

Iron Acton Parish Council
PO Box 1959, Yate, Bristol, BS370DJ
Tel: 01454 501134 Email: clerk@ironactonparishcouncil.co.uk
Chairman: Cllr Catherine Spedding Clerk: Donna Ford
Minutes of the Annual Meeting of the Council held remotely via Zoom
on Thursday 6th May 2021 Commencing at 7.30pm

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

Also Present: Clerk

In Attendance: 1 member of the public & Enso Energy

Fire Safety – Evacuation Procedure / Recording Protocol

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

01.05.21	<u>Election of Chairman</u> To elect a Chairman of the Council for the Municipal Year 2021/2022. Resolved: Councillor C Spedding (CS) Following election, the Chairman was invited to complete the formal statutory Declaration of Acceptance of Office.
02.05.21	<u>Election of Deputy Chairman</u> To elect a Deputy Chairman for the Municipal Year 2021/2022. Resolved: Councillor D Smith (DS)
03.05.21	<u>Apologies for absence and to consider the reasons given</u> • Councillor R Hunter (RH) South Gloucestershire Councillor's Tristian Clarke, Claire Young & Jon Lean Resolved – To note the apologies.
04.05.21	<u>Declarations of interest</u> BS declared an interest in agenda item 9 & 12

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	No written request for dispensation for disclosable pecuniary interests received.
05.05.21	<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
06.05.21	<u>Minutes</u> Resolved to sign as a correct record the minutes of the Iron Acton Parish Council Meeting held remotely on 26th April 2021.
07.05.21	<u>Chairman's Announcements</u> CS thanked members for being elected as chair.
08.05.21	<u>Clerks Report</u> Members noted the report from the Clerk.
09.05.21	<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 - Chair and Deputy f. Cemetery Working Party - DS, LN, JW g. Parish Hall - PC
10.05.21	<u>Standing Orders</u> Members reviewed the current Standing Orders. Resolved: To adopt the current Standing Orders
11.05.21	<u>Financial Regulations</u> Members reviewed the current Financial Regulations.

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	Resolved: To adopt the current Financial Regulations
12.05.21	<u>Code of Conduct</u> Members reviewed the Current Code of Conduct and Planning Code of Conduct. Resolved: To adopt the current Code of Conduct and Planning Code of Conduct
13.05.21	<u>Internal Audit</u> Members reviewed the Internal Audit and any action required. Resolved: No action required.
14.05.21	<u>Statement of Accounts for the year ended 31st March 2021</u> Members Resolved to confirm and sign the Statement of Accounts for the year ended 31st March 2021.
15.05.21	<u>Completion of Section 1 of the Annual Return for the Year Ended 31st March 2021 – Annual Governance Statement</u> Members Resolved to respond and duly completed the Annual Governance Statement, sections 1 to 9.
16.05.21	<u>Completion of Section 2 of the Annual Return for the Year Ended 31st March 2021 – Accounting Statements.</u> Members Resolved to approve and sign the Accounting Statements.
17.05.21	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> JW reported on Station Road Allotments and correspondence between the Station Road Allotment contact. It was agreed to arrange a meeting with the Clerk and JW with the rep from Station Road Allotments. The reports were noted.
18.05.21	<u>Outstanding Actions</u>

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	• Traffic Issues – AE advised that they are awaiting data from the Police. • Website Management – Advised that the website has now moved provider and has been updated. It was noted that the Chairman’s page would need to be updated. • Footpaths – JW advised that Acton Aid would be walking footpaths when permitted. • Parish Meadows Stream Ecological Input no further action taken. • Village Green Boundary – BS advised that a meeting with South Glos Council would be taking place next week to establish if any archive records were held. • Councillor Email Addresses – The Clerk advised that these had all been distributed.
19.05.21	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerk Salary Clerks Expenses – £12.00 I Selkirk – Internal Audit - £105.00 IAP - £78.00 <u>Contracted Payments</u> EE Broadband / Phoneline Nest Pension Scheme Codex Absolute Payroll IAP UK Members approved payments made under scheme of delegation. Members approved annual list of direct debit payments.
20.05.21	<u>Planning Applications for Consideration</u> P21/02709/F Alterations to existing garage to facilitate conversion to home office and store. Turnpike House Station Road Iron Acton South Gloucestershire BS37 9TA – No Objection P21/02690/TRE Works to fell 1 no. Conifer and 1 no. Cherry tree which are covered by SGTPO 10/09 and dated 09/09/2009. Oak View 292 North

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	Road Yate South Gloucestershire BS37 7LL – Comment – To note the bird nesting season. P21/02848/F Demolition of existing extension and erection of a storey and a half side/rear extension to form additional living accommodation. Lavenham Farm West Field Byre Nibley Lane Iron Acton South Gloucestershire BS37 9UR - Iron Acton Parish Council is concerned that the development may possibly compromise the public use of Right of way LIA/24/10 (Nibley Lane to Yate Road via Lavenham Farm). IAPC asks South Gloucestershire Planning Department check this possibility and only give consent if there is no conflict, or a suitable diversion is agreed. Resolved planning applications and comments submitted under scheme of delegation.
21.05.21	<u>Holly Hill Farm and Waste Transfer Station</u> Members considered any action required. 1. Planning application P20/03527/CLE - Application for Certificate of Lawfulness for B8 Storage and Distribution. 2. Breaches of Planning and Enforcement - Use for commercial storage, business workshops, storage containers on Green Belt, dumping of rubbish and use as Waste Transfer Station. Resolved: CS and BS to liaise with the South Gloucestershire Councillors and report back to the next meeting.
22.05.21	<u>Holly Hill Parking</u> Members considered any action required regarding the use by a local recovery company for business use to store vehicles parked on street, preventing local residents parking on street. Resolved: CS to gather further evidence and report back.
23.05.21	<u>Tennis Courts</u> Members considered any action required. Resolved: To arrange a working group consisting of DS JW AE CS to look at the overall scheme for any potential development on the Tennis Courts.

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24.05.21	<u>Annual Meeting of the Parish</u> Members considered any actions required. Resolved: No action required.
25.05.21	<u>Confirmation of the dates of the period for the exercise of public rights.</u> Dates confirmed – 17 th June 2021 – 28 th July 2021.
	<u>Confidential Business</u> In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)

Meeting closed at 21.37pm.

Signed: (Chairman)
Dated

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Chairman: Cllr Catherine Spedding Clerk: Donna Ford
Minutes of the Virtual Consultation Meeting of the Council held remotely via
Zoom
on Monday 21st June 2021 Commencing at 7.30pm

Present: Chairman: Councillor C Spedding (CS)
Councillors: Councillor J Wright (JW)
Councillor D Smith (DS)
Councillor P Chapman (PC)
Councillor B Sheppard (BS) 19:30-19:41
Councillor L Noble (LN)
Councillor R Lomas (RL)

Also Present: Clerk

In Attendance: 1 member of the public, South Gloucestershire Councillor's
Tristian Clarke & Jon Lean & Newland Homes Representatives.

Members attended a virtual consultation meeting on Monday 21st June 2021 at
7.30pm.

In accordance with the Schedule of Delegation approved by the Parish Council on
26th April 2021, the Clerk is required to exercise delegated power in consultation with
the members to make decisions on the following items. All the following decisions
will go to the next meeting of full Council on Monday 20th September 2021 (or later
face to face meeting if applicable) for ratification:

Fire Safety – Evacuation Procedure / Recording Protocol

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

01.06.21	<u>Apologies for absence and to consider the reasons given</u> • Councillor R Hunter (RH) • Councillor A Edmonds (AE) • Councillor B Sheppard left after public participation 19.41pm South Gloucestershire Councillor Claire Young Recommendation – To note the apologies.
02.06.21	<u>Declarations of interest</u> • DS declared a declaration of interest in agenda item 19. • CS declared a declaration of interest in agenda item 20. No written request for dispensation for disclosable pecuniary interests received.

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03.06.21	<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
04.06.21	<u>Minutes</u> Resolved: to sign as a correct record the minutes of Iron Acton Parish Council Meeting held remotely on 6th May 2021.
05.06.21	<u>Chairman's Announcements</u> Advised on current situation regarding face to face meeting.
06.06.21	<u>Clerks Report</u> Members noted the report from the Clerk.
07.06.21	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> • Tristian Clarke – Written report circulated. • Station Road Allotments – JW advised that a meeting had taken place and no outstanding issues. The reports were noted.
08.06.21	<u>Outstanding Actions</u> • Traffic Issues – PC advised that the village had been used as a short cut while temporary traffic lights had been set up on the bypass. This had been reported to the police who then attended and set up a speed watch. Recommendation: To contact South Glos Highways and request further management plans to alleviate the issues through the village and detrimental effect and concerns over the safety of parishioners. • Website Management – DS advised that no further changes had occurred. • Footpaths – No further action. • Parish Meadows Stream Ecological Input – Agenda item 13. • Village Green Boundary – Letter sent awaiting a response.

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09.06.21	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerk Salary Clerks Expenses - £42.00 HMRC - Payee - £1,583.58 Landscape Services - £796.85 & £455.19 Donna Ford - Zoom Subscription - £143.88 Barrett Maintenance - £550.00 <u>Contracted Payments</u> EE Broadband / Phonenumber Nest Pension Scheme Codex Absolute Payroll IAP UK Members approved payments made under scheme of delegation.
10.06.21	<u>Planning Applications for Consideration</u> P21/03753/TRE Works to fell 2 no. Ash trees. Trees covered by Preservation Order SGTPO 10/09 dated 9th September 2009. 242 North Road Yate South Gloucestershire BS37 7LQ - No Comment. P21/03924/TRE Works to fell 1 no. Willow, 1 no. Pine tree and crown reduce 1 no. Oak tree by 1m. All trees covered by SGTPO 10/09 and dated 09/09/2009. Little Orchard The British Yate South Gloucestershire BS37 7LH - No Comment. P21/03598/RM Erection of 1 no. dwelling with all matters to be determined. (Approval of Reserved Matters to be read in conjunction with outline permission PK18/3105/O) Land Adjacent To 23 Engine Common Lane Yate South Gloucestershire BS37 7PX- No Comment. P21/03995/F Installation of a battery storage facility and ancillary development. National Grid Land Off Larks Lane Iron Acton South Gloucestershire - No Comment. P21/04070/RM Demolition of 276 North Road and erection of 84no dwellings, open space and other associated works with layout, landscaping,

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	scale and appearance to be determined (Approval of reserved matters to be read in conjunction with Outline permission P20/24044/O). Land East Of North Road Engine Common Yate South Gloucestershire BS37 7LQ – Comment – Traffic in the immediate area, drainage and safety of school pedestrians. Resolved planning applications and comments submitted under scheme of delegation.
11.06.21	<u>North Road Notice Board</u> Members considered moving the North Road notice board to a different location. Recommendation: Subject to the approval of North Road School and South Glos Council, Property Services it has been agreed to locate the notice board to move the notice board to the opposite end of the school railings.
12.06.21	<u>Meetings</u> Members considered the locations of future meetings. Recommendation: To continue face to face meetings at the Parish Hall when returning to physical meetings.
13.06.21	<u>Parish Meadows</u> Members considered: • Seeking advice from South Glos environment officer for advice on possibility of clearing 1/3 of stream each year to protect wildlife or any recommendations for future management. Recommendation: Clerk to request assistance from South Glos environmental officers. • Possibility to create a pond by the entrance to the play area. Recommendation: Look at funding for a potential grant. • Stone wall in middle section of the stream requires remedial work. Recommendation: To await environmental report before clearing and repair work started. • Immediate area near exit of stream requires clearing. Recommendation: To await environmental report before clearing and repair work started.

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14.06.21	<u>Queens Platinum Jubilee</u> Members considered planting a tree for the Queens Platinum Jubilee. Recommendation: LN to investigate the potential of planting a tree for the Queens Platinum Jubilee and report back to the next meeting.
15.06.21	<u>Cemetery</u> Members considered any action required regarding the management of the cemetery. Recommendation: PC & LN to act as the representatives for marking plots at the cemetery.
16.06.21	<u>Autumn Mash in the Meadows</u> Members considered a request to use the Parish Meadows on the 18th September 2021. Recommendation: To approve and grant permission.
17.06.21	<u>Holly Hill Farm and Waste Transfer Station</u> Members considered any action required. • Planning application P20/03527/CLE - Application for Certificate of Lawfulness for B8 Storage and Distribution. • Breaches of Planning and Enforcement - Use for commercial storage, business workshops, storage containers on Green Belt, dumping of rubbish and use as Waste Transfer Station. No further action.
18.06.21	<u>Holly Hill Parking</u> Members considered any action required regarding the use by a local recovery company for business use to store vehicles parked on street, preventing local residents parking on street. No further action.

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19.06.21	<u>Grange Farm</u> Members considered a report from Cllr Sheppard regarding potential legal activity and a recommendation to inform the enforcement officer. Deferred.
20.06.21	<u>Consultation on the Future of Land at Holly Hill, Iron Acton.</u> Members considered correspondence received from South Glos Council regarding the future of Land at Holly Hill. Recommendation: No objection to being sold – Comment - Raise an interest with South Glos for the potential purchase of the land on a first refusal basis whilst considering any potential use for the Parish.
	<u>Confidential Business</u> In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)

Meeting closed at 21.15pm.

Signed: (Chairman)
Dated

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on Monday 19th July 2021 Commencing at 7.30pm

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

Also Present: South Gloucestershire Councillor Tristan Clark

In Attendance: 3 members of the public

Fire Safety - Evacuation Procedure / Recording Protocol

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

01.07.21	<u>Apologies for absence and to consider the reasons given</u> Councillor R Hunter Councillor B Sheppard South Gloucestershire Councillor C. Young South Gloucestershire Councillor J Lean Resolved - To note the apologies.
02.07.21	<u>Declarations of interest</u> Councillor D Smith - Agenda Item 12 No written request for dispensation for disclosable pecuniary interests received.
03.07.21	<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

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04.07.21	<u>Minutes</u> Resolved: To sign as a correct record the minutes of the Parish Council Virtual Consultation Meeting held on 21st June 2021.
05.07.21	<u>Chairman's Announcements</u> Attended virtual Development Management Committee (DMC) meeting on behalf of the Parish Council. Approval was given by the DMC for the Cotswold Homes development subject to certain conditions one of which included working with the Parish Council. A working party consisting of Councillor Noble, Councillor Chapman & Councillor Lomas was agreed.
06.07.21	<u>Clerks Report</u> Members noted the report from the Clerk.
07.07.21	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> * Written report from South Gloucestershire Councillor Tristan Clark. * Councillor Chapman attended Parish Hall Committee & reported on concerns raised. Details at Agenda Item 13-07-21 The reports were noted.

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08.07.21	<u>Outstanding Actions</u> • Traffic Issues - AE reported police to reorganise meeting to talk to parishioners • Website Management - DS - nothing significant to report • Footpaths - no further updates • Village Green Boundary - PC reported parishioner concerns relating to an extensively overgrown verge requiring attention. Details at Agenda Item 15-07-21 • Parish Meadows – Ecology and wall work required - JW / PC - Identified need to hold site meeting with Ecology Officer & others to identify specific management plan. • Tree planting for the Queens Platinum Jubilee - LN has identified potential source of trees & will invite Chris Wright to meeting in September to assist Council to determine the number & location of trees to be planted. • North Road Notice Board - Investigative process concluded notice board to remain in current location. LN to report findings of meeting with Claire Young that will consider location of kerb stones & give way signs. • Holly Hill Farm and Waste Transfer Station - no updates • Holly Hill Parking - no updates • Tennis Courts development - DS reported a meeting has been arranged to re visit this project with updates to follow. • Chill Wood Management Plan - JW reported that management plan to be implemented in the Autumn & progress report to be scheduled for October meeting.
09.07.21	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerk Salary Clerks Expenses – £24.00 Landscape services - £341.66 <u>Contracted Payments</u> EE Broadband / Phonenumber Nest Pension Scheme Codex Absolute Payroll IAP UK Members approved payments made under scheme of delegation.

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10.07.21	<u>Planning Applications for Consideration</u> P21/04183/ADV Display of 2 no. internally illuminated fascia signs. Armstrong Business Park, Unit 3 Yate Road Iron Acton South Gloucestershire BS37 5NG - No Comment P21/04577/F Erection of single storey rear extension to form additional living accommodation (Retrospective) 1 Feltmakers Lane Yate South Gloucestershire BS37 7EX - No Comment P21/04592/F Erection of infill extension by building a structure and roof over the existing open area (Class B2). Grange Farm Latteridge Road Iron Acton South Gloucestershire BS37 9TP - No Comment P21/04568/F Erection of two storey side and rear extension to form additional living accommodation Verdun House Wotton Road Iron Acton South Gloucestershire BS37 9XD - Comments : 1. Concern plans may exceed the permitted increase in size from original floorpan 2. the proposed materials not in keeping visually with original house P21/04058/F Creation of new vehicular access onto classified highway. Sunbeam Cottage Wotton Road Iron Acton South Gloucestershire BS37 9XG - Comment : Due to insufficient detail provided in submitted plan would need to ensure compliance with current regulations. P21/04839/PDR Change of use from existing garage to ancillary annexe (Class C3). Barn At Northend Farm Wotton Road Iron Acton South Gloucestershire BS37 9XE - Comment : Concern relating to the reduction in parking provision at site P21/04721/F Installation of a solar farm and battery storage facility with associated infrastructure Land At Elm Farm Bristol Road Iron Acton South Gloucestershire BS37 9TF Comment : 1. Cumulative effects of this & other similar proposals in close proximity locally on the visual landscape & listed buildings such as Acton Court. 2. Concerns relating to the extent to which the wider community have been consulted. Resolved planning applications and comments submitted under scheme of delegation.
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11.07.21	<u>Land at Holly Hill</u> Council to continue to investigate potential use while awaiting indication of purchase price from South Gloucestershire Council so for further review in September. Members considered the future use of the land at Holly Hill.
12.07.21	<u>Grange Farm</u> Members considered a report from Cllr Sheppard regarding potential illegal activity and a recommendation to inform the enforcement officer. No action
13.07.21	<u>Grass Cutting</u> PC reported concerns raised at the Parish Hall Committee meeting about the continued use of a powerful weedkiller by contractors whilst carrying out grass cutting. Contractors to be contacted again to convey the Councils dissatisfaction at the persistent disregard of what had been agreed. Council to consider alternative suppliers when this contract comes up for renewal. Members to consider grass and verge cutting requirements.
14.07.21	<u>Delegated Decisions</u> In accordance with the Schedule of Delegation approved by Parish Council on 26th April 2021, the Parish Council is required to resolve all decisions delegated to the clerk which were made in consultation with members on the 21st June 2021. Resolved: To approve all decisions made.

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15.07.21	<u>Parish Maintenance</u> The verge concerned is technically part of the village green boundary & road closure may be required to carry out the work safely & effectively. Clerk to investigate potential contractors to assess requirements & costs. Members considered any maintenance required for Iron Acton Parish.
	<u>Confidential Business</u> In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)

Meeting closed at 21.03pm.

Signed: (Chairman)
Dated

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Present: Chairman: Councillor C Spedding (CS)
 Councillors: Councillor P Chapman (PC)
 Councillor L Noble (LN)
 Councillor R Lomas (RL)
 Councillor B Sheppard (BS)

Also Present: South Gloucestershire Councillor Tristan Clark
 Chris Wright – Silverback Arboricultural Consultancy

In Attendance: Perrinpit Solar Farm representatives
 5 members of the public

Fire Safety – Evacuation Procedure / Recording Protocol

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

01.09.21	<u>Apologies for absence and to consider the reasons given</u> • Councillor A Edmonds (AE) • Councillor J Wright (JW) • Councillor D Smith (DS) South Gloucestershire Councillor - C Young South Gloucestershire Councillor - J Lean Resolved – To note the apologies.
02.09.21	<u>Declarations of interest</u> LN – Planning application - P21/05061/F No written request for dispensation for disclosable pecuniary interests received.
03.09.21	<u>Exclusion of the Press and Public</u> Members resolved agenda items 20 / 21 / 22 were to be dealt with after the Public (including the Press) had been excluded under Standing Order 1.C.

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04.09.21	<u>Minutes</u> Resolved: • To sign as a correct record the minutes of Iron Acton Parish Council Meeting held on 19th July 2021. • Members noted the amendment to the May 2021 minutes for the change of date from 6th April 2021 amended to 6th May 2021. • Members noted the amendment to minute number 02.04.21 for the change of planning number P21/07014F amended to P21/01704/F.
05.09.21	<u>Chairman's Announcements</u> • Resignation – Richard Hunter.
06.09.21	<u>Clerks Report</u> Members noted the report from the Clerk.
07.09.21	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> * Written report from South Gloucestershire Councillor Tristan Clark – Appendix A * LN advised that she had attended a meeting with a South Glos Highways Officer, Claire Young and Jon Lean on the 13th September 2021 the junction of The British and North Road and the existing location of the 'Give Way' marking. LN reported that the road markings did not require any change and there was no issue or reported accidents regarding the siting of the notice board. The reports were noted.

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08.09.21	<u>Outstanding Actions</u> • Parish Meadows – Ecology and wall work required – PC advised that JW and PC would contact the ecologists on the list supplied for advice. • Tennis Courts development – CS advised that a working group had been set up to establish plans for the tennis court development. • Chill Wood Management Plan – JW advised that a working group would be set up to establish the work required.						
09.09.21	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerk Salary Clerks Expenses - £54.00 Clerks Mileage - £8.00 Landscape services - £546.23 HMRC – Payee - £1,655.58 Barrett Maintenance - £510.00 <u>Contracted Payments</u> EE Broadband / Phoneline - £39.50 Nest Pension Scheme - £60.09 Codex Absolute Payroll - £25.00 IAP UK - £74.88 Members approved payments made under scheme of delegation. Landscape Services - £796.85 Viking - £83.84 South Glos Council – Waste Bin - £75.13 Barrett Maintenance - £905.00 <u>Bank Balance's Reported</u> <table> <tr> <td>Unity Current Account T1</td><td>£49,894.21</td></tr> <tr> <td>Instant Access Account</td><td>£59,286.98</td></tr> <tr> <td>Total:</td><td>£109,181.19</td></tr> </table>	Unity Current Account T1	£49,894.21	Instant Access Account	£59,286.98	Total:	£109,181.19
Unity Current Account T1	£49,894.21						
Instant Access Account	£59,286.98						
Total:	£109,181.19						

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10.09.21	<u>Planning Applications for Consideration</u> P21/05061/F Demolition of existing buildings. Erection of 3 no. detached dwellings and associated works (Resubmission of P20/23932/F). The Stables Tanhouse Lane Yate South Gloucestershire BS37 7LP – Comment – The application is outside the development boundary. The applicants transport assessment claims the access road is approximately 4 meters wide with a communal refuse container shelter part way up the access road. As there appears to be insufficient space for a refuse lorry to turn round on site, presumably the vehicle will have to either reverse onto or out of the site. This will be a safety concern. The placement of the refuse container shelter should either be adjacent to Tanhouse Lane or a turning circle provided on site. The same document claims North Road “Village” has a post office, which is currently untrue. P21/05101/F Demolition of existing barn and construction of new agricultural access track. Conversion of agricultural building into 2no. semi-detached dwellings with access, parking and associated works. Lower Farm Latteridge Road Iron Acton South Gloucestershire BS37 9TN – No Comment. P21/05685/RVC Variation of condition 9 attached to permission PK18/4475/F to amend the conditioned plans. Demolition of existing dwelling and outbuildings and erection of 1no detached dwelling with access and associated works. 23 Engine Common Lane Yate South Gloucestershire BS37 7PX – Iron Acton Parish Council notes comments of objection made to Gloucestershire Council by an occupier of adjoining property to the application site. While not being in a position to verify the comments made, this council is greatly concerned about the nature of the allegations of pollution and flooding to neighbouring land. It would appear that possibly the proposed amendment could alleviate these concerns. However we ask that South Gloucestershire Planning Control very carefully consider the proposed amendment and insure that any approved plan is designed and constructed to ensure that any flooding and pollution of neighbouring property / land is prevented. P21/06078/PNGR Prior notification of a change of use from Agricultural Building to 1 no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended) with operational development. Building At Acton Lodge Farm Wotton Road Iron Acton South Gloucestershire BS37 9XA – No Comment.
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11.09.21	<u>Freedom of Information</u> Members noted the Freedom of Information Requests received and responses sent. • 22.07.2021 • 24.08.2021
12.09.21	<u>Iron Acton Football Club</u> Members considered correspondence received from the Football Club. Resolved: To send a response in relation to the land at Holly Hill. The Parish Meadows working party to consider the scheme within the Parish Meadows. Noted: RL advised that an approach should be made to Yate Town Football Club for the usage of facilities, contact details were supplied to the representative in attendance.
13.09.21	<u>Grass Cutting</u> Members considered grass and verge cutting requirements and tender documents for a contract start date of March 2022. Resolved: To approve the tender documents prepared by the clerk with a contract start date of March 2022. Noted: A proposal for a volunteer group to be set up for the grass cutting in the Parish, to be added to the October agenda.
14.09.21	<u>Tree - Queens Jubilee</u> Members considered the purchase of a tree for planting for the Queens Jubilee. Resolved: To instruct Chris Wright at Silverback Arboricultural Consultancy to apply for the donation of trees from South Glos Council. Chris Wright to contact the local schools for involvement in the planting and report back to the next meeting.

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15.09.21	<u>Parish Maintenance</u> Members considered any maintenance required for Iron Acton Parish. None required.
16.09.21	<u>Parish Hall Bookings – Iron Acton Neighbourhood Surgery</u> Members to consider funding the Parish Hall bookings to hold the police neighbourhood surgery meetings. Resolved: To fund future meeting room costs for the financial year 2021/22.
17.09.21	<u>AV0064 2020/21 AGAR Section 3 External Auditor Report</u> Members noted the annual external auditors report with no actions arising.
18.09.21	<u>Correspondence Received</u> Members reviewed the anonymous correspondence received and any associated action required. Resolved: To pass on the correspondence received to South Gloucestershire Councillor Tristan Clark to investigate.
19.09.21	<u>Vexatious Complaints Policy</u> Members considered adopting the vexatious complaints policy prepared by the Clerk. Resolved: To adopt the vexations complaints policy.
	<u>Confidential Business</u> In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)

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20.09.21	<u>Complaints</u> Members reviewed and resolved to note the complaints received and responses sent. • 22.07.2021 • 14.08.2021 • 30.08.2021
21.09.21	<u>Complainant</u> Members considered invoking the vexatious complaints policy for an individual complainant. Resolved: To invoke the vexatious complaints policy for an individual complainant regarding the recent request made.
22.09.21	<u>Grievance Complaint</u> Members resolved to note: • The grievance received from the Clerk dated 18.08.2021. • The grievance procedure followed. • The outcome of the grievance hearing – Grievance Upheld.

Meeting closed at 21.29pm.

Signed: (Chairman)
Dated

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Appendix A

Iron Acton Parish Council – District Councillors’ Report

Monday 20th September 2021

B4059 Yate Road Drainage Work

Drainage repairs are progressing on Yate Road and the revised programme of work now includes extensive pipe replacement and pipe lining work. The revised programme means the current temporary traffic lights will remain in place until October.

Resurfacing work is then due to take place in the new year and will last up to one week. The council may need to close the road to carry out the resurfacing work. Updates will continue to be provided through the council’s social media channels.

Information about the project is available at www.southglos.gov.uk/floodresilience

Frome Litter Pick

To mark World Rivers Day South Gloucestershire Council, between 24th - 27th September, is working with key stakeholders (Environment Agency, Bristol Avon Rivers Trust, Bristol City Council, Avon Frome Partnership & Yate Town Council) and volunteer groups to organise litter picks at various locations along the main River Frome.

South Gloucestershire Council would love community support for these events.

Residents wanting to find out more can email

RiverFromeReconnected@southglos.gov.uk. Officers can confirm the details for the various days. To ensure adequate supervision there are only 20 places per pick and these will be allocated on first come first served basis.

Badminton Road Reconstruction Work Delayed

Remedial resurfacing work will soon be carried out on Badminton Road although a larger scheme to reconstruct Badminton Road from Park Lane to Kendleshire crossroads has been delayed until next summer. There is extensive damage to the road surface and the remedial work is being carried out to provide some resilience of the road surface through the winter months.

Platinum Jubilee Grants

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South Gloucestershire Council has allocated £50,000 to support groups in the voluntary and community sector (including town and parish councils) that are planning events to mark the Queen's Platinum Jubilee. This is a one-off grant to support events planned between Thursday 2nd and Sunday 5th June 2022. To apply organisations must first be registered with South Gloucestershire Council's online grants system. A successful award would be between £100 and £3,000 for projects of exceptional merit. This grant scheme opens for applications on 13th September and closes on 12th November 2021. The application form and guidance on the eligibility criteria are available from the Grants Team - 01454 865865 or grants@southglos.gov.uk.

Winterbourne High Street Work Delayed

The major maintenance works that were due to start in Winterbourne High Street on 31st August have had to be postponed. This was necessary because of confirmed Covid-19 cases within the workforce that was due to carry out the work. The council will arrange a new date and update everyone as soon as this is confirmed.

Business Case for Charfield Station Submitted to WECA

A multimillion-pound bid for a new railway station at Charfield has been submitted to the West of England Combined Authority (WECA). The plans are being developed by South Gloucestershire Council in collaboration with Network Rail and will be funded by WECA (subject to the approval of the Outline Business Case).

Plans currently being developed include two platforms serving north and southbound journeys, a pedestrian footbridge, a public transport interchange, covered cycle parking and car parking. It's hoped the station will improve access to jobs, education and services and help people the village and surrounding area travel more sustainably.

People living in and around Charfield will be able to have their say on these plans this autumn ahead of a potential planning application being submitted next year. The proposals will be available to view online via a dedicated project webpage, which will be launched ahead of a public consultation taking place this October and November. Engagement events will also be held in Charfield to enable local people to learn more about the proposals and talk with members of the project team. Dates for these events will be announced nearer the time.

As part of the pre-planning application process, an Environmental Impact Assessment (EIA) Screening Opinion Request (P21/023/SCR), which includes an initial masterplan for the proposed station scheme, has already been submitted to the Local Planning Authority for review. These can be viewed by searching South Gloucestershire Council's planning webpages - <https://developments.southglos.gov.uk/online-applications/>.

Consultations

Residents have until Saturday 25th September to have their say on the new Traffic Regulation Orders (TROs) that will be needed to legally implement the proposed

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changes to Thornbury High Street. The current experimental traffic orders expire in January.

The TROs cover a proposed 20 mph speed limit along the High Street, disabled parking bays, loading bays for both shoppers and deliveries, a prohibition of through traffic, one-way system, a restricted parking zone and various waiting restrictions. Complementary changes are also proposed to parking arrangements along the section of High Street between The Close and Midland Way, where two-way access would be retained.

Comments should be submitted under the most appropriate consultation headings. The five TROs can be viewed and commented upon at the following addresses:

- Prohibition and Restriction of Waiting - <https://consultations.southglos.gov.uk/PT.7029VariousRoadsThornburyWR/>
- Designated Disabled Persons' Parking Places - <https://consultations.southglos.gov.uk/PT.7034HighStThornburyDPPP/>
- Designated Loading Places - <https://consultations.southglos.gov.uk/PT.7033HighStThornburyLoading/>
- Prohibition of Driving (except for access) - <https://consultations.southglos.gov.uk/PT.7028HighStThornburyPoD/>
- 20 mph Speed Limit - <https://consultations.southglos.gov.uk/PT.7038VariousRoadsThornbury20/>

Copies of the various TROs are also available to view at Thornbury Library, St Mary Street, Thornbury, and the Kingswood One Stop Shop, High Street, Kingswood



Iron Acton Parish Council

Parish Council
PO Box 1959
Yate
Bristol
BS37 0DJ
Phone: 07790883503
Email: clerk@ironactonparishcouncil.co.uk

**All Council Meetings are open to the
Public and Press**

12th October 2021

To: All Members of Iron Acton Parish Council

Dear Councillor,

Members are summoned to a meeting of the Parish Council, on **Monday 18th October 2021 at 7.30pm at the Parish Hall, Iron Acton.**

A handwritten signature in blue ink, appearing to read 'Donna Ford'.

**Donna Ford Cert HE PSLCC
Parish Clerk**

Before the meeting there will be a public session to enable the electorate of Iron Acton to ask questions, and make comments, regarding the Parish Council. Questions not answered at this meeting will be answered in writing to the person asking the question, or may appear as an agenda item for the next meeting. Members of the Public are asked to restrict their comments, and/or questions to three minutes.



Date of Notice: 12th October 2021

Meeting Date: Monday 18th October 2021 at 7.30pm – Parish Hall, Iron Acton.

Fire Safety – Evacuation Procedure / Recording Protocol

The Council is requested to note the fire safety procedure and the Parish Council's recording protocol.

7.30pm

Welcome

Public Question Time

This section (at the Chairman's discretion may last up to 20 minutes) is not part of the formal meeting of the Council and minutes will not be produced.

AGENDA

1.	<u>Apologies for absence and to consider the reasons given</u> Council to receive apologies for absence and, and if appropriate, to resolve to approve the reasons given.
2.	<u>Declarations of interest</u> Members to declare any interest they may have in agenda items in accordance with the requirements of the Council's Code of Conduct. • To receive written requests for dispensation for disclosable pecuniary interests. • To grant any request for dispensation as appropriate.
3.	<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.
4.	<u>Minutes</u>

	Members resolved to confirm and sign as a correct record the minutes of the Iron Acton Parish Council Meeting held on 20th September 2021.
5.	<u>Chairman's Announcements</u> Members to receive a verbal report from the Chairman.
6.	<u>Clerks Report</u> Members to receive a report from the Clerk.
7.	<u>To hear Reports from Councillors attending Meetings of Outside Bodies and South Gloucestershire Councillors</u> To receive verbal reports from Councillors who have represented the Council at meetings of outside bodies.
8.	<u>Outstanding Actions</u> • Parish Meadows – Ecology and wall work required • Tennis Courts development • Chill Wood Management Plan – Tree planting • Tree Planting – Queens Jubilee • Grass cutting - Consideration for setting up a volunteer group for the grass cutting within the parish
9.	<u>Accounts for Payment</u> Members to review the Accounts for Payment and authorise the payments. Clerk Salary Clerks Expenses – £24.00 Clerks Mileage - £4.80 South Glos Council – Bin Collection - £75.13 Barrett Maintenance - £430.00 <u>Contracted Payments</u> EE Broadband / Phoneline - £39.89 Nest Pension Scheme - £60.09 Codex Absolute Payroll - £25.00 IAP UK - £74.88 Members to approve payments made under scheme of delegation. Bank Balances as of 1st October 2021

	Unity Trust – Current Account - £75,327.30 Unity Trust – Reserves Account - £59,286.98 Financial Reports - 01/10/2021 Bank Reconciliations Receipts & Payments Receipts & Payments - Budget report Trial Balance Summary Receipts & Payments for year ending 2022
10.	<u>Planning Applications for Consideration</u> To consider a schedule of applications submitted for consultation: <u>P21/06232/PNA Prior notification of the intention to create new access track. Land At Holly Hill Farm Holly Hill Iron Acton South Gloucestershire BS37 9XZ</u> <u>P21/06235/PNGR Prior notification for the change of use from agricultural (ClassQ) to 1 no. dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1985 as amended. Elm Farm Bristol Road Iron Acton South Gloucestershire BS37 9TF</u> <u>P21/06270/TCA Works to crown reduce 1 no. Yew tree by 1.5m and fell 1 no. Sycamore tree. Both trees situated within the Iron Acton conservation area. Hillside Holly Hill Iron Acton South Gloucestershire BS37 9UN</u> <u>P21/06317/F Erection of single storey rear extension to form additional living accommodation Pear Tree Cottage Holly Hill Iron Acton South Gloucestershire BS37 9XZ</u> Resolve planning applications and comments submitted under scheme of delegation.
11.	<u>Cemetery Tree Work</u> Members to consider any tree work required within the Cemetery.
12.	<u>Nibley Lane</u> Members to consider Nibley Lane road safety concerns and any associated action required.
13.	<u>Complaints Procedures</u> Members to review the complaints procedures and consider if any additions or amendments are required.

14.	<u>Parish Maintenance</u> Members to consider any maintenance required for Iron Acton Parish.
15.	<u>Grass reinforcement at Parish Meadows & Acton Aid</u> Members to consider a phased approach to the grass reinforcement at the Parish Meadows.
16.	<u>Footpath Diversion (Public Path Diversion Order – Section 119 Highways Act 1980)</u> Members to consider correspondence received for a proposed footpath diversion for Two Pools Farm, Wotton Road, Iron Acton.
17.	<u>Latteridge Green</u> Members to consider any work required on Latteridge Green.
18.	<u>Permission to use the Meadows – Bonfire Event</u> Members to consider an application to use the Parish meadows from Acton Aid for a bonfire event on the 4 th November 2021.
19.	<u>Spatial Development Strategy update</u> Members to review the October 2021 publication of documents.
	In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)
20.	<u>Complaint</u> Members to consider the recent complaint received and procedure for dealing with the complaint.
21.	<u>Complainant</u> Members to consider communication received from an individual and invoking the vexatious complaints policy.

Iron Acton Parish Council – District Councillors' Report

Monday 18th October 2021

South Gloucestershire Council's Budget for 2022/23

South Gloucestershire Council is due to release its draft budget for 2022/23. The proposals, which will be open to public consultation from Monday 18th October 2021 to Sunday 9th January 2022, include increases in funding to children's services worth more than £10 million over the next four years, as part of the Council's focus on supporting South Gloucestershire residents as the country emerges from the Covid-19 pandemic.

The Council has carried out a review of its services and identified £19.7 million in savings. These savings are achieved through service improvements, better cross council/partner agency working and clearly aligning available resources with the Council plan. The draft budget outlines how the Council proposes to allocate £111.555 million to capital projects, and a net revenue budget of £250.918 million, amounting to more than a £360 million net budget in 2022/23.

The budget proposes in a 1.99 % increase in council tax with an additional 2% increase ringfenced as an Adult Social Care Levy (which will contribute towards the Council meeting the increasing demand for social care services). This overall increase of 3.99% in 2022/23 compares to overall council tax increases of 4.99% in 2021/22 (with 3% as a Social Care Levy) and 3.99% in 2020/21 (with 2% as a Social Care Levy). Next year's council tax increase would happen at the same time as the government introduces its new, controversial Health and Social Care Levy. This latter Levy will take form of a 1.25% increase in employee national insurance contributions (which in 2021/22 was paid by all those who earned more than £9,568).

The consultation process forms an important part of how the Council budget gets approved, with residents' feedback being presented in the decision-making report to Councillors. The consultation on next year's budget will go live on 18th October and will be found at <https://consultations.southglos.gov.uk/system/listConsultations?type=O>.

Highways Investigation Scheme Request for Nibley

On 9th October Cllrs Young and Clark, along with Cllrs Spedding and Chapman, met with residents of Nibley. They discussed residents' ongoing safety concerns about the increasing number of vehicles using Nibley Lane and Hope Road as rat runs and the danger this poses to pedestrians, cyclists and horse riders. Councillors and residents then walked Nibley Lane noting the numerous high risk locations along the lane as well as a number of issues for the StreetCare and Public Rights of Way teams need to address.

A number of ways forward were identified. These include residents raising the issue at the next meeting of South Gloucestershire Council, the submission of a petition signed by residents who support closing Nibley Lane in the vicinity of Robin Hood bridge, and the filling in of a Highways Investigation Scheme Request Form setting out a potential transport scheme for South Gloucestershire Council to investigate. The form requires the support of ward councillors and the parish council. More details on how South Gloucestershire Council assess these forms can be found at <https://www.southglos.gov.uk/transport-and-streets/streets/road-and-traffic-management-information/local-transport-priority-list/>.

Update on Covid-19 Vaccinations

This autumn, all children aged 12 to 15 in South Gloucestershire will be offered both a Covid-19 vaccine and a flu vaccine. More information can be found at <https://bnssghealthiertogether.org.uk/covid-19/covid-vaccination-faqs/>.

The NHS is also now offering a booster vaccination to those aged 50 and over, health and social care workers, as well as younger people at risk who have already had two doses.

Eligible residents will be contacted when it is their turn to have a booster (which must be at least six months after their second dose). It's important not to contact the NHS for one before then. More information can be found at <https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-vaccination/coronavirus-booster-vaccine/>.

Consultations

South Gloucestershire Council consulted, last November, on its Phase 1 proposals to upgrade the cycle lanes between Nibley and Oxbridge Farm (to the north of the Frog Lane junction) - https://consultations.southglos.gov.uk/A432_Badminton_Road_Cycling_ST1/. This will be the first stage of a four phase upgrade of the cycling infrastructure from the Stover Road junction with the A432 to the Wick Wick roundabout. In order to comply with the Department for Transport Local Transport Note 1/20 (Cycle Infrastructure Design) the Council are consulting on a Statutory Notice to reduce the speed limit between Nibley and Coalpit Heath from 40 mph to 30 mph. This consultation runs until 23rd October. More details can be found at <https://consultations.southglos.gov.uk/PT.6961A432BadmintonRd30mph/>.

There are two Statutory Notice consultations that relate to the ongoing construction of the new Park & Ride facility at Nibley. The first of these would introduce new waiting restrictions that are necessary to create the bus stop immediately to the east of the Park & Ride - <https://consultations.southglos.gov.uk/PT.7024BadmintonRdWR/>. The second is necessary to create the two pedestrian crossing that will serve the Park & Ride - <https://consultations.southglos.gov.uk/PT.7025BadmintonRdPedCrossings>. Both of these consultations close on 30th October.

**Bank Reconciliation Statement as at 10/10/2021
for Cashbook 1 - Current Bank A/c**

User: DONNA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Unity	01/10/2021		75,327.30
			<u>75,327.30</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			75,327.30
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			75,327.30
		Balance per Cash Book is :-	75,327.30
		Difference is :-	0.00

**Bank Reconciliation Statement as at 12/10/2021
for Cashbook 2 - Reserve Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Reserve	01/10/2021		59,286.98
			<u>59,286.98</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	0.00
			<u>0.00</u>
			59,286.98
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	0.00
			<u>0.00</u>
			59,286.98
		Balance per Cash Book is :-	59,286.98
		Difference is :-	0.00

Detailed Receipts & Payments by Budget Heading 01/10/2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1075 CIL	15,203	0	(15,203)			0.0%	
1076 Precept	56,313	56,313	0			100.0%	
Income :- Receipts	<u>71,516</u>	<u>56,313</u>	<u>(15,203)</u>			<u>127.0%</u>	<u>0</u>
Net Receipts	<u>71,516</u>	<u>56,313</u>	<u>(15,203)</u>				
<u>110 Administration</u>							
4000 Staff Salary inc oncosts	7,083	17,500	10,417		10,417	40.5%	
4040 Pension	361	650	289		289	55.5%	
4060 Staff Expenses	128	312	184		184	40.9%	
4070 Staff Mileage	8	200	192		192	4.0%	
4080 Training/Courses	0	500	500		500	0.0%	
4090 Bank Charges	36	216	180		180	16.7%	
4100 Audit Fees	405	500	95		95	81.0%	
4110 Professional Fees	330	600	270		270	55.0%	
4120 Subscriptions & Memberships	359	800	441		441	44.9%	
4140 Insurance	944	1,000	56		56	94.4%	
4150 Stationery/Postage	75	350	275		275	21.5%	
4160 Telephone & Broadband	197	600	403		403	32.9%	
4170 Website/IT	409	1,000	591		591	40.9%	
4180 Computer/IT Equipment	0	200	200		200	0.0%	
4190 Grants/Donation (137) Paid	0	1,000	1,000		1,000	0.0%	
4200 Rates - General	0	100	100		100	0.0%	
4210 Meeting Room Hire	0	400	400		400	0.0%	
4230 Elections	0	350	350		350	0.0%	
4240 Notice Boards	0	200	200		200	0.0%	
4250 Parish Maintenance	975	2,000	1,025		1,025	48.8%	
4260 Sundries	0	250	250		250	0.0%	
4275 Phonebox	0	150	150		150	0.0%	
4310 Miscellaneous	0	1,000	1,000		1,000	0.0%	
Administration :- Indirect Payments	<u>11,310</u>	<u>29,878</u>	<u>18,568</u>	<u>0</u>	<u>18,568</u>	<u>37.9%</u>	<u>0</u>
Net Payments	<u>(11,310)</u>	<u>(29,878)</u>	<u>(18,568)</u>				
<u>130 Allotments</u>							
1400 Allotment Income	90	500	410			18.0%	
Allotments :- Receipts	<u>90</u>	<u>500</u>	<u>410</u>			<u>18.0%</u>	<u>0</u>
4310 Miscellaneous	0	250	250		250	0.0%	
4630 Allotments - NL	440	650	210		210	67.8%	

Detailed Receipts & Payments by Budget Heading 01/10/2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4640 Allotments - SR	100	500	400		400	19.9%	
Allotments :- Indirect Payments	540	1,400	860	0	860	38.6%	0
Net Receipts over Payments	(450)	(900)	(450)				
<u>140 Cemetery</u>							
1500 Cemetery Income	370	500	130			74.0%	
Cemetery :- Receipts	370	500	130			74.0%	0
4310 Miscellaneous	0	100	100		100	0.0%	
4400 Rates - Cemetery	225	225	0		0	99.8%	
Cemetery :- Indirect Payments	225	325	100	0	100	69.1%	0
Net Receipts over Payments	145	175	30				
<u>150 Open Spaces</u>							
4450 Church yard maintenance	1,680	3,500	1,820		1,820	48.0%	
4500 Open Spaces Grasscutting	3,567	5,500	1,933		1,933	64.8%	
4510 Village Green	0	1,500	1,500		1,500	0.0%	
4520 Footpaths	0	250	250		250	0.0%	
4530 Bus Shelters - Repair	0	250	250		250	0.0%	
4540 Bus Shelters - Cleaning	0	360	360		360	0.0%	
4550 Bins	275	450	175		175	61.1%	
4560 Open Spaces Miscellaneous	0	100	100		100	0.0%	
4570 Trees/Chilwood	650	6,000	5,350		5,350	10.8%	
4580 Coach Pool	0	150	150		150	0.0%	
4652 Signs	0	250	250		250	0.0%	
Open Spaces :- Indirect Payments	6,172	18,310	12,138	0	12,138	33.7%	0
Net Payments	(6,172)	(18,310)	(12,138)				
<u>160 Parish Meadows</u>							
4600 Meadows Maintenance	0	2,000	2,000		2,000	0.0%	
4610 Meadows Capital Projects	0	5,000	5,000		5,000	0.0%	
4620 Meadows Play Area Inspection	0	400	400		400	0.0%	
Parish Meadows :- Indirect Payments	0	7,400	7,400	0	7,400	0.0%	0
Net Payments	0	(7,400)	(7,400)				
<u>999 VAT</u>							
115 VAT on Receipts	3,045	2,000	(1,045)			152.3%	
VAT :- Receipts	3,045	2,000	(1,045)			152.3%	0

Detailed Receipts & Payments by Budget Heading 01/10/2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
515 VAT on Payments	1,263	2,000	737		737	63.2%	
VAT :- Indirect Payments	<u>1,263</u>	<u>2,000</u>	<u>737</u>	<u>0</u>	<u>737</u>	<u>63.2%</u>	<u>0</u>
Net Receipts over Payments	<u>1,782</u>	<u>0</u>	<u>(1,782)</u>				
Grand Totals:- Receipts	75,021	59,313	(15,708)			126.5%	
Payments	19,510	59,313	39,803	0	39,803	32.9%	
Net Receipts over Payments	<u>55,512</u>	<u>0</u>	<u>(55,512)</u>				
Movement to/(from) Gen Reserve	<u>55,512</u>						

Detailed Receipts & Payments by Budget Heading 01/10/2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1075 CIL	15,203	0	(15,203)			0.0%	
1076 Precept	56,313	56,313	0			100.0%	
Income :- Receipts	<u>71,516</u>	<u>56,313</u>	<u>(15,203)</u>			<u>127.0%</u>	<u>0</u>
Net Receipts	<u>71,516</u>	<u>56,313</u>	<u>(15,203)</u>				
<u>110 Administration</u>							
4000 Staff Salary inc oncosts	7,083	17,500	10,417		10,417	40.5%	
4040 Pension	361	650	289		289	55.5%	
4060 Staff Expenses	128	312	184		184	40.9%	
4070 Staff Mileage	8	200	192		192	4.0%	
4080 Training/Courses	0	500	500		500	0.0%	
4090 Bank Charges	36	216	180		180	16.7%	
4100 Audit Fees	405	500	95		95	81.0%	
4110 Professional Fees	330	600	270		270	55.0%	
4120 Subscriptions & Memberships	359	800	441		441	44.9%	
4140 Insurance	944	1,000	56		56	94.4%	
4150 Stationery/Postage	75	350	275		275	21.5%	
4160 Telephone & Broadband	197	600	403		403	32.9%	
4170 Website/IT	409	1,000	591		591	40.9%	
4180 Computer/IT Equipment	0	200	200		200	0.0%	
4190 Grants/Donation (137) Paid	0	1,000	1,000		1,000	0.0%	
4200 Rates - General	0	100	100		100	0.0%	
4210 Meeting Room Hire	0	400	400		400	0.0%	
4230 Elections	0	350	350		350	0.0%	
4240 Notice Boards	0	200	200		200	0.0%	
4250 Parish Maintenance	975	2,000	1,025		1,025	48.8%	
4260 Sundries	0	250	250		250	0.0%	
4275 Phonebox	0	150	150		150	0.0%	
4310 Miscellaneous	0	1,000	1,000		1,000	0.0%	
Administration :- Indirect Payments	<u>11,310</u>	<u>29,878</u>	<u>18,568</u>	<u>0</u>	<u>18,568</u>	<u>37.9%</u>	<u>0</u>
Net Payments	<u>(11,310)</u>	<u>(29,878)</u>	<u>(18,568)</u>				
<u>130 Allotments</u>							
1400 Allotment Income	90	500	410			18.0%	
Allotments :- Receipts	<u>90</u>	<u>500</u>	<u>410</u>			<u>18.0%</u>	<u>0</u>
4310 Miscellaneous	0	250	250		250	0.0%	
4630 Allotments - NL	440	650	210		210	67.8%	

Detailed Receipts & Payments by Budget Heading 01/10/2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4640 Allotments - SR	100	500	400		400	19.9%	
Allotments :- Indirect Payments	540	1,400	860	0	860	38.6%	0
Net Receipts over Payments	(450)	(900)	(450)				
<u>140 Cemetery</u>							
1500 Cemetery Income	370	500	130			74.0%	
Cemetery :- Receipts	370	500	130			74.0%	0
4310 Miscellaneous	0	100	100		100	0.0%	
4400 Rates - Cemetery	225	225	0		0	99.8%	
Cemetery :- Indirect Payments	225	325	100	0	100	69.1%	0
Net Receipts over Payments	145	175	30				
<u>150 Open Spaces</u>							
4450 Church yard maintenance	1,680	3,500	1,820		1,820	48.0%	
4500 Open Spaces Grasscutting	3,567	5,500	1,933		1,933	64.8%	
4510 Village Green	0	1,500	1,500		1,500	0.0%	
4520 Footpaths	0	250	250		250	0.0%	
4530 Bus Shelters - Repair	0	250	250		250	0.0%	
4540 Bus Shelters - Cleaning	0	360	360		360	0.0%	
4550 Bins	275	450	175		175	61.1%	
4560 Open Spaces Miscellaneous	0	100	100		100	0.0%	
4570 Trees/Chilwood	650	6,000	5,350		5,350	10.8%	
4580 Coach Pool	0	150	150		150	0.0%	
4652 Signs	0	250	250		250	0.0%	
Open Spaces :- Indirect Payments	6,172	18,310	12,138	0	12,138	33.7%	0
Net Payments	(6,172)	(18,310)	(12,138)				
<u>160 Parish Meadows</u>							
4600 Meadows Maintenance	0	2,000	2,000		2,000	0.0%	
4610 Meadows Capital Projects	0	5,000	5,000		5,000	0.0%	
4620 Meadows Play Area Inspection	0	400	400		400	0.0%	
Parish Meadows :- Indirect Payments	0	7,400	7,400	0	7,400	0.0%	0
Net Payments	0	(7,400)	(7,400)				
<u>999 VAT</u>							
115 VAT on Receipts	3,045	2,000	(1,045)			152.3%	
VAT :- Receipts	3,045	2,000	(1,045)			152.3%	0

Detailed Receipts & Payments by Budget Heading 01/10/2021

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
515 VAT on Payments	1,263	2,000	737		737	63.2%	
VAT :- Indirect Payments	<u>1,263</u>	<u>2,000</u>	<u>737</u>	<u>0</u>	<u>737</u>	<u>63.2%</u>	<u>0</u>
Net Receipts over Payments	<u>1,782</u>	<u>0</u>	<u>(1,782)</u>				
Grand Totals:- Receipts	75,021	59,313	(15,708)			126.5%	
Payments	19,510	59,313	39,803	0	39,803	32.9%	
Net Receipts over Payments	<u>55,512</u>	<u>0</u>	<u>(55,512)</u>				
Movement to/(from) Gen Reserve	<u>55,512</u>						

A/c Code	Account Name	Centre	Centre Name	Debit	Credit
115	VAT on Receipts	999	VAT		3,045.01
200	Current Bank A/c			75,327.30	
210	Reserve Bank A/c			59,286.98	
310	General Reserves				46,041.90
320	EMR - CIL 2016/17				153.15
321	EMR - CIL 2017/18				2,938.98
322	EMR - CIL 2019/20				14,765.12
323	EMR - CIL 2020/21				15,203.46
515	VAT on Payments	999	VAT	1,263.46	
1075	CIL	100	Income		15,203.46
1076	Precept	100	Income		56,313.00
1400	Allotment Income	130	Allotments		90.00
1500	Cemetery Income	140	Cemetery		370.00
4000	Staff Salary inc oncosts	110	Administration	7,082.78	
4040	Pension	110	Administration	360.54	
4060	Staff Expenses	110	Administration	127.65	
4070	Staff Mileage	110	Administration	8.00	
4090	Bank Charges	110	Administration	36.00	
4100	Audit Fees	110	Administration	405.00	
4110	Professional Fees	110	Administration	330.00	
4120	Subscriptions & Memberships	110	Administration	358.88	
4140	Insurance	110	Administration	944.25	
4150	Stationery/Postage	110	Administration	75.37	
4160	Telephone & Broadband	110	Administration	197.47	
4170	Website/IT	110	Administration	409.23	
4250	Parish Maintenance	110	Administration	975.00	
4400	Rates - Cemetery	140	Cemetery	224.55	
4450	Church yard maintenance	150	Open Spaces	1,680.00	
4500	Open Spaces Grasscutting	150	Open Spaces	3,566.55	
4550	Bins	150	Open Spaces	275.13	
4570	Trees/Chilwood	150	Open Spaces	650.00	
4630	Allotments - NL	130	Allotments	440.43	
4640	Allotments - SR	130	Allotments	99.51	
Trial Balance Totals :				154,124.08	154,124.08
Difference				0.00	

Iron Acton Parish Council

Summary Receipts and Payments for Year Ended 31st March 2022

Last Year Ended 31st March 2021		Current Year Ended 31st March 2022
	Receipts	
54,772.00	Precept	56,313.00
54,772.00		
	Sub Total	56,313.00
	Operating Income	
14,849.74	Income	15,203.46
370.00	Allotments	90.00
0.00	Cemetery	370.00
2,809.18	VAT	3,045.01
72,800.92	Total Receipts	75,021.47
	Running Costs	
23,278.59	Administration	11,310.17
2,315.05	Allotments	539.94
224.55	Cemetery	224.55
14,885.61	Open Spaces	6,171.68
597.00	Parish Meadows	0.00
3,045.01	VAT	1,263.46
44,345.81	Total Payments	19,509.80
	Receipts and Payments Summary	
50,647.50	Opening Balance	79,102.61
72,800.92	Add Total Receipts(As Above)	75,021.47
123,448.42		154,124.08
44,345.81	Less Total Payments(As Above)	19,509.80
79,102.61	Closing Balance	134,614.28
	These cumulative funds are represented by:	
22,860.64	Current Bank A/c	75,327.30
56,241.97	Reserve Bank A/c	59,286.98
79,102.61		134,614.28
	Reserve Balances are represented by:	
28,455.11	Current Year Fund	55,511.67
50,647.50	General Reserves	46,041.90
0.00	EMR - CIL 2016/17	153.15
0.00	EMR - CIL 2017/18	2,938.98
0.00	EMR - CIL 2019/20	14,765.12
0.00	EMR - CIL 2020/21	15,203.46
79,102.61		134,614.28

Signed : _____ (Chairman) _____ (RFO)

PLANNING STATEMENT

Two Pools Farm, Wotton Road, Iron Acton, Bristol, BS37 9XD

Footpath Diversion (Public Path Diversion Order – Section 119 Highways Act 1980)

Background

Two Pools Farm is crossed by the Public Right of Way (PROW) LIA/17 and LIA/18, as shown on the attached plan (solid black line). The orange dotted line denotes the existing footpaths, including: LIA/17, LIA/18 and LIA/25.

Footpath LIA/18/10 starts on the Wotton Road, B4058. The footpath goes through the expanding farm yard at Two Pools Farm, extending between existing livestock sheds and buildings, before splitting to footpaths LIA/17/10 and LIA/18/20. LIA/17/10 then takes you around the northern boundary of the field and continues to the east. LIA/18/20 runs south east towards Yate.

Section LIA/18/10 presents inherent risks that the landowner wishes to address.

Consultation

A meeting occurred with the South Gloucestershire PROW officer Mrs Lindsay Saunders, to discuss the proposal and application. A new proposed route was discussed and agreed, which would best benefit public users and the landowner alike.

In preparation of this application, Southwold's Ramblers have been consulted on the proposal. Advice was received to ensure that sufficient physical maps were located at the old and new routes, able to withstand the weather, for a period of up to 5 years. This is to ensure PROW users are aware of the changes to the route and an allowance made for the time period for physical maps to be published. This will be part of the diversion scheme and we agree with this advice.

Iron Acton Parish council have also been contacted but thus far we have been unable to receive feedback and it is yet to be brought up in committee meeting yet.

Proposal

The proposal is to divert the existing PROW (Points A-B, B-C and B-D) away from the farmyard, and a new PROW be created in its place (points E-D-C).

Justification

Health and Safety: there are health and safety concerns for the existing footpath, especially LIA/18/10, where the route tracks through the farmyard. Due to the expansion of the yard and growth of the agricultural business, more risks have been introduced and the footpath has not been well maintained at this section. The most significant risk is interactions between vehicular movements and the general public / users of the PROW. There is a tendency for PROW users to sometimes walk through the farmyard, between the agricultural and livestock buildings – this is partly because the footpath has not been well maintained. However, this results in a risk as there are blind spots around the agricultural buildings, which cause problems for large machinery and vehicles reversing, especially when they are not expecting to see members of the public.

Security and biosecurity: due to PROW users walking between livestock buildings, the proximity to animals and particularly the feed, poses significant risks of contamination. The expanding farmyard has also created a

situation where the PROW now sits in-between buildings, therefore posing possibly increased future risks of security in general for the agricultural business, including vandalism, theft and biosecurity.

Improved route for PROW users (including aesthetics): as previously described, footpath LIA/18/10 runs through the farmyard. The proposed diversion will take users across the agricultural fields, with views of the landscape to the south and east, following the stream to the east of the farmyard. It will also connect three existing footpaths as opposed to the two currently linked. Moreover, the connection to the main highway, the B4058, provides a far safer and improved visibility splay for pedestrians. Currently, at Point A and the start of the LIA/18/10 footpath, users will struggle to see vehicles to the south, and likewise vehicles will have limited visibility of the pedestrians. Crossing the road is necessary to use the highway path to the west of the road, and have access to the LIA/13 to the north (point I) and LIA/27 to the south. Point H, the existing termination point of LIA/25, provides a far safer crossing point and is approximately 175m away from the existing start point of the LIA/18/10. This proposed route therefore is far safer, more amenable and preferable for PROW users.

Ownership

The applicant owns all the land to which upon the proposal is sought. There are no other interested parties.

Layout

Existing Route: Solid Black Line between points: A-B, B-C and B-D

Proposed Route: Dashed Black Line between points: E-D and D-C

Alphabetical Reference	Coordinates (Easting, Northing)	Description
A	368603, 184279	Existing – connection with main highway B4058
B	368785, 184316	Existing – connection between existing footpaths
C	368945, 184329	Termination point of existing footpath and proposed diversion
D	368922, 184178	Termination point of existing footpath and proposed connection point of diversion
E	368632, 184028	Proposed start point of diversion and connection to existing footpath LIA/25
F	368790, 184092	Proposed – route through an existing gateway
G	368907, 184218	Proposed – pedestrian bridge installation required
H	368546, 184117	Existing and proposed – connection with main highway B4058
I	368668, 184455	Contextual – existing footpath to the north of proposal

Section	Distance
Existing	560m (approx.)
A-B	199m (approx.)
B-C	171m (approx.)
B-D	190m (approx.)
Proposed	560m (approx.)
E-F	200m (approx.)
F-D	175m (approx.)
D-G	43m (approx.)
G-C	142m (approx.)
Contextual	
A-H	175m (approx.)
A-I	190m (approx.)
H-E	116m (approx.)
H-I	360m (approx.)

Access

The proposed footpath will be accessed from existing footpaths LIA/25, LIA/18 and LIA/17. It will connect all three footpaths together, whilst still keep the link with the main highway, B4058. As discussed with the PROW officer, the reuse of existing kissing and pedestrian gates will be utilised to denote the footpath, whilst also trying to maximise accessibility requirements for the general public.

The proposed footpath will cross field boundaries through existing gateways or pedestrian gates, except for through one hedgerow to the north (point H). Here, a suitable bridge will have to be implemented to take walkers across a ditch. However, this was seen at the most appropriate point for the PROW in discussions with the PROW officer, as it was the narrowest point of the ditch whilst providing a scenic route.

Ecology

Only a small section of hedgerow will be removed to install the pedestrian ditch (2m width). All other hedgerows are to remain as existing and untouched. The footpath will be installed for a 2m wide strip from the existing hedgerow field boundaries. It is not anticipated this will have an impact on ecology due to the buffer strips around the field boundaries being utilised for the footpath. However, if there are ecological concerns the applicant is willing to take ecology advice for improvements.

Policy and Guidance

The Joint Rights of Way Improvement Plan (RoWIP) 2012-2016 and Draft 2018-2026 version, have been reviewed and considered for this proposal.

The main users of the proposed PROW are anticipated to be walkers, largely for recreational trips. Other users may include joggers and dog walkers. Consequently, the key requirements to satisfy and enhance the PROW for these users include; enjoyable scenery, natural surfaces, a well maintained route, signage/waymarks, safety, a lack of obstructions, all year round access and improvements to road crossing points.

These points have all been considered for this proposal, and it is believed these are all achieved for the current and anticipated users of the proposed PROW. There currently isn't existing facility for walking dogs off the lead, and this is set to remain due to the proximity and relationship with livestock.

It is also believed this proposal will contribute and improve towards the four priority themes; the improvement of maintenance and safety, signage of routes, route information and access for local travel. The access for local travel is not considered a possible improvement for this proposal. However, the route information and signage reflects the feedback from PROW users in the RoWIPs, and reflects the key advice from the Southwold's Ramblers that has been taken on board for the proposed route.

Other legislation and guidance that has been reviewed and followed includes;

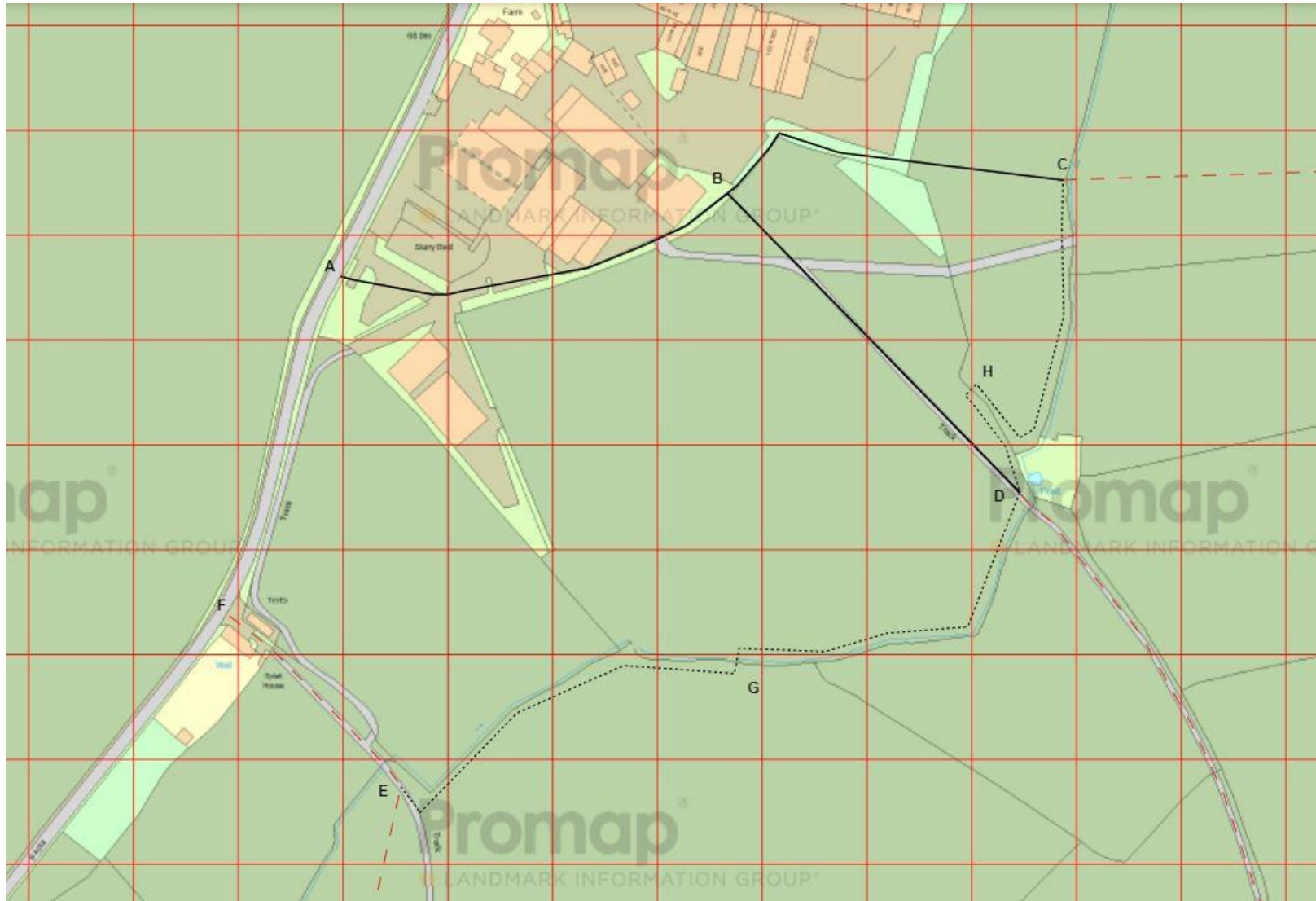
- Defra, 2010, Authorising structures (gaps, gates & stiles) on rights of way: Good practice guidance for local authorities on compliance with the Equality Act 2010
- Legislation.gov.uk, 1980, Highways Act: Section 119
- Natural England, 2008, A guide to definitive maps and changes to public rights of way - 2008 Revision

Summary

The applicant wishes to divert an existing footpath along a new, improved, more scenic route. After discussions with the PROW officer, consultation with the local Rambler's Association and Parish Council, and after reviewing relevant policy and guidance, it is believed this scheme meets the necessary criteria;

- It is in the interest of the landowner
- The diverted route is as convenient if not more convenient to the public
- The diverted route terminates at a connected highway (LIA/25) to the current termination highway (the B4058)
- The diverted route would provide an improved path within the context of aesthetics and public enjoyment, and will have no effect on accessibility

Proposed PROW Diversion – plan number 10194-109-rev draft
Site: Two Pools Farm, Wotton Road, Iron Acton, Bristol, BS37 9XD



This plan is published for convenience and identification only and although believed to be correct its accuracy is not guaranteed and it does not form part of any contract. This plan is based on the Ordnance Survey map with the sanction of the Controller of H M Stationery Office.
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Scale: Not To Scale
Date: September 2021
Prepared By: CN

Well House, The Chipping,
Wotton-under-Edge, Glos GL12 7AD
Tel: 01453 843720

Iron Acton Parish Council
PO Box 1959, Yate, Bristol, BS370DJ
Tel: 01454 501134 Email: clerk@ironactonparishcouncil.co.uk
Chairman: Cllr Catherine Spedding Clerk: Donna Ford
Minutes of Iron Acton Parish Council Meeting held at the Parish Hall
on Monday 15th November 2021 Commencing at 7.30pm

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

Also Present: South Glos Councillor Tristan Clark, South Glos Councillor John Lean.

In Attendance: 10 members of the public.

Fire Safety - Evacuation Procedure / Recording Protocol

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

01.11.21	<u>Apologies for absence and to consider the reasons given</u> All members of the Parish Council present.
02.11.21	<u>Declarations of interest</u> No declarations of interests received. No written request for dispensation for disclosable pecuniary interests received.
03.11.21	<u>Exclusion of the Press and Public</u> Members resolved agenda item 19 were to be dealt with after the Public (including the Press) had been excluded under Standing Order 1.C.

Iron Acton Parish Council
PO Box 1959, Yate, Bristol, BS370DJ
Tel: 01454 501134 Email: clerk@ironactonparishcouncil.co.uk
Chairman: Cllr Catherine Spedding Clerk: Donna Ford
Minutes of Iron Acton Parish Council Meeting held at the Parish Hall
on Monday 15th November 2021 Commencing at 7.30pm

04.11.21	<u>Minutes</u> Resolved: To sign as a correct record the minutes of Iron Acton Parish Council Meeting held on 18th October 2021.
05.11.21	<u>Chairman's Announcements</u> Nothing to report.
06.11.21	<u>Clerks Report</u> Members noted the report from the Clerk.
07.11.21	<u>To hear Reports from Councillors attending Meetings of Outside Bodies</u> Written report from South Gloucestershire Councillor Tristan Clark. AE – Reported that he represented the Parish Council and laid a wreath at the Remembrance service held at St James the Less Church. The reports were noted.
08.11.21	<u>Outstanding Actions</u> - Parish Meadows – Ecology and wall work required – JW advised that the wall work is still required and would form part of the parish meadows work required. - Tennis Courts development – Awaiting a meeting date, no further updates. - Chill Wood Management Plan – Tree planting – Awaiting a further quote. Delegated powers given to the clerk to appoint a contractor for the required work in consultation with JW and PC and consultant Chris Wright. - Tree Planting – Queens Jubilee - A consultation to go onto the website regarding the type of tree to be planted. - Cemetery Tree work – PC advised that trees which are causing an issue will be reported to the Clerk. BS to contact the footpath officer at South Glos Council to request that she deals with the issue of the trees which belong to The Rectory, which are overhanging and obstructing the footpath which runs through the cemetery.

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	• Grass Cutting tender update – The clerk advised that 1 tender had been received to date. • Himalayan Balsam working group update – No further update.
09.11.21	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerk Salary Clerks Expenses – £24.00 Clerks Mileage – £4.80 Royal Mail – PO Box - £99.00 Landscape Services – £649.04 Barrett Maintenance - £225 South Glos Council – Bin collection at the Parish Meadows - £75.13 <u>Contracted Payments</u> EE Broadband / Phoneline -£39.26 Nest Pension Scheme - £60.09 Codex Absolute Payroll - £31.50 IAP UK - £74.88 Members to approve payments made under scheme of delegation. Bank Balances as of 1st November 2021 Unity Trust – Current Account - £71,426.37 Unity Trust – Reserves Account - £59,286.98 Financial Reports - 01/11/2021 Bank Reconciliations Receipts & Payments - Budget report Trial Balance Summary Receipts & Payments for year ending 2022 Resolved: That the reports were noted.

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10.11.21	<u>Planning Applications for Consideration</u> P21/06274/F Excavation of proposed fishing, amenity and conservation lake with associated works. Erection of 3 no. log cabins for holiday let (Class C3) and landscaping works to include car parking facilities. Orchard Farm Iron Acton South Gloucestershire BS37 9UG – Comment – Further details required in relation to environmental waste disposal, transport, and conservational detail. Object based on inappropriate development in green belt and conservational area. P21/06735/F Erection of a two storey side extension to form additional living accommodation. Cottage 2 Beech House Yate Road Iron Acton South Gloucestershire BS37 9XX – No Comment. P21/06770/TRE Works to fell 1 no. Ash, 1 no. Purple Cherry-Plum and 4 no. Leylandii trees all covered by Preservation Order SGTPO 10/09 dated 9th September 2009. Stanhoe 336 North Road Yate South Gloucestershire BS37 7LL – No Comment. P21/06919/F Demolition of existing garage. Conversion of existing outbuilding to form a bungalow with detached garage and associated works Land At Bramley House Yate Road Iron Acton South Gloucestershire BS37 9XX – No Comment. P21/07037/ADV Consent to display 3no internally illuminated static fascia signs and 3no non illuminated fascia signs. Unit 6 Armstrong Business Park Yate Road South Gloucestershire BS37 5AH – No Comment.
11.11.21	<u>Community Infrastructure Levy Income</u> Members considered allocation for the current CIL money held by the PC and any future CIL money received. Resolved: To allocate the £153.15 CIL funds from 2016.17 for tree planting at Chill Wood. Remaining CIL funds held to be allocated for capital projects at the Parish Meadows and Chill Wood.

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12.11.21	<u>Nibley Lane road safety concerns</u> Members considered the Highways Investigation Scheme Request Form. Resolved: To submit the Highways Investigation Scheme Request Form.
13.11.21	<u>Parish Maintenance</u> Members considered any maintenance required for Iron Acton Parish. Resolved: No further work required.
14.11.21	<u>Grass reinforcement at Parish Meadows & Acton Aid</u> Members considered a phased approach to the grass reinforcement at the Parish Meadows. Resolved: That no phased approach is now required. The project will proceed in commencement with the grass growing season in the Spring 2022 within the budget allocated in September 2019 (minute 12.09.20) Clerk to place the order.
15.11.21	<u>Delegated Powers</u> Members consider delegated powers to the Clerk in conjunction with recommendations from members for planning applications that fall outside of the timeframe of scheduled council meetings. Resolved: To give delegated powers to the Clerk in conjunction with recommendations from members for planning applications that fall outside of the timeframe of scheduled council meetings.
16.11.21	<u>Local Nature Action Plan</u> Members considered formulating Local Nature Action Plan in conjunction with Frampton Cotterell Parish Council. Resolved: To consult with Frampton Cotterell Parish Council to seek clarification in regards to the plan that they are aiming to set up.

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17.11.21	<u>Spatial Development Strategy update</u> Members reviewed the October 2021 publication of documents and report provided. Resolved: To note the publication of technical documents at this stage, while resolving to respond to the formal consultation on the draft Strategy in Spring next year. Taking this approach would ensure that any views expressed by the Parish Council would form part of the evidence before the Planning Inspectors at the future inquiry.
18.11.21	<u>Budget Requirements</u> • Members consider the draft budget proposal for 2022.23 • Members consider the draft 5-year budget forecast. Resolved: Members resolved to approve the budget requirements for 2022.23 and 5 year budget forecast. Resolved: To make a precept request for £57,758.00 for 2022.23.
	<u>Confidential Business</u> In view of the confidential nature of the business about to be transacted, it is likely that the press and public will be excluded during consideration of this item (Item 3 above refers)
19.11.21	<u>Freedom Of Information Request</u> Members noted the freedom of information request received 19.10.2021 and response provided.

Meeting closed at 21:18.

Signed: (Chairman)

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Dated

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Present: Chairman: Councillor C Spedding (CS)
Councillors: Councillor P Chapman (PC)
Councillor R Lomas (RL)
Councillor J Wright (JW)
Councillor D Smith (DS)

Also Present: Parish Clerk

In Attendance: 0 members of the public.

Fire Safety – Evacuation Procedure / Recording Protocol

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

01.01.22	<u>Apologies for absence and to consider the reasons given</u> • Councillor L Noble (LN) • Councillor B Sheppard (BS) • Councillor A Edmonds (AE) Resolved: To note the apologies. Noted – Apologies received from South Glos Councillor's Tristan Clark, John Lean & Claire Young.
02.01.22	<u>Declarations of interest</u> No declarations of interests received. No written request for dispensation for disclosable pecuniary interests received.
03.01.22	<u>Exclusion of the Press and Public</u> Members resolved agenda item 7 were to be dealt with after the Public (including the Press) had been excluded under Standing Order 1.C.

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04.01.22	<u>Minutes</u> Resolved: To sign as a correct record the minutes of Iron Acton Parish Council Meeting held on 15th November 2021.
05.01.22	<u>Planning Applications for Consideration</u> Members considered a schedule of applications submitted for consultation: P21/08037/RVC Removal of condition no.5 attached to planning permission PK14/1646/F to allow subdivision of the property to allow sub letting. Demolition warehouse unit.Erection of building and change of use from B1 and B2 to maintenance depot, vehicle storage, storage of solar signs for solar regeneration, of... Kelly Bros Holdings Ltd 1 Hawkesworth Road Yate South Gloucestershire BS37 5NW – No Comment. P22/00055/CLP Creation of a private way access into agricultural field. Land Off Engine Common Lane Yate South Gloucestershire BS37 7PX – No Comment. P22/00034/CLP Installation of 1 no. rear dormer. Pear Tree Cottage Holly Hill Iron Acton South Gloucestershire BS37 9XZ – No Comment. Resolved: To submit comments. Resolved: Planning applications and comments submitted under scheme of delegation. <u>Delegated Planning – Recommendations from CS/RL/JW – 29.11.21</u> P21/07256/TCA Works to fell 1 no. Ash, 1 no. Oak, crown reduce 2 no. Willow by 6m and crown lift 1 no. Lime trees to 5m. All trees situated within the Iron Acton conservation area. Algars Mill Frampton End Road Iron Acton South Gloucestershire BS37 9TD – No Comment P21/07264/F Raising of roofline and installation of 2 no. front and 1 no. rear dormers to facilitate loft conversion. Erection of front porch. Orchard Cottage 450 North Road Yate South Gloucestershire BS37 7LW – No Comment P21/07136/F Partial demolition of 1 no. dog kennel building (building no. 4) to facilitate its conversion into 1 no. dwelling. Demolition of 1 no. garage

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	building (building no. 6) to facilitate the conversion of 1 no. former agricultural building (building no. 3) into 1 no. dwelling. Formation of new trackway. Buildings At Elm Farm Bristol Road Iron Acton South Gloucestershire BS37 9TF – No Comment <u>Delegated Planning – Recommendations from RL / PC – 20.12.21</u> P21/07671/F Erection of a two storey side extension to form garage and living accommodation. 1 Feltmakers Lane Yate South Gloucestershire BS37 7EX – No Comment P21/07744/F Erection of 2no. dwellings with access, parking and associated works. Iron Acton Forge Bristol Road Iron Acton South Gloucestershire BS37 9TF – Concerns over how close the two new dwellings are situated to the river.
06.01.22	<u>Delegated Powers</u> Members consider giving delegated powers to the clerk for the continuity of the Parish Council. Resolved – To give delegated powers to the clerk for the continuity of the Parish Council. Note - This would mean that Full Council meetings could go ahead virtually and instead of making decisions, would recommend decisions to the Parish Clerk, who would then enact those recommendations under the temporary delegation. The scheme would remain in place until it was decided that a return to face-to-face meetings was safe, or that the delegation should cease for any other reason.
	In view of the confidential nature of the business about to be transacted, the press and public will be excluded during consideration of this item (Item 3 above refers)
07.01.22	<u>Grass Cutting Tender</u> Members considered the grass cutting tenders received for a 3-year contract with a commencement date of March 2022 • Barrett Garden Maintenance • Bath Green Gardens • Frome Valley Landscaping • MJF Grounds

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	• Chewton Tree and Garden Services Resolved – To award the 3-year grass cutting contract to Barrett Garden Maintenance with a commencement date of March 2022.
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Meeting closed at 19:36.

Signed: (Chairman)
Dated

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Present: Chairman:
Councillors: Councillor P Chapman (PC)
Councillor J Wright (JW)
Councillor D Smith (DS) – Acting Chair
Councillor R Lomas (RL)
Councillor A Edmonds (AE)

Also Present: Parish Clerk, South Glos Councillor's Tristan Clark & John Lean &

In Attendance: 2 members of the public.

Fire Safety – Evacuation Procedure / Recording Protocol

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

01.03.22	<u>Apologies for absence and to consider the reasons given</u> • Councillor L Noble (LN) • Councillor B Sheppard (BS) • Councillor C Spedding (CS) Resolved: To note the apologies. Noted – Apologies received from South Glos Councillor Claire Young.
02.03.22	<u>Declarations of interest</u> No declarations of interests received. No written request for dispensation for disclosable pecuniary interests received.
03.03.22	<u>Exclusion of the Press and Public</u> Members resolved agenda item 7 were to be dealt with after the Public (including the Press) had been excluded under Standing Order 1.C. Resolved – Agenda Items – 25, 26 & 27

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04.03.22	<u>Minutes</u> Resolved: To sign as a correct record the minutes of Iron Acton Parish Council Meeting held on 17th January 2022.
05.03.22	<u>Chairman's Announcements</u> Members received a verbal report from the Chairman. Members noted the date of the next full Council meeting – 25th April 2022 commencing at 6:30pm. Members noted the date for the Annual Parish meeting – 25th April 2020 commencing at 8pm.
06.03.22	<u>Clerks Report</u> Members noted the report from the Clerk.
07.03.22	<u>To hear Reports from Councillors attending Meetings of Outside Bodies and South Gloucestershire Councillors</u> Members received verbal reports from Councillors who have represented the Council at meetings of outside bodies. Written report from South Gloucestershire Councillor Tristan Clark – Appendix A The reports were noted.
08.03.22	<u>Outstanding Actions</u> - Parish Meadows – Ecology and wall work required – PC advised that a quote had been received for £120 a day labour charges for the wall repairs required within the Parish Meadows – Resolved to accept the quote and instruct the contractor on receipt of the official quote. - Tennis Courts development - Chill Wood Management Plan – Tree planting phase 1 has been now completed with 140 new trees planted.

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	• Tree Planting – Queens Jubilee – DS advised that the consultation was still running and would be closed at the weekend of the Jubilee and will be planted in the Autumn. • Cemetery Tree work • Himalayan Balsam working group update – JW advised that he would look at formulating a working group and report back. • Local Nature Action Plan – No further action required.
09.03.22	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerks Salary Clerks Expenses – £54.00 Clerks Mileage – £7.20 Parish Hall – Room Hire - £22.00 South Glos – Bin collection Parish Meadows - £75.13 HMRC - PAYE - £1,884.88 Barrett Garden Maintenance – Grass Cutting and Parish Maintenance • Inv 116 - £75.00 • Inv 117 - £75.00 • Inv 118 - £75.00 • Inv 119 - £115.00 • Inv 120 - £110.00 • Inv 121 - £120.00 • Inv 122 - £205.00 • Inv 123 - £75.00 <u>Contracted Payments</u> EE Broadband / Phoneline -£39.26, £39.26, £39.26 Nest Pension Scheme - £60.09, £60.09, £60.09, £60.09 Codex Absolute Payroll - £31.50, £31.50, £31.50, £31.50 IAP UK - £71.88, £74.88, £72.48, £72.48 Water2Business - £25.90, £37.55 Members approved payments made under scheme of delegation. Clerks Expenses – £54.00 Clerks Mileage – £4.80 South Glos Council – Localism Charge – Bin in meadows - £75.13 MJF Grounds – Tree work at Chill Wood - £2,140.00

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	IAP – Domain renewal - £9.00 HMRC – PAYE - £1,691.58 GB Sport and Leisure – Playground Inspection - £96.00 Room Hire - £29.00 & £22.00 Sure Green – Tracks at Parish Meadow - £11,637.30 Green Bin subscription - £60.00 Black Bin extra capacity - £39.00 Bank Balances as of 1st March 2022 Unity Trust – Current Account - £51,042.48 Unity Trust – Reserves Account - £59,290.63 Financial Reports- March 2022 Bank Reconciliations Receipts & Payments - Budget report Trial Balance Summary Receipts & Payments for year ending 2022 Resolved: That the reports were noted.
10.03.22	<u>Planning Applications for Consideration</u> Members considered a schedule of applications submitted for consultation: P22/01125/PIP Permission in principle for the erection of 2no. self build dwellings. Land At 13 Engine Common Lane Yate South Gloucestershire BS37 7PX – No Comment. P22/01016/O Erection of 1 no. dwelling with associated works (Outline) with access and layout to be determined, all other matters reserved. Land East Of Normead Mission Road Iron Acton South Gloucestershire BS37 9XR – No Comment. Resolved: Planning applications and comments submitted under scheme of delegation. <u>Delegated Planning – Recommendations from CS/DS/JW – 03.02.22</u> P22/00191/F Change of use of the building from a Storage or Distribution (Class B8) to General Industrial (Class B2) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). Titan Armstrong Way Yate South Gloucestershire BS37 5NG – No Comment

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	P22/00240/F Extension to existing hard standing to form additional spectator parking. (retrospective) Yate Town Football Club Lodge Road Yate South Gloucestershire BS37 7LE - Comment - Consideration should be made to alleviating any flooding concerns from increased hard surface areas. <u>Delegated Planning - Recommendations from CS/DS/JW - 23.02.22</u> P22/00532/F Conversion of a former agricultural building to form 1no dwelling and associated works. Acton Lodge Farm Wotton Road Iron Acton South Gloucestershire BS37 9XA - No Comment P22/00546/TCA Works to crown reduce 1 no. Silver Birch tree (T1) to leave a finished height of 4.5 m and radial spread of 3 m, 2 no. Plumb trees (T2 and T3) to leave finished heights of 3 m and 3 m and radial spreads of 2 m and 2 m, and 1 no. Damson tree to leave a finished height of 3 m and radial spread of 2... Vine Cottage Wotton Road Iron Acton South Gloucestershire BS37 9UZ- No Comment P22/00640/HH Erection of single storey side extension to provide additional living accommodation. Dyers Cottage Mission Road Iron Acton South Gloucestershire BS37 9XR- No Comment P22/00508/F Erection of front extension, two storey detached building to form staff room/office, baler room, reel room and sprinkler tanks. Installation of 14 no. flues. Titan Armstrong Way Yate South Gloucestershire BS37 5NG- No Comment P22/00699/CLP Installation of hard standing, erection of 2 metre high fencing and siting of a mobile home ancillary to the main dwellinghouse (School House, The British). School House The British Yate South Gloucestershire BS37 7LH - Object - Not in keeping with the area. This dwelling can only be accessed via the narrow no through lane, The British. This lane is only sufficiently wide enough for one car or light truck at a time. There is no footway/pavement to protect pedestrians. The British is used as the only available route for children walking from North Road Community Primary School to the school's sports field. Bearing in mind the narrowness of The British, Iron Acton Parish Council believes the danger to Primary School Children and other pedestrians can only be increased by additional development on that lane. The access from North Road has restricted visibility splay. IAPC are concerned over the cumulative development on the British which ultimately leads to an increase in vehicle movements. P22/01085/F Erection of 1 no. detached dwelling with associated works. Land At School House The British Yate South Gloucestershire BS37 7LH
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	- Object - This dwelling can only be accessed via the narrow no through lane, The British. This lane is only sufficiently wide enough for one car or light truck at a time. There is no footway/pavement to protect pedestrians. The British is used as the only available route for children walking from North Road Community Primary School to the school's sports field. Bearing in mind the narrowness of The British, Iron Acton Parish Council believes the danger to Primary School Children and other pedestrians can only be increased by additional development on that lane. The access from North Road has restricted visibility splay. IAPC are concerned over the cumulative development on the British which ultimately leads to an increase in vehicle movements.
11.03.22	<u>Playground Inspection</u> Members noted the annual playground inspection report and any associated work required. Resolved – No action required.
12.03.22	<u>Parish Maintenance</u> Members considered any maintenance required for Iron Acton Parish. Resolved – The area behind the tennis courts need to be trimmed back to enable access. PC advised that he would be meeting with the contractor on site to look at areas that require attention. Resolved – Clerk to request a meeting with the public rights of ways officer in regard to the overhanging branches on the cemetery footpath.
13.03.22	<u>Localism contract 2022/23</u> Members reviewed the Localism contract for 2022/23. Resolved – To accept and sign the contract for 2022/23.

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14.03.22	<u>Informal Consultation - Application to divert footpaths Lia 17 & 18 at Two Pools Farm, Iron Acton</u> Members considered correspondence received and response required. Resolved – In favour of the proposed diversion.
15.03.22	<u>Environmental Survey</u> Members considered the quotes received for a survey and management plan on the Coach Pool at Dyers Lane and the stream that runs through the Parish Meadows. Resolved – To give delegated powers to the clerk to appoint a contractor for the survey and management plan for both the Coach Pool at Dyers Lane and the stream that runs through the Parish Meadows.
16.03.22	<u>Permission to stage an event at the Parish Meadows</u> Members considered the requests to stage an event in the parish meadows • Friday 1st July • Saturday 2nd July • Sunday 3rd July Resolved – To approve the events
17.03.22	<u>Local Plan Phase 2</u> Members considered correspondence received and any required response. Resolved – To submit the proposed responses with changes made.
18.03.22	<u>West of England Spatial Development Strategy</u> Members considered correspondence received and any required response. Resolved – To note the West of England development strategy with no action required at this stage.

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19.03.22	<u>Chill Wood</u> Members considered the installation of a 19m post and rail fence, 12ft wooden gate and kissing gate at Chill Wood. Resolved – To install a 19m post and rail fence, 12ft wooden gate and kissing gate at Chill Wood with delegated powers given to the Clerk to appoint a contractor.
20.03.22	<u>Parish Meadows – MUGA</u> Members considered the MUGA proposals and requirements needed. Resolved – To consider the quotes for the MUGA with the working group to obtain a final design and apply for further funding.
21.03.22	<u>Website</u> Members considered website requirements and upgrades proposed. Resolved – To give delegated powers to the Clerk to approve and appoint the contractor for the required upgrades.
22.03.22	<u>Internal Auditor</u> Members considered the appointment of I Selkirk for the 2021.22 internal audit at a cost of £115.00. Resolved – To appoint I Selkirk for the 2021.22 internal audit.

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23.03.22	<u>Cemetery Records</u> Members considered creating digital cemetery records and creating a digital plan. Resolved – To obtain quotes for creating digital cemetery records and creating a digital plan.
24.03.22	<u>Annual Review of Internal Policies / Procedures / Registers</u> • Fixed Asset Register 2022 • Financial Risk Assessment 2022 • Iron Acton Parish Council Complaints Procedures 2022 • Health and Safety Policy 2022 • Data Protection and Information Security Policy 2022 • Harassment and Bullying Procedures 2022 • Retention of Records and Documents Policy 2022 • Disciplinary Procedures 2022 • Grievance and Whistleblowing 2022 • Freedom of Information and Publication Procedures 2022 • Equality and Diversity Policy 2022 • Safeguarding Children and Young People and Vulnerable Adults Policy 2022 • Risk Register 2022 • Internal Controls 2022 • Training Policy 2022 • Grants and Donation Policy 2022 • Website Management Policy 2022 • Virtual Meeting Policy 2022 • Incursion Procedure 2022 • Social Media Policy 2022 • Vexatious Complaints Policy 2022 • Planning Code of Conduct 2022 Resolved – Members approved all the Policies / Procedures / Registers.
	In view of the confidential nature of the business about to be transacted, the press and public will be excluded during consideration of this item (Item 3 above refers)

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25.03.22	<u>Freedom Of Information Request</u> Members noted the freedom of information request received with no further action required. • 17.11.2021 & 09.12.2021 and response provided. • 05.12.2021 and response provided.
26.03.22	<u>Correspondence Received</u> Members noted the correspondence received with no further action required. • 17.11.21 (GN) and response sent. • 09.01.22 / 07.02.22 (BS) and response sent. • 26.02.22 (RK) and response sent.
27.03.22	<u>Clerks Salary</u> Members approved: • The clerk's salary increase to be paid in accordance with the NJC pay scales and backdated to 1st April 2021 • The Clerk's pay scale increase by 1 SCP and backdated to 9th May 2021 as agreed with the Chair and Vice Chair in line with the Clerks contract for annual increments.

Meeting closed at 21.51pm

Signed: (Chairman)
Dated

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Chairman: Cllr Catherine Spedding Clerk: Donna Ford
Minutes of Iron Acton Parish Council Meeting held at the Parish Hall
on Monday 21st March 2022 Commencing at 7.30pm

Appendix A

Iron Acton Parish Council – District Councillors’ Report

Monday 21st March 2021

Bus Service Cuts and Timetable Changes

The Government has announced that financial support provided under the Bus Recovery Grant (BRG) scheme will finish in October. The West of England Combined Authority (WECA) were notified by local bus operators of many service changes, coming into effect from Sunday 24th April 2022, as operators adjust to the government’s announcement. Bus operators have provided the following update on the pressures they are experiencing:

In recent months we have experienced significant driver shortage across the West of England – we have seen increased numbers of leavers, due primarily to drivers being tempted into the HGV industry by significantly inflated wages for haulage companies (following the HGV crisis). [...] As well as increased leavers we also continue to experience driver sickness at approximately 9% (normally at this time of year this would be around 3%) some of which is COVID related.

Recruitment has also been significantly challenging in recent months. [...] With our current levels of attrition and sickness we are approximately 120 drivers short of our required establishment.

WECA will be supporting a number of bus services, using underspends from their 2021/22 budget, that would have been withdrawn for being commercially unviable. This includes the Y3 that serves Iron Acton and the Y5 that serves Westerleigh village. As the ongoing financial support from WECA cannot be guaranteed in the long term replacement services will be put out to tender at the end of August.

Y1 (Bristol)	Chipping Sodbury – Yate – Nibley – Coalpit Heath – Frenchay – Bristol Bus Station	Timetable amendment.
Y2 (Bristol)	Yate – Nibley – Coalpit Heath – Downend – Fishponds – Eastville - Bristol Bus Station	Service Withdrawn. Passengers can use services Y1, Y4, Y6, 86 and 680 an alternative.
Y3 (Bristol)	Yate – Iron Acton – Frampton Cotterell – Winterbourne – Hambrook – Bristol Bus Station	Timetable Changes: WECA is funding the full service as it is no longer commercially viable. It will include a replacement service within the tender round to start from 28 th August 2022.
Y4 (Bristol)	Yate – Nibley – Coalpit Heath – Frampton Cotterell – Winterbourne – Hambrook – Frenchay –	Route amendment, service will now terminate at Yate Park and Ride.

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	Broomhill – Stapleton – Eastville - Bristol Bus Station	Frequency reduction to every 90 minutes.
Y5 (Bristol)	Chipping Sodbury – Yate – Westerleigh – Pucklechurch – Shortwood – Mangotsfield – Staple Hill – Fishponds – Eastville – Bristol Bus Station	Timetable Change: WECA is funding the full service as it is no longer commercially viable. It will include a replacement service within the tender round to start from 28 th August 2022.
Y6 (Bristol)	Chipping Sodbury – Yate – Nibley – Coalpit Heath – Frampton Cotterell – Winterbourne – Stoke Gifford – Little Stoke – Patchway – Cribbs Causeway – Filton – Southmead Hospital	Timetable changes.

South Gloucestershire Council Local Plan Phase Two Consultation Extended

South Gloucestershire Council is in the process of developing a new Local Plan, which is the top-level planning document for the district, which establishes where we do and do not want to see new development in the future, and which will guide and shape the nature of growth in the district for the next decade. The plan should reflect the views and priorities of our communities.

The council is asking residents and stakeholders to contribute, over the next six weeks, to the next phase of the plan. They are asking for input from the community on a range of themes as part of our new Local Plan Phase 2 consultation:

- Future Homes – New and current residents, as well as those in future generations, will need sustainable, connected and affordable places to live. Sharing your views on where growth, change and protection might take place in or urban areas, and how we might approach rural growth
- Brownfield Development – Redeveloping individual sites and buildings in urban areas and market towns can be the most efficient use of these spaces for homes, employment and leisure and will be a key part of our Local Plan. The council wants to hear from residents about what changes and approaches might be required to make sure we make the best use of urban land
- Renewable Energy – We want to increase the local potential for generating low and zero carbon forms of energy. As part of the Local Plan, share your views on how we plan for renewable energy and where land might be used for renewable energy generation from solar and wind
- Land for jobs – Protecting spaces for work and businesses through our Local Plan will support a strong, responsive and competitive economy. The proposals we are setting out for consultation describe which urban employment sites could be protected and where choices could be made to change on our urban employment areas, to assist regeneration, encourage new forms of development and promote mixed use ideas and approaches
- Environment – Green spaces, cycle routes, rivers, parks and village greens all come together to create a network of green areas and corridors for people and

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wildlife. Find out, and share your views, on the proposed green infrastructure network.

All councils are required by law to have a Local Plan that sets out how they will accommodate growth and development in their area into the future. Government sets targets for the number of new homes, for example, that each local authority must plan to accommodate, but the role of the Local Plan is to reflect the priorities and aspirations of the local community so that growth can be delivered in a way that meets that area needs. As the highest level planning document for the district, it is important that residents and stakeholders understand its purpose and help to shape it.

You can read the Phase 2 consultation document and complete the online survey via our new Local Plan website: www.southglos.gov.uk/newlocalplan. The consultation closes on 4th April.

South Gloucestershire Council Sets Its Budget for 2022/23

South Gloucestershire Council has agreed its Budget for 2022/23, which outlines plans to spend £259.5 million, focussed on protecting and improving frontline services to deliver the support residents and businesses need to thrive into the future. Additionally, the Capital programme for the coming year will allocate almost £140.5 million in 2022/23.

The council has been able to produce a balanced budget for the next four years and has limited Council Tax rises to 2.99%. The move includes a ring-fenced 1% increase to help fund adult social care services and 1.99% allocated to all other council services. This means the South Gloucestershire Council element of Council Tax for a Band D property for 2022/23 will be £1,668.64. This is an increase of £48.45 per year (the equivalent to 93p per week).

Authority	2021/22	2022/23
South Gloucestershire Council	+4.99%	+2.99%
Parish/Town Council precept (average)	+1.56%	+4.47%
Avon and Somerset Police and Crime Commissioner	+5.88%	+4.15%
Avon Fire Authority	+1.99%	+1.99%
Total (average)	+4.83%	+3.15%

For a Band D property in Frampton Cotterell ward the council tax bill breaks down respectively as follows:

Parish	2021/22		2022/23	
	Parish Precept	Total Council Tax	Parish Precept	Total Council Tax

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Frampton Cotterell	£133.19	£2,063.94	£135.80	£2,124.87
Westerleigh	£58.46	£1,981.68	£58.47	£2,039.73
Iron Acton	£94.42	£2,014.54	£94.22	£2,072.41
Rangeworthy	£39.90	£1,962.74	£40.50	£2,021.42
Tytherington	£82.16	£2,009.57	£87.63	£2,072.74

The priority in producing the new budget has been to deliver on residents' priorities, while ensuring the council maintains a sustainable financial position. Key investments include:

- An additional £639,000 will be invested into the street cleaning teams who work to ensure our communities are clean and attractive places to live and work.
- Further investment in new schools and school maintenance to ensure that we continue to have high quality places for our young people to learn and make the best start in life.
- More than £12 million to be invested in maintenance and improvements to the existing road network, including funding to tackle potholes, which are a major gripe of motorists and cyclists alike.
- £15.3 million extra investment in children's services to protect the most vulnerable in our community by improving the way we work and by recruiting additional qualified staff.
- A £1 million Prevention fund, focussed on promoting Public Health messages so that more people can stay healthier for longer, by making positive lifestyle choices to reduce the risk of needing costly and disruptive hospital treatment or more acute support from social care services.
- An extension of the council's Community Resilience Fund, which is designed to provide support to those who continue to be impacted by the Covid-19 pandemic, including those who may not have been eligible for previous Government support.

In a boost for transport infrastructure, which will promote sustainable travel as well as improving traffic flows by encouraging more alternative ways for people to get around the district, the budget also approves £21 million for the City Regional Sustainable Transport Settlement (CRSTS) programme, which will release £104.9 million for projects in South Gloucestershire. Those projects, to be delivered between 2022/23 and 2024/25, include:

- Public transport improvements along the A38 and A432 corridors
- A Park & Ride on the M32 (delivered in partnership with Bristol City Council and West of England Combined Authority)
- Charfield Station
- Walking and cycling improvements (including along the Bristol Bath Railway Path)

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Nibley Lane Safety Meeting

In February Cllr Young attended a site meeting on Nibley Lane with Cllr Steve Reade (the Executive Member with responsibility for transport) and Rob Wiltsher (South Gloucestershire Council's Assess and Decide engineer for our area). The outcome of the meeting was:

- SGC will draw up plans for roundels on the road/new signage, in the short term, to reinforce the 20mph speed limit and alert road users to the likelihood of meeting pedestrians, cyclists and horses in the road.
- As the Avon Cycleway, which includes part of Nibley Lane, is managed by Sustrans SGC will contact them to raise the profile of signage.
- SGC will also look at, in the longer term, what would be feasible in terms of a road closure and remodelling the layout at the Nibley Lane – Badminton Road junction.

Cllr Young has contacted both Iron Acton Parish Council and Westerleigh Parish Council about doing straw polls of parishioners on the option of closing the road to motorised vehicles. She explained to Cllr Reade that a petition has already been submitted, on behalf of Iron Acton Parish Council, which demonstrated strong support for such a closure from Nibley residents. Cllr Reade was keen, however, to get a feel for how the wider population feels, particularly those living in Iron Acton and nearby villages who might use it regularly.

Cllr Young has also written to Lee Lodder and Liz Kinsey, of the Frome Reconnected project, to discuss the possibility of routing the Frome Valley Walkway along the river rather than the road.

Electric Vehicle Charging Point Survey

South Gloucestershire Council is running a survey on improving residential access to electric vehicle charging facilities. The council intends to apply for the On-Street Residential Charge Point Scheme which provides funding to increase availability of plug-in vehicle charging points for people who do not have access to off-street parking and unable to charge an electric vehicle at home. The scheme will help the council to understand how it can support present and future demand for on-street charging.

The survey can be found at <https://southglos.researchfeedback.net/s/ORCPS> and closes on 25th March.

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Chairman: Councillor C Spedding (CS)

Councillors: Councillor D Smith (DS)
Councillor L Noble (LN)

Also Present: Parish Clerk, South Glos Councillor's Tristan Clark, John Lean & Claire Young

In Attendance: 2 members of the public.

Fire Safety – Evacuation Procedure / Recording Protocol

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

01.04.22	<u>Apologies for absence and to consider the reasons given</u> • Councillor B Sheppard (BS) • Councillor J Wright (JW) • Councillor A Edmonds (AE) • Councillor P Chapman (PC) • Councillor R Lomas (RL) Resolved: To note the apologies.
02.04.22	<u>Declarations of interest</u> No declarations of interests received. No written request for dispensation for disclosable pecuniary interests received.
03.04.22	<u>Exclusion of the Press and Public</u> Members resolved agenda item 7 were to be dealt with after the Public (including the Press) had been excluded under Standing Order 1.C. N/A

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04.04.22	<u>Minutes</u> Resolved: To sign as a correct record the minutes of Iron Acton Parish Council Meeting held on 21st March 2022.
05.04.22	<u>Chairman's Announcements</u> Members received a verbal report from the Chairman. - Tree Planting and damage in Chill Wood - MUGA plans
06.04.22	<u>Clerks Report</u> Members noted the report from the Clerk.
07.04.22	<u>To hear Reports from Councillors attending Meetings of Outside Bodies and South Gloucestershire Councillors</u> Members received verbal reports from Councillors who have represented the Council at meetings of outside bodies. Written report from South Gloucestershire Councillor Tristan Clark – Appendix A. Claire Young advised that further support was required for the Nibley Lane consultation in order to push forward the need for the road safety improvements. The reports were noted.
08.04.22	<u>Outstanding Actions</u> - Parish Meadows – Ecology and wall work required - Tennis Courts development – Agenda Item 15 - Tree Planting – Queens Jubilee – Agenda Item 14 - Cemetery Tree work and digital cemetery records and creating a digital plan - Ongoing - Himalayan Balsam working group update – No further update

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	• Installation of a 19m post and rail fence, 12ft wooden gate and kissing gate at Chill Wood – Awaiting further quotes.
09.04.22	<u>Accounts for Payment</u> Members resolved the Schedule(s) of Accounts for Payment and authorised the payments. Clerk Salary Clerks Expenses – £30.00 Clerks Mileage – £9.60 Alison’s Websites - £25.00 Village Hall – Room Hire - £22.00 Barrett Garden Maintenance – Grass Cutting - £395.00 & £310.00 & £205.00 – Maintenance - £75.00 Denise Smith – Booking calendar upgrade - £86.54 <u>Contracted Payments</u> EE Broadband / Phoneline - £39.26 Nest Pension Scheme - £89.64 Codex Absolute Payroll - £31.50 IAP UK - £74.74 Members approved payments made under scheme of delegation. ALCA – Subscription - £379.87 Viking – Safe/Stationary - £272.35 Bank Balances as of 1st April 2022 Unity Trust – Current Account - £55,740.18 Unity Trust – Reserves Account - £52,322.79 Financial Reports Bank Reconciliations Receipts & Payments - Budget report Trial Balance Summary Receipts & Payments for year ending 2022

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	Members resolved to allocate the current year end funds of £35,960.00 to a EMR account for capital projects. Resolved: That the reports were noted.
10.04.22	<u>Planning Applications for Consideration</u> Members considered a schedule of applications submitted for consultation: P22/01864/HH Erection of single story rear extension to form additional living accommodation. Audley The Green Iron Acton South Gloucestershire BS37 9TQ – No Comment P21/08037/RVC Removal of condition no.5 attached to planning permission PK16/1696/RVC (previously PK14/1646/F) to allow subdivision and subletting of the office floor space within the building, removal of condition 6 requiring details of an electricity substation, and variation of condition 7 to amend the appr... Kelly Bros Holdings Ltd 1 Hawkesworth Road Yate South Gloucestershire BS37 5NW – No Comment P22/01640/HH Erection of a single storey side extension to form garage. Top Floor Flat Sunset Cottage Holly Hill Iron Acton South Gloucestershire BS37 9XZ – No Comment P22/02194/CLE Continued use as residential garden falling within residential curtilage. 319 North Road Yate South Gloucestershire BS37 7LJ– No Comment
11.04.22	<u>Defibrillator North Road</u> Members considered a recommendation from a parishioner to purchase and install a defibrillator at North Road. Resolved: To give delegated authority to the clerk to purchase a defibrillator and accessories required up to £2000.00 for North Road to be installed at the Codrington Arms pub with agreement from the landlord.
12.04.22	<u>Parish Maintenance</u> Members considered any maintenance required for Iron Acton Parish. Resolved – To give delegated authority for the clerk to obtain advise on how to deal with the moles on the Parish Meadows and Village Green and if

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	required appoint a contractor for the capture of moles in the Parish Meadows and Village Green. To clear back the Ivy in the children's play area.
13.04.22	<u>New development off North Road by Newland Homes</u> Members considered the request for 5 street name suggestions. Resolved: To request suggestions from North Road School and submit the suggestions.
14.04.22	<u>The Queen's Green Canopy</u> Members considered the purchase of The Queen's green canopy plaque with stakes at a cost of £144.99. Resolved: To purchase of The Queen's green canopy plaque with stakes at a cost of £144.99.
15.04.22	<u>MUGA - Parish Meadows</u> Members considered recommendations from the working group in regards to the MUGA project for the Parish Meadows and the next steps required. Members approved the scheme in principle for the redevelopment of the tennis courts to create a MUGA with the final costings to be confirmed on receipt of approved tenders. Resolved: To give delegated authority to the Clerk to work with the working group to prepare and the submit the required documents with approval for the associated costs for • Planning Permission • Wider Consultation • Grant Applications • Contracts finder • And any other associated permissions / requirements needed for the project Members resolved to allocate the below fund to the project

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	• CIL – 2017/18 - £2,938.98 • CIL – 2019/20 - £14,765.12 • CIL – 2020/21 - £15,203.46 • CIL – 2021/22 - £18,483.49 • EMR – Capital Project - £35,960.00 Total - £87,351.05
16.04.22	<u>626 Bus Service</u> Members consider writing to The West of England Combined Authority as the only Governing Body that could request a change for the 626-bus service to request that a stop at Iron Acton is added to the current route. Resolved – To write to The West of England Combined Authority as the only Governing Body that could request a change for the 626-bus service to request that a stop at Iron Acton is added to the current route. Resolved – To write to First bus to improve the Y3 service as there is limited service for the Parish during the week with no service on weekends and bank holidays.
17.04.22	<u>Cemetery Wall repairs</u> Members considered a report from the working group in relation to any wall repairs required at the cemetery. Resolved – To give delegated authority to the Clerk in conjunction with the working group to appoint a contractor to carry out the required repairs and any reports / surveys required.
18.04.22	<u>Insurance</u> Members considered the Parish Council Insurance renewal cost of £1152.81 and entering into a 3 or 5 year level term agreement with reduced cost. • A 5-year LTA premium of £1050.12 • A 3-year LTA premium of £1101.45 Members approved the insurance schedule and resolved to enter into a 5-year LTA agreement at a cost of £1050.12

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	In view of the confidential nature of the business about to be transacted, the press and public will be excluded during consideration of this item (Item 3 above refers)
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Meeting closed at 19.22 pm

Signed: (Chairman)
Dated

Appendix A

Iron Acton Parish Council – District Councillors' Report

Monday 25th April 2021

Council Tax Energy Rebate

A £150 rebate to residents who pay council tax in South Gloucestershire will begin to be paid to householders later this month and in May. The final details of the scheme were agreed at the Cabinet meeting on Monday 4th April and include a range of additional, discretionary support for those who do not qualify for the national scheme, but who are still in need of support as energy costs are rising. Most households in bands A to D will be eligible.

Residents paying their council tax by direct debit will, in most cases, receive the payment directly into their bank account. Anybody not already paying by direct debit can set it up online (www.southglos.gov.uk/council-tax/my-council-tax-online). This way the council will have the bank details needed to directly pay the £150 rebate. Residents who do not pay by direct debit will receive a letter towards the end of April or the start of May with details on how the council will make the payment.

The council is also offering support through a discretionary scheme which will provide the £150 rebate to:

- people who get council tax reduction in bands E to H
- people who get Disabled Band Reduction (DBR) in bands E to G
- foster carers in bands E to H
- care homes in bands E to H
- carers in bands E to H
- people who have severe mental impairment in bands E to H
- households in bands E to H where there is an existing disregard as a member of the household is receiving long term care in hospital or care home
- students in bands E to H
- households in bands E to H where everyone living there is under 18 years of age
- night shelters or hostels in bands E to H
- households where everyone living there over 18 years old is on a government recognised apprenticeship scheme

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The council will contact households in these categories this month. For people not in one of these categories, or who are eligible for the rebate but need more financial support, the council is also running the Community Resilience Fund (CRF). Find out more by visiting www.southglos.gov.uk/community-resilience-fund, by visiting one of the council's One Stop Shops or calling the Contact Centre on 01454 868009.

Consultations

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As a Lead Local Flood Authority (LLFA), South Gloucestershire Council has a duty to “develop, maintain, apply and monitor” a *Local Flood Risk Management Strategy* (LFRMS) for South Gloucestershire (SGC). In July 2021, a full review of the current LFRMS was undertaken. Following internal consultation with all Risk Management Authorities and key stakeholders, the *Local Flood Risk Management Strategy 2022 – 2027* is now available for public comments along with a Summary Document.

The new strategy sets out how South Gloucestershire Council will deliver the objectives over the next six years, with the measures and actions identified to achieve this in the Action Plan that accompanies the strategy. These will help the council to improve its understanding of flood risk across South Gloucestershire and inform the way it reduces this risk and plans for resilience against the impacts of climate change.

The draft strategy is now undergoing a period of public consultation, giving the opportunity for residents, businesses and other stakeholders to provide feedback. The consultations documents can be found at <https://consultations.southglos.gov.uk/FloodriskStrat/>. The closing date is 2nd May.

South Gloucestershire Council is also consulting on a new Carers Strategy for 2022 – 2027 that will set out its aims and priorities for carers of all ages (including young carers and young adult carers) living in South Gloucestershire.

Residents may have already taken part in some of the pre-consultation engagement work that took place last year. The council received lots of useful information it has used to start shaping the Carers Strategic Priorities. This consultation is delving a little deeper into the previous submissions from carers to ensure the priority areas it has identified are the right ones. This consultation can be found at <https://consultations.southglos.gov.uk/Carers2022/>. It runs until 13th June.

Member Award Funding for 2022/23

Do you know of any local community group that is looking for funding for a project? If they mainly serve people in Frampton Cotterell ward (Frampton Cotterell, Coalpit Heath, Iron Acton, Rangeworthy, Tytherington and surrounding areas), get in touch with us about Member Awarded Funding (MAF). Between us we have a total of £9,000 to allocate to local projects in the coming year. We are particularly keen to hear from groups and communities that haven't applied to us before.

If your project benefits people from a much wider area, covering much of South Gloucestershire, you can apply for an Area Wide Grant (AWG). The deadline for the first round of applications for 2022/23 is 9th May 2022.

For both grants, your group needs to be registered with the council's grants system. You can find more information on AWG at www.southglos.gov.uk/AWG and about all community grants available through the council at www.southglos.gov.uk/grants