

Iron Acton Parish Council
33 Hatherley, Yate, Bristol, BS374LT
Tel: 01454 501134 Email: clerk@ironacatonparishcouncil.com
Chairman: Cllr Robert Lomas Clerk: Donna Ford
Minutes of the Annual Meeting of the Council held in Iron Acton Village Hall
on Monday 20th May 2019 Commencing at 7.30pm

Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor D Smith (DS)
Councillor Catherine Speeding (CS)

Also Present: 10 members of the public.
Tristian Clark, South Gloucestershire Councillor

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.05.19	<u>Election of Chairman</u> To elect a Chairman of the Council for the Year 2019/2020. Resolved - Councillor R Lomas was duly elected and completed the formal statutory Declaration of Acceptance of Office.
02.05.19	<u>Election of Vice Chairman</u> To elect a Vice chairman for the Year 2019/2020. Resolved – Councillor L Noble was duly elected.
03.05.19	<u>Apologies for absence and to consider the reasons given</u> • Councillor R Hunter (RH) Resolved: To accept the apologies for absence and the reasons provided.
04.05.19	<u>Declarations of interest</u> No declarations received
05.05.19	<u>Exclusion of the Press and Public</u>

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	To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. Resolved – Agenda item 23
06.05.19	<u>Co Option</u> Members considered applications received from Mr. Adrian Edmonds, Mr. Paul Chapman and Catherine Speeding for Co Option for the remaining vacancies following the 2019 election. Resolved – To Co-Opt Mr. Adrian Edmonds, Mr. Paul Chapman and Catherine Speeding.
07.05.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 25th April 2019.
08.05.19	<u>The General Power of Competence</u> That Iron Acton Parish Council confirms that it meets the criteria for the use of the General Power of Competence in having more than two thirds elected Councillors and an appropriately qualified Clerk and resolves to adopt the Power immediately.
09.05.19	<u>To Review and Appoint Members to serve on Committees, Working Parties and Outside Representatives</u> a. Planning Working Party - All Members b. Operations Working Party - PC, JW, CS, AE, RH c. Allotment Working Party - JW, AE d. Finance Working Party - All Members e. Personnel Working Party - RL, LN f. Cemetery Working Party - DS, LN, JW g. Parish Hall - PC
10.05.19	<u>Chairman's Announcements</u> Nothing to report.
11.05.19	<u>Clerks Report</u>

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	Members noted the report from the Clerk.
12.05.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. Resolved – • Members of the working party would meet to discuss re opening the consultation for the protection of the village green and develop the plans already put together further for distribution, members will report back to the next meeting. • Cllr CS would continue to pursue the legal route for the protection of the Village Green and report back to the next meeting. • Delegated Powers were given to the Clerk to issue notices to leave for any vehicle unlawfully parked on the Village Green. Latteridge Green Members discussed the protection of Latteridge Green following a consultation held with the local residents and a report provided by DS for the protection of the green. Resolved – • Delegated powers given to the Clerk to instal physical barriers with a spending limit of £1000 for the protection of Latteridge Green.
13.05.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the verbal report given by Tristian Clark the new South Gloucestershire Councillor.
14.05.19	<u>Outstanding Actions</u> • Parish Meadows – Vehicular Access – Cllr AE to arrange a working group and report back to the next meeting. • Bus Stop – Report Update RH that the bus stop be dropped – Agreed by All. • St James The Less – Churchyard update DS advised that the

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	maintenance had now started and the bench would be installed shortly. - Community Buildings – Report Update BL – Clerk to investigate what the PC can do to protect the community buildings. Cllr CS left the meeting. - Station Road Allotments – The boundary wall ownership has been confirmed as being owned by Sue Gadsby, Clerk to make contact to confirm responsibility and how to move forward. - JSP – Report Update BH – Proposed responses had been circulated to members – Resolved that the responses be submitted by the Clerk in the correct format by the due date of 24th May, Noted that BH and Cllr RH would represent the PC at the hearings.
15.05.19	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
16.05.19	<u>Planning Applications for Consideration</u> To consider a schedule of applications submitted for consultation: - P19/5106/TCA Works to fell 1 no. Elm tree (T2), crown reduce 1 no. Willow tree (T1) by 1 metre and Crown reduce 1 no. Willow tree (T3) by 6 metres. Trees situated in the Iron Acton Conservation Area. Algars Mill Frampton End Road Iron Acton Bristol South Gloucestershire BS37 9TD – No Objection. - P19/4872/RVC Variation of condition 9 attached to PK18/4475/F to replace the approved plan P1805-P-PL-200 Rev D with P1805-P-PL-200 Rev E, P1805-P-PL-201 Rev E with P1805-P-PL-201 Rev F, ***P1805-P-PL-202 Rev C with P1805-P-PL-202 Rev C****, P1805-EL-201 Rev C with P1805-EL-201 Rev D, P1805-EL-202 Rev D with... 23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX – No Objection.
17.05.19	<u>Standing Orders</u> Members reviewed the current Standing Orders and resolved to adopt.
18.05.19	<u>Financial Regulations</u>

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19.05.19	Members reviewed the current Financial Regulations and resolved to adopt. <u>Code of Conduct</u> Members reviewed the Current Code of Conduct and resolved to adopt.
20.05.19	<u>Chill Wood</u> - Members considered action required from the management plan at Chill wood Resolved to accept the recommendations in the management plan and instruct Neil Gazzard to carry out the work required. - Members considered the security at Chill Wood. Noted – RL to look into a proposal and report back to the next meeting.
21.05.19	<u>Insurance</u> Members reviewed the Annual insurance for 2019/20. Resolved – To accept the insurance proposal and quotation.
22.05.19	<u>Memorial Request</u> Members considered permission to erect a memorial for the late G Millward. Resolved – To grant permission.
23.05.19	<u>Officer Pay - National Salary Award 2019-2020</u> Members noted that Officer Pay has been increased in accordance with the national agreement for 2019/2020. Noted – Cllr RL and LN to arrange the Annual Review for the Clerk. Resolved – To authorize the Clerk to set up a PO address for the PC.

Meeting closed at 9:47pm

Signed:(Chairman)

Dated:

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Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor C Speeding (CS)
Councillor B Sheppard (BS)
Councillor R Hunter (RH)

Also Present: 3 members of the public.
Claire Young, South Gloucestershire Councillor

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.06.19	<u>Apologies for absence and to consider the reasons given</u> Councillor D Smith (DS) Resolved: To accept the apologies for absence and the reasons provided.
02.06.19	<u>Declarations of interest</u> Cllr AE declared an interest in the Village Green agenda item.
03.06.19	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.06.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 20th May 2019.
05.06.19	<u>Chairman's Announcements</u>

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	Nothing to report.
06.06.19	<u>Clerks Report</u> Members noted the report from the Clerk.
07.06.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. Resolved – 1. Source and purchase boulders approx. 1 tone each and situate them around the Village Green as a temporary measure. 2. Legal protection sought whereby a High Court Injunction is permanently in place. 3. Make a Formal complaint to the police, drafted by CS. 4. Adopt the Unauthorized Encampment Policy.
08.06.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Claire Young the South Gloucestershire Councillor (Appendix A)
09.06.19	<u>Outstanding Actions</u> • Parish Meadows – Vehicular Access – Cllr AE to arrange a working group and report back to the next meeting. • Community Buildings – No further action taken. • Station Road Allotments – Report Update JW, AE to forward details of dry-stone wall courses • JSP – Report Update BH – Proposed responses had been circulated to members – Resolved that the responses be submitted by the Clerk in the correct format by the due date of 28th June, noted that PC would replace RH the hearing on 11th July.
10.06.19	<u>Accounts for Payment</u>

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	Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.06.19	<u>Completion of Section 1 of the Annual Return for the Year Ended 31st March 2019 – Annual Governance Statement</u> Resolved to respond to the Annual Governance Statement, sections 1 to 9.
12.06.19	<u>Completion of Section 2 of the Annual Return for the Year Ended 31st March 2019 – Accounting Statements.</u> Resolved to approve and sign the Accounting Statements.
13.06.19	<u>Internal Audit 2018.19</u> Members reviewed and noted the internal audit completed for 2018.19
14.06.19	<u>Speeding in The Village</u> Members considered the speeding issues within the village. Resolved – To contact the Police and South Glos Councillors to advise of the issues. <u>9.40pm CS Left the meeting</u>
15.06.19	<u>Planning Applications for Consideration</u> To consider a schedule of applications submitted for consultation: P19/4872/RVC Variation of condition 9 attached to PK18/4475/F to replace the approved plan P1805-P-PL-200 Rev D with P1805-P-PL-200 Rev E, P1805-P-PL-201 Rev E with P1805-P-PL-201 Rev F, P1805-P-PL-202 Rev C with P1805-P-PL-202 Rev C, P1805-EL-201 Rev C with P1805-EL-201 Rev D, P1805-EL-202 Rev D with P1805-E... 23 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX – No Objection P19/5246/F Erection of 1 No. detached dwelling with associated works. 444 North Road Yate Bristol South Gloucestershire BS37 7LW – Object – Concerns on the visual splay and not in line with the requirements and the positioning on a sharp bend.

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	P19/3948/F Change of Use of land from agricultural to residential amenity land (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Land To The Rear Of Ash Cottage Latteridge Road Iron Acton Bristol South Gloucestershire BS37 9TJ- No Objection P19/5928/TCA Works to fell 1 no. Beech tree. Trees situated in the Iron Acton Conservation Area. Castle Fields Latteridge Road Iron Acton Bristol South Gloucestershire BS37 9TJ- No Objection
16.06.19	<u>Tree works in the Parish Meadows</u> Members considered and resolved to accept the quote received for the tree work required in the Parish Meadows.

Meeting closed at 9:51pm

Signed:(Chairman)

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Appendix A

Iron Acton Parish Council – Ward Councillors’ Report

17th June 2019

Joint Spatial Plan Hearing

Due to the high demand for groups to make representations to the JSP hearing in July, the location has been moved to the Guildhall in Bath. Consideration of some of the matters that were originally due to be heard in July has been postponed to the autumn. Our group will be speaking on 3rd and 10th July.

North Road Post Office Closure

We were notified by the Post Office that North Road Post Office would be closing temporarily from 12:30pm on Saturday 1st June following the resignation of the Post Master and the withdrawal of the premises for Post Office use.

Knotweed

We have passed on the reports that Japanese Knotweed has returned to the verges along Nibley Lane to South Gloucestershire Council’s Street Care department. The verges will be inspected and we'll let you know when we have a response from officers.

Consultations

South Gloucestershire Council has launched its annual Street Care satisfaction survey and is inviting respondents to comment on the council’s Street Care services and suggest their priorities for improvement. The consultation is open until 7th July and may be completed at <https://consultations.southglos.gov.uk/consult.ti/SC19/consultationHome>

A consultation has been launched to investigate whether South Gloucestershire Council should add ‘Highway Maintenance’ to the list of purposes that Community Infrastructure Levy (CIL) receipts may be used for (the CIL Regulation 123 list). This consultation is open until 9th July and may be completed at <https://consultations.southglos.gov.uk/consult.ti/CILREG123/consultationHome>

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Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor C Speeding (CS)
Councillor B Sheppard (BS)
Councillor R Hunter (RH)
Councillor D Smith (DS)

Also Present: 20 members of the public.
Tristan Scott, South Gloucestershire Councillor

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.07.19	<u>Apologies for absence and to consider the reasons given</u> All members in attendance.
02.07.19	<u>Declarations of interest</u> Cllr AE declared an interest on planning application P19/7689/R3F
03.07.19	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. Resolved – Agenda item 16a
04.07.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 17 th June 2019.
05.07.19	<u>Chairman's Announcements</u>

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	RL advised that a meeting was held with PCSO FS and the Clerk at Chill Wood regarding the recent complaints of bikes and the general security of the site. RL confirmed that patrols would be made by the police and people should be encouraged to call 101 if they are aware of any incidents at Chill Wood.
06.07.19	<u>Clerks Report</u> Members noted the report from the Clerk.
07.07.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. Resolved – 1. Legal protection advice would be sought at a cost of £600 to ascertain if a High Court Injunction could permanently be put in place. 2. Formal complaint to the police agreed, clerk to action. 3. PC to liaise with Alveston PC with a view to forming a action group. Noted – 1. Boulders now situated in place around the village green as a temporary measure. 2. Organic bloom would plant wild flowers around the boulders in the Autumn. 3. IAPH would be donating a bench to the village green 4. The Lamb would be purchasing a bench and a planter as a donation to the green. 5. DS advised that the post had now been installed at Latteridge village green.
08.07.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor (Appendix A)

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	Councillor PC advised that he had attended IAPH meeting and the bench donation was agreed for the village green.
09.07.19	<u>Outstanding Actions</u> • Parish Meadows – Vehicular Access – Cllr AE to arrange a working group and report back to the next meeting. • Station Road Allotments – Report Update JW advising that the ivy would be removed from the dry stone wall, awaiting quotes for the repairs on the wall, requested by JW. The allotment members advised that they were happy with the new grass cutting. • JSP – Report Update BH – Reports had been circulated to members, thanks given to BH for the work on the JSP and to the members that had attended the hearings.
10.07.19	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.07.19	<u>Tree Survey & Survey Report Fee Proposal</u> Members resolved to accept a Tree Survey quote for Latteridge Green, Chillwood Close Green, Parish Meadows, Village Green Dyers Pond, Iron Acton at a cost of £1,020.
12.07.19	<u>Bus Shelter</u> Members considered the compliant received regarding the Bus Shelter situated on Wotton Rd BS37 9XE ,Iron Acton and the need for the shelter to be painted and a roof tile replaced. Resolved – To commission the work, BS to supply the roof tile.
13.07.19	<u>Agenda Summons</u> Members resolved to receive the agenda and associated documents electronically to the electronic address supplied to the Clerk. Noted – To be reviewed in 6 months.
14.07.19	<u>Planning Applications for Consideration</u>

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P19/7017/F Erection of single storey rear extension to form additional living accommodation. Alteration to widen existing side dormer and alterations to roof to facilitate installation of new side dormer window. The Cottage High Street Iron Acton Bristol South Gloucestershire BS37 9UG – Object, location of the window overlooking the neighboring property. P19/7019/LB Internal and external works to include erection of flat roof single-storey rear extension, widening of existing side dormer and alterations to roof to facilitate installation of new side dormer window. Alterations to first and second floor room layouts and internal staircase. The Cottage High Street Iron Acton Bristol South Gloucestershire BS37 9UG – Object, Out of scope to size of the listed building. P19/7343/RVC Variation of condition no. 7 and no. 9 attached to planning permission PK18/3104/F to replace the landscaping report and tree report with the submitted reports Rock View Engine Common Lane Yate South Gloucestershire BS37 7PX – No Comment P19/5545/TRE Works to crown reduce 1no Apple tree by 2 metres to leave a finished height of 5 metres and a radial spread of 3.5 metres . Covered by Tree Preservation Order 0879 dated 24th March 2015. Canary Cottage Wotton Road Iron Acton Bristol South Gloucestershire BS37 9UZ – No Comment P19/7689/R3F Erection of temporary building (to be retained for a maximum of two years) with associated works to form 2 no. classrooms. Iron Acton C Of E School Wotton Road Iron Acton South Gloucestershire BS37 9UZ – No Comment P19/6447/CLE Renovation of mission hall in accordance with permission N1133/2. Mission Hall Mission Road Iron Acton Bristol South Gloucestershire BS37 9XR- Object, not a renovation as nothing on site at present, unsuitable access, the PC believe the renovation application has expired. P19/8265/O Demolition of existing building and erection of 5no dwellings and associated works (Outline). Access and layout to be considered, all other matters reserved. Old Coal Yard The Coal Depot Station Road Iron Acton South Gloucestershire BS37 9TA – Support change of use to residential as will improve the visual aspect of the area. Comment – concerns over parking and amount of dwellings on the site.

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	P19/7769/O Demolition of 276 North Road and erection of 89 dwellings, open space and other associated works (Outline) with access and layout to be determined. All other matters reserved. Land East Of North Road Engine Common Yate Bristol South Gloucestershire BS37 7LQ - Object - South Gloucestershire Council can currently demonstrate that it has a five year housing supply, housing developers cannot argue that the planning policies listed in the Core Strategy and the PSP should carry less weight in the planning assessment due to there being a local shortfall of available housing sites. This application would eradicate half of a SNCI and compromise the biodiversity of the remaining half (the woodlands to the north). This would evidently result in significant harm to the biodiversity of the site. The limited benefits these proposals bring do not outweigh that harm. The development is outside the settlement boundary, the proposed house to be demolished was built in 1909 and this would be a significant loss, the land forms a green boundary between Yate and Iron Acton. The increased traffic and implications would bring further dangers to North Road School and the drainage issues have not been addressed, North Road is well known for flooding in recent years, Iron Acton Parish Council strongly object to this application.
15.07.19	<u>Parish Maintenance</u> Members to considered any further work required in the Parish. • New Signs at the cemetery • Bus Stop on Wotton Road to be painted and a roof tile to be replaced • Wall at Park Street, quote required.
16.07.19	<u>Victory in Europe Day</u> Members to consider proposals for next Year's VE day. Resolved - LN to obtain quotes for mugs for the children at North Road and Iron Acton School.
17.07.19	<u>Clerks Appraisal</u> Members considered the report from the personnel working party. Resolved - To adopt the recommendations proposed by the personal working party and increase the clerks salary in line with the contract.

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Meeting closed at 9:45pm

Signed:(Chairman)

Dated:

Appendix A

Iron Acton Parish Council – District Councillors’ Report

15th July 2019

Joint Spatial Plan Hearings

The first phase of the Joint Spatial Plan Hearings have been taking place in Bath for the last two weeks. The first two days focused on legal compliance issue with the third given over to the housing requirement. The second week was about the Strategic Development Locations and Green Belt Exceptional Circumstances (overall, not looking at individual SDLs) and the Spatial Strategy.

P19/7769/0 – Demolition of 276 North Road and erection of 89 dwellings

We have already been contacted by numerous residents concerned about issues including the impact on the roads and drainage.

North Road parking problems

Claire recently met with Cllr Sheppard outside North Road Primary School at the end of the school day to see the impact of problematic parking and speeding. To introduce new waiting restrictions around the school South Gloucestershire Council is required to make a Traffic Regulation Order (TRO). This can take in excess of 12 months as it involves a lengthy and costly statutory process (including consultations and public advertisement of the proposals). The council prefers, for this reason, to make TROs after an area review rather than target individual streets. The council has logged the parish council's concerns for consideration in the next review for the North Road area.

Speeding on North Road

South Gloucestershire officer Tracey Hamblett has confirmed that an investigation scheme (SC01/2019) has been included within the Local Transport Capital Programme for 2019/20 to further explore potential road safety measures outside North Road Primary School. Its aim will be to establish whether any permanent speed reductions measures can be installed and, if so, what measures would be appropriate.

PC Finbar Simmons has requested more information about the times speeding occurs and the volume of traffic involved. With this information his team can

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appropriately target the area. They also encourage residents to participate in the Community Speed Watch scheme to assist them with their enforcement efforts.

Speeding on Nibley Lane

Residents of Nibley have complained about speeding and dangerous driving along the stretch of Nibley Lane from the village of Iron Acton to Badminton Road. We raised this with officers of South Gloucestershire Council on behalf of Westerleigh and Iron Acton parish councils and asked that a temporary Speedvisor sign be installed on that section of Nibley Lane. This would remind drivers of the current 20 mph speed limit and record the speed data. The Road Safety team has suggested two possible locations for such a sign and we are in discussions as to which of these is the most suitable. We are also discussing with PC Finbar Simmons the potential for using speed camera bikes as there are no locations on the lane where a speed enforcement van can legally and safely park up.

New PCSO for the Frampton Cotterell & Charfield beat

Under the revised police boundaries PCs Finbar Simmons and Lee Bainbridge are the beat managers for Frampton Cotterell and Charfield wards. There are logistical challenges covering such a geographically large area so, from July, PCSO Sharon Mitchell is joining their team.

Transit sites and stopping places

Following the request at the last Parish Council meeting, we have asked officers for an update on South Gloucestershire Council's progress on providing transit sites and stopping places. We have been promised a response but at the time of writing do not have it.

Consultations

The council is consulting on cuts being made to the Better Care Stronger Communities budget. This awards funding to support groups in the voluntary and community sector (https://consultations.southglos.gov.uk/consult.ti/BCSC_2020/). It closes on 9th September.

The council is drafting an update to its Resource and Waste Strategy to shift focus towards saving the planet's resources by, amongst other things, reducing its consumption of single-use items. It aspires to protect the environment for future generations, reduce the amount of raw materials being used and minimize the impact of global warming (<https://consultations.southglos.gov.uk/consult.ti/Waste20/>). It closes on 27th September.

The council is also consulting on its Waste Supplementary Planning Document (<https://consultations.southglos.gov.uk/consult.ti/SPD19/>). This aims to give developers guidance on how to make sure householders have space for bins and boxes and collection vehicles have access. This closes on 4th August.

Designation of fields on Engine Common Lane

Iron Acton Parish Council
33 Hatherley, Yate, Bristol, BS374LT
Tel: 01454 501134 Email: clerk@ironacatonparishcouncil.com
Chairman: Cllr Robert Lomas Clerk: Donna Ford
Minutes of the Meeting of the Council held in Iron Acton Village Hall
on Monday 15th July 2019 Commencing at 7.30pm

We have been looking into the question raised at the last meeting of whether there was a special grassland designation on the fields either side of Engine Common Lane that was used to protect them from development. There does not appear to be anything recorded on the interactive policy maps maintained by the council. We will investigate this further.

Climate Change

Back in May we submitted a council motion about declaring a Climate Emergency but it could not be considered at the last council meeting due to the European Elections purdah period. We have since had a cross-party meeting to agree a wording and on Wednesday Claire will be proposing a motion, to be seconded by the other two group leaders. This commits South Gloucestershire Council to becoming carbon neutral by 2030 and matches the commitments made by the other councils in the West of England Combined Authority.

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on Monday 16th September 2019 Commencing at 7.30pm

Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor C Speeding (CS)
Councillor R Hunter (RH)

Also Present: 3 members of the public.
Tristan Scott, South Gloucestershire Councillor

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.09.19	<u>Apologies for absence and to consider the reasons given</u> • Councillor D Smith (DS) • Councillor B Sheppard (BS) Resolved – To note the apologies.
02.09.19	<u>Declarations of interest</u> No declarations of interest received.
03.09.19	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.09.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 15th July 2019.
05.09.19	<u>Chairman's Announcements</u>

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	Nothing further to report.
06.09.19	<u>Clerks Report</u> Members noted the report form the Clerk.
07.09.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. Resolved – • 1 further boulder to be added to the village green. Noted – • JW reported that wild planting will take place in November and then again in February.
08.09.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor (Appendix A) Councillor PC advised that he had attended IAPH meeting and the bench donation was agreed for the village green.
09.09.19	<u>Outstanding Actions</u> • Parish Meadows – Vehicular Access – The working group reported that they had meet on site and discussed the viability of having matting installed to make a path through the meadows, LN to arrange a quote and contact Chris Heal who had installed the matting over the bridge. • Station Road Allotments – Report Update JW advised he was awaiting contact from a wall builder, a meeting has been arranged and he would be advising allotment holders that the required work to rejoin the allotments would be commencing shortly. • JSP – Report Update BH – Reports had been circulated to members, thanks given to BH for the work on the JSP and to the members that

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	had attended the hearings. • Victory in Europe Day – Report update LN advising that a quote for cups had been received, it was resolved that the PC logo should be added, LN to liaise and report back at the next meeting. • Bus Shelter, Wotton Road – Clerk advised that BS would be providing the roof tile and the contractor has been instructed to tidy and repaint the inside a light grey.
10.09.19	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.09.19	<u>Planning Applications for Consideration</u> PK18/4588/F Erection of 4 no. buildings to form 6 no. units of class B1b, B1c and B8 with new access, parking and associated works. Armstrong Business Park Yate Road Yate South Gloucestershire BS37 5AA - Iron Acton Parish Council resolves to comment to South Gloucestershire Council. "That bearing in mind the outline planning permission granted in 2016 is applicable and had conditions attached. This Council believes the applicant must be required to honour the "section 106" agreement provisions attached to the earlier outline. Specifically to make highway provision to mitigate the hazard that vehicles entering and leaving the site will cause. As the proposed site entrance is not accessed from the business estate road but onto a busy through route (Yate Road) and is too close to the roundabout on the B4059. Iron Acton Parish Council is concerned about the prospects of collisions between right turning vehicles and opposing traffic. Therefore provision will need to be made for an adequate refuge so that right turning vehicles can be out of the traffic flow while waiting to turn across opposing traffic. This Council believes that the proposed plan provision is not adequate in this regard. Iron Acton Parish Council welcomes the proposals to upgrade the nearby bus stops." P19/11265/TRE Works to crown reduce 2 no. Oak trees, both covered by TPO 439, dated 11/11/1992. Oaklands Business Park Armstrong Way Yate Bristol South Gloucestershire BS37 5NA – No Objection P19/10793/F Erection of single storey rear and side extensions to facilitate change of use of building from agricultural to 1 No. dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) with associated works. Building At Two Pools Farm Wotton Road Iron Acton Bristol South Gloucestershire BS37 9XD - IAPC are concerned at yet another development situated in green belt. However,

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	bearing in mind current use of the plan site and the large amount of development history at the adjacent business park, we are doubtful that this further development will make any great detrimental effect over and above what has already happened. P19/11898/F Erection of detached garage. 22 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX – No Objection.
12.09.19	<u>Parish Maintenance</u> Members to considered any further work required in the Parish. • Bus Stop in North Road by the Codrington Arms, Remove Ivy, tidy up and look at the roof. • Gate at Nibley Lane allotments, resolved no lock required at this stage.

Meeting closed at 9:15pm

Signed:(Chairman)

Dated:

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Appendix A

Iron Acton Parish Council – District Councillors’ Report

Monday 16th September 2019

Joint Spatial Plan Hearings

In an unexpected development the Planning Inspectors have cancelled the second phase of the public hearings for the Joint Spatial Plan which were scheduled to begin in September. These would have examined in greater detail the suitability of the 12 Strategic Development Locations (SDLs) including Iron Acton parish (as part of the “West Yate” SDL). The Planning Inspectors have written two letters to the four councils in the West of England Combined Authority (WECA) to express their “significant concerns” with the strategy adopted when selecting the 12 SDLs and ruling out other potential sites. In early August they sent a brief summary letter explaining that, due to the nature of these significant concerns, they considered it pointless to continue with the public hearings without the councils submitting large quantities of additional evidence to address the deficiencies of the JSP. Their concerns about the soundness of the JSP were so substantial they suggested to the councils that it might be prudent for them to either go back a couple of phases in the drafting and consultation process or to start over again from the beginning.

The Planning Inspectors were due to write a second letter to the councils by the middle of August expounding the grave concerns they have with the current Joint Spatial Plan. This second letter was subsequently delayed before finally being published on Wednesday 11th September. The 13 page letter sets out the numerous problems that riddle and undermine the JSP. They revealed that these are practically insurmountable through the submission of further documentation alone. The inspectors explicitly warned the councils that, were they try to overcome the unsoundness of the JSP this way, they (and residents) are still likely to conclude that the plan is unsound as the councils would seem to be engaging in “retrospective justification” of their proposals. Put simply the inspectors do not believe that the unsoundness of the JSP lies in the use of imprecise and unclear wording and data.

In the coming weeks the councils are due to publish their considered response to the inspector’s second letter and to explain what their next move shall be. Whatever course of action they decide upon it is clear the JSP, as it currently stands, is unlikely to survive these flaws. The inspectors did underline, however, that despite their criticisms of the JSP they had not concluded that any of the SDLs were unsuitable for development in the future.

The result of all this uncertainty is that there will now be a considerable delay in the process of getting both the Joint Spatial Plan and the next South Gloucestershire Local Plan approved. Part of the reason for this is that the current Green Belt boundaries can only be redrawn during the drafting of the Local Plan and South Gloucestershire Council will not want to sign off on the Local Plan until they know these SDLs are certain to go ahead.

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The knock-on consequence of this delay is that housing developers will be more inclined to submit speculative planning applications the longer this drags on. Whilst South Gloucestershire Council can demonstrate it has a 5 year housing supply this will help them to defend any cases that do go to appeal. If South Gloucestershire Council loses its 5 year housing supply, however, such speculative applications will be harder to fend off.

Temporary Mobile Post Office service for Engine Common

Royal Mail are continuing to look for a permanent solution for the disruption to postal services in Engine Common caused by the closure of the North Road Post Office. They have announced that, whilst the search for a viable fixed location continues, a Mobile Post Office will visit North Road once a week from Friday 13th September. The Mobile Post Office, which is accessible for those with disabilities, will be available each Friday from the car park of the Codrington Arms from 1.45 p.m. until 2.45 p.m.

More information can be found at <https://www.postofficeviews.co.uk/national-consultation-team/cam-mobile-service-411523-area-review/> whilst questions or feedback about the service can be sent to comments@postoffice.co.uk

Planning and Enforcement

Enforcement action is being taken against the owners of the field to the north and east of Crossing Cottage Estate in Latteridge. Planning permission (PT17/1427/F) was granted in 2017 for the construction of a stable block and tack room for four horses at this location. The complaint relates to the siting of a portacabin and unauthorised work taking place at the site. We have asked officers for an update although, as enforcement action is currently underway, there are restrictions as to what can be publicly disclosed.

Consultations

There is just over a week left for residents to submit their views on the draft Resource and Waste Strategy that will replace the current strategy when it expires in 2020 (<https://consultations.southglos.gov.uk/consult.ti/Waste20/>). It closes on 27th September. South Gloucestershire Council and WECA are now both committed to becoming carbon neutral by 2030. The draft Resource and Waste Strategy will in all likelihood need to be amended or supplemented at some point to reflect this new ambitious target and set out in more detail some of the means by which it can be achieved.

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 Councillors: Councillor L Noble (LN)
 Councillor A Edmonds (AE)
 Councillor P Chapman (PC)
 Councillor J Wright (JW)
 Councillor D Smith (DS)

Also Present: 4 members of the public.
 Tristan Clarke & Claire Young South Gloucestershire Councilors

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.10.19	<u>Apologies for absence and to consider the reasons given</u> • Councillor B Sheppard (BS) • Councillor C Speeding (CS) • Councillor R Hunter (RH) Resolved – To note the apologies.
02.10.19	<u>Declarations of interest</u> No declarations of interest received.
03.10.19	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.10.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 16th September 2019.
05.10.19	<u>Chairman's Announcements</u>

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	Nothing further to report.
06.10.19	<u>Clerks Report</u> Members noted the report form the Clerk.
07.10.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. Noted – • JW reported that wild planting will take place in November and then again in February. • PC to supply payment details for solicitors to enable legal advice.
08.10.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor (Appendix A)
09.10.19	<u>Outstanding Actions</u> • Parish Meadows – Vehicular Access – LN advised she had spoke with Chris Heal regarding the work but he was unable to supply a quote, LN to contact farmtrack to obtain a quote. • Station Road Allotments – Report Update JW – Advised that a walling group was due to take a course for dry stone walling and that Acton Aid would be contributing £400 to cover the cost. It was agreed that the parish contractor would join the course. JW advised he would confirm with the clerk when the opening up of the allotments work could commence and the contractor could be informed. • JSP – Report Update BH – Reports had been circulated to members, thanks given to BH for the work on the JSP and to the members that had attended the hearings. • Victory in Europe Day – Report update LN advising that a quote for cups had been received for £466.20 for 210 mugs for the primary school children in Iron Acton – Resolved to accept the quote and consider if further cups should be ordered for VE day to be sold.

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	Bus Shelter, Wotton Road – Clerk advised that BS would be providing the roof tile and the contractor has been instructed to tidy and repaint the inside a light grey.
10.10.19	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.10.19	<u>Planning Applications for Consideration</u> P19/8265/O Demolition of existing building and erection of 5no dwellings and associated works (Outline). Access and layout to be considered, all other matters reserved. Old Coal Yard The Coal Depot Station Road Iron Acton South Gloucestershire BS37 9TA- Continue to be in favour of the principle design and concept subject to the other areas of concerns being addressed. P19/13129/F Erection of 1no detached dwelling and associated works. (resubmission of P19/5246/F). 444 North Road Yate Bristol South Gloucestershire BS37 7LW - Object Concerns on the visual splay and not in line with the requirements and the positioning on a sharp bend. P19/7017/F Erection of single storey rear extension to form additional living accommodation. Alteration to widen existing side dormer. The Cottage High Street Iron Acton Bristol South Gloucestershire BS37 9UG- Object due to the windows overlooking the neighbours property. P19/7019/LB Internal and external works to include erection of flat roof single-storey rear extension and widening of existing side dormer. Alterations to ground and first floor layouts and internal staircase. The Cottage High Street Iron Acton Bristol South Gloucestershire BS37 9UG - Object - The proposed windows are not in keeping to the building and intrusive to the neighbours. P19/13971/F Erection of a single storey rear extension to form additional living accommodation (amendment to a previously approved scheme PK17/4967/F and PK17/4968/LB). Hillside Holly Hill Iron Acton Bristol South Gloucestershire BS37 9UN - No Objection P19/13972/LB Erection of a single storey rear extension to form additional living accommodation (amendment to a previously approved scheme

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	PK17/4967/F and PK17/4968/LB). Hillside Holly Hill Iron Acton Bristol South Gloucestershire BS37 9UN - No Objection P19/14135/TRE Works to fell 1 no. Horse Chestnut tree and 1 no. Weeping Willow tree. Both trees covered by SGTPO 10/09, 09/09/2009. 9 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PX - No Objection
12.10.19	<u>South Gloucestershire online Consultation</u> Members discussed and resolved a response to the online consultation for Engine Common - North Road 20mph zone and traffic calming. • In of 20mph, needed to be managed and controlled. • Prefer to see a table rather than a cushion. • In favour of a zebra crossing near to the school. Clerk to respond to the online Consultation.
13.10.19	<u>Tennis Courts</u> Members discussed the condition of the tennis courts in the parish meadows, it was noted that the courts needed to be scraped as there was a build up of mud around the edges and also that the boarding and nets were in need of being replaced. It was resolved following advice sought from the clerk regarding funding that quotes should be obtained to redevelop the tennis courts into a Multi Use Games area.
14.10.19	<u>Parish Maintenance</u> Members to considered any further work required in the Parish. • Wall repair in the Parish Meadows, left hand side when entering from Park Street. • Chill Wood – Brambles to be cleared to enable the sign to be seen. Post and rail fence needed to join up the gap and enable the style to be used. Clerk to send the environment agency contact details to BS who will investigate the permitted distance for fencing around Chill Wood and if any restrictions due to the weir and access requirements.

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15.10.19	<u>Donation</u> Members discussed and resolved a donation for £300 to be made to the Royal British Legion. Noted – RL to attend the St Marys Remembrance service.
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Meeting closed at 9:18pm

Signed:(Chairman)

Dated:

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Appendix A

Iron Acton Parish Council – District Councillors’ Report

Monday 21st October 2019

Joint Spatial Plan Latest

The West of England Combined Authority has yet to publish its response to the planning inspectors’ second letter. Toby Savage reported, at the meeting of South Gloucestershire Council on 16th October, that the four councils that make up the WECA continue to take legal advice “concerning the technical details and the potential options open to us”. It still seems unlikely, at this stage, that the JSP can survive in its current form. Cllr Savage suggested that there would be further information to report at the next council meeting on 11th December by which time WECA’s official response should have been published.

Climate Change Event for Groups in the Voluntary and Community Sector

Following the Climate Emergency motion Claire proposed at the July meeting of South Gloucestershire Council, as part of the work to implement it, the council will be holding an event on climate action for groups in the voluntary and community sector in the local area. The event is called “Climate Emergency: Supporting the Community Response”. It will be held from 6 to 8 p.m. on 23rd October at Poole Court in Yate:

<https://www.eventbrite.co.uk/e/south-gloucestershire-climate-emergency-supporting-thecommunity-response-tickets-72481934417>

There is also an online survey (<https://www.surveymonkey.co.uk/r/SGClimateAction>) that can be used by groups to submit information on what they are doing and plan to do.

Mobile Post Office Service for Engine Common

We have been seeking further information from Royal Mail about what would be necessary for a post office to operate from a volunteer run community shop (as occurs in Tytherington) and the conditions under which the temporary mobile post office would become permanent. A satisfactory answer to our enquiries has yet to be received. We’ll continue to press the case for a viable, satisfactory and abiding postal service for Engine Common and the surrounding area.

Speeding on Nibley Lane

A temporary Speedvisor sign is due to return to Nibley Lane to record the speeds of traffic as it enters and leaves Nibley. It had previously been in place for several weeks over the summer but, following correspondence with concerned residents, it became clear that the data recorded was not representative of typical traffic speeds there. This was due to the data being recorded outside of term time and during a period when various sets of road works occurred nearby (including a period when Nibley Lane was partially shut due to work being undertaken by Wessex Water). Officers have agreed for the Speedvisor to revisit the site during term time and when there are no nearby road diversions distorting the data collection.

Fly Tipping on Hover’s Lane Bridle Path

A fortnight ago we took council waste officers to Hover’s Lane bridle path, off Frampton End Road, to look at what can be done to prevent fly tipping there. This follows a large, vexatious fly tipping incident on this bridleway back in July. The officers agreed to go away and come up with some proposals to try to prevent the problem reoccurring.

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Consultations

The online consultation over the proposed 20 mph speed limit zone and traffic calming measures for North Road, that the parish council is discussing at this October meeting, is now live on the consultation website. Residents can find the detailed plans there (https://consultations.southglos.gov.uk/consult.ti/NorthRd_20TC) and submit their views via the online questionnaire that accompanies it. The closing date for the consultation is 5th November.

South Gloucestershire Council is also consulting on its budget proposals for 2020/21 (<https://consultations.southglos.gov.uk/consult.ti/Budget20>). These include a Council Tax rise of 1.99% and an 2% increase in the Adult Social Care Precept. This roughly equates to an additional £59.22 per year on the Council Tax bill of a band D household. This consultation ends on 5th January 2020 with the final budget due to be voted on at the February meeting of South Gloucestershire Council.

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Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor D Smith (DS)
Councillor B Sheppard (BS)
Councillor C Speeding (CS)

Also Present: 5 members of the public.
Tristan Clarke & Jon Lean South Gloucestershire Councilor's

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.11.19	<u>Apologies for absence and to consider the reasons given</u> Councillor R Hunter (RH) Resolved – To note the apologies.
02.11.19	<u>Declarations of interest</u> - DS – Planning application P19/15209/LB - AE – Planning application P19/15797/R3F - BS/LN – Planning application P19/12674/O
03.11.19	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.11.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 21st October 2019.

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05.11.19	<u>Chairman's Announcements</u> Nothing to report.
06.11.19	<u>Clerks Report</u> Members noted the report form the Clerk.
07.11.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. Noted – Some planting had been done, Organic bloom have advised they would be prepared to add some further planting, a working group will meet to discuss the plants. PC advised that the bench donation from the Parish Hall was now being reconsidered.
08.11.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor (Appendix A) BS to chase up enforcement.
09.11.19	<u>Outstanding Actions</u> - Parish Meadows – Vehicular Access – AE/LN – LN advised that she would be contacting farm track to arrange a quotation. - Station Road Allotments – Report Update – JW advised that the allotment work at Station Road allotments would take place in January and the dry-stone wall course would take place in February. - Victory in Europe Day – Report update LN advising that the payment had been made for the mugs. - Tennis Courts – Parish Meadows – Report Update Clerk advising that a meeting had taken place on site and a quote would be issued shortly.

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10.11.19	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.11.19	<u>Planning Applications for Consideration</u> P19/14886/F Change of use of ancillary annexe to 1 no. self-contained dwelling. The Annex Park View Dyers Lane Iron Acton Bristol South Gloucestershire BS37 9XT - No Objection. P19/15209/LB External alterations to include the removal and replacement of 10 no. windows, and the removal and replacement of external render to the front and side elevations. Latteridge House Latteridge Green Iron Acton Bristol South Gloucestershire BS37 9TS - Comment - To ensure permission is obtained with listed building consent. P19/15469/PND Prior notification of the intention to demolish dwelling. 4 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PU- No Objection. P19/12674/O Erection of 8 no. dwellings (outline) with access and scale to be determined, all other matters reserved. Land At The British Yate South Gloucestershire - The British is a sub-standard narrow lane only wide enough for one car at a time with no passing places. It emerges onto North Road by crossing a pedestrian pavement directly adjacent to North Road Primary School with no prospect of providing a vision splay. As vehicles emerge, the drivers vision is obstructed by the wall of a house in North Road and the boundary wall of the school. The British is also used by North Road school pupils to walk to the school playing field which is accessed via the British. P19/15797/R3F Relevant demolition of existing classroom block and wall. Erection of building to form 2 no. classrooms and associated works. Iron Acton C Of E School Wotton Road Iron Acton Bristol South Gloucestershire BS37 9UZ- No Objection. P19/16512/RVC Variation of condition 5, attached to planning permission PK18/2725/RM, to substitute plans with drawing numbers MH-06008 and MH-06007 to allow requested distance between roofline and overhead powerlines. PK18/2725/RM-Erection of 4no. dwellings with associated

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	works. (Approval of Reserved Matters... Three Acres 370 North Road Yate Bristol South Gloucestershire BS37 7LL- No Objection. P19/16575/F Demolition of existing outbuildings. Erection of 1 no. detached dwelling with associated works. Land At Sunnyside Farm Dyers Lane Iron Acton Bristol South Gloucestershire BS37 9XW- No Objection.
12.11.19	<u>Parish Signs</u> Members considered the designs and quotes for various signs in the Parish. Deferred awaiting quote.
13.11.19	<u>Tennis Courts</u> Members discussed and resolved that the clerk should continue to obtain further quotes for the potential to turn the tennis courts into a Multi Use Games Area. Deferred awaiting quote.
14.11.19	<u>Parish Maintenance</u> Members to considered any further work required in the Parish. AE – to email wall officer at South Glos Council regarding the concern raised over the wall at the rear of the cemetery.
15.11.19	<u>Memories Project</u> Members noted the memories project.
16.11.19	<u>Summers Memorials</u> Members considered and resolved to approve the memorial request for the late Skuse.

Meeting closed at 8.25pm

Signed:(Chairman)

Dated:

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Appendix A

Iron Acton Parish Council – District Councillors’ Report

Joint Spatial Plan

The West of England Partnership has still not published its response to the planning inspectors’ second letter listing, in detail, the flaws within the current Joint Spatial Plan. Cllr Toby Savage had suggested, at the meeting of South Gloucestershire Council on 16th October, that there would be further information to report at the next council meeting on 11th December by which time WEP’s official response should have been published. That December meeting of South Gloucestershire Council has subsequently been cancelled as we have entered a purdah period due to the general election being held on 12th December. The purdah period means that there will be no announcements from WEP about the future of the JSP or from South Gloucestershire Council about the future of the South Gloucestershire Local Plan 2018 - 2036 until after the general election.

General Election Purdah Period

As mentioned above we have now entered a pre-election purdah period. This prevents central and local government from announcing new policies or decisions which could influence the outcome of the election. In practice this has minimal effect on the day-to-day work of parish councils; larger town councils may need to review their work. Meetings of South Gloucestershire Council, the Cabinet and various committees that were due to meet during this period have been reviewed and cancelled where appropriate. Community Engagement Forums (including the CEF meeting for Winterbourne, Frampton Cotterell, Westerleigh, Coalpit Heath, Iron Acton, Hambrook & Frenchay) have been cancelled until the election has concluded.

Ash Dieback

Following a query from a Tytherington Parish Councillor we have written to Cllr Steve Reade, as Cabinet member for Planning, Transport & Strategic Environment, to ask whether the Conservative Cabinet are discussing additional support that South Gloucestershire Council can provide town and parish councils dealing with the impact of Ash dieback on land they own on behalf of their communities. We also asked whether South Gloucestershire Council have considered assisting town and parish councils replace trees lost to the disease. South Gloucestershire Council declared a Climate Emergency earlier this year and carbon capture, in the form of planting trees, will play a vital role if it is to meet its target of being carbon neutral by 2030.

In his response Cllr Reade assured us that Ash dieback is high on his agenda and that he will write back to us with further information once the election purdah period has ended.

Consultations

South Gloucestershire Council is still consulting on its budget proposals for 2020/21 (<https://consultations.southglos.gov.uk/consult.ti/Budget20>). These include a Council Tax rise of 1.99% and a 2% increase in the Adult Social Care Precept. This roughly equates to an additional £59.22 per year on the Council Tax bill of a band D household. This consultation ends on 5th January 2020 with the final budget due to be voted on at the February meeting of South Gloucestershire Council.

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Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor D Smith (DS)
Councillor B Sheppard (BS)
Councillor R Hunter (RH)

Also Present: Tristan Clarke & Jon Lean South Gloucestershire Councilors

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.12.19	<u>Apologies for absence and to consider the reasons given</u> Councillor C Speeding (CS) Resolved – To note the apologies.
02.12.19	<u>Declarations of interest</u> None Declared.
03.12.19	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.12.19	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 18 th November 2019.
05.12.19	<u>Chairman's Announcements</u>

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	Nothing to report.
06.12.19	<u>Clerks Report</u> Members noted the report form the Clerk.
07.12.19	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. BS to email the map and bylaws to all members. PC & DS advised that the bench donation from the Parish Hall had now been ordered. PC advised that the Lamb would also be donating a bench. AE advised of damage to the village green outside 2 The Green, AE/PC to speak to owners to reinstate.
08.12.19	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor. PC advised that he had attended a Parish Hall meeting.
09.12.19	<u>Outstanding Actions</u> - Parish Meadows – Vehicular Access – Deferred until Spring. - Station Road Allotments – Report Update – JW advised that the allotment work at Station Road allotments would take place in January and the dry-stone wall course would take place in February. - Tennis Courts – Parish Meadows – Report Update Clerk advising that a meeting had taken place on site and a quote would be issued shortly.
10.12.19	<u>Accounts for Payment</u>

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	Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.12.19	<u>Planning Applications for Consideration</u> P19/16955/F Installation of 1no dormer to existing detached garage to facilitate conversion to residential annexe ancillary to main dwelling. Erection of a single storey outbuilding to form double garage. Creation of new vehicular access on to North Road. Three Acres 370 North Road Yate Bristol South Gloucestershire BS37 7LL – No Objection P19/18093/TCA Works to crown reduce 1 no. Ash Tree to leave a height of 10m and radial spread of 8m. Tree situated in the Iron Acton Conservation Area. 4 Fairview Terrace Latteridge Road Iron Acton Bristol South Gloucestershire BS37 9TH– No Objection P19/18092/TCA Works to trees as per the proposed schedule of works (Section 5 of Application Form). All trees situated within the Iron Acton Conservation Area. Holmray Cottage Park Street Iron Acton Bristol South Gloucestershire BS37 9UJ– No Objection
12.12.19	<u>Parish Signs</u> Members considered the designs and quotes for various signs in the Parish. Deferred awaiting quote.
13.12.19	<u>Acton Aid Events Request</u> Members considered and approved applications for the following events • Mash in the Meadow – 3rd July 2020 • Proms in the Meadow – 4th July 2020 • Bonfire Night – 31st October / 7th November 2020 (date to be confirmed)
14.12.19	<u>Parish Maintenance</u> Members considered any further work required in the Parish. Top soil and seeding at the cemetery for tyre tracks.

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	AE reported that the wall had been inspected to the side of the cemetery by South Glos and they had reported no further damage or movement, the wall will be inspected every 3 months until further notice or the requirement changes.
15.12.19	<u>Play Inspection Report</u> Members reviewed and considered the play inspection report and any associated work required, it was agreed to look at the moderate risks in the Spring.
16.12.19	<u>Tree Survey</u> Members reviewed the Tree Survey reports and resolved to obtain quotes for the proposed work.

Meeting closed at 7.46pm

Signed:(Chairman)

Dated:

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Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor D Smith (DS)

Also Present: Tristan Clarke South Gloucestershire Councilor and 1 member of the public.

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.01.20	<u>Apologies for absence and to consider the reasons given</u> • Councillor C Speeding (CS) • Councillor B Sheppard (BS) • Councillor R Hunter (RH) Resolved – To note the apologies.
02.01.20	<u>Declarations of interest</u> None Declared.
03.01.20	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.01.20	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 16th December 2019.
05.01.20	<u>Chairman's Announcements</u>

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	Nothing to report.
06.01.20	<u>Clerks Report</u> Members noted the report form the Clerk.
07.01.20	<u>Village Green</u> Members discussed action required for the protection of the Village Green and any associated cost this will incur. A report from CS had been circulated to all members which has been noted. PC advised that a bench had been purchased by the village hall and would be installed on the village green.
08.01.20	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor. Clerk to request an extension for the consultation for the British waiting restrictions. Members of the Operations working group to meet and discuss plans and proposals for 1. Parish Meadows 2. Village Green 3. Village Traffic and parking 4. Tree Survey
09.01.20	<u>Outstanding Actions</u> - Station Road Allotments – Report Update JW – Advised that the work had started at Station Road Allotments and all was running smoothly, it was noted that there was a leak at the water meter, PC to go to site and turn off the water and investigate the leak. - Tennis Courts – Parish Meadows – Report Update Clerk – Advised that initial costings had been received, it was resolved that DS would

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	look into funding and the operations working group would meet to discuss possible proposals for the tennis courts.
10.01.20	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.01.20	<u>Planning Applications for Consideration</u> P19/18527/F Erection of two storey side extension to form additional living accommodaion. Cottage 2 Beech House Yate Road Iron Acton Bristol South Gloucestershire BS37 9XX - No Objection P19/18559/F Demolition of existing bungalow. Erection of 1 No. detached dwelling with associated works. 4 Engine Common Lane Yate Bristol South Gloucestershire BS37 7PU- No Objection P19/19371/CLE Use of land for the storage of touring caravans and motorhomes (a B8 use) Holly Hill Farm Holly Hill Iron Acton Bristol South Gloucestershire BS37 9XZ - Object - Not appropriate for agricultural land, advise that an enforcement had previously been issued. P19/19364/CLE The use of land for the stationing of a mobile home for residential purposes Holly Hill Farm Holly Hill Iron Acton Bristol South Glos BS37 9XZ_- Object - Not appropriate for agricultural land, advise that an enforcement had previously been issued. P19/19815/F Erection of single storey rear extension to provide additional living accommodation. Victoria House Yate Road Iron Acton Bristol South Gloucestershire BS37 9XY - No Objection
12.01.20	<u>Parish Signs</u> Members considered the designs and quotes for various signs in the Parish. Deferred awaiting quote.
13.01.20	<u>Budget and Precept 2020/21</u> Members considered and resolved the budget proposal prepared by the clerk for 2020/21

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	Members considered and resolved the precept requirement of £54,771 for 2020/21.
14.01.20	<u>Parish Maintenance</u> Members considered any further work required in the Parish. JW and PC to investigate water leak at Station Road allotments.
15.01.20	<u>Chill Wood</u> Members considered if any action was required for the fallen tree in Chill Wood, it was noted that the land owner where the tree had fallen has been advised of the issue. The land owner advised JW they would remove the tree on there land when the ground condition improves.
16.01.20	<u>Tree Survey</u> Members reviewed the Tree Survey reports and resolved to obtain quotes for the proposed work and convene a working group to review the survey and quote.
17.01.20	<u>Members Funding</u> Members noted the funding available.

Meeting closed at 21.17pm

Signed:(Chairman)

Dated:

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Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor D Smith (DS)
Councillor C Speeding (CS)
Councillor R Hunter (RH)

Also Present: Tristan Clarke, Jon Lean & Claire Young South Gloucestershire Councillors and 16 members of the public.

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.02.20	<u>Apologies for absence and to consider the reasons given</u> Councillor B Sheppard (BS) Resolved – To note the apologies.
02.02.20	<u>Declarations of interest</u> None Declared.
03.02.20	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. N/A
04.02.20	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 20th January 2020.
05.02.20	<u>Chairman's Announcements</u>

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	Nothing to report.
06.02.20	<u>Clerks Report</u> Members noted the report from the Clerk. Clerk to chase up the adding of signatories to the Unity Trust account.
07.02.20	<u>Traffic Issues</u> Members considered any action required over concerns regarding the traffic through the village and parking on the high street. Debated issues: Speed, 20 mph not adhered to and not clear to drivers throughout village particularly any roads off and onto bypass and along Park St and Wootton Rd Rat run during peak periods Bypass the Bypass Outside school specifically Parents at pick up and drop off Bus speeds along the Green Parking along Park St Resolved - Clerk to action Write to school PTA Write to First Bus South Glos and police MP parking on pavements
08.02.20	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor.

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	PC advised the bench donated by the Parish Hall was ready to be collected, JW to collect and clerk to pass on the contractors details to PC to arrange the installation.
09.02.20	<u>Outstanding Actions</u> • Station Road Allotments – Report Update JW – Work agreed at the allotments has now been completed, the grass seed will be laid as the weather improves. Awaiting the date for the wall repairing course. PC will fix the water leak at the allotments. • Tennis Courts – Parish Meadows – Report Update Clerk – Advised that initial costings had been received, it was resolved that DS would look into funding a meeting between DS and the clerk had taken place to discuss ideas and planning etc, it was agreed that DS would arrange a meeting with Acton Aid regarding the project.
10.02.20	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.01.20	<u>Planning Applications for Consideration</u> P20/00717/F Demolition of existing buildings. Change of use of land from agricultural to Sui Generis land for grazing of horses and siting for travellers caravans and day rooms as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) to include installation of two pitches for two sta... Field North And East Of Crossing Cottage East Of Railway Latteridge Road Iron Acton Bristol South Gloucestershire BS37 9TL – Object Development within the green belt, Alleged illegal tipping on site with contaminated materials, Court order in place which is currently not being complied with, Site is part of a flood plane, the application does not conform with the work currently being undertaken, the land is not suitable for the keeping of horses and the work proposed. P20/02489/TCA Works to fell 4 no. Fir trees situated within the Iron Acton Conservation Area The Old Rectory High Street Iron Acton South Gloucestershire BS37 9UQ – No objection.
12.02.20	<u>Parish Signs</u> Members considered the designs and quotes for various signs in the Parish.

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	Quote accepted – Clerk to order the signs.
13.02.20	<u>Parish Maintenance</u> Members considered any further work required in the Parish. Resolved to approve the contractor to complete the following work. • Installation of the new bench on the village green • Installation of the new parish signs when the order has been received.
14.02.20	<u>Tree Survey</u> Members reviewed the Tree Survey reports and resolved that the operation working group would meet to review and visit the site in March.
15.02.20	<u>South Gloucestershire Online Consultations</u> Iron Acton - The British Waiting Restrictions – Resolved to support, clerk to complete the questionnaire and return.
16.02.20	<u>Appointment of Internal Auditor</u> Members considered and resolved the appointment of the Internal Auditor I Selkirk.

Meeting closed at 21.25pm

Signed:(Chairman)

Dated:

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Present: Chairman: Councillor R Lomas (RL)
Councillors: Councillor L Noble (LN)
Councillor A Edmonds (AE)
Councillor J Wright (JW)

Also Present: 2 members of the public – Presentation regarding Larks Green Solar Farm

In Attendance: Clerk

Fire Safety – Evacuation Procedure / Recording Protocol

The Officer present explained the fire evacuation procedure and the Parish Council's recording protocol.

01.03.20	<u>Apologies for absence and to consider the reasons given</u> • Councillor B Sheppard (BS) • Councillor D Smith (DS) • Councillor C Speeding (CS) • Councillor R Hunter (RH) • Councillor P Chapman (PC) Resolved – To note the apologies.
02.03.20	<u>Declarations of interest</u> None Declared.
03.03.20	<u>Exclusion of the Press and Public</u> To agree any items to be dealt with after the Public (including the Press) has been excluded under Standing Order 1.C. • Resolved – Item 16
04.03.20	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 17th February 2020.
05.03.20	<u>Chairman's Announcements</u>

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	Nothing to report.
06.03.20	<u>Clerks Report</u> Members noted the report from the Clerk. Resolved – In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the Council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the Council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The Clerk will consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the Council in legislation or in its standing orders or financial regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the Council after the Council meeting at which the delegation was put in place.
07.03.20	<u>Traffic Issues</u> Item Deferred
08.03.20	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> Members received verbal reports from Councillors who have represented the Council at meetings of outside bodies. Members noted the report given by Tristan Scott the South Gloucestershire Councillor. PC advised the bench donated by the Parish Hall would be fitted this week.
09.03.20	<u>Outstanding Actions</u> - Station Road Allotments – Report Update JW – Work agreed at the allotments has now been completed. - Tennis Courts – Parish Meadows – Report Update Clerk – Advised that a meeting between DS and Acton Aid had taken place and a joint venture would be looked into. - Tree Survey – Deferred.

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10.03.20	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments.
11.03.20	<u>Planning Applications for Consideration</u> P19/8265/O Demolition of existing building and erection of 4no dwellings and associated works (Outline). Access and layout to be considered, all other matters reserved. Old Coal Yard The Coal Depot Station Road Iron Acton South Gloucestershire BS37 9TA – No Objection P20/03527/CLE Use of land and buildings for storage purposes (B8 use) Holly Hill Farm Holly Hill Iron Acton South Gloucestershire BS37 9XZ – Object – There has never been any distribution from the site, other than the deleivering of hay and straw. We are concerned that B8 certificate of lawfulness would allow for the increase in activity on the premises and consequent noise and disruption to houses and increased traffic in the residential road. There have been previous objections to the activities on the site and enforcement action was taken by the Council. P20/04018/TCA Works to crown reduce 1no. Cedar tree by 4metres in Iron Acton Conservation Area. Welforge Latteridge Road Iron Acton South Gloucestershire BS37 9TJ – No Objection P20/04096/F Use of existing annexe as 1 no. self-contained dwelling. Annexe 13 Engine Common Lane Yate South Gloucestershire BS37 7PX – No objection
12.03.20	<u>Annual Review of Internal Policies / Procedures / Registers</u> • Fixed Asset Register 2020 • Financial Risk Assessment 2020 • Iron Acton Parish Council Complaints Procedures 2020 • Health and Safety Policy 2020 • Data Protection and Information Security Policy 2020 • Harassment and Bullying Procedures 2020 • Retention of Records and Documents Policy 2020 • Disciplinary Procedures 2020 • Grievance and Whistleblowing 2020 • Freedom of Information and Publication Procedures 2020 • Equality and Diversity Policy 2020

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	• Safeguarding Children and Young People and Vulnerable Adults Policy 2020 • Risk Register 2020 • Internal Controls 2020 • Training Policy 2020 • Grants and Donation Policy 2020 Resolved to adopt all.
13.03.20	<u>Parish Maintenance</u> Members considered any further work required in the Parish. No further work required.
14.03.20	<u>Village Clean Up Day</u> Members noted the village clean-up day of 28th March 2020.
15.03.20	<u>Chill Wood</u> Members considered the fallen tree and any action required to clear and remove. Resolved – JW to liaise with the land owner for access and the removal of the tree, to consult with the contractor regarding replacing the fencing once the tree is removed.
16.03.20	<u>In view of the confidential nature of the business about to be transacted, the press and public was excluded during consideration of this item (Item 3 above refers)</u> Officer Pay - National Salary Award 2020-2021 Members to note a that Officer Pay has been increased in accordance with the national agreement for 2020/2021. Members to arrange the Annual Review for the Clerk.

Meeting closed at 20.56pm

Signed:(Chairman)

Dated:

Iron Acton Parish Council
PO Box 1959, Yate, Bristol, BS370DJ
Tel: 01454 501134 Email: clerk@ironacatonparishcouncil.com
Chairman: Cllr Robert Lomas Clerk: Donna Ford
Minutes of the Meeting of the Council held in Iron Acton Village Hall
on Monday 16th March 2020 Commencing at 7.30pm

There are no minutes for this month because of the government restrictions imposed as part of the pandemic management strategy.