

Wickwar Parish Council

A meeting for the above Council was held on Wednesday 7<sup>th</sup> May 2014, at the Town Hall commencing at 7.30pm.

**Attended:**

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

**Clerk:**

Mrs P Trull

Ward Councillor H Gawler did not attend this meeting.

Councillor S Isaac left this meeting at 10.05pm.

**Public Time**

Laura Boyle, Well Aware Outreach Officer attended this meeting from the Care Forum, which is an independent Charity.

Laura gave the Council a presentation on the benefits of the Forum. The Forum is an organisation that can give advice about services and benefits for the elderly and disabled in our community. They can help and give advice to carers. Social activities, support groups, home maintenance, personal and respite care to name but a few of the services on offer. Laura can be contacted on free phone number 0808 808 5252.

**Register of Declarations of Interest**

Councillor D Howard, T Proffitt and M Summers are Trustees to the Wickwar Educational and General Charities

All Parish Councillors are Trustees of the King George V Playing Fields.

Councillor D Howard is the Chairman of the Village Hall Committee.

Councillor D Howard is a member of the Castle Bridleways Group, and Gloucester Wildlife Trust.

Councillor D Howard is a member of the Open Spaces Society.

Councillor T Proffitt is the Chairman of the Quarry Liaison Group, and Chairman of the SSGC Laddenbrook Group.

Councillor M Summers declares an Interest concerning the Buthay Land Lease. The Parish Council Solicitor is known to him.

Councillor A Carroll declared an Interest concerning grass cutting tenders as D R Howse is known to her. Councillor T Proffitt declared an Interest concerning the grass cutting tenders as D R Howse is known to him.

**1. Minutes of the last meeting**

Minutes of the last meeting held on the 2<sup>nd</sup> April 2014, were approved by the Council.

941

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

2. **Matters Arising**

**Buthay Lease** – Councillor Summers to contact Solicitor

3. **Planning Matters**

**PK14/1122/F** – The Coach House, Back Lane Wickwar

External; alterations to front elevation to facilitate conversion of integral garage to living accommodation.

Comments

**PK14/0561/PNH** – 44 Station Road, Wickwar

Erection of single storey rear extension, which would extend beyond the rear wall of the house by 3.3 metres for which the maximum height would be 3.8 metres and for which the height of the eaves would be 2.3 metres.

No objection

**PK14/11159/F** – 36 Inglestone Road, Wickwar

Alterations to roofline of existing side extension to facilitate loft conversion.

No objection

**PK14/1410/F** – 21 Station Road, Wickwar

Erection of single storey sun room

No objection

**PK14/1540/F** – Captains Farm Hall End Wickwar

Erection of an agricultural building for the storage of hay. – Retrospective

No objection

4. **Report Ward Councillor**

No report at this meeting

5. **Items for Information**

Register of correspondence received

Councillor T Proffitt – Consultation Document SSGC Strategic Partnership. Comments have been noted.

6. **General Business**

- **Castle Bridleway Group** -No report.
- **SGC PROW** – LYA/1/10– blocked footpath.- Awaiting report from SGC PROW.
- **Grass cutting tenders** – three tenders received and copied to Councillors.  
Councillor Ian Aldous proposed to offer the three year contract to D R Howse Services Ltd. April 2014 – March 2017, seconded by Councillor S Isaac. Councillor A Carroll will not vote in this matter. Councillor T Proffitt will not vote in this matter. All in favour who are able to vote. Therefore the motion was carried.
- **Highways and Street Scene contract** – Awaiting new contract.
- **Sally Pattison** – SGC – Wild life survey – Date to be agreed.
- **CPRE Membership fee**, £36 per annum. Proposed by Councillor D Howard, seconded by Councillor A Carroll. All in favour, therefore the motion has been carried.

- **AON PC Insurers** - £3602.54. Quotes being sought from Insurance Company. An Extraordinary meeting will be convened to discuss this matter on 15<sup>th</sup> May 2014, Town Hall commencing at 8pm.
- **Council BT Broad band** – November 2013 – May 2014 (7 months @£11.00 per month £77.00)  
Proposed to pay 7 months BT Broadband for Parish Council use, Councillor A Carroll, seconded by Councillor I Aldous. All in favour therefore the motion has been carried.
- **Cleaning Town Hall** – November 2013 – May 2014 (7 months @ £6.00 per month £42.00)  
Councillor T Proffitt proposed to pay 7 months Town Hall cleaning, seconded by Councillor I Aldous. All in favour, therefore the motion was carried.
- **Road Works** – Sodbury Road (Water main leak) Traffic congestion along the Sodbury Road, and West End Lanes. There is very little the Parish Council can do to alleviate traffic during this time.
- **Good Councillors Course** – attended by Councillor M Summers. Course run by ALCA attended by Councillor Summers. Councillor Summers noted:
  - a) *Minutes of the last meeting should read – ‘approved by the Council’.*
  - b) *Minutes the names of the cheque signatories.*
  - c) *Note the Local Government Act that enables the Council to transact it financial obligations.*
  - d) *For more information concerning items to be discussed by the Council, put the Clerks contact details on the Agenda.*
- **Gate closing payment** – N Bennett.  
Councillor S Isaac proposed the payment of £200 to be paid to Mr. Bennett for 6 months gate closing. November – May 2014, paid in arrears. Seconded by Councillor S Isaac. All in favour, therefore the motion was carried.

## 7. Reports

- **Quarry Liaison Group meeting** – Next meeting 4<sup>th</sup> June 2014,
- **Frome Vale Area Forum** - Meeting 15<sup>th</sup> May 2014. New Homes Bonus on the Agenda.
- **Speed Watch** – Wickwar Speed Watch continues to be one of the most active watches in South Gloucestershire. But we do need some new members.
- **Youth club** – AGM 2<sup>nd</sup> June 2014.
- **Neighbourhood Watch** - No report at this meeting.
- **Safer and Stronger South Glos meeting.** – Next meeting 30<sup>th</sup> July 2014, Wickwar Community Centre, commencing at 7.30pm.
- **PROW** - Parish Walk Sunday 11<sup>th</sup> May 2014
- **King George V Playing Fields**
  - Inspection of Play equipment – Reports sent to all Parish Councillors. Awaiting ROSPA Report 2014
  - Grant application Fields in trust – Not successful.
  - KGV Management Committee – Meeting to be arranged.
  - Cycle ramps – Meeting to be arranged.
- **Community Centre** - Next meeting Monday 12<sup>th</sup> May 2014.
- **Town Hall** - No report at this meeting
- **Village Hall** – No report at this meeting.

## 8. Burial Matters

IRO Mary R East Plot 265

Risk Assessment Document June 2014, for the Parish Cemeteries. Presented to the Parish Council.

## 9. Accounts

Clerk – Annual increment spinal point 28. Salary £871.18 per month with effect 1st May 2014  
Signing off Wickwar Parish Council Accounts 1.4.13 – 31.3.14.

Proposed to pay Clerk spinal point 28, Councillor I Aldous, seconded by Councillor M Summers, seconded by Councillor A Carroll, all in favour therefore the motion was carried.

Signing section one, accounting statements of the Grant Thornton government Audit

Signing section 2 Annual governance statement 2013/2014

Councillor I Aldous proposed the Council sign Section 1 and section 2 Accounting Statements, seconded by Councillor A Carroll, all in favour, therefore the motion was carried and the sections were signed by Chairman Councillor T Proffitt and Clerk RFO Mrs P Trull.

Clerk home working - £300. Payment to the Clerk for the use of her home as an office.

Amount agreed by ALCA and the Parish Council, no increase for past three years. Proposed to pay £300 Councillor A Carroll, seconded by Councillor I Aldous. All in favour therefore the motion was carried.

Petty Cash £100. Agreed by Parish Council.

### Cheques signed at this meeting

Authorised signatories Councillor T Proffitt & Councillor M Summers

M Trull – Town Hall Cleaning	£42.00
S Trull – BT Broad band	£77.00
Inland Revenue – Employers NI contribution	£24.93
JNC Fire Protection – Town Hall Fire Extinguisher Service	£90.94
P Trull – Blooms Garden Centre Parish Trough	£33.98
D Mackie – Town Hall Clock Winder (December 13 – March 14)	£150.00
ROSPA – Play Safety KGV Play Equipment	£106.80
P Trull – Home Working	£300.00
Petty Cash	£100.00
Mr N Bennett – Gate Closing KGV	£200.00

### Income April 2014

Precept	£17,937.00
---------	------------

### Direct Debits/Standing Orders May 2014

Clerks Salary	£871.18
N Power – Town Hall	£36.00
PWLB	£3113.94
Council Tax Pavilion April	£51.46
Council Tax Pavilion May – June 2014	£50.00
Council Tax Town Hall April	£52.77
Council Tax Town Hall May – November 2014	£51.00

This meeting ended at 10.40pm

The next Parish Council meeting will be on Wednesday 4<sup>th</sup> June 2014, at the Town Hall commencing at 7.30p.