

**MINUTES OF ANNUAL MEETING OF
IRON ACTON PARISH COUNCIL
Monday 11th May 2015**

The Annual Meeting of Iron Acton Parish Council was held in Marshall Rooms commencing at 7.30pm.

Present:- Councillor Bellis (Chairman), Councillor Sheppard, Councillor Lomas, Councillor Smith & Donna Beal (Clerk).

Action

PUBLIC PARTICIPATION

A letter from Mrs Lynn Noble was read out by Peter Bellis outlining why Mrs Noble wished to be co opted as a parish councillor. Mr Dave Taylor gave a verbal speech along with Mr Mark Evans advising of there background from the parish and what they could bring to the parish council if also co opted.

A parishioner spoke of plans on a self build project they wished to carry out on land owned by them and asked the parish councils thoughts. The parish council listened to the questions but advised that they would not be able to comment until a full planning application had been received by the parish council. Councillor Bellis did respond to questions giving personal opinions and reiterated that these were personal thoughts and not of the parish council.

A request was made to hold an event on the village green. The parishioner was advised that an application would need to be made and this would then be considered at the next parish meeting once on the agenda.

01-05-15 SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE

All Parish Councillors present signed their Declaration of Acceptance of Office forms in the presence of the Clerk.

02-05-15 ELECTION OF CHAIRMAN

Councillor Sheppard proposed and Councillor Lomas seconded that Councillor Bellis be elected Chairman for the forthcoming year. **All agreed.**

03-05-15 ELECTION OF VICE CHAIRMAN

Councillor Sheppard proposed and Councillor Bellis seconded that Councillor Lomas be elected as Vice-Chairman for the forthcoming year. **All agreed.**

04-05-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Marian Lewis.

05-05-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

None Declared

06-05-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 20th April 2015 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Lomas that these minutes be adopted and signed as a true record. **All agreed.**

07-05-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

No reports

08-05-15 VACANCY - EAST WARD / IRON ACTON WARD

The clerk reported that letters had been received from Mr. Mark Evans, Mrs Lynn and Mr Dave Taylor applying for the vacancy's available. Following discussion **it was agreed** that both Mr Evans & Dave Taylor be co-opted on to the Parish Council for Iron Acton Ward and Lynn Noble for East Ward Proposed Councillor Bellis and seconded Councillor Sheppard.

Both Mark Evans and Dave Taylor were present at the meeting and both completed the declaration of acceptance office in presence of the clerk. After completion of the declaration both Mr Mark Evans and Mr Dave Taylor joined the meeting.

09-05-15 FINANCIAL REPORT

The clerk reported the available balances as of 7th April 2015

National Westminster Bank:	Current Account	£7390.34
	Reserve Account	£ 16,862.07
	TOTAL	£24,252.41

The Clerk reported that the Parish Council accounts and books had been independently audited by Mr. Iain Selkirk and signed off as complying with the requirements stipulated by the Accounts and Audit Regulations 2011 and CIPFA guidelines.

Annual Governance Statement:- The Annual Governance Statement was presented to the Parish Council for approval and adoption. Proposed Councillor Bellis and seconded by Councillor Sheppard. **All agreed.**

10-05-15 UPDATE ON PREVIOUS ACTIONS / RESOLVE ANY ACTIONS ON OUTSTANDING ACTIONS

Councillor Bellis advised that he would be looking at getting the flower planter that had been previously agreed installed within the next few weeks

11-05-15 PLANNING APPLICATIONS

PK15/0671/O Land south of Broad Lane, Yate – Erection of 9no. dwellings -OBJECT – Over development of site, too dense with associated concerns of traffic / parking & movement at the junction with North Road which conflicts with the traffic lights at Iron Acton Way, buffered between a pub and a car park.

PK15/1887/F Turnpike House Station Road, Erection of single storey rear and side extension to form additional living accommodation – Observation – Possible impact on adjoining listed building.

12-05-15 PLANNING – CONSENTS

None received.

13-05-15 PLANNING REFUSALS/WITHDRAWALS

None received.

14-05-15 PLANNING – APPEALS

None received.

15-05-15 PLANNING – ENFORCEMENT

None received.

16-05-15 MATTERS ARISING FROM THE ANNUAL PARISH MEETING

- Potentials / Pitfalls of the gas mains connection.
- Feelings for and against the provision for the parish meadows teenager recreational equipment.
- Chairman's page to be updated as a information base along with a summary of the minutes.
- Explore different avenues of media and communication with the parish.

17-05-15 ACCOUNTS FOR PAYMENT

- Clerks Wages
- Clerks Expenses Heating/Lighting/Millage
- TalkTalk – Phone & Broadband - £44.41
- Zurich – Insurance Renewal - £1035.04
- North Road School Room Hire - £30.00

Proposed Councillor Bellis, 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 15th June 2015 in

North Road School, commencing at 7.30pm.

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

Signed: _____

Dated: _____

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 15th June 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Lomas, Councillor Evans, Councillor Lewis, Councillor Taylor & Donna Beal (Clerk).

Action

PUBLIC PARTICIPATION

0 members of the public were present

Councillor Noble advised that complaints had been received regarding dogs barking in North Road, Councillor Bellis advised that all complaints should be passed on to the environmental health by the complainant.

Councillor Taylor advised that complaints had been received from the residents near Station Road allotments in respect of bonfires being lit within the allotments and causing issues for the residents. Councillor Bellis advised that he would look into this and the clerk would contact the allotment association and advise them of the issues.

01-06-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Smith, Pat & Dave Hockey.

02-06-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

None Declared

03-06-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 11th May 2015 had been previously circulated. Proposed Councillor Taylor and seconded by Councillor Sheppard that these minutes be adopted and signed as a true record. **All Agreed.**

04-06-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

South Gloucestershire Councillor Marian Lewis gave a brief verbal report covering the local plan and the 3 parts involved, the development plan for 2006 – 2027 with the minimum houses of 28,355 houses needing to be built. It was advised that 8129 houses have already been built with another 13 years left to build the remaining. It was advised that Filton would be building 14,000, Thornbury 1000, Yate/Chipping Sodbury 3700 and the East Fringe 7000. Nothing at this present time is expected for the rural areas.

05-06-15 PARISH MEADOWS

After discussing the playground equipment and the need for a slide it was proposed and **Agreed by All** that the Parish Council would buy and install a bank slide on the existing mound over the tunnel. It was agreed that the clerk would arrange purchase and installation of the slide and was allocated a combined total budget of £3000. It was also **Agreed by All** that the clerk would purchase and have installed a basket ball hoop with a back board installed within the tennis court area. Councillor Sheppard and the clerk to meet and agree on a suitable location for the position of the basket ball hoop. The clerk was allocated £500 to fund the basket ball hoop and installation.

The clerk was granted a budget of £1000 for the purchase and install of 2 new benches as agreed previously. 1 to replace the existing broken bench within the play area and the other to be located at the tennis courts. Councillor Sheppard advised that donations of benches had recently been donated to organisations from local supermarkets. Councillor Sheppard advised that he would peruse this and see if the Parish council would be able eligible for a donation of new benches. An email had been received from a parishioner requesting that new benches installed would be dedicated to parishioners. This was agreed by the Parish Council and they would

look into dedication plaques for any new benches and who they would be dedicated too.

Councillor Bellis advised that a donation of an old fishing boat "Gloria Jean" had been received by the Parish Council. The fishing boat is approx 9 meters long and weighs 5.5 tones and has been play inspected approved. It was discussed and **Agreed by All** that the fishing boat be accepted as it would be a great asset and feature to the play area. The cost of transporting and the installation of the boat would be funded by the Parish Council. Councillor Bellis will liaise with the boat provider and work with the clerk in order to secure and arrange the transportation and installation and agree on the suitable location within the play area for the boat to be positioned.

After discussing the current position of the previously agreed cycle path with both positive and negative comments being raised from parishioners and councillors, Councillor Sheppard proposed that the cycle track application be withdrawn; this proposal was later withdrawn by Councillor Sheppard. It was agreed that further information was required in relation to the funding and the byelaw and therefore will be added to the agenda for July 2015 for further discussion.

06-06-15 **UPDATE ON PREVIOUS ACTIONS / RESOLVE ANY ACTIONS ON OUTSTANDING ACTIONS**

Councillor Bellis advised that he would be looking at getting the flower planter that had been previously agreed installed within the next few weeks.

The heading would be changed to matters outstanding and all subsequent outstanding matters would be listed.

07-06-15 **FINANCIAL REPORT**

The clerk reported the available balances as of

Monies available as

at - 1st June 2015

National Westminster Bank

Current Account	£	19,141.54
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Reserve Account	£	16,863.43
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No issues arising.

The Clerk reported that the Parish Council accounts and books would be sent to Grant Thornton for the external audit.

08-06-15 **PLANNING - NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

PK15/2328/PND	Units 11-14 Beeches Industrial Estate Waverley Road Yate South Gloucestershire BS37 5QR - Prior notification of the intention to demolish the two storey block adjoining the west elevation of Units 11-14. - No Observations - All Agreed
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PK15/1738/F	River Mead Dean Road Yate South Gloucestershire BS37 5NH - Erection of two storey side extension to provide additional office accommodation. - No Observations - All Agreed
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PK15/2393/TCA	Elm Croft High Street Iron Acton Bristol South Gloucestershire BS37 9UH - Works to fell 4no. Conifer trees in Iron Acton Conservation Area- No Observations - All Agreed
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PK15/1918/TRE	Rose Cottage 440 North Road Yate Bristol South Gloucestershire BS37 7LW - Works to 1no. Ash tree to reduce to 10m, crown lift 1no. Ash tree to 6m and reduce Thorn hedge back to 1.5m, covered by Tree Preservation Order SGTPO 10/09 dated 9 September 2009. - No Observations - All Agreed
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PK15/2506/F	Iron Acton Village Hall - Demolition of existing lobby and erection of single storey extension to form waiting area - No Observations - All Agreed
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09-06-15 PLANNING - CONSENTS

None received.

10-06-15 PLANNING REFUSALS/WITHDRAWALS

None received.

11-06-15 PLANNING - APPEALS

None received.

12-06-15 PLANNING - ENFORCEMENT

None received.

13-06-15 REQUEST TO STAGE EVENT - VILLAGE GREEN

Request withdrawn

14-06-15 NORTH ROAD POST OFFICE CLOSURE

Discussions were had in relation the post office closure in North Road it was agreed that the clerk would contact the relevant departments and advise the regret shown on the closure and support the current application made for a new post office at the Codrington Arms.

15-06-15 POLICIES, SITES & PLACES

It was agreed by all that no further comments needed to be added to the recent correspondence received as they had previously been submitted.

16-06-15 BYELAW

Following discussion and debate to the existing byelaws for the parish meadows regarding cycling in the meadows it was **AGREED BY ALL** to start the consultation process in order to action the updating of the byelaws.

17-06-15 TRAINING COURSES

Following research collated regarding training courses for both councillors and the clerk it was agreed by all that the clerk should sanction any relevant training courses including the play area inspection course and book as required. New councillor courses were offered to the new councillors but declined on this occasion.

18-06-15 ACCOUNTS FOR PAYMENT

- Clerks Wages
- Clerks Expenses Heating/Lighting/Mileage
- TalkTalk – Phone & Broadband - £41.36
- E Hall – Allotment Materials - £128.92

Proposed Councillor Bellis, 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 20th July 2015 in Iron Acton Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 9.56 pm.

Signed: _____

Dated: _____

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 20th July 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Lomas, Councillor Evans, Councillor Smith, Councillor Taylor & Donna Beal (Clerk).

Action

PUBLIC PARTICIPATION

5 members of the public were present

A request was received from a member of the public requesting a donation to help towards funding for a young parishioner to represent Great Britain in acrobatic gymnastic in the European games in Germany. Councillor Bellis advised that no decision could be made and the request would be added to the next agenda for a meeting to be held on Monday 3rd August 2015.

Councillor Sheppard advised that the Magistrates Courts in Yate and Bath are up for closure.

A local resident of the Parish Meadows provided a written statement showing concerns about the Parish Council lack of transparency and communication in respect of the proposed work for the Parish Meadows and play area. The parishioner requested that in future better consultation should be had with residents and respect for their privacy should be taken into consideration when making any decisions. The comments were duly noted.

01-07-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lewis, Pat & Dave Hockey.

02-07-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

Councillor Noble – Non Pecuniary – Agenda item 19

Councillor Lomas – Non Pecuniary – Agenda item 19

Councillor Sheppard – Non Pecuniary – Agenda item 19

03-07-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The Minutes of the meeting held on 11th May 2015 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Sheppard that these Minutes be adopted and signed as a true record with the amendment wording proposed by Councillor Bellis for Minute no 16-06-15 **All Agreed.**

04-07-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

South Gloucestershire councillor Marian Lewis provided the following report:

Following the Frome Valley Area Forum meeting, we can be assured that the grant of £13,000 allocated to Iron Acton PC for the provision of play equipment for older children is still available to us. We just have to satisfy the Forum that the money is used for the specified purpose. (A cycle track will not fulfil the criteria)

No further information on the 2nd phase of the Superfast Broadband rollout. Most of North Road, Engine Common Lane, The British, still not included.

Plans are still moving forward to have the North Road Post Office set up at the Codrington Arms. The pillar box will have to move sometime soon, as it is currently sited on private land.

West of England partnership issues.

As part of the Government's plan for devolution in England, it was suggested that 4 Local Authorities (S Glos, Bristol, Bath and NE S, North Somerset) should band together, have an elected Mayor, and become a single body with some devolved powers over local issues. The plan to have an elected mayor of 'West of England' has been rejected by all three more rural councils – anticipating that most of the power and finance would naturally gravitate towards Bristol. We favour retaining the

independence of the current Authorities but having a closer working relationship.

05-07-15 **PARISH MEADOWS**

Councillor Sheppard made the following personal observations

The current running track in the play area was unusable and needed attention.

- The stream was blocked and needed clearing.
- The boards in the tennis area needed replacing and the courts needed sweeping.

Councillor Bellis advised that the maintenance work required within the parish meadows would be added to the next agenda for a decision to be made.

Councillor Sheppard also advised that the grass cutting in the Parish Meadows had slowly crept in leaving a bigger border around the perimeter. It was agreed by all that Councillor Sheppard would liaise with Landscape Services the contractor and ensure the contract was being fulfilled.

Written notice was provided and signed by Councillors Bellis, Taylor and Evans under Standing Order 12a that all resolutions covered under Minute 05-06-15 are reversed. All Agreed.

06-07-15 **OUTSTANDING ACTIONS**

Councillor Bellis advised that he would be looking at getting the flower planter that had been previously agreed installed within the next few weeks.

Councillor Sheppard advised that he would liaise with South Gloucestershire Council to pursue the drain clearance in North Road.

07-07-15 **FINANCIAL REPORT**

1st June

Monies available as at - 2015

National Westminster Bank

Current Account £19,141.54

Reserve Account £16,863.43

No issues arising.

The clerk reported that the Parish Council accounts and books had been sent to Grant Thornton for the external audit.

08-07-15 **PLANNING - NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

PK15/2711/PNGR The Piggeries Northmead Lane Latteridge Iron Acton Bristol South Gloucestershire BS37 9TL - Prior notification of a change of use from Agricultural Building to single residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) - **No Observations**

PK15/2616/PNA Two Pools Farm Wotton Road Iron Acton Bristol South Gloucestershire BS37 9XD - Prior notification of the intention to erect an extension to existing agricultural building to store hay, straw and agricultural machinery - **No Observations**

PK15/2504/RM Land Adj. 328 North Road Yate Bristol South Gloucestershire BS37 7LL - Erection of 6no. dwellings with garages and associated works. Approval of Reserved Matters to be read in conjunction with Outline planning permission PK14/3152/O. - **Object - Too close to neighbouring properties, no provisions for adequate drainage including no surface water drainage, current interference to neighbours ditch, believe further development would cause further damage to trees covered by TPO**

PK15/2729/PNGR Coach Pool Farm Dyers Lane Iron Acton Bristol South Gloucestershire BS37 9XU - Prior notification of a change of use from agricultural

building to 1 no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). - **No Observations**

PK15/2037/PNH 32 Chilwood Close Iron Acton Bristol South Gloucestershire BS37 9US - Erection of single storey rear extension which would extend beyond the rear wall of the original house by 3.85 metres, for which the maximum height would be 2.7 metres and the height of the eaves would be 2.7 metres - **No Observations**

PK15/2944/F Rock View Engine Common Lane Yate South Gloucestershire BS37 7PX - Change of Use of land from Agricultural to residential (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include mobile home to be used as annex ancillary to main dwelling (Retrospective) - **No Observations**

09-07-15 **PLANNING - CONSENTS**

None received.

10-07-15 **PLANNING REFUSALS/WITHDRAWALS**

None received.

11-07-15 **PLANNING - APPEALS**

None received.

12-07-15 **PLANNING - ENFORCEMENT**

None received.

13-07-15 **ALLOTMENTS**

Discuss and resolve any associated work required and issues arising with both Nibley Lane and Station Road Allotments - **Deferred**

14-07-15 **FINANCIAL INFORMATION**

Publication of financial information on the Parish Council Website

- *Annual Return*
- *Statement of Audited Accounts*
- *Internal Auditors Report*
- *Budget for previous and current financial year*

Deferred

15-07-15 **GRANT APPLICATIONS**

Deferred

16-07-15 **BYELAW**

Deferred

17-07-15 **CO-OPTION**

Discuss and resolve co-option for the remaining vacancy.

Deferred

18-07-15 **INTERMENT**

Mr Roy Preddy Funeral Director - request for interment of the late Mr Tony Curtis
All Agreed

19-07-15 **POLICIES, SITES & PLACES PLAN**

Following a discussion and review of the responses provided to all councillors by councillor Evans it was **Agreed By All** to adopt recommendations from Councillors Bellis/Evans following the meeting with South Gloucestershire Council re. Green Spaces and submit the responses accordingly.

20-07-15 **CLERKS ANNUAL APPRAISAL**

Deferred

21-07-15 **ACCOUNTS FOR PAYMENT**

- Clerks Wages July @ 70 Hrs
- Clerks Expenses July (Mileage/Heating & Lighting)
£40.80
- Talk Talk - Phone & Broad band July - £41.47
- Landscape Services - March / April - £1,116.00

- South Glos Council – 2 x Green Bin Collection Yearly Fee - £72.00
- Quality First – Bus Shelter Clean - £30.00
- North Road School – Room Hire - £30.00
- SLCC Membership Renewal - £210.00
- Landscape Services – May / June - £1,722.00
- HMRC – Tax / NI - £121.52
- South Glos – Election Fees - £350.00

Proposed Councillor Bellis, 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 3rd August 2015 in Iron Acton Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 21.43 pm.

Signed: _____

Dated: _____

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 3rd August 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Smith, Councillor Evans, Councillor Taylor & Donna Beal (Clerk).

Action

PUBLIC PARTICIPATION

2 members of the public were present
No comments made.

01-08-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lomas, Councillor Taylor, Pat & Dave Hockey.

02-08-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

None declared.

03-08-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 20th July 2015 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Sheppard that these minutes be adopted and signed as a true record with the amendment Councillor Sheppard declared a non pecuniary interest in agenda item 19. **All Agreed.**

04-08-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Concerns were raised over the speed limits on North Road it was agreed that Councillor Lewis would report to the relevant authorities.

Councillor Pat Hockey supplied a written report: The recent appeal decisions for residential development in Charfield have shown that the Core Strategy sites are not progressing on target. This means that South Gloucestershire does not have its 5 year "land bank". This could have implications for Engine Common.

The new computer system and tablets are still causing difficulties and some emails have vanished.

05-08-15 PARISH MEADOWS

New play ground equipment – After discussing the 3 quotations received for new playground equipment Councillor Bellis proposed, seconded by Councillor Lewis that the quotation supplied from MAC Grounds Work Contractors for £6682.56 inclusive to supply and install 1 x bank slide, 1 x stand alone basket ball unit and 2 x benches is accepted as per the terms of the quotation. The vote was carried with 5 in favour and 1 abstention. It was discussed and agreed that the basketball unit would be sited within the tennis courts, 1 bench within the play area and the second to be sited outside the tennis courts and the slide on top of the existing mound featuring the tunnel.

Teenage recreational equipment / New homes bonus grant – Following debate it was agreed that the clerk would contact 3 playground suppliers and obtain site surveys and plans on appropriate teenage recreational equipment. On receipt of the plans the clerk would arrange a consultation and invite all parishioners to come and view the plans and be able give their views and suggestions. All findings would be reported to the meeting in September where a review and decision would be made.

Maintenance work required – Councillor Sheppard advised that maintenance work was required within the parish meadows (clear stream, sweep tennis courts & clear the culvert and dispose of waste) It was **Agreed in principle by All** that councillor Sheppard would arrange a contractor subject to the relevant liabilities being in place to carry out the relevant work that needed to be done.

It was **Agreed by All** that the quote submitted for £800 by Andrew Herbert to repair

the fencing near the footbridge leading to the play area is accepted.

06-08-15 OUTSTANDING ACTIONS

Councillor Bellis advised that he would be looking at getting the flower planter that had been previously agreed installed within the next few weeks.

It was noted that the drain clearance along North Road had now been completed.

07-08-15 FINANCIAL REPORT

No report submitted

08-08-15 PLANNING - NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS

PK15/3184/F Seven Springs, Latteridge Road - Erection of single storey side extension to form additional living accommodation - No Observation agreed by all

09-08-15 PLANNING - CONSENTS

PK15/2616/PNA Two Pools Farm, Wotton Road - No Objection.

PK12/1913/O Land North of Brimsham Park - Approved

PK15/1918/TRE Rose Cottage, 440 North Road - Approve with conditions

PK15/1288/F Great Western Business Park - Approve with conditions

PK15/2037/PNH 32 Chilwood Close - No Objection

10-08-15 PLANNING REFUSALS/WITHDRAWALS

None received.

11-08-15 PLANNING - APPEALS

None received.

12-08-15 PLANNING - ENFORCEMENT

None received.

13-08-15 ALLOTMENTS

It was agreed by all that a new gate post would be purchased and replaced by Andrew Herbert at Station Road allotments.

14-08-15 FINANCIAL INFORMATION

Publication of financial information on the Parish Council Website

- Annual Return
- Statement of Audited Accounts
- Internal Auditors Report
- Budget for previous and current financial year

It was agreed by all that the above financial information would be publicised on the parish council website.

15-08-15 GRANT APPLICATIONS

Following discussions and information received regarding using a grant funding specialist to source and apply for all eligible grant funds a vote was made and carried with 4 votes in favour and 2 abstentions that the parish council would use Integrated Community Solutions CIC to act for Iron Acton Parish Council to source and apply for any eligible grants available to the Parish Council.

16-08-15 APPLAICATION TO ADD AN INSCRIPTION TO A MEMORIAL

Massons - Summer

Client - P Gardner

Additional Inscription - Gladys Emily Wiggins

All Agreed

17-08-15 CLERKS ANNUAL APPRAISAL

Note: The clerk left the meeting for the agenda item to be discussed; no parishioners were present due to the discussion of a confidential item.

Following discussion it was proposed by Councillor Bellis, seconded by Councillor Lewis and carried with 4 votes to 3 that the recommendations made by the chairman following the clerks annual review would be adopted. This was to

include a backdated payment from 1st January 2015 for the recommended pay increase and the salary scale move to be implemented from 1st July 2015.

18-08-15 **ACCOUNTS FOR PAYMENT**

- Clerks Wages August @ 70 Hrs
- Clerks Expenses August (Mileage/Heating & Lighting) - £19.20
- Talk Talk – Phone & Broad band August – £43.18
- Andrew Herbert – Rebuilding of wall in parish meadows - £750.00
- Allotment Association Subscriptions - £184.00
- Allotment Association Liability Insurance - £96.13
- Room Hire - £76.00
- Viking – Stationary - £167.32

Proposed Councillor Bellis, seconded Councillor Sheppard, **All Agreed** that the above accounts be paid.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 21st September 2015 in Iron Acton Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 21.48 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
EXTRA ORDINARY MEETING
Tuesday 8th September 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Lomas, Councillor Taylor, Councillor Evans, Councillor Taylor, Councillor Lewis & Donna Beal (Clerk).

Action

PUBLIC PARTICIPATION

41 members of the public were present including a reporter from the Gazette
A presentation was made on behalf of Acton Aid "Gloria Jean proposal for installation in Iron Acton Parish Meadows"

Proposal

The proposal is to place the boat known as Gloria Jean as an additional piece of play equipment into the children's play area of the Parish Meadows, to be loved and provide fun for young people of the Parish.

History of Gloria Jean

She's an ex lifeboat, that was installed as part of a public art exhibition in Leigh Woods, South Bristol, between April and September 2015.

The art exhibition was a partnership project between the National Trust and the Forestry Commission.

Key Dimensions

Gloria Jean is 9.2 metres long, 3 metres wide and weighs 5.5 Tonnes.

Installation approach

There are two installation options.

1. To excavate the top soil to a depth of 550mm along her centre beam, reducing to 150mm around her circumference.

The hole would then be lined with a non water resistant membrane (teram) and back filled with 35-50mm crushed stone at a depth of 150mm. The stone will act as a soak away and support the hull.

The soil removed from the excavations will be put back along the sides of the craft and seeded with grass, to create a natural ramp for children to step down into the vessel.

2. To not excavate, but simply place Gloria Jean on the grass in the same way as she was installed in Leigh Woods and construct steps up for children to get on board.

Kings Heavy Haulage have been contracted to deliver Gloria Jean to the Parish Meadows, however for practical reasons, her actual route into the park would be through a neighbouring field or via Park Street.

Health and Safety

Gloria Jean was prepared for placement in a public area in March 2015, signed off for safety by representatives of the National Trust, the Forestry Commission and a Structural Engineer. The risk assessment and subsequent works were undertaken via guidance provided under BS EN1176 and BS EN 1177 - children's playground equipment and surfacing: updated for 2008.

As part of the preparation for her installation in Leigh Woods she was professionally adjusted for safety, for example, her engine was removed, access to below deck was blocked and all glass replaced with transparent acrylic etc. These works were carried out by Clarks Boatworks Ltd from Weymouth.

All of the work is covered under a surveyor's safety report valid until October 2016.

Consultation

Each house adjoining the Parish Meadows has been provided with a summary of this proposal.

A petition supporting Gloria Jean's installation has received 145 signatures and that's

just since last Friday.

Costs and Budgets

Acton Aid has offered to meet the full costs of the delivery and installation and to remove Gloria Jean if it fails on safety grounds Acton Aid will meet the cost of removal.

Site Plan

As Gloria Jean is to be an addition to the existing children's play equipment, from a safety point of view and to keep all the young people and Parents/Carers in the same area, it is proposed to install her in the middle of the play area, either facing North or East, as decreed by IAPC.

Maintenance

Gloria Jean was obviously originally built to spend its life in corrosive sea water and be open to the elements at all times, so she is designed to withstand the weather of the UK.

More recently she has been prepared to be clambered over and is for example, already painted with anti slip paint. Coo-Var Anti slip paint costs £12 per litre, which should last for up to 5 years. In terms of her hull, no maintenance will be required.

Placing her in the play area should mitigate any grass cutting issues as its simply another obstacle to add to the existing ones.

The vessel has had its bilge keels extended so that it will sit square on the ground and there has been drain holes drilled in both the hull and deck to allow for drainage of rain water to stop build-up of same.

As with all equipment on the Parish Meadows, ownership and therefore maintenance will be with the Parish Council.

Uses

Creative play, which is seen as very important for educational development as well as simply being fun.

Councillor Sheppard raised concerns over the fall height safety, this was answered as the boat would not exceed a fall height regulation once the boat had been sunk into the ground.

Councillor Noble asked the proposed delivery details it was advised that the boat would be craned from the lorry on delivery and a tractor and trailer would be used and lifted on a pivot steel loader and placed into the location. It was advised that anything that was removed would be replaced and put right.

Councillor Lomas asked if the boat had been made safety assessed, it was advised on the presentation of a certificate that the boat had been signed off until October 2016.

Councillor Evans made reference for the need to use safety matting if required for regulations and the need to ensure the safety aspects of the children and protect the Parish Council.

Councillor Evans advised that he had concerns over the route into the Parish Meadows as there was no clear gap and feared that there would be damage made to trees.

The clerk advised that contact had been made to South Gloucestershire planning department and had been advised that as the boat was being added to the playground as recreational equipment no further planning permission would be required. The conservation department had advised that there were no issues that they could see and could not enforce anything but to ensure that the boat is located in a sensible location within the Parish Meadows.

The parishioners including the children in the room made lots of comments and opinions as the boat being a positive and a great asset for the Parish and could not understand why the Parish Council would object and refuse the boat when all the questions had been answered and safety issue fears had been addressed. There was such a great enthusiasm to add the boat to the play area and wanted the approach to be a positive and a lets make this work attitude and not find reasons to object.

Apologies for absence were received from Councillor Smith.

02-09-15 **DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary**

None declared.

03-09-15 **GLORIA JEAN BOAT**

Following a long debate and further questions and queries being raised in relation to the safety, planning, location, cost, delivery and installation, Councillor Lewis advised that opinions had now changed and that the Parish Council need to listen to what the people of the Parish wanted.

Councillor Bellis proposed and seconded by Councillor Sheppard

- Iron Acton Parish Council would accept the offer of Gloria Jean as outlined in the proposal.
- Gloria Jean would be sited North West of the children's play area.
- Method of siting would be to sink into the ground reference option 1. To excavate the top soil to a depth of 550mm along her centre beam, reducing to 150mm around her circumference. The hole would then be lined with a non water resistant membrane (teram) and back filled with 35-50mm crushed stone at a depth of 150mm. The stone will act as a soak away and support the hull. The soil removed from the excavations will be put back along the sides of the craft and seeded with grass, to create a natural ramp for children to step down into the vessel.
- The Parish Council would seek a ROSPA play inspection once Gloria Jean had been sited and carry out any associated works.

It was noted that the cost of delivery and installation would be met by Acton Aid and if Gloria Jean was to fail safety inspections and needed to be removed on safety grounds this would be carried out by Acton Aid and the costs met by Acton Aid. The maintenance and upkeep would be the responsibility of the Parish Council. **ALL AGREED**

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 21st September 2015 in Iron Acton Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 21.06 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 21st September 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Smith, Councillor Lomas, Councillor Evans, Councillor Taylor & Donna Beal (Clerk).

Action

PUBLIC PARTICIPATION

2 members of the public were present.

Verbal presentations were made from both Brian Hackland and Richard Hunter as applicants for co-option. Their presentations included what they believed they could bring to the Parish Council and backgrounds about themselves.

01-09-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Lewis, Pat & Dave Hockey.

02-09-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

None declared.

03-09-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 3rd August 2015 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Sheppard that these minutes be adopted and signed as a true record. The minutes from 8th September extra ordinary meeting were deferred until the October meeting. **All Agreed.**

04-09-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

No reports submitted.

05-09-15 PARISH MEADOWS

Councillor Bellis provided a verbal update in relation to Gloria Jean it was advised that boat was now in situ and the ground around Gloria Jean had been seeded. It was noted that the inside cabin was locked and only the deck area was accessible for the foreseeable future until the inside cabin had been cleared out and made user friendly.

Teenage Recreational Equipment / New Homes Bonus Grant – Following a debate after the consultation results were discussed which was held on the 17th September 2015 it was proposed by Councillor Bellis and seconded by Councillor Sheppard that by popular demand the Parish Council would accept the quotation from Hags SMP, for the supply and install of a outdoor table tennis with net, nexus viper – rope swing, inclusive gym bundle and the piazza double teenage shelter. The cost of supply and installation totals £20,111.37 exc VAT. The £13000 allocated funds from the new homes bonus would be used to fund the project and the Parish Council would fund a further £3000. It had been previously agreed that the Parish Council would use £3000 from the reserve account as per the terms on application for the new homes bonus. It was noted and agreed that the clerk would contact Acton Aid to secure any additional shortfall for the project in order to maximize the recreational equipment that was much needed within the parish meadows. It was agreed by all that if the additional shortfall was not funded by Acton Aid the Parish Council would exchange the double seating area for the single seated piazza and therefore reduce the cost to £17,497.32 and the outstanding £1487.32 would also be met by the Parish Council. The location of equipment would be arranged by the design company using their expertise from a previous site survey held within the parish meadows and in line with the conservation officers recommendations and be sited next to the tennis courts within the parish meadows. **All Agreed.**

Play Ground Equipment – Following correspondence received in relation to the additional charge for the slide due to the change of foundation fixings it was agreed

that if required the clerk could authorise the extra spend of £845. It was also agreed that the clerk would authorise the additional cost for the bench bases to be installed by the contractor MAC Groundwork to enable the benches to be anchored in situ.

Following reports made by Councillor Noble and Lewis it was agreed that some maintenance work was required in the children's play area on the existing equipment. It was agreed by all the swing legs would be covered with groundtrax and re soiled to cover exposed fixings. The tunnel hump would also need attention as the soil had worn away on top of the tunnel and therefore it was agreed that this would also be covered in groundtrax and re soiled to give better protection.

Councillor Sheppard agreed to remove the step at the top of the play house and replace as it was rotten. It was noted that the safety matting needed to be cleaned with a pressure washer around the play equipment to remove any slippery areas. Due to the work required it was agreed to arrange a working party on 24th October starting at 9am. Within the working party it was agreed that the general maintenance within the play area would be completed along with clearing the stream and replenish the post and rail fence around the play area and tidy/ remove any overgrowth encroaching the parish meadows. It was agreed that all materials would be supplied by the Parish Council, it was noted that no power tools would be used only hand tools.

Charging For Use Of The Parish Meadows - The agenda item was discussed and debated but no motion was made.

06-09-15 **OUTSTANDING ACTIONS**

Flower Planter - Councillor Bellis advised that he would be looking at getting the flower planter that had been previously agreed installed within the next few weeks.

Parish Meadows - Maintenance Work Required - Working party scheduled for 24th October 2015 9am.

Chilwood - Maintenance Plan - Deferred to October meeting.

Sycamore Tree - Village Green - It was agreed by all that the clerk would arrange for a contractor to undertake any associated works required to the damaged tree.

07-09-15 **BUS STOP IMPROVEMENTS**

Following a debate on plans received from South Glos on proposals for a bus stop on the Bristol Road it was agreed that it seemed that there was no requirement to add a new bus stop on Bristol Road near the by pass as there were very few properties anywhere nearby, but that a new bus stop on Yate Road close near the end of Holly Hill would be helpful to that side of the village. It was also agreed that the Parish Council should ask for consideration to be given to some sort of refuge in the centre of the road associated with the bus stop to facilitate safer crossing of the main road. Comments were noted that without a pull in area for the buses to stop they would hold up traffic. **Agreed by All**

08-09-15 **PLANNING - NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

PK15/3549/F 284 North Road Yate Bristol South Gloucestershire BS37 7LQ - Erection of single storey side extension to provide additional living accommodation and store - **No Observations**

PK15/3553/PNA Laddenside Farm Bristol Road Iron Acton Bristol South Gloucestershire BS37 9TG - Prior notification of the intention to erect an agricultural building for the storage of hay, fodder and farm machinery - **No Observations**

PK15/3592/F Penrhys Chaingate Lane Iron Acton Bristol South Gloucestershire BS37 9XJ - Erection of two storey side and single storey front and rear extension to form additional living accommodation (re-submission of PK15/1106/F) - **No Observations**

PK15/3901/F 3 Broad Lane Yate Bristol South Gloucestershire BS37 7LD - Erection of single storey front and rear extensions and two storey side extension to form garage and additional living accommodation - **No Observations**

09-09-15 **PLANNING - CONSENTS**

- PK15/3184/F Seven Springs Latteridge Road Iron Acton Bristol South Gloucestershire
Erection of single storey side extension to form additional living accommodation.
Approve with Conditions.
- PK15/2506/F Iron Acton Village Hall High Street Iron Acton Bristol South Gloucestershire
Demolition of existing lobby and erection of single storey extension to form waiting area.
Approve with Conditions.

10-09-15 **PLANNING REFUSALS/WITHDRAWALS**

None received.

11-09-15 **PLANNING - APPEALS**

None received.

12-09-15 **PLANNING - ENFORCEMENT**

None received.

13-09-15 **REQUEST FOR BURIAL PLOT**

Tony Curtis / Katie-Jane Curtis – All Agreed

14-09-15 **REQUEST FOR PERMISSION TO STAGE AND EVENT**

- Acton Aid – Bonfire night (change of date) 8th November – All Agreed
- 1st Frampton Cotterell Scout Group – Day Camp – Spring 2016 (TBA) – All Agreed

15-09-15 **GRANT APPLICATIONS**

It was agreed by all that the clerk was authorised to enter into the service level agreement with Aduidum Consulting at the cost of £250 for the 1st stage of consultancy for a comprehensive funding options appraisal report that encompasses good fit funding organisations, how and when to apply, further contact details and estimates of likely timescales for applications. Included within the first phase would be recommendations for next steps and project development path indicators.

16-09-15 **CO-OPTION (brought forward to agenda item 4)**

The clerk reported that there were 3 applicants for co - option and a written report had been received from Ashley Mee detailing why he believed he should be co - opted. Both Brian Hackland and Richard Hunter gave presentations during public participation on what they believed they could offer the Parish Council and provided background information regarding their position within the parish. Following a confidential debate it was **Agreed by All** that on a majority vote of 5 votes out of 7 Brian Hackland be co-opted on to the Parish Council for Iron Acton Ward.

Both Brian Hackland and Richard Hunter were thanked for standing and the clerk was advised to advise Ashley Mee on this occasion he had been unsuccessful. Brian Hackland was advised of the results and offered the position within the Parish Council on which he completed the declaration of acceptance office in presence of the clerk. After completion of the declaration Councillor Hackland joined the meeting.

At 8pm Councillor Taylor left the meeting due to ill health.

17-09-15 **ACCOUNTS FOR PAYMENT**

- Clerks Wages September @ 70 Hrs
- Clerks Expenses September (Mileage/Heating & Lighting)

- Talk Talk – Phone & Broad band September – £42.01
- Landscape Services – July / August - £1,488.00
- Wessex Water - Allotments - £52.15 & £163.98
- Quality First – Bus Shelter Clean - £30.00
- Marshall Rooms – Room Hire - £20.00
- Grant Thornton – Audit - £270.00
- M Collett – Allotments water pipe repair - £26.84
- A Herbert – Fence Repair - £860.00
- Groundtrax - £167.88
- Audium Consulting - £125.00

Proposed Councillor Bellis, seconded Councillor Sheppard, **All Agreed** that the above accounts is paid.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 19th October 2015 in North Road School, commencing at 7.30pm.

There being no further business, the meeting closed at 21.38 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 19th October 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Smith, Councillor Lomas, Councillor Evans, Councillor Lewis, South Gloucestershire Councillor D Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION

2 members of the public were present.

Mr & Mrs Hunt gave a verbal presentation regarding a new build project, Councillor Hockey advised that a pre plan application was essential and comments were noted. Mr and Mrs Hunt were advised that no formal comment would be available until a full planning application is submitted.

01-10-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Taylor & Pat Hockey.

02-10-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

Councillor Sheppard & Noble declared a Pecuniary interest in planning application PK15/4249/TRE

Councillor Lewis declared a Non Pecuniary interest in agenda item 13 as a school governor.

03-10-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 8th September 2015 / 21st September 2015 had been previously circulated. Proposed Councillor Lomas and seconded by Councillor Lewis that these minutes be adopted and signed as a true record with the amendment of the day as this was incorrect and also too include Councillor Lewis as present at the meeting for 8th September. **All Agreed.**

04-10-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Councillor Lewis gave a verbal report and covered,

- Parking around North Road School
- Speed issues along North Road
- South Gloucestershire Councils public health responsibilities
- Road surfaces
- Waste management
- Post office at the Codrington Arms

Councillor Dave Hockey reiterated the recycling issues.

Councillor Pat Hockey provided a written report on updates regarding planning issues noted below:

In allowing a planning application for development in Charfield outside of the Village Development Boundary the Planning Inspector made it clear that South Gloucestershire Council could no longer identify that sufficient land was coming forward for development to meet the requirement for a 5 year "land bank". This in turn means that the Core Strategy can no longer be regarded as up to date. Current Government policy is that under these circumstances there would be a high probability that a refusal by South Glos Council to accept an application by a developer for housing, would be overturned on appeal regardless of whether the land in question has been identified for development. The strong legal advice to the Council is that submitting the Sites Policies & Places Development Plan Document for consideration by a Government Inspector without identifying land to meet the shortfall would lead to a rejection. The Council's Policy and Resources Committee at their meeting on Friday decided to change the programme for submitting the DPD including the designations for Local Green Spaces and consult on a revised version.

Consultation on additional housing allocations will take place in November and December this year with the new Plan agreed in April next year for consultation in May

to July. This has then to go to the Secretary of State with the Public Hearings held by a Government Inspector anticipated in October 2016 with Adoption not until March 2017. Throughout this time the Council will have difficulty rejecting planning applications on land not currently identified for development.

05-10-15 **PARISH MEADOWS**

Teenage Recreational Equipment – It was agreed by all the location of the new teenage equipment would be sited in the space beyond the east end of the tennis courts, it was noted the clerk would meet for a site meeting and arrange the location with the contractor.

Working Party – It was agreed that the previously proposed working party would be cancelled and revisited in spring 2016.

06-10-15 **OUTSTANDING ACTIONS**

Flower Planter – Councillor Bellis advised that the flower planter had now been installed.

Meadows - Maintenance Work Required – It was agreed that Councillor Sheppard would meet with Landscape to discuss the fence boundary and work required. Councillor Sheppard would liaise with Mr Tovey in respect of the cost and upkeep of the fence boundary as Councillor Sheppard advised that Mr Tovey has agreed to contribute financially towards the work required.

It was noted that current running track in the play park requires maintenance, the boards in the tennis courts need replacing and the stream needs clearing. It was agreed that Councillor Sheppard would arrange a quotation for the work required. Councillor Sheppard advised that a schedule of work required would be listed and then made available to the clerk to be posted on the website and invite people to join a spring working party.

It was **Agreed By All** that the clerk would arrange for a contractor to carry out the required work within the play park and install the groundtrax around the base of the swing legs and on top of the tunnel at both ends. The clerk has been given the remit to spend £500 on the required work.

Norway Maple, Village Green – It was **Agreed By All** that any recommended work required advised by Neil Gazzard from West Country Forestry would be undertaken in line with recommendations from South Gloucestershire Council.

Chilwood - Maintenance Plan – Deferred.

07-10-15 **FINANCIAL REPORT**

Monies available as at -	1st October 2015
National Westminster Bank	
Current Account	£22,203.97
Reserve Account	£16,866.30

08-10-15 **PLANNING – NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

PK15/3940/PNGR Storage Barn Coach Pool Farm Dyers Lane Iron Acton Bristol South Gloucestershire BS37 9XU - Prior notification of a change of use from agricultural building to 1no. Residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) – **NO OBSERVATION**

PK15/4240/TCA The White House High Street Iron Acton Bristol South Gloucestershire BS37 9UG - Works to fell 1 no. Silver Birch and 1 no. Fir tree situated within Iron Acton Conservation Area. – **NO OBSERVATION**

PK15/4184/F Clunker Cottage The British Yate Bristol South Gloucestershire BS37 7LH - Erection of 1no. Detached bungalow with associated works. – **NO OBSERVATION**

PK15/4251/PNGR The Piggeries Northmead Lane Latteridge Iron Acton Bristol South Gloucestershire BS37 9TL - Prior notification of a change of use from Agricultural Building to single residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). – **NO OBSERVATION**

- PK15/4249/TRE 199B North Road Iron Acton Bristol South Gloucestershire BS37 7LG - Works to fell 1no. oak tree covered by Tree Preservation Order TPO 399 dated 31/05/1989. - **NO OBSERVATION**
- PK15/4345/F The Stables, Tanhouse Lane - Erection of single story front extension to provide additional living accommodation. Erection of a detached double garage. - **NO OBSERVATION**
- PK15/3443/F Northend Farm, Wotton Road - Erection of detached garage- **NO OBSERVATION**
All Agreed

09-10-15 **PLANNING - CONSENTS**

- PK15/2504/RM Land Adj. 328 North Road Yate Bristol South Gloucestershire BS37 7LL - Erection of 6no. Dwellings with garages and associated works. Approval of Reserved Matters to be read in conjunction with Outline planning permission

10-10-15 **PLANNING REFUSALS/WITHDRAWALS**

None received.

11-10-15 **PLANNING - APPEALS**

None received.

12-10-15 **PLANNING - ENFORCEMENT**

None received.

13-10-15 **REQUEST FOR DONATION**

Poppy Appeal - It was resolved to make a donation of £300 carried on a majority vote 6/2
North Road School - It was resolved to make a donation of £350 towards the cost of repairs to the wall and school pond vote carried with 4 votes and 3 abstentions.

14-10-15 **GRANT THORNTON - ANNUAL ACCOUNTS**

It was agreed to defer the agenda item until reports had been received from Councillor Evans & Hackland

15-10-15 **FINANCIAL REGULATIONS 2015**

It was agreed to defer the agenda item until reports had been received from Councillor Evans & Hackland

16-10-15 **ACCOUNTS FOR PAYMENT**

- Clerks Wages October @ 70 Hrs
- Clerks Expenses October (Mileage/Heating & Lighting)
- Talk Talk - Phone & Broad band October - £42.44
- Quality First - Bus Shelter Clean - £30.00
- Room Hire - Parish Hall - £58.00
- Landscape Services - £744.00
- Royal British Legion - £300
- North Road School - £350

Proposed Councillor Bellis, seconded Councillor Sheppard, **All Agreed** that the above accounts is paid.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 16th November 2015 in North Road School, commencing at 7.30pm.

There being no further business, the meeting closed at 21.50 pm.

Signed: _____

Dated: _____

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 16th November 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Sheppard, Councillor Lomas, Councillor Evans, Councillor Lewis, Councillor Hackland & Donna Beal (Clerk).

PUBLIC PARTICIPATION

No members of the public were present.

Councillor Sheppard advised that North Road School would carry on with the wall repairs even though they had not yet been able to raise the full amount in donations, which he has offered to cover if necessary. He also passed on the thanks of North Road School to the Parish Council for it's donation towards the project.

01-11-15 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Taylor, Councillor Smith & South Gloucestershire Councillor Dave Hockey & Pat Hockey.

02-11-15 **DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary**

Councillor Sheppard declared a Pecuniary interest in agenda item 10 point B.

03-11-15 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 19th October 2015 had been previously circulated. Proposed Councillor Lomas and seconded by Councillor Hackland that these minutes be adopted and signed as a true record with the amendment of 05-10-15 that "East" should be "West" end of the tennis courts and to include the Council agreed to talk to the immediate neighbours of the positioning of the teenage recreational equipment. **All Agreed.**

04-11-15 **SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS**

Councillor Lewis gave a verbal report and covered,

- New LED Street lighting over the next 10 years in South Gloucestershire.
- Stronger Safety Community Meetings.
- North Road School, Traffic Management.
- New Homes Bonus Grants.
- NHS Bristol.

05-11-15 **PARISH MEADOWS**

Nothing to Report.

06-11-15 **OUTSTANDING ACTIONS**

Meadows - Maintenance Work Required - Councillor Sheppard advised that the boundary fencing was ongoing, the tennis courts had now been sprayed and that the costing for the kickboards would be made available at the next meeting ready for a spring working party.

Play Equipment - The Clerk reported that the slide was currently being installed but has been causing issues due to the access and location and further work was required to enable the slide to fit to the existing mound. It was by proposed by Councillor Hackland and agreed by all that: Clerk be asked to authorise the contractor to complete the additional works to finish the job, quoted at £300. The basketball unit has been installed along with the two new benches. It was noted that the annual play inspection was due to take place this week.

Chilwood - Maintenance Plan - Deferred.

Grant Funding - Councillor Evans and the Clerk reported that an application had been completed and submitted to South Gloucestershire Council for the New Homes Bonus Grant for £15,000.00. As a result of the application there would be new policies that would need to be ratified at the next Parish Council meeting.

Teenage Recreational Equipment - The Clerk reported that a site meeting had been carried out and the location agreed. The equipment is now on order and the expected

installation date would be mid to end January 2016.

07-11-15 FINANCIAL REPORT

Monies available as at - 1st November 2015

National Westminster Bank

Current Account £20,163.78

Reserve Account £16,866.99

08-11-15 PLANNING - NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS

PT15/4637/F Lavenham Farm Nibley Lane Iron Acton Bristol South Gloucestershire - Conversion of existing holiday let to form 1no. self contained dwelling. Object - Do not believe it is a existing holiday home - In the Green Belt Area - Access issues would potentially increase the use of a shared access onto a single track country lane - Drainage and associated matters.

PK15/4555/CLP

All Agreed

Iron Acton Forge Bristol Road Iron Acton South Gloucestershire BS37 9TF - Application for certificate of lawfulness for proposed change of use of land from Sui Generis to (Class B1) Business Use - Object - concerns raised at it appears to be a business set up in green belt without permission.

All Agreed

09-11-15 FINANCIAL REGULATIONS 2015 MOTION TO ADOPT

Following the preparation of the financial regulations for Iron Acton Parish Council by Councillor Hackland, Evans and the Clerk it was reviewed and discussed and proposed by Councillor Lomas, seconded by Councillor Noble to adopt the regulations supplied based on a NALC model with the amendments:

- 6.4 remove "or in circumstances set in paragraph 5.5a by 1 member and Clerk / RFO of council."
- 11.1h change the contract of less than "£5000" to "£10,000" (typographical error).

All subsidiary documents would be considered in January 2016. **All Agreed**

Noted - Councillor Noble, Lewis, and Hackland would go on as signatories for the bank accounts.

10-11-15 TREE SURGERY, THE GREEN IRON ACTON

A) To fell and grind the stump of a Norway Maple to the front of Park Cottage.

B) To re-pollard and remove the deadwood from a Norway Maple to the front of Chapel Patch.

C) To crown lift two Limes either side of the footpath to 2.5m.

D) To crown lift to 2.5m one Cherry and one Alder adjacent to Park Street.

Following a debate regarding the recommended tree works and quote received it was proposed by Councillor Lomas, seconded by Councillor Bellis to accept the quote from West Country Forestry for parts B, C & D and request that A is changed to pollard similarly to the tree in item "A" above, and renegotiate the price.

It was noted that the specified works would be publicised within the parish.

All Agreed

11-11-15 ACCOUNTS FOR PAYMENT

- Clerks Wages November @ 70 Hrs
- Clerks Expenses November (Mileage/Heating & Lighting)
- Talk Talk - Phone & Broad band November -£42.25
- Landscape Services - £72.00
- HMRC - Tax / NI - £269.18
- Room Hire - £30.00

Proposed Councillor Bellis, seconded Councillor Sheppard, **All Agreed** that the above accounts is paid.

1047

12-11-15

FORTHCOMING BUSINESS

Chilwood – Report from Councillor Bellis for proposed action for a forthcoming meeting

Standing Orders – To be reviewed following the adoption of financial regulations

Budget – To be agreed within the December meeting

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 14th December 2015 in Marshall Rooms, commencing at 7.30pm.

There being no further business, the meeting closed at 21.30 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 14th December 2015**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Smith, Councillor Lomas, Councillor Evans, Councillor Lewis, Councillor Hackland, South Gloucestershire Councillor Pat Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION

4 Members of the public were present.

Mike Kennan was present and gave verbal representation on agenda item 11.

2 Parishioners present gave a verbal speech in respect of planning application PK15/5093/F

01-12-15 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Sheppard, Councillor Taylor & South Gloucestershire Councillor Dave Hockey.

02-12-15 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

Councillor Bellis declared a Non Pecuniary interest in agenda item 8 planning application PK15/5093/F as he wished to submit a personal statement in favour of the planning application.

03-12-15 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 16th November 2015 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Lewis that these minutes be adopted and signed as a true record. **All Agreed.**

04-12-15 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Councillor Hockey gave a verbal report and covered,

- Representation on the proposed bus stop on Holly Hill.
- Extension deadline for the response for on the PSP Plan

Councillor Lewis also referred to the PSP Plan in a verbal speech and the tier out line.

05-12-15 PARISH MEADOWS

Nothing to Report.

06-12-15 OUTSTANDING ACTIONS

Differed

07-12-15 FINANCIAL REPORT

Monies available as at - 1st December 2015

Current Account £18,486.68

Reserve Account £16,867.71

08-12-15 PLANNING – NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS

PT15/5112/F Maytree Cottage Earthcott Green Alveston South Gloucestershire BS35 3TF - Erection of single storey side extension and two storey front extension, demolition of existing garage and erection of new garage – No Observations

PK15/5144/TRE 340 North Road Yate Bristol South Gloucestershire BS37 7LL - Works to fell 1no. multi-stem Ash Tree covered by Tree Preservation Order SGTPO 10/09 dated 09/09/2009– No Observations

PK15/5093/F Land Adjacent To Station Road Between ACC Freight Management And Station House Iron Acton Bristol South Gloucestershire BS37 9TA - Demolition of existing outbuilding and erection of 1no. detached dwelling and detached garage with office above and associated works. – No Observations

- PK15/5128/CLP 3 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PU - Application for a certificate of lawfulness for the proposed erection of single storey side extension, installation of dormer window, 7 no. roof lights and 2 no. flues- No Observations
- PK15/5200/PNFU Iron Acton Forge Bristol Road Iron Acton South Gloucestershire BS37 9TF - Prior Notification under Part 3 Class R of a flexible change of use from an agricultural building to Class B1(business) as defined in the Town and Country Planning (General Permitted Development) (England) Order 2015 - Comment - Do not believe it is a agricultural building but a building for stables which is not agricultural.
All Agreed

- 09-12-15 PRECEPT 2016 / 17
Budget 2016/2017 - The Clerk had circulated the budget figures as proposed at the Parish Council's working party on 14th December 2015, Councillor Bellis proposed that the budget figures for 2016/2017 be adopted. Councillor Lewis seconded this proposal. **All agreed.**
Precept 2016/2017 - Councillor Bellis proposed that the Precept amount for 2016/2017 would be £24,000 Councillor Lewis seconded this proposal. **All agreed.** The Clerk will inform SGC at the appropriate time.

- 10-12-15 **POLICIES SITES & PLACES PLAN**
To consider and agree a suitable response to SGC's latest PSPP Consultation.
It was Proposed by Councillor Bellis that a working party would be arranged and respond accordingly and report back at the next meeting. **All Agreed**

- 11-12-15 REQUEST TO STAGE A EVENT - PARISH MEADOWS
Discuss and resolve application received from Acton Aid to stage events:
- Mash in the Meadow - Friday 1st July 2016
 - Proms in the Meadow - Saturday 2nd July 2016
 - Bonfire Night - Saturday 5th November 2016
- Differed**

- 12-12-15 **ACCOUNTS FOR PAYMENT**
- Clerks Wages December @ 70 Hrs
 - Clerks Expenses December (Mileage/Heating & Lighting)
 - Talk Talk - Phone & Broad band December - £43.16
 - MAC Groundwork - New Park Equipment & Installation - £6860.76
 - Unicorn - Stationary - £10.18 + £59.00
 - Quality First - £30.00
 - Room Hire - £30.00
- Proposed Councillor Bellis, seconded Councillor Evans, **All Agreed** that the above accounts are paid.

- 13-12-15 **FORTHCOMING BUSINESS**
Chilwood - Report from Councillor Bellis for proposed action for a forthcoming meeting
Standing Orders - To be reviewed following the adoption of financial regulations.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 18th January 2016 in Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 20.30 pm.

Signed: _____

Dated: _____

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 18th January 2016**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Smith, Councillor Lomas, Councillor Evans, Councillor Lewis, Councillor Hackland, South Gloucestershire Councillor Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION

3 Members of the public were present.

Mike Kennan was present and gave verbal representation on agenda item 11.

01-01-16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Sheppard, Councillor Taylor & South Gloucestershire Councillor Pat Hockey.

02-01-16 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

None declared.

03-01-16 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 14th December 2015 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Noble that these minutes be adopted and signed as a true record. **All Agreed.**

04-01-16 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Councillor Hockey gave a verbal report and covered,

- Budget meetings at South Gloucestershire Council
- Waste Management Forum
- Frampton Cotterell youth clubs
- Street lights

05-01-16 PARISH MEADOWS

Following a debate it was proposed by Councillor Lewis that a monthly inspection would be made at the Parish Meadows on the play equipment and a tick list and inspection form completed on a rotated basis by all Councillors. **All Agreed.**

It was noted that Councillor Lewis would make the first inspection.

06-01-16 OUTSTANDING ACTIONS

Parish Meadows – Maintenance work required – It was noted the chains on the swings needed replacing, it was agreed that the Clerk would go ahead and price replacements and installation and authorise under the Clerk's remit of essential maintenance.

Teenage Recreational Equipment – The Clerk advised that the installation of the new equipment had begun before Christmas but had stopped due to the wet ground conditions. Once the ground had improved the installation would be completed. It was noted that disabled access would be required to access the new equipment and the Clerk would research the requirements and costing. The Clerk will also enquire on costing for a new bin to be sited at the teenage equipment.

Grant Funding – The Clerk advised that an application had been made to the New Homes Bonus for funding towards the children's play park.

Tree Works – Village Green – Councillor Bellis advised that he would contact the contractor for a update.

07-01-16 Monies available as at 1st January 2016

National Westminster Bank

Current Account £10,572.74

Reserve Account £16,868.43

08-01-16 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

Land Adjacent To The Fox Broad Lane Yate Bristol South Gloucestershire

Erection of 9no. dwellings. (Approval of reserved matters to be read in conjunction with Outline planning permission PK15/0671/O).

PK15/5286/RM

Concerns over nature of boundaries, clarification of boundary treatment between development site and land by the Fox pub, concerns over noise /lighting and visual impact. **All Agreed**

09-01-16 **GLORIA JEAN**

Following a lengthy debate it was proposed by Councillor Bellis that the Parish Council was not in favour of installing a pitched roof on the top of Gloria Jean as previously discussed. It was agreed that the following requests would be made to Acton Aid to comply with the insurance company request to act on the points raised following the annual playground inspection.

1) Remove rails around the roof of the cabin.

2) Investigate and install suitable matting to the deck of the boat to comply with the fall height regulations.

3) Cover the filled holes with suitable material e.g. fibre glass or metal depending on the surrounding area.

It was agreed by all that Councillor Bellis and Lomas would liaise with Acton Aid over the requirements made, resolve and report back.

It was noted that Gloria Jean would remain fenced off and out of action until the necessary work is completed. **All Agreed.**

10-01-16 **EQUALITY & DIVERSITY POLICY / SAFEGUARDING POLICY**

Differed

11-01-16 **POLICIES SITES & PLACES PLAN**

Agreed by All to adopt and submit the answers prepared following a recent working party and submit the response documentation to South Gloucestershire Council.

12-01-16 **REQUEST TO STAGE A EVENT - PARISH MEADOWS**

Discuss and resolve application received from Acton Aid to stage events:

- Mash in the Meadow - Friday 1st July 2016
- Proms in the Meadow - Saturday 2nd July 2016
- Bonfire Night - Saturday 5th November 2016

Deferred awaiting confirmation of public liability insurance.

13-01-16 **RISK REGISTER / STANDING ORDERS / ASSET REGISTER**

Risk Register - Following the circulation of the prepared documentation it was proposed by Councillor Bellis to adopt the Risk Register as amended. **All Agreed**

Standing Orders - Following the circulation of the prepared documentation it was proposed by Councillor Lomas to remove section J and adopt, the vote was carried with 6 in favour and 1 abstention.

Asset Register - Following the circulation of the prepared documentation it was proposed by Councillor Bellis to adopt the Asset Register as amended. **All Agreed**

14-01-16 **LAND AT NIBLEY LANE / ALGARS DRIVE**

No action required

15-01-16 **ACCOUNTS FOR PAYMENT**

- Clerks Wages January @ 70 Hrs
- Clerks Expenses January (Mileage/Heating & Lighting)
- Talk Talk - Phone & Broadband January - £43.44
- Room Hire - £20.00
- G.B. Sport & Leisure - £90.00
- McAfee - Internet Security - £62.99
- Mr Site - Website renewal - £105.00

Proposed Councillor Bellis, seconded Councillor Bellis, **All Agreed** that the above accounts are paid.

1052
16-01-16

FORTHCOMING BUSINESS

Chill Wood – Report from Councillor Bellis for proposed action for a forthcoming meeting

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 15th February 2016 in North Road School, commencing at 7.30pm.

There being no further business, the meeting closed at 22.10 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 15th February 2016**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Taylor, Councillor Hackland & Donna Beal (Clerk).

PUBLIC PARTICIPATION

2 members of the public were present who are neighbouring land owners of Chill Wood. The parishioners advised an interest in the management plan for Chilwood and made reference to establishing friends of Chill Wood group in order to provide activities and engage the community in the usage of Chill Wood.

01-02-16 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Sheppard, Councillor Smith, Councillor Evans, Councillor Lewis, Councillor Lomas & South Gloucestershire Councillors Pat & Dave Hockey.

02-02-16 **DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary**

Councillor Hackland declared a Non Pecuniary interest in agenda item 6 – Parish Meadows Play Area

03-02-16 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 18th January 2016 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Noble that these minutes be adopted and signed as a true record with the amendment of 09-01-16 and report back to be included **All Agreed.**

04-02-16 **SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS**

Councillor Hockey emailed a brief report and covered,

- Site meeting proposed on planning application PK15/5093/F
- Area Forum meeting 3rd March 2016

05-02-16 **PARISH MEADOWS**

Following a debate it was proposed by Councillor Taylor that 1 member would complete the play inspection course offered by ROSPA. **All Agreed.**

06-02-16 **OUTSTANDING ACTIONS**

Parish Meadows – Maintenance work required – The clerk reported that a price to replace the chains on the swings had been requested and currently still awaiting the quotation.

Teenage Recreational Equipment – The Clerk advised that the installation of the new equipment had begun before Christmas but had stopped due to the wet ground conditions. Once the ground had improved the installation would be completed. The clerk had been in contact with the installation company and is still awaiting a completion date.

Grant Funding – The Clerk advised that an application had been made to the New Homes Bonus for funding towards the children's play park which will be considered at the Area Forum in March.

Tree Works – Village Green – Councillor Bellis advised that he had contacted the contractor for an update on the scheduled work. The Clerk advised that formal communication had taken place requesting a new quotation in writing for the specified work required.

Gloria Jean – Councillor Bellis advised of verbal communication with Acton Aid over work required, it was also advised that a on site meeting would be held with Acton Aid to discuss options.

07-02-16 **FINANCIAL REPORT**

Monies available as at - 1st February 2016

National Westminster Bank

Current Account £15,474.06

Reserve Account £16,869.10

08-02-16 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

PK16/0161/F - Northend Farm Wotton Road Iron Acton Bristol South Gloucestershire - Erection of detached garage and store with storage space above - **Observation** - Potential to turn into Annex Living Accommodation

PK16/0220/F - 247 Armstrong Way Yate South Gloucestershire BS37 5NG

Change of use of part of building and car park from offices, meeting rooms, conference / training facilities, builders merchant, workshop, storage of plant, machinery and builders materials (Sui Generis) to use for B1(c), B2 and B8 purposes as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) - **No Observations**

PK16/0524/F - Great Western Business Park, Armstrong Way - Erection of single industrial unit for (Class B8) use as defined Town and Country Planning (Use Classes) order 1987 (as amended) - **No Observations**

09-02-16 **EQUALITY & DIVERSITY POLICY / SAFEGUARDING POLICY**

Following distribution of both the Equality & Diversity and Safeguarding Policies prepared by Councillor Evans, Smith and the Clerk, it was proposed by Councillor Bellis to adopt both Policies. **All Agreed**

10-02-16 **REQUEST TO STAGE A EVENT - PARISH MEADOWS**

Discuss and resolve application received from Acton Aid to stage events:

- Mash in the Meadow - Friday 1st July 2016
- Proms in the Meadow - Saturday 2nd July 2016
- Bonfire Night - Saturday 5th November 2016

Approved - Conditions - Public Liability Insurance held - All debris following events to be cleared and removed from the Parish Meadows within 7 days of the event - Following the bonfire the grass surface used to be reinstated with grass. **All Agreed**

11-02-16 **CLERK**

Pension Regulator - Following discussion it was resolved that Councillor Evans (subject to agreement) would ensure the pension regulations staggered date is implemented and adhered to. **All Agreed**

CILCA - Following information supplied and after consideration it was agreed that the Parish Council would engage the Clerk in the CILCA Qualification. It was agreed that the Parish Council would meet the cost of training, including travel expenses, the portfolio submission and registration costs. It was also agreed to authorise and pay the clerk up to 240 additional hours for the year paid monthly in order to complete the course. **All Agreed**

12-02-16 **CHILL WOOD**

Following discussions made regarding action required in respect of the 5 year management plan it was proposed by Councillor Bellis that a working party would be held with Chris Wright and Neil Gazzard at Chill Wood at a date and time to be agreed and then advised. All findings and recommendations would be reported back to the Parish Council. **All Agreed**

13-02-16 **ACCOUNTS FOR PAYMENT**

- Clerks Wages February @ 70 Hrs
- Clerks Expenses February (Mileage/Heating & Lighting)
- Talk Talk - Phone & Broad band February - £44.95
- GAPTC - Clerks Knowledge 3 Course - £35.00
- J Holisters - Planter - £20.95
- Landscape Services - £510.00
- Unicorn - Stationary - £56.85
- ALCA - Councillor Training - £200
- Quality First - Bus Shelter Clean - £30.00
- R Williams - Coach Pool - £186.00

1055

- North Road School – Room Hire - £30.00
- Marshall Rooms – Room Hire - £20.00

Proposed Councillor Bellis, seconded Councillor Noble, **All Agreed** that the above accounts are paid.

16-01-16

FORTHCOMING BUSINESS

- Freedom of Information Policy
- Grievance & Disciplinary Policy
- Complaints Policy
- Data Protection Policy
- Health & Safety Policy
- Parish Hall Donation

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Tuesday 22nd^t March 2016 in Marshall Rooms, commencing at 7.30pm.

There being no further business, the meeting closed at 21.15 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Tuesday 22nd March 2016**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Hackland, Councillor Sheppard, Councillor Lewis, Councillor Lomas, South Gloucestershire Councillor Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION

8 members of the public were present

Mike Keenan requested a update into the land ranking system for Engine Common, Councillor Hockey advised that a meeting was being held with South Gloucestershire Council and any updates would be received shortly.

Acton Aid Representatives made verbal representations in order to achieve a viable proposal to enable the required work for Gloria Jean achievable. It was noted that Acton Aid would be happy to match funds with the Parish Council up to £1000 each.

01-03-16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Smith, Councillor Taylor, Councillor Evans & South Gloucestershire Councillor Pat Hockey.

Chairman Councillor Bellis made a clarification statement following the receipt of an email from Councillor Evans and verbal communication with Councillor Sheppard in respect of minute 11-02-16:

Following questions and debate raised from members who were not present during the meeting when the decision was made, Councillor Bellis clarified how the decision was reached during the meeting and advised on the legal standing after seeking advice. It has however been noted that for best practice for future resolutions, these would be broken down to show each decision made and not shown as one resolution. Councillor Bellis advised that the information supplied during the meeting was adequate and gave enough detail required in order for the council to make its decision, which was resolved on an all agreed basis.

02-03-16 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

Councillor Hackland declared a Non Pecuniary interest in agenda item 6 & 12 due to a shared boundary.

03-03-16 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 15th February 2016 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Hackland that these minutes be adopted and signed as a true record. **Resolved - Majority** and signed by the Chairman.

04-03-16 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

South Gloucestershire Councillor Marian Lewis gave a verbal report and advised:

- South Gloucestershire Council Tax had increased by 2%.
- South Gloucestershire Council had balanced the budget for the financial year.
- Area Forum had now finished and merged and is now called Community Engagement Forums.
- Fly tipping - 17 prosecutions made in the last year.
- Increased investment for mental health.
- North Road School speed reminder has been repositioned further down North Road.
- Funding for a crossing point in front of Iron Acton Primary School has been secured.

South Gloucestershire Councillor Dave Hockey advised that he was pleased that a recent

planning application has now been approved after overturning the original decision for Mr & Mrs Hunt

05-03-16 **PARISH MEADOWS**

No Action Required

06-03-16 **OUTSTANDING ACTIONS**

- Parish Meadows – Play Equipment – Teenage Equipment now installed and available to use, awaiting the skip to be removed and the roof on the shelter to be corrected. It was noted that Councillor Sheppard would arrange and cover the costs of a new path to be installed to enable better access for the disabled, further details will follow.
- Seek Grant Funding- It was noted that due to the constraints on the selected Councillors that are currently working with the clerk to apply for Grant Funding it was agreed that any councillors who were able to participate would be welcome.
- Tree Works – Village Green – Noted a new planning application has been submitted awaiting approval.
- Chill Wood – Noted, a planning application has now been submitted regarding the management plan received for required works.

07-03-16 **FINANCIAL REPORT**

Monies available as at - 1st March 2016

National Westminster Bank

Current Account £26,486.19

Reserve Account £16,869.82

Noted – No Issues arising

08-03-16 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

LOCATION: Stone Barn Off Dyers Lane Iron Acton Bristol South Gloucestershire BS37 9XW

DESCRIPTION: Installation of 4no conservation rooflights and changes to fenestration. (Amendment to previously approved scheme PK14/4213/F)

REFERENCE NO: PK16/1128/PDR - **No Observations**

LOCATION: West View The Green Iron Acton South Gloucestershire BS37 9TQ

DESCRIPTION: Erection of 1 no. detached garage

REFERENCE NO: PK16/1006/F - **No Observations**

LOCATION: Land To The North Of Randolph Drive And Eastfield Drive Brimsham Green North Yate South Gloucestershire BS37 7LB

DESCRIPTION: Works to various trees covered by SG Tree Preservation Order 08/09 dated 22/09/2009 to lift crowns to a height of 3 meters.

REFERENCE NO: PK16/0708/TRE - **No Observations**

LOCATION: Virginia Cottage Yate Road Iron Acton Bristol South Gloucestershire

DESCRIPTION: Demolition of existing single and two storey rear extensions and erection of two storey rear extension to provide additional living accommodation, part demolition of existing garage and erection of new detached garage.

REFERENCE NO: PK16/0743/F- **No Observations**

LOCATION: 3 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PU

DESCRIPTION: Installation of French doors to the west gable side elevation and erection of balustrading to form balcony.

REFERENCE NO: PK16/1053/F- **No Observations**

LOCATION: The Green Iron Acton Bristol South Gloucestershire BS37 9UG

DESCRIPTION: Works to crown reduce to 5m 1no. Maple tree, re pollard 1no. Maple tree, crown lift to 2.5m 2no Lime, 2no Cherry and 2no Alder trees all situated within the Iron Acton Conservation

Area

REFERENCE NO: PK16/1278/TCA- **No Observations****Resolved - All Agreed**09-03-16 **POLICY DOCUMENTS**

Following circulation of the below documents and discussions held, it was resolved to approve the revisions and additions, and adopt the policies and procedures set out in the documents entitled:

- Freedom of Information and Publication Procedures
- Data Protection and Information Security Policy
- Retention of Records and Documents Policy
- Disciplinary Procedures
- Health and Safety Policy

Proposed Councillor Bellis, Seconded Councillor Hackland – **Resolved - All Agreed**

The Council further adopts the policies and procedures set out in the documents entitled:

- Grievance and Whistleblowing Procedures
- Complaints Procedures
- Harassment and Bullying Procedures

Proposed Councillor Bellis, Seconded Councillor Hackland – **Resolved - All Agreed**

Noted - The policies would be available on the Parish Council Website, thanks was given to Councillor Hackland for the time spent on the preparation of the new policies.

10-03-16 **STANDING ORDERS**

The Parish Council resolves to delete paragraph 1.j) of its Standing Orders in line with it's duty to allow photographing, recording, broadcasting or transmitting of the proceedings of meetings.

The Parish Council resolves to amend paragraphs 28.a) and 28.b) of its Standing Orders on 'Relations with the Press/Media' to read

28.a) "All requests from the press or other media for an oral or written statement or comment from the Council shall be referred to the Chairman or, in his absence, the Vice-Chairman of the Council who shall respond to them on behalf of the Council."

28.b) "Councillors, other than the Chairman or Vice-Chairman, shall not, in their official capacity, provide oral or written statements or written articles to the press or other media.

Proposed Councillor Bellis, Seconded Councillor Hackland – **Resolved - All Agreed**

11-03-16 **CHILL WOOD****Deferred**12-03-16 **GLORIA JEAN**

Following discussions and a working meeting held previously with Acton Aid in relation to the required work for Gloria Jean it was proposed by Councillor Lewis, Seconded by Councillor Bellis that:

Iron Acton Parish Council agrees in principle the cost of the proposed repairs to Gloria Jean for the erection of a pitched roof and installation of the safety matting required for a 50/50 split up to a maximum of £1000 for both Iron Acton Parish Council and Acton Aid, subject to consideration at the next meeting on receipt of final costing.

Resolved - All Agreed13-03-16 **CLERK - CONFIDENTIAL ITEM**

The Clerk left the room for the discussion.

- Resolved to adopt the NEST scheme as the Parish Council's preferred Pension Scheme
- Resolved Councillor Marian Lewis as primary and the Chairman as delegated contacts for the Scheme
- Resolved the level of Qualifying Earnings as the Gross Salary
- Resolved to appoint a payroll bureau to administer the Parish Council's payroll (Provider to be agreed appointed)
- Resolved to permit the primary contact to authorise monthly pension contribution payments

Resolved - All Agreed

The Clerk returned to the meeting and informed of the decisions made.

14-03-16 PARISH HALL DONATION

Deferred – Invite representation from the Parish Hall to supply evidence for the costing of the project.

Noted – The clerk to contact the Parish Hall and advise that the Parish Council intend to honour the commitment to donate a further £2500 under the same conditions as the first instalment, request them to demonstrate the financial state of the project.

15-03-16 **ACCOUNTS FOR PAYMENT**

- Clerks Wages March @ 70 Hrs + 10 hours
- Clerks Expenses March (Mileage/Heating & Lighting)
- Talk Talk – Phone & Broad band March – £42.06
- GAPTC – Clerks Knowledge 2 Course - £35.00
- Wessex Water – Nibley Lane - £44.17
- Wessex Water – Station Road - £25.23
- ALCA Subscription - £234.42
- South Gloucestershire Council – Rate Demand - £154.88
- Allotment Association – Subscriptions - £144
- SLCC – CiLCA - £250
- HMRC – Tax / NI - £325.42
- Room Hire – Parish Hall - £20
- Room Hire Marshall Rooms - £20

Proposed Councillor Bellis, seconded Councillor Noble, that the above accounts are paid.

Resolved – All Agreed

16-03-16 **FORTHCOMING BUSINESS**

- Meeting Dates 2016/17 – Proposed Annual meeting of the Parish
- Appointment of Internal Auditor

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 18th April 2016 in Parish Hall, commencing at 7.30pm.

There being no further business, the meeting closed at 21.49 pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 18th April 2016**

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

Present:- Councillor Bellis (Chairman), Councillor Noble, Councillor Hackland, Councillor Sheppard, Councillor Lewis, Councillor Smith, Councillor Lomas, South Gloucestershire Councillor Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION

8 members of the public were present.

Councillor Bellis made a clarification statement:

It is necessary to add to the clarification statement made in the March meeting concerning item 11-02-16. Nothing is incorrect in that statement, we have since received advice that it would have been preferable for the Clerk not to be present as it affected her remuneration, we have also received separate advice that that it was good practice to have the Clerk present to provide information and answer questions. It remains the case that the process and the decision was valid. For those considering requesting an extraordinary meeting to revisit the decision, I would like to point out that further advice received today warns against revisiting decisions unless substantial new information has come to light. The advice states that this brings the council into disrepute as it undermines legitimately arrived at decisions.

"I have a separate clarification statement regarding tonight's agenda items, as all Councillors are aware a query has been raised about the legitimacy of our agenda. After careful scrutiny and further seeking of advice, I can report that all our agenda items and proposed resolutions are valid. Our budget is a plan, a guide, not a constraint; we are entitled to vire monies and move funds from our reserves; and we are supplied with sufficient financial reporting in the documents provided each month by the Clerk.

"Finally, I have to point out that extra research carried out by the Clerk in response to these queries is absorbing a large amount of time, which is not in our plan of how the Clerk's time is to be used. We only have the Clerk for not even 17 hours per week on average, we expect her to be available 3 afternoons a week and to attend evening meetings but at present she is having to carry out work nearly every day. Our advisers express criticism of the repeated querying of nearly everything we do, which is a negative force against our attempts to be constructive and achieve things for our parishioners. The Clerk is feeling undermined, when in fact the advice she is giving us in the first instance is shown to be good. We are happy to look for improvements where desirable, such as in more explicit agenda items, but there is no need to seek such improvements by seeking to stop or query constructive decisions already taken."

01-04-16 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Taylor & South Gloucestershire Councillor Pat Hockey.

Councillor Bellis informed Iron Acton Parish Council that Councillor Mark Evans had sent an email which was received on 03 April 2016 in which he tendered his resignation. Councillor Bellis advised that the resignation takes effect upon receipt by the Chairman, this has been acknowledged to Councillor Mark Evans with regret, and thanks given for the work he had done.

02-04-16 DECLARATIONS OF INTEREST Pecuniary/ and or Non Pecuniary

Councillor Hackland declared a Non Pecuniary interest in agenda item 6 & 12 due to a shared boundary.

Councillor Sheppard declared a Pecuniary interest in planning application PK16/0709/F
Councillor Noble declared a Non Pecuniary interest in planning application PK16/0709/F

03-04-16 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 22nd March 2016 had been previously circulated. Proposed Councillor Bellis and seconded by Councillor Lewis that these minutes be adopted and signed as a true record. **Resolved – All Agreed** and signed by the Chairman.

04-04-16 **SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS**

South Gloucestershire Councillor Marian Lewis gave a verbal report and advised:

- Thornbury planning exhibition held in relation to a large development proposed on NE side of Thornbury consisting of 150 – 200 homes.
- Litter picks in Rangeworthy & Wickwar.
- Litter in Dyers lane.
- Fly tipping in Watery Lane – no evidence as yet. 18 convictions so far this year.
- Fly tipping in Engine common Lane.
- Codrington Arms have received approval to open up a post office, the contract has now been signed.

South Gloucestershire Councillor Dave Hockey gave praise to the wildflowers in Chill Wood.

05-04-16 **PARISH HALL DONATION**

Agree and resolve second donation of £2,500 for Iron Acton Parish Hall Improvements. Following a verbal report from Tony Pullen in respect of the finances and costings for the project Councillor Bellis proposed, seconded by Councillor to make the second donation of £2500 – **Resolved and Carried on Majority Vote.**

“Pursuant to the motion above, Parish Hall Donation, Iron Acton Parish Council resolves to vire from its Reserves £2000 to Budget Item 'Grants/Donations(s.137)' to cover the cost of the donation.” – Proposed Councillor Bellis, Seconded Councillor Lewis – **Resolved - All Agreed.**

06-04-16 **PARISH MEADOWS**

Proposed Councillor Bellis, Seconded Councillor Lewis – **Resolved** - Permission to stage an event at Iron Acton Parish Meadows for traditional May Day celebration with fly ball set up in the meadows for dog agility on Monday May 2nd 2016, 9am – 5pm. **All Agreed**

07-04-16 **OUTSTANDING ACTIONS**

Parish Meadows – Play Equipment – Clerk Report - As you are aware the new equipment has now been installed, however on inspection a concern was raised in respect of the teenage shelter and the positioning of the benches and roof. On receipt of this I contacted the contracts manager who met with me on site a few weeks ago and we spoke through the issues and came to a conclusion - The shelter has not been installed correctly and as a result you would not stay dry whilst being sat on the benches this was tested with a water test. It was agreed that the contracts manager would liaise with the installation team and rectify the issue. I have received the invoice on a few occasions from Hags SMP and in turn advised that no payment would be made until the issues were rectified in full.

I have today received a phone call from the contract manager despite several phone calls and emails being sent but until today no response had been made. I was advised that the contract manager had been on annual leave for 2 weeks over the Easter period and was due to return back on Monday 4th April, however was involved in an accident and hospitalised until Monday 11th and only returned back to work today. Following on I have been advised that the installation team would be returning to site by the end of this week or early next week to reposition the benches under the shelter to ensure whilst sitting you would remain dry.

I have negotiated with the contracts manager that they will supply and install some extra grass mats to be positioned either end of the table tennis and in the centre of the

shelter at no charge due to the inconvenience caused.

Seek Grant Funding- It was noted that due to the constraints on the selected Councillors that are currently working with the clerk to apply for Grant Funding it was agreed that any councillors who were able to participate would be welcome.

Tree Works – Village Green – Agenda Item 10

Chill Wood – Agenda Item 13

Gloria Jean – Agenda Item 12

08-04-16 **FINANCIAL REPORT**

Monies available as at -	1st April 2016
Current Account	£ 24,843.80
Reserve Account	£16,870.54

Noted – No Issues Arising

09-04-16 **PLANNING- NEW APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

LOCATION:	School House The British Yate Bristol South Gloucestershire
DESCRIPTION:	Erection of 1no. detached dwelling with access and associated works.
REFERENCE NO:	PK16/1490/F - Comment - Substandard access into the British and the increased traffic that the proposed dwelling will generate.
LOCATION:	Adjacent to a primary school and primary school playing field Land Rear Of 314 North Road Yate Bristol South Gloucestershire BS37 7LL
DESCRIPTION:	Erection of 1no. detached dwelling with associated works.
REFERENCE NO:	PK16/1452/F - No Observations
LOCATION:	Chill Wood Ancient Forest Near Algars Manor Station Road Iron Acton Bristol
DESCRIPTION:	Works to various trees as stated in the tree report all trees covered by SGTPO 02/07 dated 31st August 2007
REFERENCE NO:	PK16/1408/TRE - No Comment
LOCATION:	21 The British Yate Bristol South Gloucestershire BS37 7LH
DESCRIPTION:	Erection of two storey side and rear extensions and 1no front dormer window to provide additional living accommodation.
REFERENCE NO:	PK16/1163/F - Comment - Potential increased traffic that the proposed dwelling will generate.
LOCATION:	The Stables Lavenham Farm Nibley Lane Iron Acton Bristol South Gloucestershire
DESCRIPTION:	Erection of detached garage and store
REFERENCE NO:	PK16/1309/F - Object - Appears to be a mechanism to build a house where permission would not be granted. The proposed building has roof lights which implies intent to inhabit. The proposed garage is situated well away from the property intended to serve.
LOCATION:	Pool Farm Dyers Lane Iron Acton Bristol South Gloucestershire
DESCRIPTION:	Erection of single storey rear extension which would extend beyond the wall of the original house by 8 metres, for which the maximum height would be 4 metres and for which the height of the eaves would be 2.47 metres.
REFERENCE NO:	PK16/1336/PNH - No Observations
LOCATION:	Shale Cottage Wotton Road Iron Acton Bristol South Gloucestershire
DESCRIPTION:	Creation of new vehicular access onto Wotton Road and erection of new entrance gates no more than 1.5 meters high.
REFERENCE NO:	PK16/0436/F - Support Application - Subject to adequate visibility slays
LOCATION:	397 North Road Yate Bristol South Gloucestershire BS37 7LN
DESCRIPTION:	Erection of a single storey rear extension to form additional living accommodation. Erection of triple car port.
REFERENCE NO:	PK16/1203/F - No Observations

- LOCATION: Land At Armstong Way Yate Bristol South Gloucestershire BS37 5NG
 DESCRIPTION: Erection of industrial redevelopment comprising B2 and B8 units. (Outline) with access to be determined. All other matters reserved.
 REFERENCE NO: PK16/1663/O - **No Observations**
 SITE: Land Between 199 And 201 North Road Yate Bristol South Gloucestershire BS37 7LG
 DESCRIPTION: Erection of 2no. dwellings and 2no. garages with new access, parking and associated works (amendment to previously approved scheme PK14/3894/F)
 APPLICATION NO: PK16/0709/F - **No Observations**
 LOCATION: Crispins Cottage Park Street Iron Acton Bristol South Gloucestershire BS37 9UJ
 DESCRIPTION: Demolition of brick and block wall and gate to the East elevation garden area, replace with local red pennant stone wall to a height of 1.45m and reposition gate within the Iron Acton Conservation Area
 REFERENCE NO: PK16/1513/F - **No Observations** - Support Application

10-04-16 **TREE WORKS VILLAGE GREEN**

- To reduce 1 Norway Maple to the front of Park Cottage, by approximately 5m to leave an even crown structure.
- To re-pollard and remove the deadwood from a Norway Maple to the front of Chapel Patch.
- To crown lift two Limes either side of the footpath to 2.5m.
- To crown lift to 2.5m one Cherry and one Elder adjacent to Park Road.
- Note - Because of the trees proximity to power lines, a cut off will need to be arranged.

Proposed Councillor Bellis, Seconded Councillor Sheppard - **Resolved** - Acceptance of the revised quotation from West Country Forestry for £813.60 inclusive for the agreed tree works and instruct completion upon receipt of the approved planning permission. **All Agreed**

11-04-16 **AGREE MEETING DATES FOR 2016**

Discussed and Resolved provisional meeting dates and locations for the forthcoming year.

ANNUAL PARISH MEETING - 12th May 2016 - Parish Hall

ANNUAL MEETING OF THE PARISH COUNCIL - 16th May 2016 - North Road School

Provisional meeting dates for Iron Acton Parish Council:

20th June 2016 - Parish Hall

18th July 2016 - Parish Hall

15th August 2016 - Parish Hall

19th September 2016 - Parish Hall

17th October 2016 - Parish Hall

21st November 2016 - North Road School

12th December 2016 - North Road School

Proposed Councillor Bellis, Seconded Councillor Lomas - **Resolved - All Agreed**

12-04-16 **INDEPENDENT AUDITOR**

Proposed Councillor Bellis, Seconded Councillor Lomas - Appointment of the Independent Auditor Mr I Selkirk for 2015 / 16 accounts at a cost of £95.00 - **Resolved - All Agreed**

13-04-16 **CiLCA TRAINING**

Pursuant to the Council's decision at minute 11.02.16:

"CiLCA - Following information supplied and after consideration it was agreed that the Parish Council would engage the Clerk in the CiLCA Qualification. It was agreed that the Parish Council would meet the cost of training, including travel expenses, the portfolio submission and registration costs. It was also agreed to authorise and pay the clerk up to 240 additional hours for the year paid monthly in order to complete the course"

Resolve to vire from Reserves £650 to Budget Item 'Clerk Expenses' to cover the cost of

training (including travel expenses, the portfolio submission and registration costs), and £1350 to Budget Item 'Clerk's Salary' to cover an additional 100 hours.

Proposed Councillor Bellis, Seconded Councillor Lewis – 5 votes for, 2 Against (Councillor Noble & Sheppard) - **Resolved and Carried on Majority**

14-04-16 **GLORIA JEAN**

Discussed and resolved required work for Gloria Jean with a financial contribution to be split 50/50 with Acton Aid:

1. Erection of a pitched roof on top of the cabin – Proposed Councillor Bellis, Seconded Councillor Lewis – **Resolved - All Agreed.**
2. Amendment to motion proposed Councillor Bellis – The well deck of the boat to be made of 1 level by means of a marine ply surface.
The surrounding area of Gloria Jean to be made up of loose soil and grass surface to appropriate height from the gunwale with regard to fall height, seconded Councillor Lewis – **Resolved - All Agreed.**
3. To match funds on a 50/50 basis with Acton Aid for the cost of the required works up to £1000 each – Proposed Councillor Bellis, Seconded Councillor Lewis – **Resolved - All Agreed.**

Noted – Gloria Jean is a bespoke item and not manufactured play equipment therefore will not fully comply with play equipment regulations.

15-04-16 **CHILL WOOD**

Further to the in principle decision to manage Chill Wood, discuss and resolve detailed actions and costing required in accordance with the management plan on receipt of the approved planning application.

- Action Required.
- Agree Budget to be spent on required work for the 2016 financial year.

Deferred – Awaiting Planning Permission

16-04-16 **ACCOUNTS FOR PAYMENT**

- Clerks Wages April @ 70 Hrs
- Clerks Expenses April (Mileage/Heating & Lighting) - £28.80
- Talk Talk – Phone & Broad band April – £45.80
- Quality First – Bus Shelter Clean - £30.00
- Iron Acton Parish Hall Donation - £2500

Proposed Councillor Bellis, seconded Councillor Lomas that the above accounts are paid.

Resolved – All Agreed

17-04-16 **FORTHCOMING BUSINESS**

Nothing to Report

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on Monday 16th May 2016 in North Road School, commencing at 7.30pm.

There being no further business, the meeting closed at 10.12 pm.

Signed:

Dated:
