

Wickwar Parish Council

Minutes

A meeting was held for the above Council on Wednesday 4th March 2015, at the Town Hall commencing at 7.30pm.

Attended:

Councillor T Proffitt – Chairman
Councillor M Summers – Vice Chairman
Councillor S Isaac
Councillor D Howard
Councillor I Aldous
Councillor A Carroll

Apologies received and accepted

None

Clerk:

Mrs P Trull

Public Time

Parishioner attending this meeting asked the Parish Council if they would allow verges and open ground to be sown with wild flower seeds. The Parish Council does not object to this proposal.

To NOTE and RECORD Declarations of Interest relevant to this meeting.

Councillor D Howard declared a DPI (Declaration of Personal Interest) with regard to the Village Hall. Councillor T Proffitt is the Chairman of the Quarry Liaison Group and Councillor Carroll represents the Parish Council.

Councillor I Aldous is the Chairman of the Community Centre, and Councillor M Summers is the Treasurer.

Councillor S Isaac and Councillor A Carroll are known to the applicant for the rental of Parkfield.

1. To AGREE whether the Draft Minutes of the last meeting should be signed as a correct record of the meeting on 4th February 2015

Minutes of the last meeting, were signed with the following amendments:

Inland Revenue payment was reduced, in line with the Clerks salary paid in February.

Councillor Gawler – Council Budget was not considered by the full Council, but at the Policy and Resources meeting and then the Full Council.

2. Planning – for the Council to DISCUSS and AGREE their response to the following planning applications:

PK15/0489/F - Lady's Wood Shooting School Mapleridge Lane Yate South Gloucestershire BS37 6PW

Erection of a storage shed. (Retrospective).

980

Signed.....Chairman.....Date

No objection

PK15/0481/TCA - 19 Station Road Wickwar South Gloucestershire GL12 8NB

Removal of 1 no Silver Birch tree situated within Wickwar Conservation Area.

No objection.

3. To RECEIVE a verbal Report from the Ward Councillor

The Budget has now been agreed by the full Council. Accident along Lime Kiln Road, a cement lorry has overturned. The road is very narrow, and is not suitable for heavy goods vehicles.

Bus services 82 and 84 will have new timetables with effect from March 29th 2015.

Showman's luncheon will be attended by Councillor Gawler; SGC is the only authority in the UK to allow enough sites for Showmen and family.

4. To RECEIVE the following Items for Information:

- a. To NOTE and RECEIVE Councillor R Stimpson resignation.
Resignation from Councillor Stimpson accepted at this meeting. Chairman T Proffitt has written to Councillor Stimpson thanking him for his long service.
- b. To NOTE and RECEIVE information as to the use of the Town Hall for Public Meetings.
Advice taken from ALCA. The Clerk will obtain costs of hiring other venues.
- c. To NOTE and RECEIVE information from Avon Fire and Rescue regarding the use of SKY Lanterns. Wickwar PC expressed a view to support the banning of Sky Lanterns.
- d. To NOTE and RECEIVE Inspection of Play Equipment. Noted.
- e. To NOTE and RECEIVE information regarding any update for the Village Plan.
This item to be considered at the Parish Councils Annual Parish Meeting.
- f. To NOTE and RECEIVE Councillor M Summers putting himself forward to become the Parish Councillor representative on the Wickwar Educational Foundation. Councillor Howard Proposed Councillor Summers represent the Parish Council seconded by Councillor T Proffitt. All in favour therefore the motion was carried.

5. Register of correspondence received (see attached)

Received by all Parish Councillors.

6. To RECEIVE verbal Reports from Councillors:

- a. Quarry Liaison Group – Meeting 15th February 2015. Planning application to be submitted on a fixed term temporary basis for the increase of tonnage extraction. The next meeting will take place at the Quarry on the 21st April 2015, 10am.
- b. Frome Vale Area Forum – Next meeting 5th March 2015, Shireway, Yate.
- c. Speed Watch – Grant applications for equipment successful. New recruits for the Wickwar Speed Watch.
- d. PROW – Next Walk 22nd March 2015, 9.30am Start. Meet at the Town Hall.
- e. Community Centre – Meeting 9th February 2015. Next meeting 18th May 2015, at the Centre commencing at 7.30pm.
- f. Village Hall – Work to improve the Hall continues.
- g. Town Hall - Meeting to discuss Survey report 17th March 2015, 7.30pm.
- h. King George V Playing Fields:

- Working Party to meet 24th March 7.00pm at the Pavilion to discuss improvements.
- Dog Bin – Installed adjacent to air shaft. At no cost to the Parish. Clerk will write to thank SGC.
- Cricket Club invoices for the use of KGV and Pavilion – unpaid.
- Football Club invoice for the use of KGV and Pavilion - Paid

7. General Business

- To CONSIDER and AGREE the next actions with regard to the Buthay Lease
Councillors Proffitt and Summers met with PC Solicitor on the 9th February 2015. Solicitor Mr G James will be serving a Section 25 Notice on Merlin Housing informing them the Lease has come to an end and the Parish Council can take possession of its land and buildings.
The Clerk will endeavour to arrange a meeting with Merlin Housing.
- To CONSIDER and AGREE actions for Parkfield Rental which expires March 31st 2015. Sealed bids for the rental of the land will be CONSIDERED by the Parish Council. One sealed bid was received, and opened by the Chairman at this meeting. Mr R Woodman offered £110 per annum for the rental of Parkfield.
Councillor M Summers proposed that the Parish Council accept the £110 per annum and the contract will be over 3 years with effect from the 1st April 2015, seconded by Councillor Ian Aldous. All in favour therefore the motion was carried.
- To NOTE the costs involved with the installation of a Village Defibrillator
Parish Council has decided not to pursue this matter.
- To CONSIDER and AGREE Data Protection Policy – ALCA – Meeting Thursday 26th March 2015 to discuss this matter.
- To AGREE the increase in the Clerks working hours from 70 hours per month to 100 per month and salary with effect from 1st January 2015. To pay in line with the 2015/2016 NALC/SLCC pay scales. Following a review, it is agreed that the Clerk should be paid for 100 hours work per month with effect 1st January 2015. It is further agreed that the Clerks hours should be reviewed annually in January and that there should be an annual appraisal. ALCA representative D White agreed the hours were acceptable
Councillor T Proffitt proposed the Council accept the conditions as set above to increase the Clerks gross salary to £1271.93 per month, seconded by Councillor A Carroll. All but one Councillor voted in favour therefore the motion was carried.
The Clerk will obtain information for the Parish Council to introduce an appraisal system to take effect from January 2016.
- Football Frolics – Date proposed by the Football Club 20th June 2015. Agreed by Parish Council.
- To CONSIDER and AGREE to works to Pavilion urinals. (as agreed at the King George V Working Group Meeting 10th February 2015) Plumber Mr S Cox to undertake the works. Works undertaken as a matter of urgency.
- TO CONSIDER and AGREE works to replace manhole cover at the rear of the Pavilion situated in the King George V Playing Field, as a matter of urgency. Mr S Cox will be informed to carry out the works as soon as possible.

- i. To CONSIDER and AGREE Grant aid for the continuing of Wickwar Web site. Application made by Mr D Luton, £500.00. Councillor I Aldous proposed to grant, seconded by Councillor A Carroll, all in favour therefore the motion was carried.
- j. To CONSIDER and AGREE formal application form for Grant aid from Wickwar Parish Council.

The Parish Council has decided not to pursue a formal grant application form process.

8. Burial Matters

To CONSIDER and AGREE actions concerning sunken graves giving rise to holes and trip hazards.

Consider works to graves and works to new cremation area. Cemex UK have a Community Work day and would be pleased to help. The Clerk will liaise.

9. Finance

To CONSIDER and AGREE payment for advert in the Parish Magazine for Parkfield Rental £11.00. Proposed by Councillor I Aldous, seconded by Councillor A Carroll, all in favour therefore the motion has been carried.

To NOTE Councillor Stimpson no longer being a Cheque signatory on the Parish Council Bank Account with NAT WEST.

The Clerk will deal with this matter with Vice Chairman Councillor M Summers, to complete the necessary documentation for Nat West Bank.

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

Inland Revenue – Parish Council NI	£84.03
N Power – Pavilion	£194.70
S Cox – Plumbing repairs to Pavilion urinals	£265.00
P Trull – Computer Ink Cartridges	£15.03
Bristol Water – Pavilion	£49.55
PCC of Wickwar – Advert for Parkfield	£11.00
South Glos Council x 2 Dog Bins	£81.48
P Trull – Amazon UK – Vacuum cleaner for Town Hall	£59.99
J Mackie – Winding Town Hall Clock (October – March 2015)	£300.00
To NOTE Standing Orders /Direct Debits March 2015	
Clerks Salary March	£1271.93
N Power – Town Hall	£8.00
To NOTE income received January/February 2015	
IRO D E Webb - Burial	£35.00
IRO D R Stevens	£70.00
Hire of Town Hall	£5.00
IRO – R E Lancaster - Memorial	£30.00
Wickwar Football Club	£764.85

The date of the next Parish Council meeting will be on Wednesday 1st April 2015 at the Town Hall commencing at 7.30pm.