

Wickwar Parish Council

Minutes

A meeting for the above Council was held on the 7th June 2017 at the Town Hall Commencing at 7pm

Attended:

- Councillor M Summers – Chairman
- Councillor M Cowley – Vice Chairman
- Councillor S Isaac
- Councillor A Carroll
- Councillor G Fielding
- Councillor A Pennington
- Councillor I Aldous

Apologies:

None

Clerk:

Mrs P Trull

Ward Councillor M Lewis did not attend this meeting. Apologies received.

Note Declarations of Acceptance of Officer for Councillor M Summers and Councillor A Pennington were signed prior to the commencement of this meeting.

Note Councillor A. Carroll left the meeting at 8pm.

Public Time

Parishioner attended to discuss weight limit reduction for Wickwar from 18T to 7.5T. The Parish Council will consider this as an agenda item later in the meeting. The signage for the 18T limit appears to be ambiguous and may be misleading. The Clerk will take this up with SGC Highways Officer. Parking is an issue on the High Street, opposite Southend House, this causes traffic congestion and can be deemed as dangerous. This matter has been raised at the Community Engagement Forums and a meeting date will be planned with SGC Highways (on site).

To NOTE and RECORD Declaration of Interests relevant to this meeting

Noted

1. **To Elect Vice Chairman Wickwar Parish Council**
Councillor A Carroll nominated Councillor S Isaac, seconded by Councillor G Fielding, all in favour therefore the motion was carried.
2. **To agree whether the draft Minutes of the last meeting should be signed.**
Draft Minutes of the Meeting held on the 3rd May were duly signed by the Chairman.
3. **Planning – for the Council to DISCUSS and AGREE their response to the following Planning Applications:**

PK17/1644/LB - 39B High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP

Internal alterations to create bathroom, install conservation roof lights to rear and single storey rear extension

No objection.

PK17/1569/PNGR - Hall End Barn Hall End Lane Wickwar Wotton Under Edge South Gloucestershire

Prior notification of a change of use from agricultural building to residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended)

No objection

PK17/1639/F - 39C High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP

PK17/1918/PNGR - Alterations to existing outbuilding to form detached annexe ancillary to main dwelling.

Land and Buildings Near Birdsbush Farm Birdbush Lane Wickwar Road Yate Bristol

Prior notification of a change of use from Agricultural Building to 1no. residential dwelling (Class C3) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended).

Objection

PT17/2024/F - Windsor Cottage Cowship Lane Cromhall Wotton Under Edge South Gloucestershire

Demolition of existing garage. Erection of two storey side extension to form garage with additional living accommodation.

No objection

PK17/1789/F - Majorlift Hydraulic Engineering Ltd The Downs Wickwar South Gloucestershire GL12 8JD

Removal of 2 no. existing shipping containers. Erection of single storey storage unit.

No objection

4. **To RECEIVE a verbal report from Ward Councillor**

No report

5. **Register of correspondence**

Noted

6. **To RECEIVE verbal report from Councillors who are Trustees or Committee members of the organisations listed below:**

- **King George V Playing Fields**

To AGREE and CONSIDER Parish Councillor representative for the Football Club and Wickwar Playing Fields Association. The Council agreed the representative will be Councillor I Aldous. The Clerk will write to these organisations to confirm this arrangement.

To CONSIDER and AGREE grant application from Wickwar Football Club for the maintenance of football pitches. Councillor I Aldous proposed £1000 seconded by Councillor M Cowley. All in favour therefore the motion was carried. The Clerk will contact the Club who will confirm to the PC when the works have been undertaken.

To CONSIDER and AGREE the removal of the wooden swings structure and making good the area with wet pour. Quote received from D R Howse £650.00 plus VAT. Councillor S Isaac proposed the Council accepts the quote and the work is undertaken. Seconded by Councillor G Fielding, all in favour therefore the motion has been carried.

To CONSIDER rubbish collection and disposal. The Clerk will liaise with SGC.

To CONSIDER and AGREE fencing enclosing the children’s play area. A plan of the area will be made for the Councils consideration.

- **To NOTE and RECEIVE play equipment inspection.** Noted.
- **Community Centre.** Meeting arranged for the 12th June 2017.
- **Town Hall.** Awaiting the start of the redecoration of the upstairs meeting room and outside redecoration of the front door and notice boards.
- **Youth Club.** No report at this meeting.

7. General Business

- **Parish Council to consider grant application for the Town Hall Restoration – Resilient Energy.** Grant applications and monies available will be made available in due course.
- **Buthay Lease.** Meeting arranged with Merlin Housing Officer Mr T McQuaid to include PC Solicitor Mr G James on the 24th May 2017. Meeting arranged to discuss the final arrangements of concluding the Lease. Documents will be sent to Merlin Housing Solicitors.

To NOTE Statutory Declaration signed by the Clerk, witnessed by Solicitor Mr G Lowe, for the land known as the Buthay, leased to Merlin Housing Association on a rolling Lease basis. Lease yet to be signed by both parties.

To CONSIDER traffic speed reduction in the High Street and Back Lane from 30 to 20 mph. Meeting date to be arranged with SGC Highways Officer when the issue will be raised.

To AGREE the application for Rate refund application on the Town Hall to Goodman Nash. Application submitted.

To CONSIDER and AGREE application for Associate Membership for CVS South Gloucestershire £25.00. Proposed by Councillor I Aldous, seconded by Councillor S Isaac, all in favour therefore the motion has been carried.

To CONSIDER and AGREE application for the Clerk to be a member of the Society for Local Council Clerks, £157.00. Proposed by Councillor M Cowley, seconded by Councillor S Isaac, all in favour therefore the motion has been carried.

To CONSIDER area (trench) leading to Plummers Trench (Lower Woods) (Area in Hawkesbury Parish, land owned by the Badminton Estates, managed by the Gloucester Wildlife Trust. Information brought to the Councils attention.

Wickwar Parish Council objects to any interference on this land leading to Lower Woods. The area concerned is within Hawkesbury Parish and is not in the Wickwar boundary. The Parish Council support the rights of landowners and the GWT and oppose any access rights. The PC refer this matter to Hawkesbury Ward Councillor Sue Hope and Hawkesbury Parish Council, along with SGC Public Rights of Way officers and Gloucestershire Wildlife Trust.

8. Burial Matters

Date for the Health and Safety Check on the open and Closed Cemeteries. Agree August 2017.

9. Finance

To CONSIDER and AGREE Parish Council Insurance renewal with Zurich Municipal, £1850.96

Proposed by Councillor A Carroll, seconded by Councillor M Cowley. All in favour therefore the motion was carried.

To CONSIDER and AGREE the signing of the Parish Council Accounts (Grant Thornton LLP) Section 1 and Section 2.

Section 1 of the Annual return was signed by the Chairman (having read out to the Council each question in Section 1 to Councillors present at this meeting at 9.01pm. All agreed for the Chairman and Clerk to sign and date Section 1. Section 2 was signed by the Chairman in the presence of Councillors present at this meeting at 9.21pm.

Noted Internal Auditor Mr B Hesketh carried out inspection of Accounts and noted Auditors opinion 2016/2017 on the 1st June 2017.

Notice for the date of commencement of the period for the exercise of Public Rights Accounts for the year ending March 2017 , commencing on the 9th June 2017, ending on the 20th July 2017.

To NOTE the Wickwar PC Expenditure Table and then DECIDE whether the following cheques should be signed:

P Trull HP Ink VAT £1.33	£7.99
P Trull Petrol Allowance Wickwar – Thornbury (Play Ground Management Course)	£8.00
Play Safety Ltd VAT £18.90	£113.40
Zurich Municipal PC Insurance	£1850.96
ALCA – Play Ground Management Course	£60.00
HMRC PC NI & Tax	£291.18
P Trull PC Expenditure Receipts VAT £17.17	£85.85
M Trull Town Hall Cleaning X 3 Hours	£21.15
Beaufort Montague Harris Indemnity Insurance Buthay	£94.00
CVS South Glos – Annual Associate Membership	£25.00
Wickwar Wanderers Football Club Grant Sect 137	£1000.00
Society Local Council Clerks Membership renewal	£157.00

Staff Costs

N Bennett	£86.66
P Trull	£1251.48

Direct Debits/Standing Orders April/May 2017

N Power Town Hall	£10.00
Pavilion Rates April 2017	£54.47
Town Hall Rates April 2017	£50.98
Pavilion Rates May 2017	£53.00
Town Hall Rates May 2017	£50.00

Plusnet	£24.60
PWLB	£1270.40
N Power – Pavilion	£36.31

Income April/May 2017

Precept	£21,468.00
Community Infrastructure Levy Local Contribution	£624.23
Memorial	£30.00
Cremation Plot	£100.00
Memorial	£70.00
VAT Repay	£1339.03

The date of the next Parish Council meeting will be on Wednesday 5th July 2017 at the Town Hall commencing at 7pm.