

## Wickwar Parish Council

### Minutes

A meeting of the above Council was held on Wednesday 7<sup>th</sup> September 2016 at the Town Hall commencing at 7.30pm.

#### Public Time

Parishioners attended this meeting to complain about the vegetation along the wall in Station Road, growing over onto the pavement. Ward Councillor Marian Lewis will be dealing with this matter.

#### Attending:

Councillor M Summers – Chairman  
Councillor M Cowley – Vice Chairman  
Councillor I Aldous  
Councillor A Carroll  
Councillor G Fielding

#### Apologies:

Councillor A Pennington  
Councillor S Isaac

Ward Councillor M Lewis attended this meeting.

#### Declarations of Interest

None at this meeting

**1. To AGREE whether the Draft Minutes of the last meeting should be signed as a record of the last meeting**

The Minutes of the Parish Council meeting held on the 6<sup>th</sup> July 2016 were signed by the Chairman.

**2. 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 application 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.

Objection

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

No objection

PK16/3540/F - Spring House Bury Hill Lane Yate Bristol South Gloucestershire

Construction of a storage building to accommodate a guillotine and press break.

No objection

PK16/3613/F – Cider Mill cottage 21 Station Road, Wickwar

Erection of conservatory to front elevation to provide additional living accommodation.

1080

Signed.....Chairman.....Dated

No objection

PK16/4681/F - Arnolds Field Estate Wickwar South Gloucestershire GL12 8NE

Demolition of existing garage and erection of replacement garage.

No objection

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).

Objection

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

No objection

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 situated within the Wickwar Conservation Area

No objection

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.

Information

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

No objection

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.

Information

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)

No objection

### 3. To RECEIVE a verbal Report from the Ward Councillor

West of England Devolution Agreement is still on track to go ahead. The consultation results and the combined plans for the region are now going to the Secretary of State for Communities and Local Government for final decision. Elections in May 2017.

Libraries

Councillors have just had a demonstration of a possible new library opening scheme – Open Plus technology. This new scheme should enable library members to access the libraries for

extended hours, even when not manned by library staff. Out for consultation soon. Much favoured by officers and councillors.

#### Public Payphones

BT is planning the removal of some public payphones in places where they are rarely used and where they are considered non-essential. List of boxes to be considered for closure will be published soon, followed by a public consultation period.

#### GCSE Results

57% of students have achieved 5 GCSEs at A\*-C grades. 4% improvement. Eight schools have achieved over 10% improvement on last year's results. This is excellent news for S Glos.

#### Syrian Refugees

S Glos is committed to taking 84 Syrian refugees over the next 4 years. A project team is in place to ensure that all of their needs are met. Two properties are already made available and two families will move in this month.

#### 4. Register of correspondence received

Noted

#### 5. To RECEIVE verbal Reports from Councillors:

##### King George V Playing Fields

- To NOTE and RECEIVE Play equipment inspection - Noted
- To CONSIDER and AGREE CCTV installation at the King George V Playing Fields – Councillor G Fielding will look into this matter.
- To CONSIDER and AGREE KGV gate closing strategy – Working party meeting 22nd August 2016. Working party has agreed to speak to gate closer and football club to agree a strategy.
- To CONSIDER and AGREE payment for gate closing KGV. Currently £400 per annum, gate closed morning and evening. Councillor Cowley proposed the current payment should be increased to £800 per annum with effect from the 1<sup>st</sup> October 2016. Seconded by Councillor A Carroll. Four Councillors voted in favour, one Councillor abstained from voting. Therefore, the motion was carried.
- To CONSIDER and AGREE quotes for play area improvements. The Clerk is looking into grant aid.

#### 6. 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. The Parish Council has decided to sell the land in question in front of the Chapel, currently under licence to the owner for access into the property known as the Chapel. Advice on this matter was taken verbally from Mr G James (Solicitor Montague Harris) as to the price the Parish Council should charge the owner. The approx. valuation with the land and without the land is £100,000 with the land. Proposed by Councillor M Cowley and seconded by Councillor A Carroll, the Parish should receive 10% of the total sale price of the property. All in favour therefore the motion has been carried.

The Clerk will write to the owner of the Chapel and inform him the Council will be placing a charge upon the property and the Parish will be paid upon completion of the sale.

- To NOTE verbal report from Parish Council working party regarding the sale/easement for the land adjacent to the Old Chapel, The Buthay, Wickwar. Noted
- To CONSIDER and NOTE update for Town Hall improvement project. Project is ongoing.
- To NOTE - South Gloucestershire Council: Policies, Sites and Places Plan - Advanced warning of consultation commencement. The Parish Council will put in an objection to the open space known as Burley Way open space to be designated as open space and for no other purpose.
- To CONSIDER and AGREE CPRE Subscription £36.00. Proposed by Councillor A Carroll, seconded by Councillor I Aldous. All in favour therefore the motion has been carried.
- To CONSIDER and AGREE Parish Council involvement at the Alexander Hosea School 17<sup>th</sup> September 2016. Noted
- To note letter sent to ICO from Parishioner re information request, copied to PC. - Noted
- To NOTE and CONSIDER Pay Phone removal consultation. – Noted
- To NOTE and CONSIDER Local Green Space - Burleigh Way Green – SGC recommend this is not a designated green space. Wickwar PC will put forward an objection to SGC
- To CONSIDER and AGREE adoption of Vexatious complaints policy. Proposal for the Parish Council to agree the policy. Proposal Councillor A Carroll, seconded by Councillor I Aldous. All in favour therefore the motion has been carried.
- 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. Proposal to agree for the extra grass cutting, Councillor A Carroll, seconded by Councillor M Cowley, one vote against, all other votes in favour, therefore the motion has been carried.
- To NOTE cuts to bus services affecting Wickwar – Noted.
- To NOTE and CONSIDER date for meeting SGC officer Tracey Hamblett regarding Amberley Way roundabout. After 13th September. Council to agree a date.
- To CONSIDER date for PC working party to apply/consider updates re Financial Regulations and Governance Policy. ALCA. Council to agree a working party date.
- To CONSIDER Leyhill Prison for maintenance jobs around the Parish. - Noted
- To NOTE works to Town Hall have commenced 22nd August 2016. Hemmings Marshalsea builders. Note SGC conservation officer notified. Noted

#### 7. 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 September meeting. To discuss plot purchasing and reserved plots. To be ratified at the Councils October 2016 meeting.

#### 8. Finance

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. Letter signed by Chairman and Councillor.

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 20th July 2016)	£9.99
P Trull – HP Printer ink (Billing date 17th 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
CPRE Subscription	£36.00

#### **Standing Orders/ Direct Debits**

Clerks salary August/September 2016 (correct Salary)	£1380.25
N Power Town Hall	£15.00
SGC Rates Pavilion	£53.00
SGC Rates Pavilion	£53.00

#### **Income – August & September**

Memorial fees IRO Baker	£30.00
Burial Plot New IRO May	£173.00
VAT repay	£766.89

The next Parish Council meeting will take place on the 3<sup>rd</sup> October 2016 at the Town Hall commencing at 7pm.

1084

Signed.....Chairman.....Dated