

Wickwar Parish Council

Minutes

A meeting was held for the above Council on Wednesday 7th February 2018, at the Town Hall commencing at 7.00pm

Attended:

- Councillor M Summers – Chairman
- Councillor S Isaac – Vice Chairman
- Councillor A Carroll
- Councillor I Aldous
- Councillor G Fielding
- Councillor A Pennington
- Councillor C Maidment (Secretary)

Apologies:

Clerk- Mrs P Trull

Ward Councillor- M Lewis

1) Public Time Session

A Parishioner of Wickwar raised concerns against the proposed Bellway Housing development under PK17/5966/RM in the area of the proposed parking on the new estate. It was stated by the parishioner that the planning rules call for 177 spaces based on 80 houses, Bellway are proposing to provide 134. (It has also been noted by SGC Landscape officer that the development is lacking visitor parking). The proposal drawing as it stands in this area has already been passed as acceptable by the SGC officer concerned. Discussions also took place on the safety aspects of the junction on to Sodbury road and pavement access.

Councillor Summers thanked the parishioner for highlighting this problem to the council and said he would investigate further to decide what action to take.

A parishioner who leads the pinz ‘n’ needlz knitting group provided an overview of the group. It was stated by the parishioner that it has become a lifeline for certain members of the group which consist of various ages. The group meet every Tuesday at the Wickwar Coffee shop and is now in its third year of running and has also exhibited its creations at various locations and raised money to support a puppy named Bolt who is in training as a guide dog. It was also stated that the group is presently at capacity.

Wickwar Crafters is another group which meets every Tuesday evening at the Youth centre which consists of two hours crafting and chilling out and relaxing and provides a good support network. Future craft subjects include a jewellery making workshop.

Councillors applauded the endeavours of the two groups and asked if they needed any help from the council in going forward. The parishioner stated that at the present time they are content with the facilities and resources at the current level of take up.

2) **Declarations of Interest –**

No declaration of interests was communicated on the subjects being discussed.

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

The minutes of the last meeting of the 3rd January were signed off as a true and fair representation.

4) **Planning – for the Council to DISCUSS and AGREE their response to the following planning applications**

COM/17/0894/OD Land at Hall End Lane Wickwar Wotton Under Edge South Gloucestershire GL12 8PD Lean-to on site being developed into building to form Scout Hut. **PK17/5782/F** - Hall End Lane Wickwar Wotton Under Edge South Gloucestershire GL12 8PD DESCRIPTION: Demolish existing stable and erection of replacement stable building (retrospective) - **Objection sent to SGC.**

PK17/5754/LB - PK17/5745/F Yate Court Farm Yate Court Lane Limekiln Road Yate Bristol Demolition of existing garage and erection of replacement three bay garage. Internal and external renovations to farmhouse/utility room. Renovation works to chicken shed, cattle barn and shearing shed. Replacement and re-siting of oil tank, renovation of Turret and installation of block paving driveway. -**No objection**

PK18/0039/F - Rose Cottage 1 Horwood Lane Wickwar Wotton Under Edge South Gloucestershire Erection of 2 no. attached dwellings and associated works. - **Objection sent to SGC**

PK17/5944/F - The Yard Sodbury Road Wickwar South Gloucestershire GL128NT Change of use of land from agricultural to a mixed use of class B1 (business) and B8 (storage and distribution) as defined in the Town and Country Planning (use classes) Order 1987 (as amended) - **No objection**

PK18/0156/TRE - Land to the North of Leechpool Way Identified As North Yate New Neighbourhood Works to trees as per the proposed schedule of works submitted to South Gloucestershire Council on 26th January 2018. Trees covered by Tree Preservation Order SGTPO 09/09 (632) dated 22nd September 2009. PK18/0156/TRE - **No objection**

5) **To RECEIVE a verbal Report from the Ward Councillor**

Verbal report not provided due to absence of Ward Councillor.

6) Correspondence

Correspondence was received from Stephen Amos regarding an update on the development of a policy for co-option of a Wickwar Parish Councillor. Due to other issues having greater importance this has been deferred but will be pursued over the next month to provide a draft for consideration at the March Parish Council Meeting.

7) **To RECEIVE verbal Reports from Councillors who are Trustees or committee members of the organisations listed below.**

- **King George V Playing Fields-** No report

- **To CONSIDER fencing around play area King George V** – Quotes still being sought

- **To CONSIDER and AGREE quotes for new swings to be installed.** – Quotes received and reviewed decision taken to proceed with the installation of the swings and make good the wet pour with D R Howse Services Ltd as the most cost effective quote to go forward with.
-Proposed Councillor Isaac /seconded by Councillor Fielding and all Councillors agreed apart from one abstention Councillor Pennington.

- **To NOTE and Receive Play equipment inspection-** The inspection report was accepted.

- **Town Hall** – Quotes have been received for provision and fitting of the Town Hall Carpet. The quotes were reviewed at the meeting and Cotswold Edge Carpets Ltd was considered to be the best value based on the quotes received to go forward with. The preferred colour of the carpet was wet pebbles 88.
-Proposed Councillor Carroll /seconded by Councillor Issac and all Councillors agreed.

- **Youth Club** – No report.

- **Community Centre** - An update was provided on the fitting of the stainless steel urinal and work is ongoing to define shared use areas within the centre. The next planned community centre meeting is proposed to take place on the 5th March.

8) **General Business**

- **To Note meeting with SGC Tracey Hamblett 19th July 2017, to discuss highways issues, Back Lane and High Street. Working party** – Councillor Maidment raised the concern that the traffic improvements recommended to SGC for Wickwar were not being taken forward. The response from SGC was limited in terms of addressing a small selection of the recommendations and these would only be implemented when the 106 money was made available from the first proposed housing development. Councillor Maidment stated this was not acceptable as the road safety aspects are a concern now and the 106 money if available only addresses a small proportion of the problem. Councillor Summers stated that these concerns should be raised with our Ward Councillor to champion the issue with SGC.

- **Action - Wickwar Parish council to raise this issue with the Ward Councillor at the next Parish Council Meeting.**

- **To CONSIDER and AGREE adoption of Parish Council Filming and Social Media Policy-** The draft Parish Council Filming and Social Media Policy has been reviewed by all members of the Parish Council and comments incorporated. Based on the latest draft version it was considered acceptable for adoption.

- **Proposed by Councillor Pennington and seconded by Councillor Carroll and supported by the rest of the councillors**

- **To CONSIDER and AGREE amendment to Standing Orders .-** The draft amendments to the standing orders have been reviewed and commented on by all members of the Parish Council and the comments incorporated. Based on the latest draft version it was considered acceptable for adoption.

- **Proposed by Councillor Aldous seconded by Councillor Fielding and supported by the rest of the councillors.**

Post minute Note: If any parishioner requires clarification on the amendments they should contact the Parish Clerk.

- **To CONSIDER Neighbourhood Plan** – Discussion took place with regard to the benefits of developing a neighbourhood plan and the resources required. Consensus that further information is required before a decision is made on proceeding with its development.

- **Action-The decision was made to invite Dick Whittington who has been involved in Neighbourhood Plan development to give a presentation on the subject to the Parish Council and be open to Wickwar parishioners to attend within the next three months.**

- **Tenders to be sought for Parkfield. Lease expires 31st March 2018**

Tenders for Parkfield have been advertised. The subject of the possible water leak identified by Bristol Water in a communication was raised. No visible evidence of the leak can be found. It was decided that contact is made with Bristol Water to identify the leak point so that possible action can be taken.

- **Action Wickwar Parish Clerk to contact Bristol Water to clarify the position of the leak to enable appropriate action to be taken.**

- **To CONSIDER Town and Parish Councils Charter-** It was agreed at the January Parish Council Meeting that Wickwar Parish Council would sign up to the Charter.
- **To NOTE and CONSIDER Wickwar Parish Biodiversity Plan-** It was considered that in order that an informed input for Wickwar is provided for the plan Bill Heslegrave should take the lead for Wickwar.
- **To AGREE date for Parish Walk-** The dates for the parish walks was proposed as the 18th March am, 15th April pm, and the 13th May pm.
- **To CONSIDER and AGREE Protocol for Marking the Death of a Senior National Figure or Local Holder of High Office.** -The need for a Protocol was noted.
- **To CONSIDER village celebration event. ‘Battles over, Nation’s tribute 11th November 2018.** - Various options for this event were discussed and it was decided that Councillors would consider ideas for this event to be discussed at the next Parish meeting.
- **To CONSIDER and AGREE Grant application from Friends of Alexander Hosea School.** - The need to provide a grant was discussed. It was considered that the first option for funding should be from a company sponsor and for the request to the Parish Council to be a fall-back option if a commercial sponsor cannot be found.
- **To CONSIDER the signing of Buthay Lease.** - It was decided that all Councillors should read the Lease which has been provided electronically.
-Action Councillors to review the draft lease and provide comments to the Parish Clerk by the 12th February.
- **To CONSIDER Clerk attending SLCC AGM 1st March 2018-** It was agreed that the Clerk could attend the SLCC AGM.
- **To AGREE date for APM and AMPC-** The date for the APM was decided as May 9th. **This was proposed by Councillor Pennington and seconded by Councillor Isaac and agreed by all Councillors.**
- **To AGREE adoption of Vexatious Requests Policy-** Based on the latest draft which incorporated Councillors comments it was considered acceptable for adoption.- **This was proposed by Councillor Pennington and Seconded by Councillor Isaac and agreed by all other Councillors.**
- **To CONSIDER Waste Recycling PK17/5966/RM.... (PK16/4006/O). View when approaching Wickwar from the South.** - The subject was noted by the Councillors.
- **To AGREE date for staff appraisal.** - The staff appraisal process will start with a discussion by Councillors on Wednesday 14th March at 7:30.

- **To CONSIDER and AGREE Disciplinary and Grievance Policy as per ALCA-** A working Party date of the 14th March was proposed.
- **TO AGREE advert and payment to NEWSQUEST for the Parkfield Lease for three years from April 2018. To be advertised in the Yate/Sodbury Gazette.** - Councillors agreed payment to Newsquest for the Parkfield Lease.

9) **Burial Matters**

Works to tree in the closed parish Cemetery – Quotes being sourced. - The quotes were presented at the meeting and on the basis of cost Ian and Julie Pullen were proposed as the contractor of choice for the tree work.

-This was proposed by Councillor Aldous and seconded by Councillor Pennington and agreed by the remaining Councillors with one abstention from Councillor Fielding.

10) **Finance**

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

P Trull – HP Ink December/January 2018 (VAT £2.66)	£15.98
HMRC Tax & NI	£291.18
Bradley Stoke Town Council – First Aid Training (VAT £6.67)	£40.00
Tony Gardner T Hall Notice Board repair	£90.00
D B Isaac & Partners KGV Hedge Cut (VAT £16.65)	£97.50
St Peters Hospice Sect 137 donation	£250.00

Staff Costs

P Trull – January Salary	£1251.48
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Direct Debits/Standing Orders

December 2017	
Plus net – Town Hall Broad band	£24.60
BT – PC Phone Account	£87.23
Npower Town Hall	£18.00
Water Business – Pavilion	£39.50

Income

None

- It was proposed that the Wickwar PC expenditure table is accepted and the finance items expenditure on items in Paragraph 10 is agreed.

-This was proposed by Councillor Isaac and seconded by Councillor Aldous with the agreement of the rest of the Council.

The next Parish Council meeting will take place on Wednesday 7th March 2018 at the Town Hall commencing at 7pm.