

MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL

Monday 13th May 2013

The Meeting of Iron Acton Planning Committee was held in the Marshall Rooms commencing at 7.30pm.

Present: - Councillor Sheppard (Chairman), Councillor Bellis (Vice Chairman), Councillor Taylor, Councillor Tillotson, Councillor Lomas, Councillor Blanchard, and Donna Beal (Clerk).

PUBLIC PARTICIPATION

0 members of the public were present.

01-05-13 APOLOGIES FOR ABSENCE

Councillor Huish, Councillor Heal & Councillor Gawler

02-05-13 DECLARATIONS OF INTEREST

None

03-05-13 PLANNING APPLICATIONS

- | | |
|---------------|---|
| PK13/1206/TCA | The Gables Park Street Iron Acton Works to crown lift to 3m over drive and 5.5m over road to 1 no. Beech tree, Crown lifts to 4m1 no. Birch, 1no. Pine and 14 cypress trees situated within the Iron Acton Conservation Area
NO OBSERVATIONS |
| PK13/1015/F | Homelea House North Tanhouse Lane Yate – Erection of a single storey side extension to form additional living accommodation. Erection of detached double garage with storage/recreational space above.
NO OBSERVATIONS |
| PK13/1377/TRE | Algars Manor Frampton End Road Iron Acton – Works to remove 5no. Ash Saplings covered by south Gloucestershire council tree preservation order 02/07 (Chilwood and Algars manor nature trail) dated 31 st August 2007.
NO OBSERVATIONS |

Proposed Councillor Bellis, Seconded Councillor Taylor – **All Agreed**
(Clerk to Action)

DATE OF NEXT MEETING

Planning Committee Meeting on Monday 3rd June at 7.00pm

There being no further business the meeting closed at 7.40pm

Signed.....

Dated.....

MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL

Monday 3rd June 2013

The Meeting of Iron Acton Planning Committee was held in the Marshall Rooms commencing at 7.00pm.

Present: - Councillor Bellis (Chairman), Councillor Heal (Vice Chairman), Councillor Taylor, Councillor Lomas, Councillor Blanchard, Councillor Huish, Councillor Gawler & Councillor Sheppard

Councillor Bellis acting as clerk in the absence of Donna Beal

PUBLIC PARTICIPATION

0 members of the public were present.

01-06-13 APOLOGIES FOR ABSENCE

Councillor Tillotson

02-06-13 DECLARATIONS OF INTEREST

Councillor Blanchard declared a non pecuniary interest as a member of No More

03-06-13 PLANNING APPLICATIONS

PK13/1628/F Morrisons DHL, Great Western Business Park, Armstrong Way, Yate, Bristol, - Change of use from Warehouse (class B8) to mixed use general Industrial (Class B2) and warehouse (Class B8) as defined in Town and country planning (use Classes) Order 1987 (as amended).

Proposed Councillor Bellis comments to be submitted “We welcome the change which will support further appropriate employment opportunities in Yate, but we wish to record our continued position of ensuring reductions wherever possible of distribution type activity, which Yate is not suitable for because of poor road links”, Seconded Councillor Huish –

All Agreed

(Chairman to Action)

DATE OF NEXT MEETING

Planning Committee Meeting on Monday 1st July at 7.00pm

There being no further business the meeting closed at 7.09pm

Signed.....

Dated.....

MINUTES OF THE MEETING OF IRON ACTON PARISH COUNCIL (Monday, 3 June 2013)

The meeting of the Parish Meadow's Committee was held in the Marshall Room commencing at 7.30 pm

Parish Meadow's Committee Members: Cllrs Chris Heal (Chairman), Peter Huish (Vice Chairman), Lynne Blanchard and Bob Sheppard.

Parish Council Members: Cllrs Pete Bellis, Bob Lomas and Dave Taylor.

PUBLIC PARTICIPATION

No members of the public were present.

APOLOGIES FOR ABSENCE

Cllr Andrew Tillotson and Mrs Jo Wright.

DECLARATIONS OF INTEREST

None.

MINUTES OF THE PREVIOUS MEETING

These had been approved at the full council meeting on Monday, 20 May 2013.

MAINTENANCE WITHIN THE PARISH MEADOW

The major item since the last meeting (on 22 April) had been the spraying of several areas to begin to reduce the level of non required plants.

The chairman explained that 4 different substances would be used at various times throughout the summer. Each substance would specifically target a different problem; for example the first spraying would affect ground ivy and nettles, once the ground ivy and nettles were tackled this would allow ground elder to begin to take hold and therefore it was important for a different substance to be sprayed several weeks later to control the ground elder and so on.

The whole meadow would not be dealt with in one go. It was acknowledged and accepted that many bugs require nettles (and the other plants) therefore there will always be areas of nettles, etc retained within the meadow.

The grass seed planted either side of the bridge had begun to shoot and, with the recent rain, growth should be steady and sustained..

The stones had yet to be removed from the stream. This would happen when conditions allow.

It was agreed to tackle any trees mentioned within the tree survey and covered by the planning application particularly where it could be argued that health and safety issues were evident.

Ash trees can be removed in the summer and thorn trees removed in September – both could then be used by Acton Aid at their bonfire and fireworks event. Neither variety has trees of substance but very spindly saplings that will cause greater problems if allowed to develop further. The willow tree that has diverged into 5 separate branches (and is in the area where Sea Harvest adjoins the meadow) could also be included in this category.

Regarding other trees/branches that need to be removed the committee is to consider inviting members of the community who, with proper training in H&S issues and adequate supervision, could remove trees etc thus leaving the area clean and tidy and then, in recompense for the work, take the wood for their own or their neighbours' personal use. If this route is pursued an item will be placed in Focal Poyntz to allow everyone an equal opportunity. This was proposed by Cllr Heal and seconded by Cllr Sheppard.

COMMITTEE MEMBERS' REPORTS

Bob Sheppard commented that he had visited several times during the half term holidays and there had been very little use of the meadows by children and their families.

DATE OF NEXT MEETING

The Clerk to be asked to move the location of the intermediate planning and the Parish Meadow's meetings to the Parish Hall as this venue was closer to the Parish Meadow. Also consideration to be given to the number of planning applications and the start times of the meetings to be set accordingly.

Monday, 1 July 2013 at 7.00 pm in the Parish Hall

There being no other business the meeting concluded at approx. 7.50 pm.

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 17th June 2013**

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

Present:- Councillor Bellis (Chairman), Councillor Taylor, Councillor Gawler, Councillor Lomas, Councillor Blanchard, Councillor Tillotson, Councillor Huish, & Donna Beal (Clerk).

PUBLIC PARTICIPATION

8 Members of the public were present

A short presentation was made by AEE Renewable

01-06-13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Heal (Vice Chairman), Councillor Sheppard & South Gloucestershire representative Dave Hockey

02-06-13 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

None received.

03-06-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 20th May 2103 - AGM had been circulated, Councillor Tillotson proposed and Councillor Huish seconded that these minutes be adopted and signed as a true record. 13th May & 3rd June planning committee minutes Councillor Bellis proposed and Councillor Blanchard seconded that these minutes be adopted and signed as a true record. 3rd June Parish Meadows Committee minutes Councillor Huish proposed and Councillor Taylor seconded that these minutes be adopted and signed as a true record. **All agreed.**

04-06-13 CHAIRMAN'S REPORT

Councillor Bellis gave a verbal report

05-06-13 CLERK'S REPORT

The Clerk had circulated a written report to all councillors on tasks carried out since the last meeting this was discussed and any questions answered.

06-06-13 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler and Pat Hockey gave a verbal report

07-06-13 PARISH COUNCILLOR'S REPORTS

Councillor Bellis and Councillor Taylor gave a verbal report

08-06-13 PARISH MEADOWS COMMITTEE REPORT/MINUTES

No Report

09-06-13 FINANCIAL REPORT

Monies available as at 17th June 2013:

National Westminster Bank:	Current Account	£ 18,966.03
	Reserve Account	£ 160.90
National Savings Accounts:		£ Awaiting for books

10-06-13 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

	PK13/1948/LB	The Gables Park Street, Iron Acton, Bristol, Internal and External alterations to the Gables including replacement windows, doors and roof lights, reinstatement of masonry to chimneys, roof access dormer and new opening in west garden wall. No Observations	
	PK13/1747/F	The Gables Park Street, Iron Acton – Installation of roof access dormer, re-instatement of masonry to chimneys and new opening in west garden wall. No Observations	
	PK13/1879/TCA	Acton House The Green Iron Acton 0 Works to row of Leylandii trees to reduce by 30% (4no.by 50%) and crown reduce by 20% 1 no. Norway Maple tree. All situated within Iron Acton Conservation Area. No Observations	
	PK13/1850/F	Land Adj to 328 North Road Yate Bristol – Erection of 5no. Detached and 2no. Semi detached dwellings with garages, access and associated works. No Observations	
	PK13/2083/TRE	North Road Post Office 218 North Road Yate – Works to fell 1no.Hawthorn covered by Tree preservation Order SGTPO 10/09 dated 9 th September 2009 No Observations	
	Proposed Councillor Bellis, seconded Councillor Taylor All Agreed		Clerk
11-06-13	PLANNING CONSENTS		
	PK13/0722/F – Unit 26 Beeches trading estate Lavenham road – Installation of nitrogen tank and enclosure		
	PK13/1015/F – Erection of single storey side extension to form additional living accommodation. Erection of detached double garage with storage/recreational space above.		
	PK13/1126/F – 27 the British Yate, Erection of replacement conservatory.		
12-06-13	PLANNING REFUSALS / WITHDRAWALS		
	None Received		
13-06-13	PLANNING APPEALS		
	PK13/0839/0 – The Barn Wotton Road Iron Acton – Erection of 8.no dwellings (outline) with all matters reserved Clerk		
	Resubmit previous comments		
14-06-13	PLANNING ENFORCEMENT		
	None Received		
15-06-13	PARISH MEADOWS		
	No issues to report		
16-06-13	NIBLEY LANE OAP BUNGALOWS & STREET LIGHTS		
	Following a discussion it was agreed that the clerk would contact South Gloucestershire council again and advise that there is inconstancy's in relation to the lights being turned of and remaining lights and request the lights in question are switched back on Clerk		
17-06-13	CEMETERY		
	It was agreed to take up the offer from Jason Barnett for help in drawing up a ground plan of the cemetery. Councillor Blanchard and Councillor Heal have also offered to assist. Clerk LB CH		

18-06-13 **HIGHWAY & STREET SCENE SERVICES**

Following a lengthy discussion Councillor Blanchard proposed that the Parish Council contact and invite the Highways and Street Scene to do a presentation to advise and give a breakdown of the information provided. Seconded Councillor Lomas **All Agreed**

**Clerk
LB**

It was also noted that Councillor Blanchard would also look into and request further information in relation to the special expenses for the previous and current tax year.

19-06-13 **STANDING ORDERS**

After a vote it was carried on 5 votes to 2 that the proposal from Councillor Blanchard that standing order 1h be amended to read: Notes will be taken during the public participation session at a meeting but will not included in the minutes.

Clerk

It was proposed by Councillor Bellis to add section 8d this will state: Standing orders 8 a-c are compulsive orders. It is noted that the legislation in 8 b is no longer extant. Councillors must now declare their interests as pecuniary/non pecuniary in line with the current code of conduct and the relevant ensuing constraints from the same code of conduct. Seconded Councillor Taylor **All Agreed**

Following a discussion on good practice it was proposed by councillor Huish, seconded by Councillor Tillotson that a maximum of 5 years tenure be added to the standing orders for both the chairman and vice chairman with a 2 year break in between. A vote was held and carried on 4 votes to 3 in favour.

20-06-13 **MEMBERSHIP SLCC**

It was discussed and proposed by Councillor Bellis for a new membership for SLCC is agreed on recommendations made by NALC for the continued progress development of the clerk, Seconded Councillor Taylor **All Agreed**.

Clerk

21-06-13 **REQUEST FOR FINANCIAL ASSISTANCE**

Following discussions of request made from various organisations it was agreed Yate & District Heritage centre would be given a donation of £100.00

Clerk

22-06-13 **ACCOUNTS FOR PAYMENT**

- Clerks Wages February @ 70 Hrs
- Clerks Expenses February (Mileage/Heating & Lighting) - £31.30
- TalkTalk - Phone & Broad band - TBC
- Room Hire - Marshall room £15.00/£15.00 = £30.00
- I Selkirk - Internal Audit fee - £90.00
- Landscape Service - Invoice no 26334 - 30th September 2012 - £364.37
- South Glos - Dog Bins - £99.14
- SLCC membership £137.00
- Yate and District Heritage Centre - £100.00

Clerk

Councillor Bellis proposed seconded Councillor Huish that these payments be agreed and paid in full. **All Agreed**

Councillor Huish left the meeting

23-06-13 **CONFIDENTIAL ITEM**

Councillor Huish withdrew from the meeting room before consideration of item (a)

Clerk

a).** Minute 23-09-13

PB

The Chairman reported advice he had received from the Council's Solicitors It was It was proposed by Councillor Bellis, Seconded by Councillor Taylor that: The minutes of the Parish Council Meeting of 19 March 2012 should not be put back on the Parish Council

CH

website. Never the less they must be available for inspection upon request to the Clerk as per Law. A note to this effect will be put on the website in place of that minute. **All Agreed**
Councillor Huish returned to the meeting following conclusion of consideration of item (a).

The Clerk withdrew from the meeting room before consideration of item (b)
Councillor Bellis was appointed by the meeting to take notes for minutes of this item only.

b). Clerks Pay/Hour review.

(i) The Chairman reported that acting as Line Manager of the Clerk he reviewed the workload required of the Clerk by the Council and that he recommended that the Council continue employing the Clerk for 70 hours per month.

*Councillor Bellis proposed and Councillor Taylor seconded that: the recommendation be accepted by the Council. **All Agreed.***

(ii) The Chairman also reported that acting as Line Manager he had reviewed the performance of the Clerk as per her contract of employment with the Council. Consequently he recommended that effective from pay month 1st April 2013 the Clerk's salary be set at spinal column point 24 of the national association of Local Councils (NALC) recommended pay scale for Parish Council Clerks, this being appropriate to level of experience and size of parish.

*Councillor Bellis proposed and Councillor Huish seconded that: the recommendation be accepted by the Council. **All Agreed***

The Clerk returned to the meeting following conclusion of consideration of item (b)

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 15th July 2013** in North Road Primary School, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 10.00 pm.

Signed:

Dated:

**MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
MEADOWS COMMITTEE
Monday 1st July 2013**

The Meeting of the Parish Meadow's Committee was held in the Marshall Rooms commencing at 7.30pm.

Present: - Councillor Heal (Chairman), Councillor Blanchard, Councillor Huish, Councillor Tillotson, Councillor Sheppard & Donna Beal (Clerk)

PUBLIC PARTICIPATION

0 members of the public were present

01-07-13 APOLOGIES FOR ABSENCE

Mrs Jo Wright

02-07-13 DECLARATIONS OF INTEREST

Councillor Huish, Councillor Tillotson & Councillor Sheppard declared a non pecuniary interest as Acton Aid members

03-07-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1st June 2013 had been adopted at full council on 17th June 2013

04-07-13 MAINTANANCE WITHIN THE MEADOWS

Following a review of works carried out it was noted that the Mesh over the bridge in the meadows had now been completed. After the proms in the meadows the top soil would be topped up accordingly.

The position of the new tunnel will be re looked at and adjusted accordingly.

The clerk would contact the insurance company to enquire if any extra insurance cover is required in accordance to working parties within the meadows.

Voluntary labour will be looked at to remove and stack stones that had fallen into the stream.

The undergrowth would continue to be sprayed to ensure the ground ivy dies read for wild flowers to be seeded. Councillor Sheppard advised that he would contact the grass cutters and request the grass cutters cut a further 2 meters out to ensure the boundaries do not keep encroaching into the meadows.

The clerk would contact the conservation officer to establish if any grants are available.

It was proposed by Councillor Heal that the trees marked to be removed be done in phases the 1st phase being: July/August, remove the marked trees from the gate in Park Street around to the tennis courts. The brushwood would be kept for wildlife and some for bonfire night. The thorn bushes would be removed in September ready to be used for Bonfire night. Seconded Councillor Sheppard **All Agreed.**

DATE OF NEXT MEETING

Parish Meadows Committee Meeting to be held in conjunction with the August planning meeting.

There being no further business the meeting closed at 8.15pm

Signed.....

Dated.....

MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL

Monday 19th August 2013

The Meeting of Iron Acton Planning Committee was held in the Marshall Rooms commencing at 7.00pm.

Present: - Councillor Bellis (Chairman), Councillor Heal (Vice Chairman), Councillor Huish, Councillor Sheppard, Councillor Tillotson & Councillor Taylor

PUBLIC PARTICIPATION

0 members of the public were present.

01-08-13 APOLOGIES FOR ABSENCE

Councillor Lomas, Councillor Gawler & Councillor Blanchard

02-08-13 DECLARATIONS OF INTEREST

None Declared

03-08-13 PLANNING APPLICATIONS

- | | |
|---------------|--|
| PT13/2690/F | Redthorne Cottage Earthcott Green Alveston - Change of use of warehouse and paddock to storage and distribution (class B8) as defined in Town and country planning. (use classes) order 1987 (as amended)
No Observations - All Agreed |
| PK13/2746/ADV | Nit 1 Waverley road Yate BS375QZ – Display of 4no. non-illuminated fascia signs and 2no.sets of non-illuminated window vinyls.
No Observations - All Agreed |
| PK13/2916/F | Court Cottage The Green Iron Acton – Demolition of existing conservatory and erection of replacement rear conservatory.
No Observations - All Agreed |
| PK13/2949/PNH | 2 Chilwood Close Iron Acton – Erection of a single storey rear extension which would extend beyond the rear wall of the original house by 4m, the maximum height being 2.8m and the height of the eaves being 2.4m.
No Observations - All Agreed |
| PK13/2982/F | Aecern High Street Iron Acton BS379UH – Demolition of porch, garages and conservatory to facilitate the erection of two storey side and single storey front and rear extensions and two storey rear extension.
No Observations - All Agreed |

Clerk to Action

DATE OF NEXT MEETING

Planning Committee Meeting on Monday 2nd September at 7.00pm if required.

There being no further business the meeting closed at 7.07pm

Signed.....

Dated.....

**MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
MEADOWS COMMITTEE
Monday 19th August 2013**

The Meeting of the Parish Meadow's Committee was held in the Marshall Rooms commencing at 6.30pm.

Present: - Councillor Heal (Chairman), Councillor Huish, Councillor Tillotson, Councillor Sheppard & Donna Beal (Clerk)

PUBLIC PARTICIPATION

0 members of the public were present

01-08-13 APOLOGIES FOR ABSENCE

Mrs Jo Wright & Councillor Blanchard

02-08-13 DECLARATIONS OF INTEREST

Councillor Huish, Councillor Tillotson & Councillor Sheppard declared a non pecuniary interest as Acton Aid members

03-08-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 1st July 2013 had been adopted at full council on 15th July 2013

04-08-13 MAINTANANCE WITHIN THE MEADOWS

Councillor Heal proposed to install a new tunnel in the children's play area. Seconded Councillor Sheppard **All Agreed.**

Councillor Heal circulated a contract for discharge of liability to all present of which had been viewed and approved by Councillor Heal's solicitor. Councillor Sheppard proposed that the contract be used when required. Seconded Councillor Huish **All Agreed.**

Following a discussion over the quote for the felling of the nominated trees in the 1st stage in the parish meadows it was proposed by Councillor Sheppard that the quote received from Rob Peters Tree and Landscaping be accepted, seconded Councillor Huish **All Agreed.**

DATE OF NEXT MEETING

Parish Meadows Committee Meeting to be held on 16th September 2013 at 7.00pm.

There being no further business the meeting closed at 6.56pm

Signed.....

Dated.....

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 16th SEPTEMBER 2013**

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

Present:- Councillor Bellis (Chairman), Councillor Heal (Vice Chairman), Councillor Lomas, Councillor Sheppard, Councillor Taylor, Councillor Tillotson, Councillor Huish & Donna Beal (Clerk).
Councillor Gawler arrived late in the meeting at 8.40pm

PUBLIC PARTICAPATION

3 Members of the public were present.

01-09-13 APOLOGIES FOR ABSENCE

Apologies were received from South Gloucestershire representative's Pat & Dave Hockey.
No Apology was received from Councillor Blanchard

02-09-13 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

Councillor Sheppard declared a non pecuniary interest in agenda item 24.

03-09-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 15th July 2103 – had been circulated, Councillor clerk
Lomas proposed and Councillor Sheppard seconded that these minutes be adopted and PB
signed as a true record. CH

19th August planning committee minutes, Councillor Bellis proposed and Councillor Taylor seconded that these minutes be adopted and signed as a true record.

19th August Parish Meadows Committee minutes, Councillor Heal proposed and Councillor Huish seconded that these minutes be adopted and signed as a true record.

All agreed.

04-09-13 CHAIRMAN'S REPORT

Councillor Bellis gave a brief verbal report.

05-09-13 CLERK'S REPORT

The Clerk had circulated a written report to all councillors on tasks carried out since the last meeting this was discussed and any questions that were raised answered.

06-09-13 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler gave a short verbal report

07-09-13 PARISH COUNCILLOR'S REPORTS

Councillor Sheppard gave a verbal report.

Councillor Taylor gave a short verbal report in relation to complaints received over the street clerk
lighting. It was noted the clerk would contact western power distribution for advice due to
the frequent power cuts currently being received.

08-09-13 PARISH MEADOWS COMMITTEE REPORT

Councillor Heal gave a verbal report

09-09-13 ALLOTMENTS REPORT

Councillor Taylor gave a verbal report on behalf of the allotment association.

10-09-13 FINANCIAL REPORT

The clerk had circulated a report to the Councillors showing the bank transactions since the last parish meeting.

It was noted that the budget meeting will be held at 6.30pm on Monday 18th November at

North Road Primary school.

11-09-13 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**

PK13/2932/F - Land R/o 314 North Road Yate - Erection of 2no.detached dwellings with associated works.

OBJECT

*No material change to the footprint of the site from the existing refused application in 2008

* Over development of a back garden site

*The existing house has already been considerably extended

*Large conversion of grassed area to hard standing will equate to the loss of natural drainage

*Part of the site in question is subject to enforcement issue due to the taking over of the ditch causing drainage issues.

*Concerns with the width for vehicular access for the amount of property's.

*Concerns that each of the property's may not have the facility to turn cars around.

PK13/2951/F - Stone Barn off Dyers lane Iron Acton - Conversion of stone barn farm from equestrian to residential use.

OBJECT

* Residential development in a green belt area

PK13/3031/F - 2 Lodge Road Yate - Installation of 2no. flues. (Retrospective) Alteration to vehicular access and associated works.

NO OBJECTION

*Comment - The Parish Council wish to ensure that the pedestrian pavement is extended westward beyond the area of dropped kerb.

PK13/3209/F - 9 Engine Common Lane Yate - Demolition of existing double garage and partial demolition of garage/gym/office to facilitate the erection of 1no. detached annex (ancillary to main dwelling) with associated works.

NO OBSERVATIONS

clerk

12-09-13 **PLANNING CONSENTS**

PK13/2193/F - Erh Communications Ltd Dean rd - Erection of storage building

PK13/1628/F - Morrisons DHL Great Western Business park - Change of use from warehouse (class B2) and warehouse (class B8) as defined in Town and country planning (use Classes) order 1987 (as amended)

PK13/2949/PNH - 2 Chilwood close Iron Acton - Erection of single storey rear extension which would extend beyond the rear wall of the original house by 4m, the maximum height being 2.8m and the height of the eaves being 2.4m.

13-09-13 **PLANNING REFUSALS /WITHDRAWALS**

None Received

14-09-13 **PLANNING APPEALS**

None Received

15-09-13 **PLANNING ENFORCEMENT**

None Received

16-09-13 **PARISH MEADOWS**

It was agreed the clerk would book the annual playground inspection for October

All Agreed

Clerk

17-09-13 **AEE RENEWABLES & COMMUNITY ENGAGEMENT**

After some discussion it was proposed by Councillor Heal and seconded by Councillor Sheppard that the item be deferred until the October meeting, to enable councillors more time to gather and read more information in relation to the community engagement. **All Agreed.**

Clerk

	It was noted that the clerk and chairman would speak to Westerleigh parish before the next meeting to gather thoughts and information	PB Clerk
18-09-13	CEMETERY Following the receipt of a quote for a cemetery plan it was agreed that the clerk and councillor Sheppard would be given authority to negotiate with an upper limit of £200 inclusive to complete the cemetery plan. Authority could then be given to accept and commence work. All Agreed	BS Clerk
19-09-13	HIGHWAY & STREET SCENE SERVICES Councillor Bellis proposed that Iron Acton Parish Council would respond to highway & street scene services that we will only require core services. It was agreed that authority would be given to Councillor Taylor & Councillor Lomas to work with the clerk and arrange the locations to reposition the litter bins to cover the areas that the dog bins will be removed from. On completion of the repositioning agreement the clerk will then instruct South Gloucestershire council.	Clerk RL DT
20-09-13	ALLOTMENTS It was noted the allotment association annual general meeting will be held on Saturday 12 th October 2013 in the Marshall rooms at 11.30am	
21-09-13	NEIGHBOURHOOD PLAN It was agreed to defer the agenda item to the October meeting. In the meantime a working party would be formed and any correspondence received from south Gloucestershire council would be discussed after the scheduled planning meeting on the 14 th October 2013. Councillor Heal and Councillor Gawler would look at neighbouring parishes and the plans already in place and bring there findings to the October meeting.	Clerk CH HG
22-09-13	MINUTES Following a complaint received in relation to the minutes from 17 th June 2013 in respect of the title of agenda item 23.06.13. Advice was taken and it was agreed that an addition should be added to the minute in question referring to the removal of the title of the minute which is displayed on the Parish Council website. All Agreed	Clerk
23-09-13	BUS SHELTER It was agreed to accept the quote from chipping Sodbury glass to replace the broken panel in the bus shelter outside the Fox restaurant. All Agreed	Clerk
23-09-13	ACCOUNTS FOR PAYMENT • Clerks Wages August @ 70 Hrs • Clerks Expenses August (Mileage/Heating & Lighting) - £44.00 • Talk Talk – Phone & Broad band August- £38.29 • Landscape services - £728.73, £857.39, £728.73 = £2314.85 • Clerks Wages September @ 70 Hrs • Clerks Expenses September (Mileage/Heating & Lighting) - £27.20 • Talk Talk – Phone & Broad band - September- • Wessex Water Station Road Allotments - £60.57 • Grant Thornton – Audit Fee - £240 • Zurich – Insurance add on - £53.00 • Room Hire – Parish Hall x 2 - £38 • Viking – Stationary - £207.04 • South Gloucestershire Council – Dog bins - £143.21 • HMRC – Tax/NI 1st & 2nd Quarter - £152.79	

- Room Hire x 2 @£20 - £40

Councillor Huish proposed seconded Councillor Sheppard that these payments be agreed and paid in full. **All Agreed** Clerk

24-09-13 **CONSIDER RECENT CORRESPONDANCE REGARDING THE FINDINGS OF ENQUIRIES INTO ALLEGATIONS AND RESOLVE WHAT ACTION TO TAKE**

Following a discussion of correspondence supplied to the Parish Council and after seeking advice a proposal was made by Councillor Bellis, seconded by Councillor Heal that a statement be included in the minutes. Councillor Sheppard left the meeting whilst a vote was taken in relation to the proposal. The vote was **carried** on 6 votes to 1. The statement reads:

Iron Acton Parish Council is aware that the investigating officer appointed by South Gloucestershire Council standards sub committee found that Councillor Sheppard had breached the code of conduct in force at that time, by seeking to improperly influence the decision of the Parish Council.

We condemn any breach of the council's code of conduct.

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 21st October 2013** in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.51 pm.

Signed:

Dated:

**MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
MEADOWS COMMITTEE
Monday 16th September 2013**

The Meeting of the Parish Meadow's Committee was held in the Marshall Rooms commencing at 7.00pm.

Present: - Councillor Heal (Chairman), Councillor Huish, Councillor Tillotson & Donna Beal (Clerk)

PUBLIC PARTICIPATION

0 members of the public were present

01-09-13 APOLOGIES FOR ABSENCE

Mrs Jo Wright & Councillor Sheppard
Councillor Blanchard – No Apology

02-09-13 DECLARATIONS OF INTEREST

Councillor Huish & Councillor Tillotson declared a non pecuniary interest as Acton Aid members

03-09-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 19th August 2013 will be adopted at full council on 16th September 2013

04-09-13 MAINTANANCE WITHIN THE MEADOWS

It was agreed to accept the offer from Acton Aid members for a working party to remove the stones from the stream and cut and remove the undergrowth from the trees this is due to take place on the 19th September 2013. The brushwood will then be stored ready for bonfire night.

It was noted that the felling of the 1st stage of the noted trees will be in the 1st week of October.

(Clerk to Action)

Councillor Heal advised that the bushes had been trimmed around the bin in the meadows as requested by South Gloucestershire Council.

It was agreed the clerk would ensure the new tunnel is inspected in the annual playground inspection due to take place in October.

(Clerk to action)

Councillor Heal proposed he would arrange the autumn spray to be carried out. All Agreed.
(Councillor Heal to action)

DATE OF NEXT MEETING

Parish Meadows Committee Meeting to be held on the 21st October in the Parish Hall.

There being no further business the meeting closed at 7.13pm

Signed.....

Dated.....

MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
Planning Committee
Monday 14th October 2013

The Meeting of Iron Acton Planning Committee was held in the Marshall Rooms commencing at 7.00pm.

Present: - Councillor Bellis (Chairman), Councillor Heal (Vice Chairman), Councillor Huish, Councillor Sheppard, & Councillor Taylor, Councillor Lomas & Councillor Blanchard

PUBLIC PARTICIPATION

0 members of the public were present.

01-10-13 APOLOGIES FOR ABSENCE

Councillor Tillotson & Councillor Gawler

02-10-13 DECLARATIONS OF INTEREST

None Declared

03-10-13 PLANNING APPLICATIONS

PK13/3465/F 2 Lodge Road Yate Bristol BS377LE – Erection of two storey side and rear extension to form additional living accommodation

NO OBSERVATIONS – All Agreed

Clerk to Action

DATE OF NEXT MEETING

Planning Committee Meeting on Monday 11th November at 7.00pm if required.

There being no further business the meeting closed at 7.10pm

Signed.....

Dated.....

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 21st October 2013**

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

Present:- Councillor Bellis (Chairman), Councillor Heal (Vice Chairman), Councillor Lomas, Councillor Sheppard, Councillor Taylor, Councillor Blanchard ,Councillor Gawler, Councillor Huish, South Gloucestershire representative Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICAPATION

1 Member of the public were present.

01-10-13 APOLOGIES FOR ABSENCE

Apologies were received from South Gloucestershire representative Pat Hockey & Councillor Tillotson

02-10-13 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

Councillor Sheppard declared a pecuniary interest in agenda item 21.

Councillor Lomas declared a non pecuniary interest in agenda item 21.

Councillor Huish declared a non pecuniary interest in agenda item 24.

03-10-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 16th September 2103 - had been circulated, clerk
Councillor Bellis proposed and Councillor Lomas seconded that these minutes be adopted PB
and signed as a true record. CH

14th October 2013 planning committee minutes, Councillor Lomas proposed and Councillor Sheppard seconded that these minutes be adopted and signed as a true record.

16th September 2013 Parish Meadows Committee minutes, Councillor Heal proposed and Councillor Huish seconded that these minutes be adopted and signed as a true record.

All agreed.

04-10-13 CHAIRMAN'S REPORT

Councillor Bellis gave a brief verbal report.

05-10-13 CLERK'S REPORT

The Clerk had circulated a written report to all councillors on tasks carried out since the last meeting this was discussed and any questions that were raised answered.

06-10-13 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler and Dave Hockey both gave a verbal report

07-10-13 PARISH COUNCILLOR'S REPORTS

Councillor Sheppard gave a verbal report.

08-10-13 PARISH MEADOWS COMMITTEE REPORT

Councillor Heal gave a verbal report

09-10-13 ALLOTMENTS REPORT

Nothing to report

10-10-13 FINANCIAL REPORT

The clerk had circulated a report to the Councillors showing the bank transactions since the last parish meeting, no queries were raised.

11-10-13 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

PK13/3790/LB - Vine Cottage Wotton Road - Erection of two storey rear extension and associated works to provide additional living space. Erection of retaining walls in rear garden.

No Observations - All Agreed

clerk

12-10-13 **PLANNING CONSENTS**

PK13/2916/F - Court Cottage The Green - Demolition of existing conservatory and erection of replacement rear conservatory. - Approve with conditions

PT13/1082/F - Says Court Farm Badminton Road Coalpit Heath - Construction of 17.28 MWp solar farm, including sub station, transformer stations, access roads and 2.0m high perimeter fence and associated works. - Approve with conditions

PK13/3031/F - 2 Lodge Road - Installation of 2.no flues.(retrospective) Alteration to vehicular access and associated works - Approve

PK13/2982/F - Aecern High Street Iron Acton - Demolition of porch, garages and conservatory to facilitate the erection of two storey side and single storey front and rear extensions and two storey rear extension. - Approve with conditions.

13-10-13 **PLANNING REFUSALS / WITHDRAWALS**

None Received

14-10-13 **PLANNING APPEALS**

None Received

15-10-13 **PLANNING ENFORCEMENT**

None Received

16-10-13 **PARISH MEADOWS**

Councillor Heal advised that it had been agreed at the Parish Meadows committee meeting that the old willow tree trunk will be used within the children's play area.

17-10-13 **AEE RENEWABLES & COMMUNITY ENGAGEMENT**

After some discussion it was proposed by Councillor Taylor and seconded by Councillor Bellis that the Parish Council would engage with AEE renewable and accept the community engagement offer. It was however made very clear that this offer would not impact on the Parish Council decision on a pending planning application **All Agreed.**

Clerk

18-10-13 **FOCAL POYNTZ**

The clerk had circulated a draft copy of an article prepared on behalf of the parish council to be submitted to focal poyntz. It was proposed by Councillor Bellis seconded by Councillor Sheppard to agree the article and submit to focal poyntz. **All Agreed**

Clerk

19-10-13 **KERB STONES**

Following a discussion of the issues causing the damage to the kerb stones around the village green it was agreed that Councillor Heal would arrange and complete a suitable repair to the kerb stones **All Agreed**

It was noted that the clerk would contact PC Simmons and advise of the parking around the village green of which is causing damage to the kerb stones.

Clerk
CH

20-10-13 **ALLOTMENTS**

No action required

21-10-13 **NEIGHBOURHOOD PLAN**

Following a discussion and the working party on the 14th October and after reviewing Councillor Gawler's comments it was agreed to submit the policies, sites & places plan questionnaire to South Gloucestershire council with the amendments agreed. **All Agreed**

Clerk

(Note Councillor Sheppard and Lomas made no comments or vote on this item)

22-10-13 FLOODING NORTH ROAD

After discussing previous issues in relation to flooding in North Road it was agreed that the clerk would contact South Gloucestershire Council and request that the drains along North Road are cleared out.

Clerk

23-10-13 ACCOUNTS FOR PAYMENT

- Clerks Wages October @ 70 Hrs
- Clerks Expenses October (Mileage/Heating & Lighting) - £44.40
- Talk Talk – Phone & Broad band October– £40.04
- Chipping Sodbury Glass – Bus Shelter repair - £257.00
- Landscape Services - £728.73
- Room Hire Marshall Room - £20
- Rob Peters Tree Surgery - £280.00
- Donation- Poppy Appeal - £250

Councillor Bellis proposed seconded Councillor Sheppard that these payments be agreed and paid in full. **All Agreed**

Clerk

24-10-13 REQUEST FOR DONATION

It was proposed by Councillor Blanchard, seconded by Councillor Bellis that a donation to the poppy appeal is made for £250. **All Agreed**

(Note Councillor Huish made no comment or vote on this item)

Following a invite from both Iron Acton and Yate it was agreed that Councillor Huish would represent the Parish Council and lay the wreath at the Iron Acton service and Councillor Sheppard at Yate St Marys.

**Clerk
BS
PH**

25-10-13 DISCUSS AND RESOLVE ANY ACTION NEEDED IN RELETION TO RECENT PRESS AND ASSOCIATED ACTIVITY

Following a verbal report from Councillor Bellis whom advised the Parish Council on action taken and advice received in relation to the recent press article it was agreed that no further action would be taken.

After discussing issues in relation to the chairman being able to provide information to parishioners and associates it was proposed by Councillor Heal, seconded by Councillor Taylor that there be a chairman's page within the Parish Council's website of which the chairman can update and add any relevant statements and information without the need of a resolution. **All Agreed**

**Clerk
PB**

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 18th November 2013** in North Road Primary School, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.48 pm.

Signed:

Dated:

**MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
MEADOWS COMMITTEE
Monday 21st October 2013**

The Meeting of the Parish Meadow's Committee was held in the Parish Hall commencing at 7.00pm.

Present: - Councillor Heal (Chairman), Councillor Huish, Councillor Blanchard & Donna Beal (Clerk)

PUBLIC PARTICIPATION

1 member of the public were present

01-10-13 APOLOGIES FOR ABSENCE

Councillor Sheppard & Councillor Tillotson

02-10-13 DECLARATIONS OF INTEREST

None

03-10-13 MAINTANANCE WITHIN THE MEADOWS

It was noted that:

The nettles within the meadows have now had there second spray.

The trees on the first stage plan had now been felled of which 4 have now been sold with the contract signed and the fee paid.

The tennis courts have been swept.

It was proposed by councillor Heal that the large willow tree trunk would be kept and positioned within the play area for the benefit of the children. It was agreed that both Councillor Heal and Huish would select an appropriate location within the play area for the tree trunk, seconded councillor Huish. **All Agreed**

Councillor Heal proposed that the clerk would contact South Gloucestershire Council grants and funding to apply for a grant for enhancements of the play equipment, seconded councillor Blanchard. **All Agreed**

DATE OF NEXT MEETING

Parish Meadows Committee Meeting to be held on the 18th November 2013 in North Road Primary School.

There being no further business the meeting closed at 7.24pm

Signed.....

Dated.....

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 18th NOVEMBER 2013**

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

Present:- Councillor Bellis (Chairman) Councillor Lomas, Councillor Sheppard, Councillor Blanchard, Councillor Tillotson, Councillor Gawler, Councillor Huish, South Gloucestershire representative's Pat & Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION

9 Member of the public were present.

AEE Renewable gave a short presentation

01-11-13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Taylor, & Councillor Heal (Vice Chairman)

02-11-13 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

None

03-11-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 21st October 2103 – had been circulated, clerk following a discussion as to the level of information included within the reports section of the chair minutes a vote was taken and **carried** that these minutes be adopted and signed as a true record with 4 votes in favour, 2 against and 1 abstain.

21st October 2013 Parish Meadows Committee minutes, Councillor Huish proposed and Councillor Sheppard seconded that these minutes be adopted and signed as a true record.

All agreed.

04-11-13 CHAIRMAN'S REPORT

Councillor Bellis gave a brief verbal report.

05-11-13 CLERK'S REPORT

The Clerk had circulated a written report to all councillors on tasks carried out since the last meeting this was discussed and any questions that were raised answered.

06-11-13 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler and Pat & Dave Hockey both gave a verbal report.

07-11-13 PARISH COUNCILLOR'S REPORTS

Councillor Sheppard gave a verbal report.

Councillor Huish gave a verbal report.

Councillor Lomas gave a verbal report.

08-11-13 PARISH MEADOWS COMMITTEE REPORT

Nothing to report

09-11-13 ALLOTMENTS REPORT

Nothing to report

10-11-13 FINANCIAL REPORT

The clerk had circulated a report to the Councillors showing the bank transactions since the last parish meeting, no queries were raised.

It was proposed by Councillor Sheppard, seconded by Councillor Bellis to give the clerk as the responsible financial officer authority to transfer funds between the current, savings and national savings as required. **All Agreed**

- 11-11-13 **PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS**
PK13/4138/F -370 North Road Yate - Erection of first floor extension and single storey rear extension to facilitate additional living accommodation **No Observations - All Agreed** clerk
- 12-11-13 **PLANNING CONSENTS**
None Received
- 13-11-13 **PLANNING REFUSALS / WITHDRAWALS**
PK13/2932/F - Land R/o 314 North Road - Erection of 2no. detached dwellings with associated works - Refusal
- 14-11-13 **PLANNING APPEALS**
None Received
- 15-11-13 **PLANNING ENFORCEMENT**
None Received
- 16-11-13 **PROPOSED 20MPH SPEED LIMIT**
Following a discussion it was proposed by Councillor Gawler, seconded by Councillor Huish that Iron Acton Parish Council would support a 30mph speed limit within the village and Nibley Lane as proposed in the recent Iron Acton proposed consultation. **All Agreed** clerk
- 17-11-13 **BUDGET 2014/15**
Deferred to the December 2013 meeting Clerk
- 18-11-13 **CHAIN OF OFFICE**
Following a discussion in relation to the chain of office it was agreed to have the chain of office valued. The valuation would then be advised at the December 2013 meeting. BS
CH
Clerk
- 19-11-13 **BRISTOL ROAD/LATTERIDGE ROAD - LINING**
Following a discussion and information supplied from South Gloucestershire Council a vote was taken and **carried** with 5 votes in favour of **not** having the white lining reinstated in both Bristol and Latteridge Road with 4 votes against. Clerk
- 20-11-13 **ALLOTMENTS**
No action required
- 21-11-13 **ACCOUNTS FOR PAYMENT**
 - Clerks Wages November @ 70 Hrs
 - Clerks Expenses October (Mileage/Heating & Lighting) - £25.60
 - Talk Talk - Phone & Broad band November- £44.47
 - Landscape Services - £728.73
 - Viking - Stationary - £113.09
 - G.B Sport & Leisure - Playground Inspection - £90
 - Wessex Water - NL Allotments - £218.99
 - McAfee Anti Virus - £16.99
 - South Gloucestershire Council - Dog Bins - £88.13
 - Room Hire - North Road School - £25.00
 - Bus Shelter Clean - £25.00
 - Room Hire - North Road School - £25.00

Councillor Bellis proposed seconded Councillor Sheppard that these payments be agreed and paid in full. **All Agreed** Clerk

22-11-13

REQUEST FOR DONATION

Following requests for donations it was agreed to give

- County Air Ambulance Trust - £100
- Victim Support - £50.00
- St Peters Hospice - £100

Clerk

Proposed Councillor Sheppard, Seconded Councillor Bellis. **All Agreed**

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 9th December 2013** in Marshall Rooms, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 8.53 pm.

Signed:**Dated:**

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 9th December 2013**

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

Present:- Councillor Bellis (Chairman) Councillor Taylor, Councillor Heal (Vice Chairman) Councillor Lomas, Councillor Sheppard, Councillor Tillotson, Councillor Gawler, Councillor Huish & Donna Beal (Clerk).

PUBLIC PARTICIPATION

4 Members of the public were present.

01-12-13 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Blanchard & South Gloucestershire representative's Pat & Dave Hockey

02-12-13 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

None

03-12-13 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 18th November 2103 – had been circulated, clerk following a discussion as to the level of information included within the reports section of the minutes a vote was taken and **carried** that these minutes be adopted and signed as a true record with 4 votes in favour, 2 against and 2 abstain due to not being present at the meeting. chair

04-12-13 CHAIRMAN'S REPORT

Councillor Bellis gave a brief verbal report.

05-12-13 CLERK'S REPORT

The Clerk had circulated a written report to all councillors on tasks carried out since the last meeting no matters arising from the report.

06-12-13 SOUTH GLOUCESTERSHIRE REPRESENTATIVE REPORT

Councillor Gawler gave a verbal report and read an email in relation to the minutes from Gill Sinclair and her thoughts on the details that should be included within the minutes. Councillor Gawler requested that the spring clean 2014 campaign be added to the January agenda.

Pat & Dave Hockey supplied a written report which stated: At the Frome Vale Area Forum on 28 Nov. at Chipping Sodbury Town Hall, Members were unanimous in supporting the closure of Frampton End Road and Mayshill and in backing the 20mph speed limit which also includes Station Road. Highways Officers will now work on the design of the scheme in consultation with the land owners affected. The funding for the scheme has already been approved for the current financial year.

07-12-13 PARISH COUNCILLOR'S REPORTS

Councillor Heal gave a verbal report requesting that no parking signs be added to the Clerk agenda for January 2014.

Councillor Sheppard reported that the footpath on Broad lane needs attention (clerk to contact Streetcare) It was also advised that the clerk needs to contact south west utilities due to the state of North Road from the gas connections installed.

Councillor Taylor advised that complaints had been noted due to a company on Armstrong way storing items over their boundaries, councillor Taylor advised he would advise that they would need to contact highways department to make a official complaint, clerk to also

raise a complaint.

08-12-13 PARISH MEADOWS

Councillor Heal advised that there had been a Parish Meadows Committee meeting on 9th December in which the play inspection had been discussed and that there was no high risk factors and anything deemed as a low risk had been discussed and appropriate action taken. Following a discussion in relation to new play equipment Councillor Bellis proposed :
Mandate the Parish Meadows Committee to conduct appropriate research and consultation on, and to decide on, what play equipment should be applied for under the new home bonus funding, Seconded Councillor Taylor. **All Agreed**
It was noted subject to ground conditions that delivery of woodchip would be accepted for the Parish Meadows.

PMC

09-12-13 ALLOTMENTS REPORT

Nothing to report

10-12-13 FINANCIAL REPORT

The clerk had circulated a report to the Councillors showing the bank transactions since the last parish meeting.

It was proposed by Councillor Bellis, seconded by Councillor Huish that the balance on the report is included in the minutes: **All Agreed**

Monies available as at 02nd December 2013:

Balance carried forward ; £23,664.52

Less Uncleared Cheques ; £4,032.03

AVAILABLE BALANCE: £19632.49

Clerk

11-12-13 PLANNING APPLICATIONS/PRIOR NOTIFICATIONS/TREE WORKS

None Received

12-12-13 PLANNING CONSENTS

PK13/3465/F - 2 Lodge Road – Erection of two storey side and rear extension to form additional living accommodation

PK13/3509/F - Home Farm Cottage, Latteridge Road - Erection of a two storey side extension to provide additional living accommodation.

13-12-13 PLANNING REFUSALS /WITHDRAWALS

None Received

14-12-13 PLANNING APPEALS

None Received

15-12-13 PLANNING ENFORCEMENT

None Received

16-12-13 BUS SHELTER CLEANING

Following a tender for the bus shelter cleaning it was agreed to accept the quote at £6 per shelter per clean. **All Agreed**

Clerk

17-12-13 NEW HOMES BONUS

Following a discussion in relation to the new homes bonus it was agreed that the application will be made by the Parish Meadows Committee for new play equipment within the Parish Meadows. **All Agreed**

PMC
Clerk

18-12-13 BUDGET 2014/14

Following a discussion in relation to the budget for the Parish meadows it was agreed to

BS

budget the Parish Meadows under two sections 1 – Parish Meadows Maintenance allocating £2000, 2- Parish Meadows Capital Projects allocating £2000. **All Agreed** CH

Following the Parish Meadows budget being set and the previous budget meeting held on the 18th November of which the budget was analysed it was agreed that a precept request would be made for £24000.00 for 2014/15 Clerk

19-12-13 CHAIN OF OFFICE

It was agreed that the chain office would be kept in safe keeping at its present location. After debating the future for the chain of office it was agreed that the chain would be kept by the Parish Council; and permission was granted for Councillor Sheppard to have the chain engraved with; Councillor Robert Sheppard JP 1995-2013. **All Agreed** CS

20-12-13 ALLOTMENTS

Following suggestions from the allotment association for the progression and upkeep of the allotments it was agreed that the running and purchasing of equipment would be adopted in conduction with the allotment association remit.

It was agreed that letting year would change and run from Jan to December, it was noted that 1 years notice needed to be given to allotment holders therefore the changes would be implemented from January 2015. 3rd Party insurance would also be taken out for the allotment association. **All Agreed** AA Clerk

21-12-12 CEMENTRY

It was agreed that the new inscription request on the existing memorial in the name of John Stanley Mornington Zorab be approved. **All Agreed** Clerk

22-12-13 ACCOUNTS FOR PAYMENT

- Clerks Wages November @ 70 Hrs
- Clerks Expenses October (Mileage/Heating & Lighting) - £22
- Talk Talk – Phone & Broad band November - £45.19

Councillor Bellis proposed seconded Councillor Sheppard that these payments be agreed and paid in full. **All Agreed** Clerk

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 20th January** in the Parish Hall, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.01 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 20th January 2014**

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

Present:- Councillor Bellis (Chairman) Councillor Taylor, Councillor Lomas, Councillor Tillotson, & Donna Beal (Clerk).

PUBLIC PARTICIPATION INCLUDING REPORTS FROM SOUTH GLOUCESTERSHIRE COUNCILLORS

"Cllr David Hockey gave a verbal report on the SGC Renewables Policy, mentioning that consultation comments need to be submitted by March.

Simon Cross spoke on future plans for Iron Acton Community Cinema.

Jason Haselhan spoke on Acton Aid plans for events in the Parish Meadows and the intention to apply for a premises licence for the Parish Meadows."

01-01-14 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Blanchard, Councillor Heal (Vice Chairman) Councillor Sheppard, Councillor Gawler, Councillor Huish & South Gloucestershire representative Pat Hockey

02-01-14 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

Councillor Tillotson - Non Pecuniary - Agenda item 11 - Acton Aid Member

03-01-14 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 9th December 2103 - had been previously circulated, it was proposed that these minutes be adopted and signed as a true record **All** clerk chair
Agreed

The minutes of the previous Parish Meadows Committee meeting held on 9th December 2103 - had been previously circulated, it was proposed that these minutes be adopted and signed as a true record **All Agreed**

04-01-14 PARISH MEADOWS

Nothing to report

05-01-14 UPDATE ON PREVIOUS ACTIONS / RESOLVE ANY ACTIONS ON OUTSTANDING ACTIONS

Nothing to report

06-01-14 FINANCIAL REPORT

National Westminster Bank:	Current Account	£18,797.04
	Reserve Account	£ 160.90

07-01-14 PLANNING APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS

PK13/4713/F - 13 Engine Common Lane - Erection of annexe ancillary to main dwelling

NO OBSERVATIONS

PK13/4319/F - Unit 4 Armstrong Way, Yate - Replacement of existing cladding and alterations to elevations and roofline to facilitate change of use from class B1 and B2 to offices, meeting rooms, conference/training facilities, building merchant, workshops, storage of plant, machinery and builders materials. Creation of additional access on North Road, erection of 2.4 metre high boundary fencing and associated works.

NO OBSERVATIONS

PK13/4725/F - Chestnut springs mission road – Loft conversion with 3no. Pitched roof dormers to the front elevation to facilitate loft conversion.

NO OBSERVATIONS

PK14/0056/F – Land at Lower Farm Latteridge Road BS379TN – Erection of stables and storage area and construction of manege.

NO OBSERVATIONS

PT14/0070/TCA – Dean Lodge High Street Iron Acton – Works to fell 1no. Sycamore, 1no. Ash and 2 no. Leyland Cypress trees situated within the Iron Acton Conservation Area.

NO OBSERVATIONS**ALL AGREED**

Clerk

08-01-14 PLANNING CONSENTS

PK13/3790/LB / PK13/3749/F - Vine Cottage Wotton Road – Erection of two storey rear extension and associated works to provide additional living accommodation. Erection of retaining walls in rear garden.

PK13/4138/F - 370 North Road – Erection of first floor extension and balcony and a single storey rear extension to facilitate additional living accommodation.

09-01-14 PLANNING REFUSALS / WITHDRAWALS

None Received

10-01-14 PLANNING APPEALS

None Received

11-01-14 PLANNING ENFORCEMENT

None Received

12-01-14 ACTON AID

Following a discussion it was agreed to give permission for Acton Aid to use the parish meadows for:

Mash in the Meadows – Friday 27th June 2014

Proms in the Meadows – Saturday 28th June 2014

Bonfire Night – Saturday 8th November 2014

It was acknowledged and discussed that Acton Aid will be applying for a premises licence to cover events in Iron Acton Parish Meadows. It was proposed by Councillor Bellis, seconded by Councillor Taylor to give full support in whatever means necessary in relation to the licence application. **All Agreed**

13-01-14 BIG SPRING CLEAN 2014

Following information received it was agreed to give the clerk executive power after receiving confirmation from councillors to complete the acceptance form / or not to complete as necessary. – The clerk will also contact local organisations within the village and advise of the scheme. **All Agreed**

Clerk

14-01-14 VILLAGE GREEN NO PARKING SIGNS

It was resolved to purchase 2 x new no parking signs for Latteridge Green, Councillor Heal will arrange siting and installation of the new signs. **All Agreed**

15-01-14 INDEPENDENT AUDITOR

After receiving a quote for the internal audit for 2014 it was agreed to accept the quote of £90. **All Agreed**

Clerk

16-01-14 AEE RENEWABLES

Following correspondence received in relation to the application made to South

Gloucestershire Council under section 38 – Defra’s consent to carry out any restricted works on land registered as common land it was agreed to submit the following comments:

- To ensure proper access to residents at all stages of works
- No spoil is to be deposited on Latteridge Green
- No contractors to be parked at any time on village green
- Ensure the grass verge is properly reinstated.

All Agreed

Clerk

17-01-14 **CLERK AUTHORISATION**

It was resolved to give the clerk authorisation to escalate complaints to South Gloucestershire council where a item has previously been reported to south Gloucestershire council by an individual but insufficient action has taken place. **All Agreed**

Clerk

18-01-14 **ACCOUNTS FOR PAYMENT**

- Clerks Wages December @ 70 Hrs
- Clerks Expenses December (Mileage/Heating & Lighting) - £32.00
- Talk Talk – Phone & Broad band December- £38.86
- Allotment Association – Room Hire - £20
- Mr Site – Website renewal – £105.00
- Room Hire – Marshall Rooms - £20.00
- South Gloucestershire Council – Dog bin empty - £99.14
- Room Hire – Parish Hall - £19.00
- Quality First Cleaners – Bus Shelter Clean - £30

Councillor Bellis proposed seconded Councillor Taylor that these payments be agreed and paid in full. **All Agreed**

Clerk

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 24th February** in North Road Primary School, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.01 pm.

Signed:

Dated:

**MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
MEADOWS COMMITTEE
Monday 24th February 2014**

The Meeting of the Parish Meadow's Committee was held in North Road School commencing at 7.00pm.

Present: - Councillor Heal (Chairman), Councillor Huish, Councillor Blanchard, Councillor Bellis & Donna Beal (Clerk)

PUBLIC PARTICIPATION

0 member of the public were present

01-02-14 APOLOGIES FOR ABSENCE

Councillor Sheppard & Councillor Tillotson

02-02-14 DECLARATIONS OF INTEREST

None

03-02-14 MAINTANANCE WITHIN THE MEADOWS

It was agreed that the date of the 15th March 2014 will be circulated to arrange a working party for an overhaul of the play equipment within the Parish Meadows this would also include spaying of the safety matting.

All Agreed

It was noted that there are still trees to be removed this will be done once the ground has dried up.

Councillor Heal advised that he would arrange for the tennis courts to be swept and cleared.

DATE OF NEXT MEETING

Parish Meadows Committee Meeting to be held on the 28th April 2014.

There being no further business the meeting closed at 7.25pm

Signed.....

Dated.....

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 24th February 2014**

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

Present:- Councillor Bellis (Chairman), Councillor Heal (Vice Chairman) Councillor Blanchard, Councillor Gawler, Councillor Huish, Councillor Taylor, Councillor Lomas, South Gloucestershire representative Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION INCLUDING REPORTS FROM SOUTH GLOUCESTERSHIRE COUNCILLORS

"Cllr David Hockey gave a verbal report advising that the draft AEE proposal site visit date would be confirmed at the March South Gloucestershire meeting. Councillor Hockey also advised that Merlin will be holding drop in sessions at the village hall over the coming weeks for the residents, neighbours and the village.

Councillor Gawler advised that the South Gloucestershire budget has now been approved.

Mike Keenan spoke in relation to the plans for a neighbour hood plan and advised he would be keen to be involved giving suggestions in relation to a flyer.

01-02-14 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Sheppard, Councillor Tillotson & South Gloucestershire representative Pat Hockey

02-02-14 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

Councillor Taylor - Non Pecuniary - Agenda item 18

03-02-14 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 20th January 2104 - had been previously circulated, it was proposed that these minutes be adopted and signed as a true record **All** clerk chair
Agreed

04-02-14 PARISH MEADOWS

Councillor Heal advised that a working party had been arranged for the 15th March at 9am - 12pm for maintenance within the parish meadows.

05-02-14 UPDATE ON PREVIOUS ACTIONS / RESOLVE ANY ACTIONS ON OUTSTANDING ACTIONS

Following responses in relation to correspondence sent out by the clerk it was agreed to coincide with the WI date of 7th April for the big spring clean. The date will be advertised in Focal Poyntz.

06-02-14 FINANCIAL REPORT

National Westminster Bank:	Current Account	£18,797.04
	Reserve Account	£ 160.90

07-02-14 PLANNING APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS

PK14/0067/ADV - Unit 4 Armstrong way, Yate , Display of 2. No. non illuminated fascia signs - **No Observations**

PK14/0304/F - Sort it Centre Collett Way, Yate, South Gloucestershire - Installation of 2.no cameras to existing column- **No Observations**

PK14/0249/F - 296 North Road, Yate - Erection of two storey and single storey rear

extension to form additional living accommodation. – **No Observations**

PK14/0231/F - Seven Springs Latteridge Road Iron Acton – Erection of a two storey side extension to provide additional living accommodation– **No Observations**

PK14/0169/F - 9 Engine Common Lane, Yate – Conversion of existing garage, gym store into Annex gym store and office– **No Observations**

PK14/0066/F – Unit 4 Armstrong way – Part demolition/ part retention of existing building to facilitate change of use from B1 and B2 to maintenance depot, vehicle storage, storage of solar signs for solar regeneration, offices and maintenance of solar signs from composite parts. New cladding/brickwork to roof and walls. Installation of fuel tank and pump.

Erection of 2.4 metre high boundary fencing and associated works. – **No Observations**

All Agreed

Clerk

08-02-14 **PLANNING CONSENTS**

PT13/1082/F - Says Court Farm, Badminton Rd – Removal of condition 17 attached to planning permission

PK13/4713/F - 13 Engine common lane Yate – Erection of annexe ancillary to main dwelling

09-02-14 **PLANNING REFUSALS /WITHDRAWALS**

None Received

10-02-14 **PLANNING APPEALS**

None Received

11-02-14 **PLANNING ENFORCEMENT**

None Received

12-02-14 **DRAFT RENEWABLES**

Following a discussion in relation to correspondence received in relation to draft renewable supplementary planning document it was agreed to give a no observation comment.

All Agreed

13-02-14 **NEIGHBOURHOOD PLAN**

Following a lengthy discussion it was agreed that parishioner Mike Keenan would organise and work along side councillors Heal, Gawler and Lomas in undertaking the organisation and formatting of a neighbourhood plan.

Councillor Taylor proposed that the Parish council would underwrite the cost of printing and distributing flyers and the initial public meeting.

All Agreed

14-02-14 **FOCAL POYNTZ**

It was resolved to accept the draft article supplied by the clerk to be put forward for the spring addition of focal poyntz. This would also include the date for the annual parish meeting to be held on the 8th May 2014 in the Village hall. **All Agreed**

15-02-14 **MAYPOLE REQUEST**

Following a request received fro Acton Aid in relation to the refurbishment of the maypole it was proposed by Councillor Bellis that the Parish Council would cover the cost of the hamerite paint and give permission to Acton Aid to complete the task of the refurbishment.

All Agreed

Clerk

16-02-14 **REQUEST TO ADD MEMORIAL**

Following a request for a memorial for the late H Aplin permission was granted. **All Agreed**

Clerk

17-02-14 **ELECTRONIC PLANNING**

Following a discussion for the plans to implement electronic planning it was agreed to allow

the clerk to enquire as to what equipment would be required and the cost. **All Agreed**

Clerk

18-02-14 **ACCOUNTS FOR PAYMENT**

- Clerks Wages December @ 70 Hrs
- Clerks Expenses December (Mileage/Heating & Lighting) - £25.60
- Talk Talk – Phone & Broad band December- £42.37
- Allotment Association – Allotment Subscription - £188
- Mr Site – Website renewal – £75
- Tax/ NI Contribution – £119.20
- Travis Perkins – Tarpaulin Allotments - £127.80

All Agreed

Clerk

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 17th March** in Marshall Rooms, Iron Acton, commencing at 7.30pm

There being no further business, the meeting closed at 9.26 pm.

Signed:

Dated:

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 17th March 2014**

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

Present:- Councillor Bellis (Chairman), Councillor Heal (Vice Chairman) Councillor Blanchard, Councillor Gawler, Councillor Tillotson , Councillor Lomas & Donna Beal (Clerk).

PUBLIC PARTICIPATION INCLUDING REPORTS FROM SOUTH GLOUCESTERSHIRE COUNCILLORS

"Cllr Gawler gave a verbal report advising that the Bloor homes would be looking to submit a new application next year for engine common"

01-03-14 APOLOGIES FOR ABSENCE

Apologies were received from Councillor Sheppard, Councillor Taylor, Councillor Huish & South Gloucestershire representative Pat & Dave Hockey

02-03-14 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

Councillor Tillotson - Non Pecuniary - Planning application - PK14/0603/LB

03-03-14 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous Parish meadows committee meeting held on 24th February 2104 clerk
- had been previously circulated, it was proposed that these minutes be adopted and signed chair
as a true record

The minutes of the previous Parish meeting held on 24th February 2104 - had been previously circulated, it was proposed that these minutes be adopted and signed as a true record **All Agreed**

04-03-14 PARISH MEADOWS

Councillor Heal advised that the grant for play equipment for the parish meadows had been accepted.

05-03-14 UPDATE ON PREVIOUS ACTIONS / RESOLVE ANY ACTIONS ON OUTSTANDING ACTIONS

Following responses in relation to correspondence sent out by the clerk it was agreed to coincide with the WI date of 7th April for the big spring clean and circulated to all organisations wishing to participate.

Councillor Heal advised that the no parking sign on Latteridge green had now been sited.

Councillor Lomas advised that following a formal letter from the clerk the drains down North road had still not been cleared. The clerk will forward on the reference number to South Gloucestershire representative Councillor Gawler.

It was noted that there was concern in relation the bin outside the Post office on North Road and its position. The clerk will liaise with South Gloucestershire council and Councillor Gawler to ensure that the position is correct.

Complaint submitted in relation to the gullies and drains in North road has been dealt with under the drainage team ref no : 23881

Complaint issues in relation to Sita now dealt with and new procedures have been put in place to avoid it happening again

06-03-14 FINANCIAL REPORT

National Westminster Bank:	Current Account	£16,873.05
	Reserve Account	£ 160.90

07-03-14 PLANNING APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS

PK14/0697/7 - Elm Farm, Bristol Road - Installation of solar panels to roof of 3no. Buildings. **No Observations**

PK14/0785/ADV - Yate Road Roundabout Stover Road Iron Acton Way Yate - Display of 4no. non-illuminated post mounted signs on roundabout. **No Observations**

PK14/0691/F - Apec braking LTD Quercus Court Armstrong Way - Erection of a temporary warehouse for a period of 2 years. **No Observations**

PK14/0602/F - Algars Manor Station Road - Installation of pellet boiler and 10no. freestanding solar panels. **No Observations**

PK14/0603/LB - Algars Manor Station Road - Internal and external alterations to include first floor bathroom alterations, potting shed repairs, truss repair and erection of protective railing. Installation of pellet boiler. **No Observations**

PK14/0626/MW - Sita UK Ltd Collett way Yate - Use of existing bay for bulking and temporary storage of green household waste. **No Observations** Clerk

PK14/0611/MW - Sita UK Ltd Collett Way - Installation of 3no. external storage bays (part retrospective) **No Observations**

All Agreed

08-03-14 **PLANNING CONSENTS**

PK14/0067/ADV - Unit 4 Armstrong Way Yate - Display of 2no. non-illuminated fascia signs

09-03-14 **PLANNING REFUSALS / WITHDRAWALS**

None Received

10-03-14 **PLANNING APPEALS**

None Received

11-03-14 **PLANNING ENFORCEMENT**

None Received

12-03-14 **NOTICE OF APPLICATION FOR STREET CLOSURE ORDER**

It was agreed to support the request for the road closure for Park Street and the Green on May 5th 2014.

All Agreed

13-03-14 **MAY DAY COMMITTEE REQUEST**

It was agreed to approve the request from the May day committee for the use of part of the meadows for the fly ball as per previous years.

All Agreed

14-03-14 **ELECTRONIC PLANNING**

Following a discussion in respect of the need to purchase new equipment for the new electronic planning it was agreed to allocate the clerk a budget of £250 to purchase a projector.

All Agreed

Clerk

18-03-14 **ACCOUNTS FOR PAYMENT**

- Clerks Wages March @ 70 Hrs
- Clerks Expenses March (Mileage/Heating & Lighting) - £18.40
- Talk Talk - Phone & Broad band March- £39.13
- ALCA Subscription - £241.49
- Allotment Association - Shed - £167.37
- Wessex Water - Nibley Lane - £44.10
- Wessex Water - Station Road - £26.98

Clerk

- South Gloucestershire Council – Dog Bins - £99.14
- Quality First – Bus Shelter clean - £30.00

It was agreed to give the clerk a limit of £50 per month to pay the talk talk business account bill when it is received.

All Agreed

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 28th April** location to be confirmed, commencing at 7.30pm

There being no further business, the meeting closed at 8.15 pm.

Signed:

Dated:

**MINUTES OF MEETING OF IRON ACTON PARISH COUNCIL
MEADOWS COMMITTEE
Monday 28th April 2014**

The Meeting of the Parish Meadow's Committee was held in Marshall Rooms commencing at 7pm.
Present: - Councillor Heal (Chairman), Councillor Huish, Councillor Blanchard, Councillor Bellis & Donna Beal (Clerk)

PUBLIC PARTICIPATION

0 member of the public were present

01-04-14 APOLOGIES FOR ABSENCE

Councillor Sheppard & Councillor Tillotson

02-04-14 DECLARATIONS OF INTEREST

None

03-04-14 MAINTANANCE WITHIN THE MEADOWS

Noted - Tennis courts had now been swept.

Observation - After having the grounds sprayed the Elder and nettles were not responding

Resolved - To cut some of the nettles around the parish meadows with a tractor and cutter then re spray in the autumn - All Agreed

Note - To check the planning regulations in regards to the surfaces permitted in accordance with planning required.

Action - To gain prices in relation to new recreational play equipment for the parish meadows from the feedback received from the consultation held on the 26th April.

DATE OF NEXT MEETING

Parish Meadows Committee Meeting to be held on the 16th June 2014.

There being no further business the meeting closed at 7.25pm

Signed.....

Dated.....

**MINUTES OF MEETING OF
IRON ACTON PARISH COUNCIL
MONDAY 28th April 2014**

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

Present:- Councillor Bellis (Chairman), Councillor Heal (Vice Chairman) Councillor Blanchard, Councillor Tillotson , Councillor Sheppard, Councillor Taylor, Councillor Huish, Councillor Lomas, South Gloucestershire representative Dave Hockey & Donna Beal (Clerk).

PUBLIC PARTICIPATION INCLUDING REPORTS FROM SOUTH GLOUCESTERSHIRE COUNCILLORS

5 Members of the public were present verbal comments were raised in relation to planning application PK14/1153/F and PK12/3000/F it was noted that the clerk would look into the planning consent.

Concerns were raised for planning application PK14/1092/F it was stated that it is a back garden development and there are issues with stopping natural drainage.

It was advised that the allotments in Nibley lane the gate on the bank was falling down. Councillor Taylor advised that he would look into this.

Complaints were noted in relation to the traffic being caused by the road closure for the work being carried out at the Church road bridge.

South Gloucestershire representative Dave Hockey gave a verbal report, points raised included:

The Merlin redevelopment was pleased with the response from the consultation and the comments had been noted.

The green bin change of collection.

Church Road Bridge at Frampton Cotterell had gained some unexpected issues causing delays in the works being carried out. More work is scheduled for the summer and the work is due to be completed by the 1st September

01-04-14 APOLOGIES FOR ABSENCE

Apologies were received from, Councillor Gawler & South Gloucestershire representative Pat Hockey

02-04-14 DECLARATIONS OF INTEREST - Pecuniary/ and or Non Pecuniary

Councillor Sheppard - Pecuniary interest in the policies sites and places plan

03-04-14 TO APPROVE THE MINUTES OF THE PREVIOUS MEETING

The minutes of the previous Parish meeting held on 17th March 2104 - had been previously circulated, it was proposed that these minutes be adopted and signed as a true record **All clerk chair Agreed**

04-04-14 PARISH MEADOWS

Councillor Heal advised that the response from the consultation for new play equipment for the parish meadows was good and this is now being looked at and prices gained.

05-04-14 UPDATE ON PREVIOUS ACTIONS / RESOLVE ANY ACTIONS ON OUTSTANDING ACTIONS

It was advised by Councillor Sheppard that the concerns in relation to the position of the bin on North road outside the post office had now been resolved.

It was agreed that the clerk will purchase the equipment required for the electronic planning.

The clerk advised that the dog bins had been removed and the repositioning of the existing litter bins would take place and was due to commence in June/ July by South Gloucestershire council.

It was advised that Sita had responded to the letter sent by the clerk in relation to the litter

outside the site and this was now being dealt with.

It was advised that the drain clearance request for the verges in North Road had been sent to South Gloucestershire council and this would be looked into.

Policies sites and places plan – it was agreed to arrange a further meeting to complete the necessary documents.

06-04-14 **FINANCIAL REPORT**

National Westminster Bank:	Current Account	£5107.21
	Reserve Account	£ 160.90

No questions / queries raised.

07-04-14 **PLANNING APPLICATIONS / PRIOR NOTIFICATIONS / TREE WORKS**

PK14/1209/TRE - Works to reduce 1 no. Sycamore tree by 30% tree covered by South Gloucestershire Council dated 5th December 2012 – **No Observations**

PK14/1254/PDR - 3 Chestnut Springs Mission Road Iron Acton – Erection of single storey glass rear extension – **No Observations**

PK14/1091/F - Land Adjoining Nibley Lane Hope Road, Change of use land from agricultural to land for the keeping of horses and change of use of building from agricultural to equestrian use. Erection of canopy to west elevation of building. – **Observation** – To be personal to the application, concerns that someone may be living in the accommodation

PK14/1153/F - Green Farm Business Park Folly Road, Iron Acton – Erection of single storey side extension to form Biomass Pellett store and flue – **Object** – Change to a listed building is not in keeping. **Observations** – Work had already been carried out without permission, partial demolition, not situated within the business park.

Clerk

PK14/1154/LB - Green Farm Business Park Folly Road, Iron Acton – Erection of single storey side extension to form Biomass Pellett store and instal flue – **Object** – Change to a listed building is not in keeping. **Observations** – Work had already been carried out without permission, partial demolition, not situated within the business park.

PK14/0880/F - The Fox Broad Lane Yate – New External garden area – **No Observations**

PK14/0978/F - Land at Lower Farm Latteridge Road Iron Acton – Erection of stables and storage area and construction of ménage (Re submission of PK14/0056/F) – **Observation** – to be made personal to the applicant.

PK14/1092/F - Land R/o 314 North Rd Yate – Erection of 2 no.detached dwellings with associated works. (Resubmission of PK13/2932/F) – **Object** – Back garden development, blocking of the water course for natural drainage.

All Agreed

08-04-14 **PLANNING CONSENTS**

None Received

09-04-14 **PLANNING REFUSALS / WITHDRAWALS**

None Received

10-04-14 **PLANNING APPEALS**

None Received

11-04-14 **PLANNING ENFORCEMENT**

None Received

12-04-14 **NIBLEY LANE**

Noted – Concerns raised regarding the traffic.

13-04-14 ALLOTMENTS

It was resolved to pay for the green bin collection for the bins at the allotments- **All Agreed** Clerk

14-04-14 ANNUAL RISK ASSESMENT 2014

The clerk had circulated the annual risk assessment for 2014 this was discussed and adopted Clerk
- **All Agreed**

15-04-14 ACCOUNTS FOR PAYMENT

- Clerks Wages April @ 70 Hrs
- Clerks Expenses April (Mileage/Heating & Lighting) - £40.80
- Talk Talk – Phone & Broad band April- £41.09
- South Gloucestershire – Non Domestic Rate - £150.72
- Quality First - £30.00
- Room Hire - £20.00
- Room Hire - £19.00
- All Signs - £222.00
- HMRC - £59.60
- Landscape services - £728.73
- Room Hire 2 x £20 = £40

All Agreed

Clerk

DATE OF NEXT MEETING

The Meeting of the Parish Council will take place on **Monday 19th May at the Marshall Rooms**, commencing at 7.30pm

There being no further business, the meeting closed at 9.28 pm.

Signed:

Dated:
