

Wickwar Parish Council

AGENDA

A meeting of the above Council will be held at the Town Hall on Wednesday, 7th September 2016, commencing at 7.00pm.

Public Time (Duration 20 minutes' maximum)

1. To RECEIVE and DECIDE whether to accept Apologies for Absence
2. To NOTE and RECORD Declaration of Interests relevant to this meeting.
3. To AGREE whether the Draft Minutes of the last meeting should be signed as a record of the last meeting.
4. **Planning – for the Council to DISCUSS and AGREE their response to the following planning applications:**
 - PK16/4006/O** -Land South of Poplar Lane Wickwar Wotton Under Edge South Gloucestershire GL12 8NS
Outline planning permission for up to 80 residential dwellings (including up to 35% affordable housing), landscaping, informal public open space, children's play area, new access and associated works (Outline) with access and scale to be determined. All other matters reserved.
 - PK16/3978/TCA** -3 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NE
Works to Coppice 1 no. Hazel tree situated within the Wickwar Conservation Area
 - PK16/3540/F** - Spring House Bury Hill Lane Yate Bristol South Gloucestershire
Construction of a storage building to accommodate a guillotine and press break.
 - PK16/3613/F** – Cider Mill cottage 21 Station Road, Wickwar
Erection of conservatory to front elevation to provide additional living accommodation.
 - PK16/4681/F** - Arnolds Field Estate Wickwar South Gloucestershire GL12 8NE
Demolition of existing garage and erection of replacement garage.
 - PK16/4706/PNGR** - Land and Buildings Near Birdsbush Farm Wickwar Road Yate Bristol South Gloucestershire
Prior notification of a change of use from Agricultural Building to single residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).
 - PK16/4695/LB** - South Farm 56 Sodbury Road Wickwar Wotton Under Edge South Gloucestershire
Replacement of 3no windows and installation of new window opening in north elevation.
Internal alterations to form wc and lobby
 - PK16/4544/TCA** - 64 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP
Works to reduce crown by 1m and height by 2.5 m of 1no Cherry tree tree situated within the Wickwar Conservation Area
 - COM/16/0723/OD** - 38 Inglestone Road Wickwar Wotton Under Edge South Gloucestershire GL12 8NH
Creation of hard based parking area on soft verge to side of property.
 - PK16/3978/TCA** - 3 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NE

Works to Coppice 1 no. Hazel tree situated within the Wickwar Conservation Area
COM/16/0720/OD - The Old Bakery 27 High Street Wickwar Wotton Under Edge South Gloucestershire

Site being split into two properties. Also, replacement front windows not in keeping with conservation area.

PK16/4665/MW - Chipping Sodbury Quarry Barnhill Road Chipping Sodbury Bristol South Gloucestershire

Variation of condition 39 attached to planning permission PK11/0612/MW to substitute plan no. C43m/338 with C43m/361 and to amend the restoration deadline to 30th November 2016. (Information)

5. To RECEIVE a verbal Report from the Ward Councillor
6. **Register of correspondence received**
7. **To RECEIVE verbal Reports from Councillors:**

King George V Playing Fields

- To NOTE and RECEIVE Play equipment inspection
- To CONSIDER and AGREE CCTV installation at the King George V Playing Fields
- To CONSIDER and AGREE KGV gate closing strategy – Working party meeting 22nd August 2016.
- To CONSIDER and AGREE payment for gate closing KGV. Currently £400 per annum, gate closed morning and evening
- To CONSIDER and AGREE quotes for play area improvements

9. General Business

- To CONSIDER and AGREE the sealing and signing of the Buthay Lease, between Merlin Housing Association and Wickwar Parish Council, for the Lease of the Land known as The Buthay to Merlin Housing Association for 10 years at £1000 per annum. To Note the Clerk has requested updated valuations of the Property known as the Chapel.
- To NOTE verbal report from Parish Council working party regarding the sale/easement for the land adjacent to the Old Chapel, The Buthay, Wickwar.
- To CONSIDER and AGREE 'branding' re headed Parish Council letter. Councillor G Fielding.
- To CONSIDER and NOTE update for Town Hall improvement project.
- To NOTE - South Gloucestershire Council: Policies, Sites and Places Plan - Advanced warning of consultation commencement
- To CONSIDER and AGREE CPRE Subscription £36.00
- To CONSIDER and AGREE Parish Council involvement at the Alexander Hosea School 17th September 2016.
- To note letter sent to ICO from Parishioner re information request, copied to PC.
- To NOTE and CONSIDER Pay Phone removal consultation
- To NOTE and CONSIDER Local Green Space - Burleigh Way/Amberley Way Green – SGC recommend this is not a designated green space.
- To CONSIDER and AGREE adoption of Vexatious complaints policy

- To CONSIDER and AGREE additional grass verge cutting – (The verge between the Timber Yard and Frith lane would need to be cut using agricultural tractor and side arm flail, although the job is quite small it would with travel allowance be around 2hrs work. At current rates this would be £66 per cut. The verge is currently cut twice per year so if you were to cut an additional 4 times this would cost the parish £264.
- To NOTE cuts to bus services affecting Wickwar
- To NOTE and CONSIDER date for meeting SGC officer Tracey Hamblett regarding Amberley Way roundabout. After 13th September.
- To CONSIDER date for PC working party to apply/consider updates re Financial Regulations and Governance Policy. ALCA
- To CONSIDER Leyhill Prison for maintenance jobs around the Parish.
- To NOTE works to Town Hall have commenced 22nd August 2016. Hemmings Marshalsea builders. Note SGC conservation officer notified.

10. **Burial Matters**

IRO Mr C Finlinson Plot 410 and Reserved plot 415

IRO Mr A May – Plot 396

To CONSIDER and AGREE increase in Burial fees and amendments to document, as discussed at the Parish Council July 2016 meeting.

To discuss plot purchasing and reserved plots.

To CONSIDER and AGREE risk assessment Parish Cemeteries

11. **Finance**

Parish Council working party to meet and update Financial Regulations if appropriate.

To NOTE July and August salary for the Clerk paid into her bank account was £1366.58

Letter to Nat West Bank to be signed by Councillors, re increase in Clerks Salary.

Correct invoice including VAT for hanging baskets requested and received. Cheque £90.00 cheque number (002484) destroyed.

To NOTE letter sent to Grant Thornton (PC Auditors) from parishioner. Letter copied to PC.

To NOTE the Wickwar PC Expenditure Table and then DECIDE whether the Following Cheques should be signed:

Mr N Bennett – Black Bins August/September	£40.00
HMRC – PC NI August	£97.19
HMRC – PC NI September	£97.19
P Trull – Salary arrears July – August 2016	£27.34
Bristol Water – Pavilion	£32.99
Bristol Water – Town Hall	£53.48
Bristol Water – Parkfield Trough	£22.37
P Trull – Npower Pavilion	£87.83
Prestige Grounds – Grass Cut KGV July X 2 cuts	£180.00
Tony Gardner – Repairs to cistern Town Hall	£48.00
P Trull – Payment for wasp nest removal in open parish cemetery	£71.40
M Trull – Town Hall Cleaning	£20.00
P Trull – HP printer ink (Billing date 20 th July 2016)	£9.99

P Trull – HP Printer ink (Billing date 17 th August 2016)	£7.99
M Trull – Wood preserve treatment King George V & Parish Cemetery	£200.00
P Trull – Meredith Ironmongers – Chain and lock KGV (VAT £6.05)	£30.25
Meredith Ironmongers – Hanging Baskets (VAT £18.00)	£108.00
P Trull – B & Q Stores Wood preserve paint (VAT £8.68)	£43.40
P Trull – Tesco Mobile Phone for Mr T Gardham	£23.95
P Trull – Yate Library – 5 colour photocopies	£9.50
Cumbria Clock Company – Invoice for Town Hall Clock servicing July 2016	£156.00
P Trull – Plusnet Business broadband set up	£30.59

Standing Orders/ Direct Debits

Clerks salary August/September 2016 (correct Salary)	£1380.25
N Power Town Hall	£15.00

For more Information on any item listed on this Agenda, please contact: Mrs P Trull - Wickwar Parish
Clerk – 01454 299120