter's Hospice thanking the Parish Council for their donations.

05-03-11 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Dave Hockey reported that the Frome Valley Farm shop has agreed to allow a pedestrian access from the footpath on Green Lane. A bridge will be put across the ditch. This should happen by the end of April.

Dog fouling is still a problem in and around the village and quite a high profile problem as highlighted in the recent Focus questionnaire. Unfortunately as there are only two SGC dog wardens they are only able to deal with high priority areas. SGC are investigating the possibility of introducing a scheme similar to one in Scotland where responsible dog walkers wear an armband and try to encourage other dog owners to be responsible and clear up after their dogs.

Councillor Hockey reported that there is also an issue with speeding cars along Nibley Lane which is currently being looked into. Councillor Taylor said that this problem had become worse since the new SGC offices had been built on Badminton Road. Councillor Hockey confirmed that SGC officers will be taking appropriate action.

Councillor Gawler reported that North Road School had received money for a new roof, new electrics and other repairs around the school. A new gas pipeline is programmed to be installed during the summer, along North Road as far as the school.

Councillor Gawler also reported that Wotton Road is programmed for a top dressing, but was unable to confirm how long the stretch would be. A fair amount of work has to be done to repair the road.

06-03-11 PARISH COUNCILLOR'S REPORTS

Councillor Taylor reported that dog fouling in the cemetery is becoming an increasing problem. Also people are allowing their dogs off the lead despite the notice asking that all dogs are kept on a lead through the cemetery. Recently, a local resident, Mrs. Taylor was tending to a grave when she was attacked by two black Labradors. Councillor Blanchard suggested putting a notice in Focal Poyntz reminding people to keep their dogs on leads, and ask Mrs. Blake to do a comic-style drawing. The Clerk was also asked to look into getting sign repaired at the Chilwood Close end of the cemetery.

Councillor Taylor also reported that the green and black bins in the cemetery are being used, although rubbish is still be dumped on the pile in the allotment.

Councillor Blanchard reported on the recent National Grid presentation she attended regarding works to the Hinkley C and Oldbury connections. The Larks Lane substation within Iron Acton Parish would have to be made bigger. Councillor Blanchard also reported that National Grid would be happy to show the Parish Councillors around the Sub-Station, and somebody would be in touch with the Clerk in order to arrange this.

Councillor Blanchard also reported that she had attended the recent Heron Homes concept presentation in connection with their proposed development at Brimsham. The actual boards that were on display at the presentation are on Heron Homes web site – www.heron-northyate.info.

07-03-11 FINANCIAL REPORT

The Clerk reported balances as at 17th March 2011 of:-

National Westminster Current Account	£ 2,757.46
National Westminster Reserve Account	£ 160.70
National Savings Accounts	£16,418.35

08-03-11 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

PK11/0760/F - Barn 6 Lavenham Farm, Nibley Lane, Iron Acton – Conversion of building 6 as shown on sheet P3/A from work/live unit ancillary to building 5 to an independent residential dwelling with separate access. To object that no further development takes place at Lavenham Farm until the four passing bays (condition 18 of PK06/0769/F) are constructed on Nibley Lane.

09-03-11 PLANNING CONSENTS

- PK11/0328/F – 327 North Road, Yate
- PK10/3274/F – Irondale House, High Street, Iron Acton
- PK10/3273/CA – Irondale House, High Street, Iron Acton

10-03-11 PLANNING REFUSALS/WITHDRAWALS/APPEALS

- None received.

11-03-11 PLANNING APPEALS

- Bridge Cottage, Stover Road – The appeal has been withdrawn. SGC and the occupier of Bridge Cottage have agreed to a four month delay period in order to comply with the Enforcement Notice to cease the unauthorised use of the site following refusal of planning permission.

12-03-11 PLANNING ENFORCEMENT

- None received.

13-03-11 CEMETERY

The Clerk informed the Parish Councillors that a request had been received from Mr. and Mrs. Mervin Evans of Sunset View Cottage, Breadstone, Berkeley, Glos GL13 9HF who wish to reserve a burial plot within Iron Acton Cemetery. Mr. and Mrs. Evans are originally from Iron Acton and have relatives buried in the cemetery. **It was agreed** that this request be allowed at non-parishioner rates. Proposed Councillor Heal and seconded Councillor Taylor. **All agreed.** The Clerk was instructed to write to Mr. and Mrs. Evans accordingly.

The Clerk informed the Parish Councillors that permission had been requested for the erection of a headstone, surround and vase for the late Mr. Barry Rubery. **It was agreed** that permission be granted. Proposed Councillor Blanchard and seconded Councillor Weldrake. **All agreed.** The Clerk also informed the Councillors that when the memorial masons has telephoned to enquire about the fees, they had omitted to mention that a vase was also to be erected. The Clerk will contact Summers and request an additional £20.00 fee for the vase.

Councillor Weldrake addressed the Parish Councillors. There are a number of burial plots within Iron Acton Cemetery that have had unofficial surrounds built using locally purchased path edging type materials. Although families apply for the correct permission to erect a headstone and pay the appropriate fee, they do not apply for the additional edging. Councillor Weldrake therefore requested that the Parish Councillors pay a visit to the cemetery in order to take a look at the unofficial surrounds. **It was agreed** that the Parish Councillors would visit the cemetery at 7.00pm on Monday 18th April 2011 prior to the Parish Council meeting. Proposed Councillor Weldrake and seconded Councillor Blanchard. **All agreed.**

14-03-11 ANNUAL GRASSCUTTING TENDERS

The Clerk reported that tenders figures had been received from Landscape Services quoting £5,770.85; Frome Valley Landscaping quoting £5,723.73; Holly Hill Farm quoting £3,807.75 and DR Howse quoting £4,410.00 although DR Howse had not quoted for the Nibley Lane allotment bank. The Clerk expressed her concerns regarding the standard of cut that could be achieved by Holly Hill Farm as they would probably be using a mowing unit pulled by a tractor. Following discussion **it was agreed** to accept the tender from Holly Hill Farm. The Clerk was requested to write to Holly Hill Farm confirming acceptance of their tender and request a copy of their Public Liability Insurance certificate. Once this had been received then the contract could commence. Proposed Councillor Heal and seconded Councillor Taylor. **All agreed.** Clerk

15-03-11 NIBLEY LANE ALLOTMENTS

The Clerk informed the Parish Councillors that an allotment has become available at Nibley Lane. The Clerk had also received a letter from another tenant on the Station Road allotments confirm that they wanted to give up their allotment. Bearing in mind the long waiting list, the Clerk requested that the Councillors give consideration to dividing both of these allotments into half allotments in order to reduce the waiting list. **It was agreed** that these allotments be divided. **It was also agreed** that rents for the half allotments be £15.00 for a parishioner and £20.00 for a non-parishioner and be charged for any new tenant as from this financial year. Councillor Heal proposed and Councillor Blanchard seconded. **All agreed.** The Clerk was instructed to proceed with the allocation of these half allotments. Clerk

16-03-11 PARK STREET, IRON ACTON

The Clerk informed the Parish Councillors that an application had been received from SGC for the temporary closure of Park Street from 10.00am to 5.00pm to facilitate the annual Iron Acton May Day Celebrations. **It was agreed** that no objections be raised. Proposed Councillor Weldrake and seconded Councillor Taylor. **All agreed.**

17-03-11 YATE BUS TERMINAL

Councillor Lomas addressed the Parish Councillors. Councillor Lomas raised his concerns about the new canopy at Yate bus terminus. When Councillor Lomas recently used the Yate terminus a number of elderly people were also waiting, shivering and getting wet because the canopy does not have any sides and therefore cannot provide protection against the wind and rain. Councillor Lomas requested that the Parish Council express their concerns over the design of the canopy. Councillor Hockey confirmed that the new bus terminus is the joint responsibility of SGC and Tesco, and that Yate Town Council is also pushing to get this problem fixed. Councillor Hockey therefore suggested that the Clerk liaise with the Clerk at Yate Town Council about what course of action is being taken, and keep Councillor Lomas informed. Proposed Councillor Lomas and seconded Councillor Gawler. **All agreed.**

18-03-11 BUS STOPS

The Clerk informed the Parish Councillors of an email received from Mrs. Dunn who lives on the old Yate Road regarding the bus stop on Iron Acton Way. Mrs. Dunn believes that the Iron Acton Way bus stop is positioned inappropriately and doesn't really serve residents at the top end of Yate Road nor residents of Dyers Lane. Presently they seem to be situated in the middle of nowhere and the stop on the opposite side of the road to Murray Hire is just a little square of concrete with no footpath to follow so that bus users have to cross a very busy road in order to walk to their destination. Also the current location of the Iron Acton Way bus stops means that residents do not get a chance to catch the 88 buses. Mrs. Dunn is asking for the Parish Council's support to take this matter forward and re-site the stops to a more convenient location. **It was agreed** that the Clerk write to Mr. Peter Walker of the SGC Public Transport Team to ask that this matter be looked into. Further discussion took place regarding the X27 bus service and access to Frenchay Hospital. The X27 stop to service Frenchay Hospital is a considerably long way from the Hospital and pedestrians have to cross the extremely busy ring road. **It was also agreed** that the Clerk would include this issue in her communication with Mr. Walker. Proposed Councillor Lomas and seconded Councillor Taylor. **All agreed.** The Clerk was also asked to write to Mrs. Dunn confirming the Parish Councils' course of action.

Clerk

19-03-11 ANNUAL PARISH MEETING

The date of the Annual Parish Meeting was confirmed as Monday 23rd May 2011 in North Road School Hall. **It was agreed** that the same parish organisations as in 2010 be invited to attend or provide a written report. **It was also agreed** that all reports would be photocopied and available at the meeting for people to read in order to save time. Proposed Councillor Aplin and seconded Councillor Weldrake. **All agreed.**

20-03-11 VILLAGE GREEN

The Clerk confirmed that Bribex had not been forthcoming with a price for the three additional 'no parking' signs on the village green. The Clerk had contacted another company called Archer Signs based in Nottingham who had provided a quote of £359.54 for the three signs. Councillor Heal suggested that the Clerk contact All Signs in Yate to see if they could undertake the work. **It was agreed** that the Clerk would contact All Signs and obtain a quote. **Clerk** Proposed Councillor Heal and seconded Councillor Weldrake. **All agreed.**

21-03-11 ACCOUNTS FOR PAYMENT

Wixoldbury Farm	Cutting Holly Hedge	£204.00
SGC	Cemetery Rates	£138.56
Iron Acton Parish Hall	Room Hire	£19.00
BWBSL	Water Rates – Nibley Lane	£130.58
BWBSL	Water Rates – Station Road	£20.07
Mrs. P. Evans	Clerk's Salary, Broadband, Telephone	£644.70
HMRC	Tax and NI	£117.23
Iron Acton PCC	Room Hire	£15.00

Proposed Councillor Aplin, seconded Councillor Gawler, all agreed that the above accounts be paid.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 18th April 2011 in Iron Acton Parish Hall, commencing at 7.30pm. Prior to this meeting, the Parish Council will meet in Iron Acton Cemetery at 7.00pm for a walk-round and inspection of headstones and surrounds.

There being no further business, the meeting closed at 9.07 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
Monday 18th April 2011**

The meeting of Iron Acton Parish Council was held in the Parish Hall, Iron Acton commencing at 7.35pm.

Present:- Mr. Sheppard (Chairman), Mrs. Aplin, Mr. Gawler (Councillor & South Gloucestershire Councillor), Mr. Taylor, Miss. Weldrake, Miss. Blanchard, Mr. Lomas, Mrs. P. Hockey (South Gloucestershire Councillor), Mrs. Evans (Clerk)

Action

PUBLIC PARTICIPATION

Sixteen members of the public were present.

Mr. Nick Carver, resident of Frampton End Road addressed the Parish Council on behalf of the residents. Mr. Carver referred to the copy letter dated 6th April 2011 sent by Mr. Sherman in connection with the suggested proposals to resolve the traffic safety issues along Frampton End Road, and asked the Parish Council if they had any comments in association with this letter. Mr. Carver gave a brief resume of the problems encountered along Frampton End Road, in the Iron Acton Parish Council had supported the campaign group to take this issue forward and refer to SGC to look at the various issues and their potential solutions. Frampton End Road is used for recreational purposes by horse riders, cyclists and walkers etc and when approached by the campaign group no negative issues had been raised by these individuals. The campaign group had obtained in the region of 720 signatures on their petition, 178 being Iron Acton parishioners. The hope of the campaign group was to persuade Iron Acton Parish Council to support Mr. Sherman's letter which suggested the closure of Frampton End Road. Another resident, Kirsty Jefferson addressed the Parish Council. Ms. Jefferson keeps horses at the Frampton Cotterell end of Frampton End Road and spoke about a couple of issues relating to horse riders and traffic safety issues. The main problem is with the number of cars using the road as a 'cut through' and there had been more incidents that Ms. Jefferson would care to relate. Mrs. Christine Rogers also addressed the Parish Council. Mrs. Rogers has to rebuild one section of her dry stone wall every other year because of cars taking the bend carelessly. Mr. John Wright also addressed the Parish Council. Mr. Wright did not understand why people use Frampton End Road as a short cut, as it was much quicker to go along the main road. When there has been an accident on either of the main roads the Police have tried to stop traffic using Frampton End Road as they then have the problem of unravelling cars that have become stuck on the narrow lanes of Frampton End Road. Mr. Peter Huish also addressed the Parish Council and said that Frampton End Road is unique in its topology and use. The Road lacks visibility and verges and there is a differentiation between Frampton End Road and other narrow roads within the parish. It is used by cyclists and horse riders and there is nowhere for them to go when confronted with vehicles. Mrs. Marilyn Wright addressed the Parish Council and said that the most important issue is the fact that the Frome Valley Walkway links up with Frampton End Road. As the resident of Algars Mill which is mentioned in the Frome Valley Walkway leaflet, she is in a unique position and sees all the people who walk the Frome Valley Walkway. Mrs. Wright referred to an incident where a horse had been hit by a vehicle and had to be destroyed in her driveway which was a very distressing experience. Mrs. Wright also referred to an incident where a car had hit a telegraph pole and another incident where she had been looking for a lost dog. Mrs. Wright had been walking along Frampton End Road, it was almost dark and she had heard a car coming and knew that it wouldn't stop and had to jump into the hedge. The aggressive behaviour of some drivers is terrible. Mrs. Pam McCoy also addressed the Parish Council. Mrs. McCoy walks Frampton End Road regularly. A resident of the Frampton Cotterell end of Frampton End Road addressed the Parish Council. This gentleman regularly walks the road with his grandchildren and a neighbour who suffers from MS. It is an absolute nightmare trying to safely negotiate the lane when traffic is speeding through.

Councillor Lomas enquired of the campaign group whether the proposals by SGC would cause any access problems. Mr. Carver reported that one lady had complained as she stabled her horses on Frampton End Road. There would be a padlock and keys would be issued to essential users. Also Mr. and Mrs. Poole (farmers on Frampton End Road) have raised an issue with the width of the gate for access by farm traffic. Mr. Carver went on to say that the campaign group had asked SGC to come up with the best possible solution. SGC had said that speed bumps could not be installed because of a lack of lighting. Councillor

01-04-11 **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Heal, Bellis and Dave Hockey.

02-04-11 **DECLARATIONS OF INTEREST - Personal and/or Prejudicial**

None received.

03-04-11 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

Copies of the minutes of the meeting held on 21st March 2011 had been circulated. **It was agreed** that these minutes be accepted and signed. Councillor Aplin proposed and Councillor Weldrake seconded. **All agreed.**

04-04-11 **CHAIRMAN'S REPORT**

The Chairman has been dealing with issues relating to the standard of the grasscutting around the parish. This will be discussed in detail under agenda item 19-04-11 later in the meeting.

05-04-11 **CLERK'S REPORT**

Action from March Meeting

Public Participation - Frampton End Road - The Clerk emailed Parish Councillors with an invitation to walk the road along with residents.

14-03-11 - The Clerk wrote to Holly Hill Farm confirming acceptance of their tender for the annual grasscutting contract requesting a copy of their public liability certificate and enclosing a draft schedule of cutting dates. A copy of the certificate was received on 8th April 2011 and Mr. J. Sandy confirmed that the draft schedule was workable, and that he would commence cutting the following week.

15-03-11 - The two allotment have been divided and new tenants have accepted them and are being charged at the new rates.

17-03-11 - The Clerk has spoken to YTC who confirmed that a considerable number of complaints had been received in connection with the new bus station canopy. SGC and Tesco have met and Tesco has been asked to address the problem of lack of protection from wind and rain.

18-03-11 - The Clerk has emailed Mr. Peter Walker regarding the repositioning of the bus stops on Iron Acton Way and the difficult of reaching Frenchay Hospital when using the X27 service.

19-03-11 - Letters have been sent to Parish organisations inviting them to attend the Annual Parish Meeting on 23rd May 2011, or provide a written resume of their activities for the previous year.

20-03-11 - The Clerk has contacted All Signs who have provided a verbal quote of £195.00 plus VAT each to supply, or £260.00 plus VAT each to supply and fit the three additional 'no parking' signs for the village green. This will be discussed further under agenda item 18-04-11 later in the meeting.

Allotments:- The annual request for allotment rent letters have been posted and hand delivered. A considerable amount of time has been spent by the Clerk dealing with the allocation of allotments both on Nibley Lane and Station Road. Visits have been made to both sets of allotments to show new tenants around and a number of telephone calls have been made to tenants.

Mr. Collett, an allotment tenant on Nibley Lane visited the Clerk in connection with the change of water facilities for Nibley Lane. Mr. Collett is not happy and objected to the new taps, requesting that the Parish Council rescind their decision. The Clerk informed Mr. Collett that the change had happened because of abuse of the water trough and the expensive water bill the Parish Council had received. Mr. Collett objected to the fact that the allotment tenants had not been canvassed about this change. The Clerk informed Mr. Collett that each time the allotments had been discussed at the Parish Council meetings, this had been notified via the agenda which is posted on the notice boards and web site. Subsequently Mr. Collett delivered a letter to the Clerk requesting a list of names, addresses and telephone numbers of all the Nibley Lane allotment tenants; requesting a copy of the minutes and notices relating to the Parish Council's decision to change the water supply; and a list of the contact details for the Parish Councillors. The Clerk has sent a letter to Mr. Collett acknowledging his letter, stating that it will be discussed at the Parish Council meeting on 18th April. The Clerk also advised Mr. Collett that it would contravene the Data Protection Act to supply him with a list of names and addresses. Also, the Clerk informed Mr. Collett that it is Iron Acton Parish Council's policy that the Clerk is the main point of contact who then disseminates issues out to the Councillors.

Payroll:- The HMRC have implemented a new payroll CD which has been downloaded and installed on the Parish Council computer. There is also a new payroll toolkit run by Business Link that had to be downloaded and installed. The new procedures have taken a little while to understand and the Clerk has

06-04-11 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Pat Hockey reported on the structural changes taking place within SGC that are being proposed as part of the cut-backs. The Directorates will be reduced to three in number. Mr. Peter Jackson has opted to take early retirement in June 2011 which has pre-empted the changes. Although the Directorates will not be merged until later in the year, the current Director of Community Services will undertake a dual role.

Councillor Pat Hockey also reported on the fly-tipping problem on Nibley Lane. The rubbish has been taken away and the problem has not re-occurred, however there is evidence of rubbish being tipped in the fields behind the location. SGC are trying to establish definitely that the field in question belongs to a Mr. Morgan, who also owns another field next to the River Frome where there is also evidence of rubbish being tipped. SGC are seeking clarification as to whether or not Mr. Morgan requires permission for what he is doing.

Councillor Gawler queried whether a planning application had been received in connection with the Coach Barn on Dyers Lane as there appears to be some building activity on the property. The Clerk confirmed that no application had been received. **It was agreed** that the Chairman and Councillor Gawler would investigate.

Councillor Gawler further reported on activities at Clark's Yard on North Road. Information has been received from VOSA that there is no operational licence in place for lorries to operate out of this site. The original licence was particular to Mr. Clerk. There have been complaints that lorries are coming back to the site at 3.00 am in the morning and disturbing residents. There is also a paint spraying operation on the site which has been reported to SGC. **It was agreed** the Parish Council would send a letter to the Traffic Commissioner informing them that lorries are continuing to operate out of the yard. Proposed Councillor Sheppard and seconded Councillor Gawler. **All agreed.**

HG/
Clerk

07-04-11 PARISH COUNCILLOR'S REPORTS

Councillor Aplin reported that unfortunately she had been unable to attend the last Yate Library Committee meeting. As Councillor Aplin is not standing in the forthcoming elections the Parish Councillors will need to appoint a new Councillor to attend Yate Library Committee meeting. The next Yate Library Committee meeting is on 14th July 2011.

Councillor Lomas reported that the footpath from Dean Road to North Road has not been cleared. There are a couple of footpaths in this vicinity, but the one in question is the one which runs nearest to Armstrong Way. **It was agreed** that the Clerk would report this to the PROW team. Proposed Councillor Lomas and seconded Councillor Sheppard. **All agreed.**

Clerk

08-04-11 FINANCIAL REPORT

The Clerk reported balances as at 14th April 2011 of:-

National Westminster Current Account	£ 1,980.83
National Westminster Reserve Account	£ 160.70
National Savings Accounts	£16,418.35

The Clerk presented the Unaudited Income & Expenditure accounts for 2010/2011 for Year Ending 31st March 2011. **It was agreed** that these accounts be accepted. Proposed Councillor Weldrake and seconded Councillor Taylor. **All agreed.**

The Clerk presented the Receipts & Payments Account for Year Ended 31st March 2011. **It was agreed** that this account be accepted. Proposed Councillor Lomas and seconded Councillor Aplin. **All agreed.**

The Financial Risk Assessment for 2011/2012 was presented by the Clerk. Following discussion regarding the value of the fixed assets, **it was agreed** that acceptance of the Financial Risk Assessment be deferred until the 16th May 2011 meeting. The Clerk will clarify the valuation and report back to the Councillors.

09-04-11 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

- PK11/0781/F - 16 Engine Common Lane, Yate - Erection of detached double garage. No objections.
- PK11/1035/F - Lavenham Farm, Nibley Lane, Iron Acton - Erection of summer house and garden store. No objections. The Clerk was asked to chase the issue of the four passing bays related to the original 2006 planning application.
- PK11/1068/F - 61 Waverley Road, Yate - Change of use from Tyre and Exhaust Centre (Class B2) and sub-division of unit to Retail (Class A1) and Storage and Distribution (Class B8). Installation of new shopfront and roller shutters and installation of 6 no. air conditioning units to side elevation. No objections.
- PK11/1081/ADV - Unit 61 Beeches Industrial Estate, Waverley Road, Yate - Display of 2 no. internally illuminated fascia signs and 1 no. internally illuminated projecting sign. No objections.
- PK11/1176/CLP - Bramble Cottage, Latteridge Road, Iron Acton - Application for Certificate of Lawfulness for the proposed erection of single storey detached incidental outbuilding (resubmission of PK10/3557/CLP). No objections.

10-04-11 PLANNING CONSENTS

- PK10/0006/F - Land at Broad Lane, Yate
- PK11/0321/F - Hapenny Cottage, Chaingate Lane, Iron Acton

11-04-11 PLANNING REFUSALS/WITHDRAWALS/APPEALS

- None received.

12-04-11 PLANNING APPEALS

- None received.

13-04-11 PLANNING ENFORCEMENT

- COM/11/0246/OD – Sunset Cottage, Holly Hill. SGC have visited the property and have confirmed that the works presently being undertaken involve the addition of a new door and staircase to service the upstairs of the property where the owners intend to accommodate friends whilst they are away from the property. The trench was temporarily in place to enable works to repair drainage pipes. The solar panels benefit from permitted development however these are to be removed because the owners are moving abroad. SGC have explained to the owners that the additional door and staircase when accompanied by separate kitchen and washing facilities are indicative of a change of use to flats. However, provided that the property is not partitioned or divided by locked doors internally then it could still be occupied lawfully as a single dwellinghouse. Provided that the property is not severed internally and the property continues to be occupied as a single household, with single bills for services and a single postal registration, then there would be no breach of planning control. If the property was severed internally then a planning permission is likely to be required.

14-04-11 **FRAMPTON END ROAD**

This item was discussed following agenda item 3.

The Chairman picked out the salient points of the letter received from Mr. Shearman dated 6th April 2011 regarding the proposed solution to traffic safety issues on Frampton End Road. Councillor Blanchard said that she was concerned regarding the 'letters of support' mentioned in that letter. Iron Acton Parish Council's letter to SGC of 14th December 2010 did not support a complete closure, but supported the residents request to forward this issue to SGC for them to review, consult and look at all practical options to improve safety along this route. The Chairman also read out an email received from Councillor Bellis (who was unable to attend this meeting) expressing his concerns regarding the proposed closure of the road.

Councillor Pat Hockey informed the Parish Council that although the scheme has been added to the Task Register, there will be a consultation period. Once the consultation period is over, and if there have been any objections, then it has to go back to the Executive Member.

It was accepted that the Parish Council would be irresponsible if it didn't listen to the concerns of parishioners about road safety throughout the parish.

Councillor Gawler queried whether SGC had talked about and considered the possibility of making Frampton End Road one way only. Councillor Lomas reminded the Parish Council that they have in the past supported the closure of other roads within the parish and referred to the narrow lane off Engine Common Lane. Councillor Blanchard said that she had lived in the parish all her life and found it difficult to agree to a complete closure. The possibility of a 20mph speed limit was discussed. Councillor Gawler suggested that it would be difficult to police as a Police officer would be needed at either end to ensure that the speed limit is adhered to.

It was agreed that the Parish Council would support SGC's letter dated 6th April 2011. Councillor Taylor proposed and Councillor Lomas seconded. **All agreed.** Councillor Blanchard abstained from the vote.

15-04-11 **ELECTIONS 2011**

The Clerk informed the Councillors that notification had been received from SGC that both wards within Iron Acton Parish will be uncontested at the 5th May 2011 Local Council elections. As it currently stands, the Councillors for Iron Acton Ward will be Mr. Peter Bellis, Miss. Lynne Blanchard, Mr. Dave Taylor, Mr. Chris Heal and a new Councillor Mr. Peter Huish. The East Ward will be Mr. Bob Sheppard, Mr. Bob Lomas and Mr. Howard Gawler. The East Ward is one Councillor short. The Clerk confirmed that all these details are on the Parish Council web site.

16-04-11 CEMETERY

- Retrospective approval was granted for the re-opening of a grave space within Iron Acton Cemetery in connection with the burial of the late Mrs. Thelma Jean Deane. The burial had taken place on 28th March 2011. Proposed Councillor Weldrake and seconded Councillor Sheppard. **All agreed.**
- Following the visit by Parish Councillors to the cemetery, some fifteen plots were identified as having non-compliant or unauthorised edging and kerbing stones. One plot was also identified as having the headstone out of line thereby encroaching into the next row, and one plot that was being tended had been dug too wide. **It was agreed** that a letter would be prepared to be sent to relatives, bearing in mind the sensitivity of this issue. Proposed Councillor Weldrake and seconded Councillor Sheppard. **All agreed.** The Clerk would therefore liaise with Councillor Weldrake for the wording of the letter.

17-04-11 ALLOTMENTS – Nibley Lane & Station Road

In addition to the Clerk's report (minute 05-04-11), the Clerk informed the Parish Councillors that an additional letter had been received from Mr. Collett in connection with the change of water supply at Nibley Lane. In his letter Mr. Collett refers to the Clerk's "refusal" to provide the information requested. The Clerk reiterated that she did not refuse, but was unable to due to the limitations of the Data Protection Act. Following discussion, **it was agreed** that the Clerk send another letter re-stating that the Parish Council had taken this course of action because of the abuse of the water supply by some allotment tenants using hosepipes. Also to point out to Mr. Collett that the Parish Council has a fiduciary duty to ensure that taxpayers money is spent appropriately.

The Clerk also informed the Parish Councillors that a parishioner is interested in taking on allotment 14b on Nibley Lane. This allotment is considerably overgrown as the previous tenant did not cultivate it last year. The parishioner is happy to deal with the bramble issue along the allotment boundary with the neighbouring property and keep it tidy. **It was agreed** that in exchange for keeping the brambles down, the rent for 2011/2012 would be waived for the tenant. This would avoid the expense of hiring the Leyhill Prison Team. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed.**

The Clerk informed the Parish Councillors that the vacant allotment number 7 on Station Road had been divided and let. However it was overgrown with weeds and in need of a considerable amount of work. **It was agreed** that the rent for 2011/2012 would be waived for these tenants. Proposed Councillor Sheppard and seconded Councillor Weldrake. **All agreed.**

18-04-11 VILLAGE GREEN

The Clerk informed the Parish Council that an alternative quote had been received from All Signs for the three additional 'no parking' signs for the village green. The quote was for £195.00 per sign to supply, and £260.00 per sign to supply and fit. The prices were exclusive of VAT. **It was agreed** that the quote be accepted to supply and fit the additional signage, as the signs would be of the same standard as those existing on the village green. The signs would be scheduled for erection following the village May Day celebrations on 2nd May 2011. Proposed Councillor Taylor and seconded Councillor Weldrake. **All agreed.**

19-04-11 GRASSCUTTING

The Chairman reported that a number of complaints had been received regarding the standard of the cut on the village greens and parish meadow. The Chairman had discussed this issue with Councillor Heal and Bellis. Subsequently the Chairman had spoken with Mr. Jonathan Sandy and it was mutually agreed that Mr. Sandy does not have the correct equipment to undertake the work specified in the tender. The Chairman agreed with Mr. Sandy that the agreed grasscutting contract would cease. However this would not prejudice Mr. Sandy from tendering next time. The Chairman has had an informal conversation with Landscape Services. **It was agreed** that Landscape Services re-take the grasscutting contract at the prices quoted by them in March. Proposed Councillor Sheppard and seconded Councillor Taylor. **All agreed.**

20-04-11 CHAINGATE LANE/MANOR ROAD POST BOX

Councillor Gawler informed the Parish Council that the Post Office had moved the post box on the corner of Chaingate Lane and Manor Road from one side of the road to the other. It had originally been situated in the wall of one of the houses, but had been broken and as the Post Office no longer provide this type of box, it was put on a post on the opposite side of the road. The Post Office has not laid any form off concrete or slab surround therefore users of the post box have to step on mud. Only a couple of slabs are needed to remedy the situation. **It was agreed** that Councillor Gawler would ask SGC Streetcare to deal with this. Proposed Councillor Gawler and seconded Councillor Sheppard. **All agreed.** HG

21-04-11 RENEWAL OF ALCA MEMBERSHIP

It was agreed to renew the Parish Council's annual membership of Avon Local Councils Association at a cost of £249.99. Proposed Councillor Sheppard and seconded Councillor Weldrake. **All agreed.**

22-04-11 RENEWAL OF CPRE MEMBERSHIP

It was agreed to renew the Parish Council's annual membership of the CPRE at a cost of £29.00. Proposed Councillor Sheppard and seconded Councillor Aplin. **All agreed.**

23-04-11 ANNUAL INSURANCE RENEWAL

The Clerk presented the annual insurance renewal documents to the Parish Council. The cost to renew the insurance with Aon for 2011/2012 would be £1,264.99. The Clerk pointed out that the limit of the Fidelity Guarantee was £2,000. The Parish Council felt that this was too low and **it was agreed** that the Clerk be instructed to speak to the Aon to find out why this was so low. Proposed Councillor Weldrake and seconded Councillor Sheppard. **It was further agreed** that Councillor Sheppard would liaise with the Clerk in order to seek alternative insurance quotes to compare to the Aon quote. These would be presented at the next meeting. Proposed Councillor Sheppard and seconded Councillor Weldrake. **All agreed.** **RS/
Clerk**

24-04-11 REQUEST FOR DONATION

The Clerk informed the Parish Council of a request from the "Parish Celebration" Sub-Committee for a donation towards the Iron Acton Parish Royal Wedding Celebrations. The request was for either £50.00 towards the cost of the non-alcoholic beverages for the event, or £75.00 towards the cost of the Wedding Cake. Following discussion, **it was agreed** that the Parish Council would decline to donate. Proposed Councillor Sheppard and seconded Councillor Lomas. **All agreed.**

25-04-11 CARDBOARD RECYCLING

The Clerk informed the Parish Council that a letter had been received from SGC concerning the distribution of cardboard recycling bags and the possibility of using Iron Acton Parish Council premises as a local distribution point. **It was agreed** that the Parish Council would decline to be a distribution point because of the practicalities of storing the bags. Proposed Councillor Sheppard and seconded Councillor Aplin. **All agreed.**

26-04-11 PUBLIC SECTOR MAPPING AGREEMENT

The Clerk informed the Councillors of new arrangements in the way Ordnance Survey mapping is licensed to Parish and Town Councils, as of 1st April 2011. Under the PSMA all English and Welsh parish, town, city and community councils are eligible to join in their own right, all they have to do is apply via the OS website and sign their own licence agreement to become an Eligible Member. Once an organisation becomes an Eligible Member they are entitled to the full range of services from Ordnance Survey. There is no cost involved. Councillor Weldrake proposed and Councillor Aplin seconded that Iron Acton Parish Council becomes an Eligible Member. **All agreed.**

27-04-11 ACCOUNTS FOR PAYMENT

Mr. A Herbert	Pipes/Taps Nibley Lane Allotments	£700.00
Iron Acton Parish Hall	Room Hire	£18.00
ALCA	Annual Membership	£249.99
CPRE	Annual Membership	£29.00
Mrs. P. Evans	Clerk's Salary & 1 x Broadband	£612.50

Proposed Councillor Gawler, seconded Councillor Sheppard, all agreed that the above accounts be paid.

DATE OF NEXT MEETING

The Annual Meeting of the Parish Council will take place on Monday 16th May 2011 in North Road School Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 9.35 pm.

Signed:

Dated:
