

**MINUTES OF
IRON ACTON PARISH COUNCIL ANNUAL MEETING
Monday 15th May 2017**

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

Present: - Robert Lomas - Chairman, Lynn Noble, Peter Bellis, Denise Smith, Brian Hackland, John Wright, Robert Sheppard, Mark Kavanagh, Richard Hunter and Donna Ford (Clerk)

PUBLIC PARTICIPATION

0 members of the public were present.

01-05-17 ELECTION OF CHAIRMAN

Councillor Bellis proposed and Councillor Sheppard seconded that Councillor Lomas be Elected Chairman for the forthcoming year, this was accepted by Councillor Lomas –**Resolved, All Agreed.**

02-05-17 ELECTION OF VICE CHAIRMAN

Councillor Sheppard proposed and Councillor Kavanagh seconded that Councillor Bellis be Elected as Vice-Chairman for the forthcoming year, this was accepted by Councillor Bellis – **Resolved, All Agreed.**

03-05-17 APOLOGIES FOR ABSENCE

South Gloucestershire Councillor Marian Lewis and Pat / Dave Hockey

04-05-17 DECLARATIONS OF INTEREST Pecuniary/ and or Non-Pecuniary

Councillor Hackland – Non-Pecuniary – Agenda item 8 – Shared Boundary – Dispensation Request

05-05-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 10th April 2017 - Proposed by Councillor Sheppard, Seconded by Councillor Noble
- Resolved – All Agreed** and signed by the Acting Chairman.

06-05-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

No reports received

07-05-17 MATTERS ARISING FROM THE ANNUAL PARISH MEETING

Points raised at the annual parish meeting were discussed which included:

1. Pond clearance at Dyers Lane
2. A new bus shelter by the White Heart
3. Ford at Hoovers Lane
4. Historical minutes
5. New cycle racks
6. Floral friends

Clerk to investigate cost for new bus shelter and cycle racks, councillor Sheppard to provide J Wright Parish Maps – **No resolutions required.**

08-05-17 PARISH MEADOWS

- *“Discuss and resolve the removal of the swings/surfacing currently situated in the play area”* – **Resolved** to remove the existing safety surface and replace with grass mats as per the specifications – **All Agreed.**

Noted – Thanks to Acton Aid for their help in the removal of the existing play equipment.

09-05-17 **OUTSTANDING ACTIONS**

Chill Wood – Stone Wall – Councillor Sheppard to meet with A Herbert
Phone Box Adoption – Nothing to report.

10-05-17 **FINANCIAL REPORT**

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

Deferred

Note – Remittance received – Groundwork - £1000 (Tesco Grant)

Note – Remittance received – South Glos Council Levy payment - £153.15

Note – Remittance received – South Glos members funding - £580

11-05-17 **PLANNING – NEW APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

(To include all applications received up to and including Parish Council Meeting date)

LOCATION: Quercus Court Armstrong Way Yate South Gloucestershire BS37 5NG

DESCRIPTION: Display of 2no. replacement and 1no. new internally illuminated fascia signs and 1no. non-illuminated post mounted sign.

REFERENCE NO: PK17/1756/ADV – **No Observations**

LOCATION: Land Off Larks Lane Near Iron Acton Bristol South Gloucestershire BS37 9TX

DESCRIPTION: Erection of power generation compound with associated works

REFERENCE NO: PK17/1710/F – **No Observations**

LOCATION: Field North And East Of Crossing Cottage East Of Railway Latteridge Road Iron Acton Bristol South Gloucestershire

DESCRIPTION: Change of use of land from agricultural to equestrian use and erection of stables and tack room

REFERENCE NO: PT17/1427/F – **Observation** – Concerns over access from the main road which could be a safety issue.

LOCATION: 361 North Road Yate Bristol South Gloucestershire BS37 7LJ

DESCRIPTION: Demolition of existing conservatory. Erection of a single storey side extension to form additional living accommodation.

REFERENCE NO: PK17/1604/F – **No Observations**

LOCATION: Unit R Wellington Drive Yate Bristol South Gloucestershire

DESCRIPTION: Change of use of land from car wash area (Sui Generis) to storage or distribution (Class B8) as defined within the Town and Country Planning (Use Classes) Order 1987 (as amended).

REFERENCE NO: PK17/1495/F – **No Observations**

Resolved – All Agreed

12-05-17 **COMMUNITY INFRASTRUCTURE LEVY LOCAL CONTRIBUTION**

“Resolve to receive the funds and spend and meet the requirements advised by South Glos council”

Resolved – All Agreed

13-05-17 **LOCAL GOVERNMENT BOUNDARY COMMISSION**

“Review and resolve response for the electoral review of South Gloucestershire – Warding Arrangements”

Resolved to request all of Iron Acton Parish become one ward and in order to facilitate Iron

Acton Parish Council suggest being joined for example with Frampton Cotterell / Rangeworthy or Titherington – **All Agreed**

ANNUAL GOVERNANCE STATEMENT

- 14-05-17
- *Approve The Annual Governance Statement for 2016/17 – Resolved – All Agreed*
 - *Approve The Annual Return Accounting Statements for 2016/17– Resolved – All Agreed*

Noted - 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.

INSURANCE RENEWAL

- 15-05-17
- Discuss and resolve acceptance of Zurich Annual Insurance Renewal 2017/18 at £921.41 – Resolved – All Agreed.*

ACCOUNTS FOR PAYMENTS

- 16-05-17
- *Clerks Wages May @ 70 Hrs*
 - *Clerks Expenses May (Mileage/Heating & Lighting)*
 - *Clerks overtime @ 16 hours - CiLCA*
 - *EE – Phone & Broad band May – £TBC*
 - *Parish Councillor Training - £61.40*
 - *Landscape Services – Inv No:39068 - £744.00*
 - *South Glos Council – Non-domestic rates - £55.88*
 - *Beacon Maintenance – New Signs - £348.00*
 - *I Selkirk – Internal Audit - £95.00*

Resolved – All Agreed

There being no further business, the meeting closed at 20:51pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 19th June 2017**

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

Present: - Robert Lomas - Chairman, Lynn Noble, Brian Hackland, Peter Bellis, Denise Smith, John Wright, Mark Kavanagh, South Gloucestershire Councillor Pat Hockey, Marian Lewis and Donna Ford (Clerk)

PUBLIC PARTICIPATION

5 members of the public were present, concerns were raised in relation to: Merlin Car park request and overhanging branches on the public footpath on the cemetery lane.

01-06-17 APOLOGIES FOR ABSENCE

Councillor Robert Sheppard, Richard Hunter and South Gloucestershire Councillor Dave Hockey

02-06-17 DECLARATIONS OF INTEREST

Councillor Hackland - Dispensation granted on a shared boundary between the Parish Meadows.

03-06-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 15th May 2017 - Proposed by Councillor Bellis, Seconded by Councillor Noble
Resolved - All Agreed and signed by the Chairman.

04-06-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

South Gloucestershire Councillor Pat Hockey reported on the following points.

- Changing systems in South Glos Council
- Time consumed by the election
- Duty of South Glos to come up with a housing plan
- PSP plan, comments are now in
- Plans to close roads into Frampton Cotterell due to the viaduct have now been dropped.

Written report submitted from South Gloucestershire Councillor Marian Lewis

Housing

Attended a meeting on 'Home Choice'. Council has obligation to find housing for people who are homeless for one reason or another, and the details of the system employed by S Glos and the different departments and organisations they have to work with were very complex and truly amazing. The root of the problem as always is that there are not enough smaller, cheaper houses for single people or young couples, and until we can increase the supply, prices will continue to rise and be out of the reach of young people.

The development put forward for the area behind the Codrington Arms has been refused.

Elections

I'm sure we are all tired of elections. We wait to see how the new Regional Mayor for the South West, Tim Bowles, will act - on housing and particularly on transport.

There is a by-election on Thursday to replace Tim Bowles as a S Glos Councillor in Winterbourne.

Libraries

Chipping Sodbury looking for 20 volunteers to keep library open.

Rangeworthy book swap going well, and looking to support elderly members of the community using the library personal service when the mobile library stops in September.

Ward Boundary changes - nothing definite as yet, although it's possible that the two parts of Iron Acton may be reunited. The aim is to reduce the overall number of councillors and even out the number of electors in each ward,

Waste Collections

Full weekly recycling to be established, and then black bins will be changed for the smaller ones.

05-06-17 **OUTSTANDING ACTIONS**

- Chill Wood – Stone Wall – **Resolved** to accept quotation received for the repair at the cost of £650 – All Agreed
- Phone Box Adoption – **Resolved** to complete and authorize the agreement for the purchase of the telephone kiosk at a cost of £1 – All Agreed

06-06-17 **FINANCIAL REPORT**

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

07-04-17 **PLANNING - NEW APPLICATIONS /PRIOR NOTIFICATIONS / TREE WORKS**

LOCATION: Lamb Inn Wotton Road Iron Acton Bristol South Gloucestershire
 DESCRIPTION: Works to fell 5no. Lawson Cypress trees in Iron Acton Conservation Area.
 REFERENCE NO: PK17/2274/TCA – No Observations

LOCATION: Land To West Of Mill End House Patch Elm Lane Rangeworthy Bristol South Gloucestershire
 DESCRIPTION: Demolition of existing storage shed. Erection of 2 no. new dwellings with garages (outline) with access, appearance, layout and scale to be determined, all other matters reserved.
 REFERENCE NO: PT17/2222/O – No Observations

LOCATION: Lavenham Farm Nibley Lane Iron Acton Bristol South Gloucestershire
 DESCRIPTION: Erection of single storey side extension to provide additional living accommodation.
 REFERENCE NO: PK17/2502/F – Object - In the Green Belt Area - Access issues would potentially increase the use of a shared access of a single-track country lane - Drainage and associated matters.

LOCATION: Land To The Rear Of 218 North Road Yate South Gloucestershire BS37
 DESCRIPTION: Partial demolition and alterations to existing shop to facilitate erection of 2no.dormer bungalows with access, parking and associated works.
 REFERENCE NO: PK17/2400/F -**Object** - The proposed site is only accessible via the sub-standard narrow lane "The British". Vehicular access to this lane from North Road is by driving over the pedestrian pavement of North Road. The British is sandwiched directly between 218 North Road and North Road community primary school. The North Road pavement which crosses the access to The British is used by pupils going to and from school. The lane cannot allow vehicular passing as it is only 3.05 meters wide at its entrance from North Road and is narrow throughout. There is no vision splay at its junction with North Road. Vehicles exiting have to drive over the footpath to gain vision and cannot see pedestrians using the footpath until they do so. Vehicles entering The British from the North have to swing out into the opposite carriageway of North Road to be able to turn into The British to avoid hitting the perimeter wall of the school and the wall of 218 North Road.

School children also have to use the British for access from the school to the school playing field. For the reason above Iron Acton Parish Council contends that no more residential development should be permitted that requires additional vehicular access from The British .

Resolved and Agreed by All – Clerk to submit comments

08-06-17 **PARISH MEADOWS**

Noted – Landscape services required to trim back further around the perimeter of the parish meadows.

09-06-17 **MERLIN HOUSING ASSOCIATION**

Discussed and resolved **Not** to support a request for an application to South Glos for temporary use of an area for parking to alleviate the existing infrastructure during the build of new homes in Iron Acton if received on the reasons stated below:

- The PC wish to support the views of the residents
- Poor / inadequate consultation
- Petition received with a large number of signatures against the application
- Loss of the facilities, the PC understand that other alternatives can be used

09-06-17 **ACCOUNTS FOR PAYMENTS**

- Clerks Wages June @ 70 Hrs Per Month
- Clerks Expenses June (Mileage/Heating & Lighting) £33.60
- EE – Telephone/Broadband - June
- Nest – S/O – Pension Contribution
- Shipton Bookkeeping and Payroll LTD – £20.00 DD
- Quality First £30.00
- Unicorn - £141.14 + £283.44
- Landscape Services – Inv No 39324 – £744.00
- South Glos Council – Business rates - £165.88

Resolved – All Agreed

There being no further business, the meeting closed at 20:32pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 17th July 2017**

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

Present: - Robert Lomas - Chairman, Lynn Noble, Robert Sheppard, Richard Hunter Brian Hackland, Denise Smith, John Wright and Donna Ford (Clerk)

PUBLIC PARTICIPATION

0 members of the public were present.

01-07-17 APOLOGIES FOR ABSENCE

Councillor Peter Bellis, Mark Kavanagh and South Gloucestershire Councillor Dave Hockey, Pat Hockey and Marian Lewis.

02-07-17 DECLARATIONS OF INTEREST

Councillor Sheppard – Planning Application PK17/2474/F

03-07-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 19/06/2017 - Proposed by Councillor Noble, Seconded by Councillor Hackland
- Resolved – All Agreed** and signed by the Chairman.

04-07-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Nothing to report

05-07-17 OUTSTANDING ACTIONS

- Chill Wood – Stone Wall – Now completed
- Phone Box Adoption – Contract completed and sent

06-07-17 FINANCIAL REPORT

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

07-07-17 PLANNING - NEW APPLICATIONS/PRIOR NOTIFICATIONS / TREE WORKS

LOCATION: 200 North Road Yate Bristol South Gloucestershire BS37 7LQ

DESCRIPTION: Erection of two storey rear extension and balcony to provide additional living accommodation.

REFERENCE NO: PK17/2474/F – **No Observations**

Resolved and Agreed by All – Clerk to submit comments

08-07-17 POLICIES SITES PLACES PLAN

No further comments to submit – All Agreed

09-07-17 ACCOUNTS FOR PAYMENTS

- Clerks Wages July @ 70 Hrs Per Month
- Clerks Expenses July (Mileage/Heating & Lighting)
- EE – Telephone/Broadband - £35.20
- Nest – S/O - £28.21
- Shipton Bookkeeping and Payroll LTD – £20.00 DD
- HMRC – Tax / NI - £231.72

- Landscape Services – Inv No 39537 – £1116.00
- PC Pete – Inv no: 1129 – £30.00
- A Herbert – Stone Wall – £650.00
- SLCC membership – £139.00
- Charles Arnold Baker – 10th Edition – £78.40
- D Ford – External Hard drive and case – £59.92

Resolved – All Agreed

Date of next meeting – 18/09/2017

There being no further business, the meeting closed at 20:15pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 18th September 2017**

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

Present: - Robert Lomas - Chairman, Peter Bellis, Richard Hunter, Denise Smith, John Wright, South Gloucestershire Councillor Marian Lewis and Donna Ford (Clerk)

PUBLIC PARTICIPATION

0 members of the public were present.

01-09-17 APOLOGIES FOR ABSENCE

Councillor Lynn Noble, Robert Sheppard, Brian Hackland and South Gloucestershire Councillor Dave and Pat Hockey.

02-09-17 DECLARATIONS OF INTEREST

Nothing to declare.

03-09-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 17/07/2017 - Proposed by Councillor Hunter, Seconded by Councillor Smith
Resolved - All Agreed and signed by the Chairman.

04-09-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Marian Lewis – Appendix A

05-09-17 OUTSTANDING ACTIONS

- Play Park – Snagging completed, park now open, insurance company advised of new equipment.
- Phone Box Adoption – Contract completed and sent, awaiting removal of telephone.

06-09-17 FINANCIAL REPORT

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

Noted – VAT return for 2016/17 has been completed awaiting Bacs payment.

Noted – Awaiting External Audit, all queries completed and returned

07-09-17 PLANNING - NEW APPLICATIONS/PRIOR NOTIFICATIONS / TREE WORKS

LOCATION: Mulberry House High Street Iron Acton Bristol South Gloucestershire
DESCRIPTION: Works to 1no Tilia Europea to reduce and re-shape crown back to previous points and crown lift lower branches to a canopy height of 5 meters. Situated in the Iron Acton Conservation Area. REFERENCE NO: PK17/3862/TCA – No Observations

LOCATION: 370 North Road Yate Bristol South Gloucestershire BS37 7LL DESCRIPTION:
Erection of 4no. dwellings (outline) with access to be determined. All other matters reserved.
REFERENCE NO: PK17/3833/O - No objections to infill's however concerns over the density and proximity to the neighbouring property, would recommend fewer houses.

Resolved and Agreed by All – Clerk to submit comments

08-09-17 ALLOTMENTS

- Discuss and resolve a further water trough to be installed at Station Road Allotments as requested by allotment holders – **Resolved** and Agreed by All to agree in principal, clerk to obtain quotations from a contractor. Noted – Councilor Bellis to meet with allotment

holders to advise and discuss the process for scheduling works.

- Grant permission for the allotment association to renew/refurbish the wire fence along Nibley Lane as well as making the grass bank more attractive with planting of shrubs etc - **Resolved** and Agreed by All with no objections to planting on the bank.

09-09-17 **CEMENTERY**

- Discuss and resolve request to erect a memorial – A Roberts
- Request for interment of Ashes and headstone – S Parfit / A Parfitt - Plot obtained M Russell
- Discuss and resolve request to erect a memorial – B Wintle
- Request of interment of Ashes – D Chamberlain into grave space 482

Resolved and Agreed by All – Clerk to advise

10-09-17 **LOCAL GOVERNMENT BOUNDARY COMMISSION – DRAFT RECOMMENDATION** **Resolved** – Agreed by All - No action required

11-09-17 **POND DYERS LANE**

Resolved – Agreed by All -To note the advice on pond management from the Avon Wild Life Trust and arrange for the Dyers Lane Coach Pond to be managed in accordance with this advice- Clerk to arrange clearance of 75% for this year and 1/3 going forward each year.

NOTICE BOARDS

12-09-17 **Resolved** and Agreed by All to accept quotation for 2 x replacement notice boards for Iron Acton Parish at the cost of £1356.96 inclusive.

"Pursuant to the motion above, Notice Boards, Iron Acton Parish Council resolves to vire from its Reserves £656.96 to Budget Item 'Notice Boards' to cover the cost of the additional work."

PARISH MAINTENANCE

- 13-09-17 • Discuss and resolve clearance of footpath through the cemetery – **Resolved** to contact neighboring property in relation to the overhanging branches and request this is cleared back.

14-09-17 **ACCOUNTS FOR PAYMENTS**

- Clerks Wages September @ 70 Hrs Per Month
- Clerks Expenses August / September (Mileage/Heating & Lighting)
- EE – Telephone/Braoadband - £35.00 + £35.05
- Nest – S/O - £18.06 & £18.06
- Shipton Bookkeeping and Payroll LTD – £24.00 DD
- Allotment Association – subscriptions - £144
- Allotment Association – Liability Insurance - £92.58
- Quality First - £30.00
- J Hollisters 2 x Chain/Padlock - £32.00
- Water 2 Business – Nibley Lane - £164.03 – Station Road - £51.11
- Room Hire – March / May / June - £86.00
- Landscape Services – Inv No: 39956 - £744.00
- Landscape Services Inv No: 39809 - £510.00
- R Taylor – Bridge Repair - £51.01

Resolved – All Agreed

15-09-17 **FORTHCOMING BUSINESS**

- Approval of the annual accounts

- Vacancy – Iron Acton Ward

Date of next meeting – 16/10/2017

There being no further business, the meeting closed at 20:46pm.

Signed: _____

Dated: _____

Appendix A

Marian Lewis – 18/09/2017

Waste and recycling

New smaller sized black bins are to be distributed early next year. New kerbside weekly recycling system is settling down well. No figures yet on percentage increases in recycling.

New litter bags

Black bags left at roadside will not be picked up from 1st Oct. New litter picking bags will be clear for plastic and cans and blue for all other litter. Available from Street Cleansing.

Local Plan Drop-in events poster.

Nearest are Coalpit Heath on 22 Sept and Chipping Sodbury 4th Oct

MAF funding

So far I have interest from Wickwar Scouts and the Community Hall attached to the school, Green Community Travel, Rangeworthy Village Hall, Tytherington Girl Guides. If anyone knows of any other groups who would like a small grant, please let me know.

Boundary changes

Plan looks as if Ladden Brook is to be amalgamated with Iron Acton and Frampton Cottrell. It will include Rangeworthy, Bagstone, Tytherington and a part of Westerleigh. Wickwar will become part of a new ward called Sodbury Vale. This will include Acton Turville, Badminton, Little Sodbury, Horton, Hawkesbury, Wickwar and the rural part of the parish of Sodbury.

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 16th October 2017**

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

Present: - Robert Lomas - Chairman, Peter Bellis, Richard Hunter, Denise Smith, Lynn Noble, Robert Sheppard, Brian Hackland South Gloucestershire Councillor's Marian Lewis, Pat Hockey and Donna Ford (Clerk)

PUBLIC PARTICIPATION

5 members of the public were present.

Representation was given in respect of planning application PK17/3214/F.

An Allotment Holder from Station Road Allotments enquired about the request for a new water tank at Station Road Allotments.

01-10-17 APOLOGIES FOR ABSENCE

Councillor John Wright and South Gloucestershire Councillor Dave Hockey.

02-10-17 DECLARATIONS OF INTEREST

Nothing to declare.

03-10-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 18/09/2017 - Proposed by Councillor Bellis, Seconded by Councillor Hunter
Resolved – All Agreed and signed by the Chairman.

04-10-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Marian Lewis / Pat Hockey – Appendix A

05-10-17 OUTSTANDING ACTIONS

- Play Park – Gloria Jean – Re felt roof and painted/ Springers cleaned / Swing frames painted / Plaque to be purchased and erected on the gate. (clerk authorized to spend up to £500)
- Phone Box Adoption – Confirmed
- Footbridge – Parish Meadows – Awaiting quotes
- Allotments – Water Trough – Councilor Sheppard currently dealing with.

06-10-17 FINANCIAL REPORT

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

07-10-17 PLANNING - NEW APPLICATIONS /PRIOR NOTIFICATIONS / TREE WORKS

LOCATION: Rock View Engine Common Lane Yate South Gloucestershire BS37 7PX

DESCRIPTION: Erection of up to 4no. dwellings (outline) with access to be determined: all other matters reserved. REFERENCE NO: PK17/4492/O - **Object**

Site: The Old Rectory High Street Iron Acton Bristol South Gloucestershire

Description: Change of use of a building from a mixed use of offices (class B1) and residential (class C3) to a mixed use of non-residential clinic (class D1) and residential (class C3) as defined in the Town and Country Planning (Use Classes) Act 1987 (as amended). (Retrospective)

Application No: PK17/3214/F – **No Observations – Vote carried 6 for 1 against**

LOCATION: Greenacres Engine Common Lane Yate South Gloucestershire BS37 7PU
 DESCRIPTION: Demolition of stable block and erection of 1no dwelling and associated works.
 REFERENCE NO: PK17/4168/F – **No Observations**

LOCATION: Council Offices Badminton Road Yate South Gloucestershire BS37 5AF
 DESCRIPTION: Extension and reconfiguration of existing staff car park and creation of new visitor car park with landscaping and associated works. REFERENCE NO: PK17/4229/R3F – **No Observations**

LOCATION: 10 High Street Iron Acton South Gloucestershire BS37 9UG DESCRIPTION: Works to thin crown by 20%, lift crown by 3m and crown reduction to create a 3m cable clearance for 1no Magnolia tree situated within the Iron Acton Conservation Area. REFERENCE NO: PK17/4304/TCA – **No Observations**

LOCATION: Units 9-14 Beeches Trading Estate Yate South Gloucestershire BS37 5QR
 DESCRIPTION: Display of 1no static non illuminated totem sign and 4no static non illuminated fascia signs. REFERENCE NO: PK17/4054/ADV – **No Observations**

Resolved and Agreed by All – Clerk to submit comments

08-10-17 **ROYAL BRITISH LEGION**

- Discussed and resolved donation of £250.00 – **All Agreed**

09-10-17 **AUDITED ACCOUNTS 2016/17**

- Discuss and resolve any action required - No Action Required – Notice of completion actioned.
- Resolve to adopt the audited accounts for 2016/17 – Resolved – Agreed by All.

10-09-17 **NOTICE BOARDS**

- Discuss and resolve quotation to install 2 x replacement notice board for Iron Acton Parish at the cost of £574.00 – Resolved that Councilor Sheppard would instruct a maintenance contractor to complete the work – Resolved - Agreed by All.

"Pursuant to the motion above, Notice Boards, Iron Acton Parish Council resolves to vire from its Reserves £574.00 to Budget Item 'Notice Boards' to cover the cost of the additional work."

11-10-17 **PARISH HALL REPRESENTATIVE**

- Resolved Councilor Hackland to act at representative for the parish council on the Iron Acton Parish Hall committee – **Agreed by All.**

12-10-17 **ACCOUNTS FOR PAYMENTS**

- Clerks Wages October @ 70 Hrs Per Month
- Clerks Expenses October (Mileage/Heating & Lighting) £29.60
- EE – Telephone/Braoadband - £35.49
- Shipton Bookkeeping and Payroll LTD – £24.00
- Landscape Services - £744.00
- Greenbarnes LTD - £1356.96
- Haggs SMP - £33524.08
- HMRC - £142.88
- Zurich – Additional payment (New play equipment) - £98.24

Resolved – All Agreed

13-10-17 **FORTHCOMING BUSINESS**

- *Vacancy – Iron Acton Ward*
- *Budget 2018/19 – Working Party – 10/11/2017 @10am*
- *Internet Banking*

Date of next meeting – 20/11/2017

There being no further business, the meeting closed at 21;08pm.

Signed:

Dated:

Appendix A

Health Scrutiny Committee

The function of the HSC is to look at how the NHS services are performing within South Glos and to request information from the Clinical Commissioning Group and other service providers when we feel that the delivery of services needs to be reviewed, questioned or better understood.

There has been much concern recently over the MIU provision in Yate and their pilot programme of closing the doors when the predicted waiting time exceeds 4 hours will come to an end in December. It is widely believed that the unit is the victim of its own success. Although it is a walk-in service, it is not open 24 hours, and the building has to close at a specific time.

Triage is carried out as patients arrive, and those who do not have a minor injury are directed elsewhere, the rest are seen according to urgency.

We are now looking at the so-called STP – Sustainability and Transformation Plan, which is reviewing all of the services to see how they can be continued with greater efficiency and without loss to the community.

Cabinet System

The South Glos Council has recently converted to the Cabinet System – similar to that operated in Central Government. There are 8 senior councillors who have been appointed as Cabinet Members, each with a specific area of responsibility.

Specific issues are brought to the Cabinet for final decision. They can be challenged during the Cabinet meeting, or ‘called in’ after the decision has been made for further consideration.

A list of Cabinet decisions is published following each Cabinet Meeting.

There is also a Scrutiny Commission. This is a group of elected members, of whom I am one, who are tasked with scrutinising any aspects of the South Glos Council’s work and responsibility, which we think need to be studied in depth, with a view to making improvements. The topics currently under scrutiny are ‘Improving the Performance of our Secondary Schools’ and ‘Illegal Gypsy and Traveller sites’.

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 20th November 2017**

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

Present: - Robert Lomas - Chairman, Peter Bellis – Vice Chair, Denise Smith, Lynn Noble, Robert Sheppard, Brian Hackland South Gloucestershire Councillor's Marian Lewis, Pat Hockey and Donna Ford (Clerk)

PUBLIC PARTICIPATION

1 member of the public were present.

Representation was given in respect of agenda item 8 and on behalf of the Rag and Bone group. Councillor Sheppard gave recommendation on agenda item 9 and the required maintenance at Station Road Allotments.

01-11-17 APOLOGIES FOR ABSENCE

Councillor John Wright, Richard Hunter and South Gloucestershire Councillor Dave Hockey.

02-11-17 DECLARATIONS OF INTEREST

Councillor Sheppard declared a pecuniary interest in agenda item 12 accounts for payment. Councillor Hackland declared an interest in agenda item 8 as a member of the Rag and Bone group.

03-11-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 16/10/2017 - Proposed by Councillor Lomas, Seconded by Councillor Bellis
Resolved – All Agreed and signed by the Chairman.

04-11-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

Marian Lewis – Appendix A

05-11-17 OUTSTANDING ACTIONS

- Play Park – Gloria Jean – Councilor Sheppard to remove the felt from the roof and mastic the joints to waterproof ready for further weatherproofing in the spring.
- Footbridge – Parish Meadows – Clerk advised one quote had been received and was awaiting a further quote. Clerk to contact public rights of way officer.
- Allotments – Water Trough – Completed.

06-11-17 FINANCIAL REPORT

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

07-11-17 PLANNING - NEW APPLICATIONS/PRIOR NOTIFICATIONS / TREE WORKS

Site: Agricultural Field Circa 600M South Of Earthcott Green And Circa 297M East Of The B4427. Adjacent To Existing Electricity Pylons And 297M East Of The B4427.

Description: Variation of Conditions 3 and 9 attached to PT15/4685/F to substitute plans with those received by the Council on 27th April 2017

Application No: PT17/1992/RVC – **No Observations**

LOCATION: 244 North Road Yate Bristol South Gloucestershire BS37 7LQ

DESCRIPTION: Works to 1no Apple tree to crown reduce to leave a height of 6.5 metres and a radial spread of 6 metres. Covered by South Gloucestershire Tree Preservation Order 10/09 dated 09th September 2009

REFERENCE NO: PK17/4549/TRE – **No Observations**

LOCATION: Gerrings High Street Iron Acton South Gloucestershire BS37 9UG

DESCRIPTION: Works to reduce crown to a finished height of 6 metres and radial spread of 4 metres for 1no Beech tree situated within the Iron Acton Conservation Area.

REFERENCE NO: PK17/4995/TCA – **No Observations**

LOCATION: Bridge House Bridge Road Yate Bristol South Gloucestershire

DESCRIPTION: Erection of 1no detached dwelling (outline) with access to be determined: all other matters reserved.

REFERENCE NO: PK17/4913/O – **No Observations**

PK17/3015/F | Erection of 49.9MW Battery Storage Facility and associated works. Construction of new vehicular access. | Land to The East of Larks Lane Iron Acton Bristol South Gloucestershire BS37 9TX - **No Objection to the application in principal but object to the location of the proposed site.**

Resolved and Agreed by All – Clerk to submit comments

08-11-17 **PHONE BOX**

- **Resolved** to invite Iron Acton Rag and Bone group to take responsibility for the maintenance and operation of the phone box in the high street for the benefit of Iron Acton parishioners.
- **Resolved** to allocate up to £200 for the restoration and maintenance of the phone box from the parish maintenance budget.

Resolved and Agreed by All

09-11-17 **STATION ROAD ALLOTMENTS**

- Trimming of the hedge
- Stile at the top end of the footpath

Resolved and Agreed by All to commission the clerk to spend £150 to complete the required work.

10-11-17 **JOB EVALUATION**

- Resolved to appoint an independent job evaluation from SLCC at a cost of £120

Resolved and Agreed by All.

11-10-17 **PRECEPT 2018/19**

Following the working party held it was resolved to agree the budget prepared for the forthcoming financial year it is resolved to precept £44,000.00 for 2018/19

Resolved and Agreed by All.

12-11-17 **ACCOUNTS FOR PAYMENTS (Councilor Sheppard abstained from voting on payments)**

- Clerks Wages November @ 70 Hrs Per Month & 8 Hours OT – CiLCA Training
- Clerks Expenses November (Mileage/Heating & Lighting) £57.90
- EE – Telephone/Braoadband - £35.23
- Shipton Bookkeeping and Payroll LTD – £24.00
- Landscape Services - £510.00
- Westwood Property Developments – Notice Boards - £338
- Westwood Property Developments – Water Trough Station Road Allotments - £667.96
- Grant Thornton - £360.00
- SLCC – CiLCA training - £180

- South Glos Council – Election - £1,141.63

Noted – Vire from Reserves to pay for the Election Fees

Resolved and Agreed by All.

13-10-17 **FORTHCOMING BUSINESS**

- Vacancy – Iron Acton Ward
- Internet Banking
- JSP Consultation

Date of next meeting – 18/12/2017

There being no further business, the meeting closed at 21;28pm.

Signed:

Dated:

Appendix A

20/11/2017

PSP plan and Joint Spatial Plan have been adopted by the Full meeting of S Glos Council on 8th November

TheJSP is the strategic plan which covers South Glos, Bath and North East Somerset, Bristol with respect to housing development and economic development and skills training. (Transport and infrastructure is dealt with in the Joint Transport Plan) Some green belt land has been designated for development of over 1000 houses in the Coalpit Heath area to make what is, in effect a separate community with its own community services. The Green Belt area around Iron Acton is not affected, and the hamlet of Nibley is not included.

The proposed new village at Buckover is included in the plan.

The plans for Filton Airfield have finally been approved by the Planning Committee. The airfield will eventually become a new community with appropriate infrastructure and transport services, as well as shops, schools Doctor Surgeries etc.

Traffic in North Road continues to be too fast around the school during opening and closing times, and we are looking at various calming options to try to slow it down, but a permanent 20mph limit on that section of the road is unlikely to be an option.

Marian Lewis

20/11/2017

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 18th December 2017**

The Meeting of Iron Acton Parish Council was held in Parish Hall commencing at 7.00pm.

Present: - Robert Lomas - Chairman, Peter Bellis – Vice Chair, Denise Smith, Lynn Noble, Robert Sheppard, Brian Hackland, Richard Hunter, South Gloucestershire Councillor Pat Hockey and Donna Ford (Clerk)

PUBLIC PARTICIPATION

106 members of the public were present.

Following the advertisement of the consultation to be held in respect of the JSP a large number of parishioners attended the public participation which opened at 6pm, the Parish Council displayed presentation boards produced by South Gloucestershire Council outlining the proposals for what is called the North West Yate Development which forms part of the JSP document which earmarks a large area of Iron Acton for development of up to 2000 houses. Chairman R Lomas welcomed the parishioners and provided a summary of how the Parish Council meeting would run and detailed the work that had already been completed prior to the meeting. Councillor Hackland gave a detailed speech outlining what the JSP was and in turn what the proposal meant for Iron Acton Parish and the procedure of how the JSP works. Councillor Hackland expanded on the JSP and advised of the Local Plan which sits beneath the JSP and the advised on the consultation that would follow the JSP for the Local Plan. Councillor Bellis concluded by presenting the draft proposal that had been prepared and gave a verbal explanation detailing the out line that would be debated in full council as submission for the response for Iron Acton Parish Council. Parishioners raised concerns and questions in regards to the JSP, these were swiftly answered by Councillors on both the consultation and what parishioners should do as far as making their own representation. South Gloucestershire Councillor Pat Hockey advised the parishioners on making objections and requested that representation should be submitted by as many people as possible.

01-12-17 APOLOGIES FOR ABSENCE

Councillor John Wright, and South Gloucestershire Councillor Dave Hockey & Marian Lewis.

02-12-17 DECLARATIONS OF INTEREST

Councillor Sheppard declared a pecuniary interest in agenda item 9.

03-12-17 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 20/11/2017 - Proposed by Councillor Bellis, Seconded by Councillor Hunter
Resolved – All Agreed and signed by the Chairman.

04-12-17 JOINT SPATIAL PLAN

- Councilor Bellis proposed to adopt the response prepared and submit to the JSP consultation, seconded Councilor Hackland – **Resolved – All Agreed**
Noted – Clerk to contact the local press and Local MP to advise and gain support.

05-12-17 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS

- No reports submitted

06-12-17 OUTSTANDING ACTIONS

- No further actions to report

07-12-17 **FINANCIAL REPORT**

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

RBS ACCOUNTS PACKAGE

- Discussed and resolved purchase of the ALPHA accounts package. – **All Agreed**
- Pursuant the motion above, **Resolved** to vire from the reserves £350 to cover the cost of the initial set up and purchase of the ALPHA accounts package – **All Agreed**

08-12-17 **PLANNING - NEW APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

Hillside Holly Hill Iron Acton Bristol South Gloucestershire BS37 9UN

Ref. No: PK17/5619/TRE | - Works to 1no Oak tree to crown thin by 15-20%. Covered by Tree Preservation Order SGTPO 02/01 dated 23rd January 2002. – **No Observations**

4 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PU

Ref. No: PK17/4496/F - Demolition of existing bungalow. Erection of 1 No. detached dwelling to include front balconies and detached double garage with annexe ancillary to main dwelling above and associated works – **No Observations**

Resolved and Agreed by All – Clerk to submit comments

09-12-17 **STATION ROAD ALLOTMENTS**

Discussed and resolved to accept the quotation for £295 for the required maintenance to include:

- Cutting back the hedge the whole length along the North wall
- Taking down and rebuilding the unsafe style side wall and steps

Resolved and Agreed by All

10-12-17 **ACCOUNTS FOR PAYMENTS**

- Clerks Wages December @ 70 Hrs Per Month & 8 Hours OT – CiLCA Training
- Clerks Expenses December (Mileage/Heating & Lighting) £55.10
- EE – Telephone/Broadband - £41.87 DD
- Shipton Bookkeeping and Payroll LTD – £24.00
- Nest - £18.06 / £22.92 DD
- Annual Playground Inspection - £90.00
- Room Hire - £88.00
- R O Williams – Dyers Lane Pond Clearance - £204.00

Resolved and Agreed by All.

11-12-17 **FORTHCOMING BUSINESS**

- Vacancy – Iron Acton Ward
- Internet Banking
- Job Evaluation review
- Chill wood
- Parish Meadows permission request
- Parish Maintenance required
- Annual Playground Inspection Report

Date of next meeting – 15/01/2018

There being no further business, the meeting closed at 19;36pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 15th January 2018**

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

Present: - Robert Lomas - Chairman, Peter Bellis – Vice Chair, Lynn Noble, Brian Hackland, South Gloucestershire Councillor Dave Hockey & Marian Lewis and Donna Ford (Clerk)

PUBLIC PARTICIPATION

3 members of the public were present

Noted – Petition submitted for the JSP with 764 signatories, campaign now being co-ordinated, the Local plan consultation is due to commence shortly.

Contractor N Gazzard discussed the quotation submitted in relation to the 5-year management plan for Chill Wood.

01-01-18 APOLOGIES FOR ABSENCE

Councillor John Wright, Denise Smith, Robert Sheppard, Richard Hunter, and South Gloucestershire Councillor Pat Hockey.

02-01-18 DECLARATIONS OF INTEREST

None received

03-01-18 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 18/12/2017 -

Resolved – All Agreed, signed by the Chairman.

04-01-18 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS – Appendix A (ML)

- Small scale black bins
- Housing list increase
- Oil spill River Frome now being investigated by environment agency

05-01-18 OUTSTANDING ACTIONS

- Play Park – Gloria Jean – Report Update
- Foot Bridge – Parish Meadows – Quote received £2800 - Resolved by All to accept the quotation and instruct the contractor to commence work
- Allotments – Station Road maintenance – Now complete
- Footpath – Cemetery – The clerk reported the footpath had been swept and cleared of debris
- Bus Shelter – White Hart – New Seat – Awaiting quotation

06-01-18 FINANCIAL REPORT

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

07-08-18 PLANNING - NEW APPLICATIONS /PRIOR NOTIFICATIONS / TREE WORKS

PK17/5684/O | Erection of 7no dwellings (Outline) with access and scale to be determined. All other matters reserved. | Land On North Side Of Broad Lane Yate Bristol South Gloucestershire BS37 7LD - Iron Acton Parish Council objects to the planning application PK17/5684/O. The existing housing on Broad Lane follow a linear development on either side of that part of Broad Lane. The application envisages a road driven at right angles to Broad Lane and consequently is out of character with the existing housing arrangements. We also have concerns about seven houses utilising a road that must cross the walkway pavement on Broad Lane. This walkway is used by pedestrians particularly children going to and from North Road Community Primary School and Brimsham Green Secondary School. This road was designated as part of the route to

school for those schools.

PK17/5595/F | Erection of 2no. temporary buildings for storage use and associated works. | Quercus Court Armstrong Way Yate South Gloucestershire BS37 5NG – No Observations

Site: Council Offices Badminton Road Yate South Gloucestershire BS37 5AF

Description: Extension and reconfiguration of existing staff car park and creation of new visitor car park with landscaping and associated works.

Application No: PK17/4229/R3F – No Observations

Resolved and Agreed by All – Clerk to submit comments

08-01-18 **PLANNING MEETINGS**

- Discussed and resolved to hold one extra meeting pcm for the purpose of ensuring comments are submitted on associated planning applications within the agreed timescale.
- Pursuant to the motion above, resolved to increase the clerks working hours for an extra 3 hours pcm to facilitate the extra time required for a further meeting and admin hours.

Resolved and Agreed by All

09-01-18 **ROYAL GARDEN PARTY**

No nominations to be submitted

10-01-18 **PARISH MEADOWS PERMISSION**

Resolved to grant permission to stage the following events for 2018

- 6th July – Mash in the Meadows
- 7th July – Proms in the Meadows
- 3rd November – Bonfire Night

Resolved and Agreed by All

11-01-18 **CHILL WOOD**

Discussed and resolved to commission 4 days felling work as per the management plan and also the 1 day for the stump grinding.

Resolved and Agreed by All

12-01-18 **PLAY AREA**

Resolved to instruct contractor to complete the required work highlighted in the latest play area inspection.

Resolved and Agreed by All

13-01-18 **PARISH MAINTENANCE**

- Discussed and resolved maintenance required within the Parish to be commissioned on a job sheet
- Resolved to use a subcontractor for required maintenance work at a labor cost of £125 per day

Resolved and Agreed by All

14-01-18 **ACCOUNTS FOR PAYMENTS**

- Clerks Wages January @ 70 Hrs Per Month
- Clerks Expenses January (Mileage/Heating & Lighting) £28.00
- EE – Telephone/Broadband – £35.00
- Shipton Bookkeeping and Payroll LTD – £24.00
- Nest – £22.92 DD

- C&P Property Maintenance - £125.00
- HMRC - £231.90
- Westwood Property Development - £197.00
- SLCC - £18.00

Resolved and Agreed by All.

15-01-18 **FORTHCOMING BUSINESS**

- Vacancy – Iron Acton Ward
- Internet Banking

Date of next meeting – 19/02/2018

There being no further business, the meeting closed at 21.30

Signed:

Dated:

Appendix A

Scrutiny Commission

Still concern about poor performance in our secondary schools at GCSE and A Level. Now receiving reports from the Directors of the three Multi Academy Trusts Olympus, Cabot, Greenshaw. and also reports from the SGC run schools: Brimsham Green and Chipping Sodbury. **Housing task and finish group.** Scrutiny Commission is also investigating the possibility of being able to set up a separate Company , to be run by the council, to build houses for rent or for sale, to try to increase the number of affordable homes on offer in S Glos. The idea of modern prefabricated houses has also been suggested. Understand they can be built for 70K.

Council will be discussing the budget next week in the Full Council meeting.

JSP - Congratulations on the submission of Iron Acton's very serious objections, and thanks to Brian for pulling it all together. We just have to wait now for the finalised Plan to be submitted, with all the objections and comments, to the Inspector.

North Bristol NHS Trust.

Redrow at Frenchay. We have been seriously alarmed to hear that NBT has encouraged Redrow to submit a housing plan for a large part of the site earmarked for a healthcare facility and extra care housing. Leader of Council and Chief Exec are in urgent talks with NBT and Clinical Commissioning Group. MPs also protesting.

Waste and recycling

New bins will be rolled out from today onwards From Monday 15 January we will begin delivering 106,000 140 litre bins to residents across South Gloucestershire. The new bins will replace the current 240 litre black wheeled bins used for non-recyclable waste.

Since weekly recycling collections started we have seen a 14% increase in recycling. These new bins should reduce the rate further.

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 5th February 2018**

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

Present: - Robert Lomas - Chairman, Peter Bellis – Vice Chair, Lynn Noble, Brian Hackland, John Wright and Donna Ford (Clerk)

PUBLIC PARTICIPATION

O Public

01-02-18p **APOLOGIES FOR ABSENCE**

Councillor Denise Smith, Richard Hunter and Robert Sheppard.

02-02-18p **DECLARATIONS OF INTEREST**

Councillor Lomas declared an interest in planning item PK18/0027/F as a neighbour.

03-02-18p **PLANNING - NEW APPLICATIONS /PRIOR NOTIFICATIONS / TREE WORKS**

PK18/0027/F | Erection of detached garage. Installation of 1.5-meter-high vehicular access gate and 1.3-meter-high boundary wall. | 3 Lodge Road Yate Bristol South Gloucestershire BS37 7LE
No Observations

PK18/0333/TCA | Works to fell 3no Cypress trees. Trees located in the Iron Acton Conservation Area. | Elm Croft High Street Iron Acton Bristol South Gloucestershire BS37 9UH
No Observations

PK18/0004/TCA | Works to 1no Poplar tree to reduce crown to leave a finished height of 15 meters and a radial spread of 11 meters. Trees situated in the Iron Acton Conservation Area. | Adanac High Street Iron Acton Bristol South Gloucestershire BS37 9UQ
No Observations

Resolved – Agreed by All

Date of next meeting – 19/02/2018

There being no further business, the meeting closed at 19;36pm.

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 19th March 2018**

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

Present: - Robert Lomas - Chairman, Peter Bellis – Vice Chair, John Wright, Lynn Noble, Denise Smith, Brian Hackland and Donna Ford (Clerk)

PUBLIC PARTICIPATION

1 member of the public was present

Councillor Hackland reported that the Big Spring Clean had taken place and raised thanks to Wendy Dowding for organising.

The Clerk reported that she had completed the CiLCA course and was officially a Qualified Officer, the certificate should arrive within 4 weeks and a copy will be placed on her personnel file.

01-03-18 APOLOGIES FOR ABSENCE

Councillor Robert Sheppard, Richard Hunter and South Gloucestershire Councillor's Dave Hockey and Marian Lewis.

02-03-18 DECLARATIONS OF INTEREST

None received

03-03-18 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

- Minutes of 19th February 2018

Resolved – All Agreed, signed by the Chairman.

04-03-18 SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS –

Verbal Report Received PH, points raised

- Local Plan Consultation

05-03-18 OUTSTANDING ACTIONS

- Foot Bridge – Parish Meadows – Work Completed
- Bus Shelter – White Hart – Work Completed
- Parish Maintenance – Work completed in regards to the actions required as a result of the Play Area Inspection
- Overhanging trees in the cemetery – Planning application submitted
- Chill Wood – Awaiting commencement date for scheduled work

06-03-18 FINANCIAL REPORT

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk had previously circulated the financial reports – **Noted - No Issues arising.**

07-03-18 PLANNING - NEW APPLICATIONS /PRIOR NOTIFICATIONS / TREE WORKS

PK18/0550/F | Subdivision of existing dwelling to create 2no. dwellings with new access and associated works. | Two Pools Farm Wotton Road Iron Acton Bristol South Gloucestershire BS37 9XD – Comment – IAPC believe it is possible that there is an agricultural tie on the single property and would recommend that this would apply to both dwellings as the applicant states.

PK18/0835/CLE | Application for the continued use of land as residential (Use Class C3). | Sunnyside Farm Dyers Lane Iron Acton Bristol South Gloucestershire BS37 9XW – No Observations

PK18/0761/F | Erection of a single storey side extension to form additional living accommodation. Conversion of existing detached garage to form utility room and store. | The Hollies High Street Iron Acton Bristol South Gloucestershire BS37 9UQ – No Observations

Resolved and Agreed by All – Clerk to submit comments

08-03-18 **LOCAL PLAN**

Resolved and All Agreed to submit the completed response prepared by BH with the required amendments as agreed.

Noted

- Clerk to write to South Glos and request a meeting with the planning officer
- Clerk to write to Tim Bowles the Metro Mayor and request a meeting
- Consult with Yate and Westerleigh Council and invite them to join the IAPC in the meetings to be arranged

09-03-18

POLICIES

- Resolved to adopt the Grant and Donation Policy prepared by the Clerk.
- Resolved to adopt a Training Policy prepared by the Clerk.

10-03-18

CO-OPTION

- Discussed and **Resolved** by All the co-option of Paul Chapman for the remaining vacancy on Iron Acton Ward.

Mr. Chapman was welcomed to the Parish Council and advised that all paperwork would follow in due course.

11-03-18

GRASS CUTTING TENDER

- Discussed and Resolved by All to accept the grass tender contract for 3 years supplied by Landscape Services.

IAPC noted that they had been happy with the service provided over the last 3 years

12-03-18

INTERNAL AUDITOR

- Discussed and **Resolved** the appointment of the Internal Auditor I Selkirk at a cost of £95.00

13-03-18

PARISH PLAN

- The Clerk had circulated the proposal of implementing a Parish Plan for the financial year 2018/19, it was agreed the Councilors would all look at the proposed plan and circulate ideas for the plan which will be agreed at the April meeting.

14-03-18

BANK ACCOUNTS

- Discussed and Resolved to open up a current and savings account with Unity Trust to enable on line banking.
- Pursuant to the motion above **Resolved** to close the existing NatWest current and savings accounts.

Noted All councilors except Cllr BH and JW will be added as signatories.

15-03-18

ACCOUNTS FOR PAYMENTS

- Clerks Wages March @ 70 Hrs Per Month
- Clerks Expenses March (Mileage/Heating & Lighting) £23.20
- Clerks overtime hours 86

- EE - Telephone/Broadband DD
- Codex Absolute LTD - £24.00
- Nest - £18.06
- ALCA - £242.19
- SLCC - Job Evaluation- £218.10
- Unicorn Office Products - £70.00
- Bradley Stoke TC - GDPR Training - £25.00
- South Glos - Business Rates - £183.67
- C&P Maintenance - Bridge - £2800
- C&P Maintenance - Bus Shelter Seat - £390.00
- C&P Maintenance - Required Parish Maintenance Work - £285.00

FORTHCOMING BUSINESS

- GDPR

Noted

Date of next meeting - 16/04/2018

There being no further business, the meeting closed at 20.47

Signed:

Dated:

**MINUTES OF
IRON ACTON PARISH COUNCIL
Monday 16th April 2018**

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

Present: - Robert Lomas - Chairman, Peter Bellis – Vice Chair, Robert Sheppard, Richard Hunter, Lynn Noble, Denise Smith, Brian Hackland, Paul Chapman.

Donna Ford (Clerk)

South Gloucestershire Councillors Dave Hockey and Marian Lewis.

PUBLIC PARTICIPATION

No Public Present

01-04-18 **APOLOGIES FOR ABSENCE**

Councillor John Wright and South Gloucestershire Councillor Pat Hockey.

02-04-18 **DECLARATIONS OF INTEREST**

Cllr P Chapman – Planning - PK18/1181/F

03-04-18 **TO APPROVE THE MINUTES OF THE PREVIOUS MEETING**

- Minutes of 19th March 2018

Resolved – All Agreed, signed by the Chairman.

04-04-18 **SOUTH GLOUCESTERSHIRE REPRESENTATIVES REPORTS**

- Written report supplied Cllr Lewis – Appendix A
- Cllr Hockey reported on
 1. Housing figures and affordability
 2. Fly Tipping in Nibley Lane

The reports were noted by the Parish Council

05-04-18 **OUTSTANDING ACTIONS**

- Parish Maintenance – Work completed in regards to the actions required as a result of the Play Area Inspection – Comments were noted in relation to the roof on Gloria Jean
- Overhanging trees in the cemetery – Planning application submitted
- Chill Wood – Awaiting commencement date for scheduled work
- New Bus Shelter – Awaiting Quotes

06-04-18 **FINANCIAL REPORT**

- Working Budget Report
- Monthly Financial Report
- Bank Reconciliation Report

The clerk advised that due to the end of year shut down no reports were available

07-04-18 **PLANNING - NEW APPLICATIONS/PRIOR NOTIFICATIONS / TREE WORKS**

PK18/1483/TRE | Works to fell 1no. Ash tree covered by Tree Preservation Order SGTPO 10/09 dated 09/09/2009 | 4 The Acorns North Road Yate Bristol South Gloucestershire BS37 7LJ - **No Observations**

PK18/1479/TRE | Works to crown lift 4no Ash tree's to 5metres and reduce lateral growth by 2metres. Covered by SGTPO 10/09 dated 9th September 2009. | Brookside Cottage 21 Engine Common Lane Yate South Gloucestershire BS37 7PX - **No Observations**

PK18/1181/F | Demolition of existing buildings and erection of 1 no. agricultural building and associated works. | Land At Ridge Farm High Street Iron Acton Bristol South Gloucestershire BS37 9UG - **No Observations**

Resolved and Agreed by All – Clerk to submit comments

08-04-18 **ACTION PLAN – Parish Council**

- To be considered in May 2018 – Awaiting recommendations by councilors
- Noted – Cllr Hunter to obtain guidelines into developing a Parish Plan and the clerk to gain advice on the procedure and funding available.

09-04-18 **PERMISSION TO STAGE AN EVENT**

- 7th May – May Day

Resolved and Agreed by All to grant permission

10-04-18 **INSURANCE RENEWAL**

Consider Insurance renewal received from Zurich for 2018/19 @ £1077.34

Resolved and Agreed by All to accept the quotation.

11-04-18 **ACCOUNTS FOR PAYMENTS**

- Clerks Wages April @ 70 Hrs Per Month
- Clerks Expenses March (Mileage/Heating & Lighting)
- EE – Telephone/Braoadband £35.75
- Codex Absolute LTD – £24.00
- Nest - £18.06
- C&P Inv – 1805 - £160
- Quality First - £30.00
- HMRC - £142.68
- ICO – Data protection - £35.00
- IAPH - £132.00

FORTHCOMING BUSINESS

- GDPR
- New Website
- Annual Parish Meeting

Noted

Date of next meeting – 21/05/2018

There being no further business, the meeting closed at 20.39

Signed:

Dated:

Appendix A

Iron Acton PC 16/04/2018

S Glos Economic Briefing

80% of our working age population is in work (National Average 74.7%)

Unemployment rate is 3.4% (National average 4.5%)

In S Glos, approx 5000 children live in low income families (this is considerably lower than national average, but is still a cause for concern).

Although S Glos is a relatively affluent area, we still have a serious situation with regard to housing. There are 4,682 live applications on the housing register. These are families needing to be housed.

Housing: At the end of Dec the 5 year housing delivery plan was still some 750 dwellings short of the required target, so speculative development applications will continue to come in, and stand a good chance of getting approval.

West of England JSP – Finalised plan has been submitted to the Secretary of State for Housing, Communities and Local Govt. The policies and principles have been refined through extensive stakeholder engagement including 3 public consultations.

North Bristol NHS Trust.

An integrated health and Social care system is being developed at last.

Work is continuing to promote understanding of the various strands of the healthcare system, and to encourage residents to take more responsibility for their own health and wellbeing.

South Glos will act as lead commissioner for the procurement process to assist BNSSG and NBT to deliver the planned future provision at Thornbury and Frenchay hospital sites.

Waste and recycling

New bins and new recycling system now becoming established, and the recycling rate has already increased by 13%. If all the recyclable materials currently in the black bins were properly recycled, S Glos could save £3M per year.

Village Spring Clean. Delighted the Spring Clean was so successful. Sorry not to have been involved!

Marian Lewis

16 Apr 2018