

# DRAFT MINUTES

Wickwar Parish Council

Minutes

A meeting for the above Council was held on Wednesday 3<sup>rd</sup> June 2015, at the Town Hall commencing at 7.30pm.

**Attended:**

Councillor S Isaac – Chairman  
Councillor I Aldous  
Councillor A Carroll  
Councillor G Fielding

**Apologies:**

Councillor M Summers  
Councillor M Cowley

**Clerk:**

Mrs P Trull

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

**Public Time**

Parishioners have made enquiries about an aerial situated on the tower of Holy Trinity. Councillor G Fielding will look into this matter and report back to the Council.

Parishioners have asked if the Parish Council might be able to put a flower trough on the grass verge land opposite Wickwar Youth Club. The Council will look into the necessary permissions from South Glos Council, and get a costing for the trough. The Parish Council will also make enquiries for the regular grass cutting in the area.

1. **To AGREE whether the Draft Minutes of the last meeting should be signed as a correct record of the meeting on 6<sup>th</sup> May 2015.**

The Minutes were duly signed.

2. **Planning**

**PK15/1684/F** - 50 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP

Demolition of single storey lean-to extension and erection of first floor rear and single storey ground floor extensions and single storey extension to outbuilding.

Parish Council to view site and plans

**PT15/1452/F** - Windsor Cottage Cowship Lane Cromhall Wotton under Edge South Gloucestershire

Erection of storage building to replace existing storage sheds

No objection.

**PK15/1963/F 2** - Canters Leaze Wickwar Wotton under Edge South Gloucestershire GL12 8LX

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Erection of two storey side extension to form additional living accommodation.

Conversion of existing garage to living space

**PK15/1784/F** - Ladyswood Mapleridge Lane Yate Bristol South Gloucestershire

Demolition of existing conservatory. Erection of replacement conservatory.

**PK15/2088/LB** - Hill House West End Wickwar Wotton under Edge South Gloucestershire

External works including re-rendering north and east elevations, repairs to windows and sills, replacement of rain water goods and surface fixed services

**PK15/2075/F** - Pound Barn West End Wickwar Wotton under Edge South Gloucestershire

Installation of ground mounted solar panels and associated works

Parish Council to view site and plans

**PK15/2150/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 comment

### 3. **Report Ward Councillor**

No report at this meeting

### 4. **To RECEIVE the following Items for Information:**

- a) To NOTE and RECEIVE information regarding By Laws. Councillor M Summers to discuss this matter at the Councils July meeting.
- b) To NOTE and RECEIVE INSPECTION of Play Equipment - Noted
- c) To NOTE and CONSIDER Advance warning of (1) Consultation on the Proposed Submission Version of the Policies, Sites and Places Plan and (2) Local Green Spaces SGC – To be discussed at an Extra Ordinary Meeting on Wednesday 10<sup>th</sup> June 2015.
- d) To Note and CONSIDER response to the public consultation - South Gloucestershire Local Plan: Policies, Sites and Places (PSP) Plan: Proposed Submission Plan
- e) To Note and Consider Community Spaces Consultation & Information Spreadsheet - June 2015 – Noted.
- f) To NOTE and CONSIDER information regarding the speed limit reductions along Sodbury Road.  
Outcomes to be discussed with Ward Councillor Marian Lewis.
- g) To NOTE and CONSIDER to let of the Pavilion for the Wickwar Games on 11th July 2015. Noted, no objection.

### 5. **Register of correspondence received**

Duly noted, received by all Parish Councillors

### 6. **To RECEIVE verbal Reports from Councillors**

- a) **Quarry Liaison Group meeting** – Council to be informed of meeting date.
- b) **Frome Vale Area Forum** – Next meeting 9<sup>th</sup> July 2015

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- c) **Speed Watch** – No report
- e) **Community Centre** – Next meeting 8th June 2015
- f) **Village Hall** – No report
- g) **Town Hall** – Quotes for work concerning survey report being sought.
- h) **King George V Playing Fields**  
To CONSIDER and AGREE to 12 month placing of the black bins for SGC rubbish collection for a fee of £240.00 per annum. Proposed by Councillor I Aldous and seconded by Councillor A Carroll, all in favour.  
Quotes have been sought for the internal improvements to the Pavilion. Councillors attending this meeting have agreed that the works should be undertaken by Mr Tony Gardner. Proposed by Councillor I Aldous and seconded by Councillor S Isaac, all in favour, the motion was carried.
- i) **Safer & Stronger Community Group** – Meeting 28<sup>th</sup> July 2015 at Wickwar Community Rooms.
- j) **Town & Parish Councils Forum** – 14<sup>th</sup> July 2015 – Bradley Stoke.

## 7. General Business

- a) To CONSIDER and AGREE the next actions with regard to the Buthay Lease  
Clerk has written to Parish Council Solicitor and will collect the lease for signing in the next 10 days.
- b) To CONSIDER and AGREE Parish Council Risk Assessment Document.  
Councillor I Aldous proposed the Council accepts the Risk Assessment Document and implement a 12 month review, seconded by Councillor G Fielding. All in favour, therefore the motion was carried.
- c) To CONSIDER and AGREE hanging baskets for the Town Hall summer 2015  
Councillor S Isaac proposed the Council have a spend limit of £250 for hanging baskets and associated watering system. Seconded by Councillor A Carroll, all in favour therefore the motion was carried.
- d) To CONSIDER and AGREE Publication of the South Gloucestershire Local Plan,  
Proposed Submission: Policies, Sites and Places Plan - Regulation 19 Consultation
- e) To CONSIDER and AGREE ZURICH Insurance Quote for Wickwar Parish Council, to enter into a three year contract at a annual fee of £1682.94
- f) To CONSIDER and AGREE the purchase of a an additional notice board A1 (8xA4)  
External Lockable Pinnable Notice Board with Waterproof Seal for Outdoor or Indoor Use at a cost of £97.95  
Council have agreed to look at other designs of notice board before making a decision. A wooden notice board is more ascetically acceptable.

## 8. Burial Matters

To undertake the annual Risk Assessment of the open and closed parish cemeteries on the 13<sup>th</sup> June 2015. A report will be sent to the Council.

## 9. Finance

To CONSIDER and AGREE the signing of the Parish Council Annual Return for the financial year ended 31st March 2015, Section 1 and Section 2.

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Councillor A Carroll proposed the Parish Council sign Section 1 Accounting Statements 2014/2015, seconded by Councillor I Aldous, all in favour therefore the motion was carried. Chairman S Isaac signed the document.

Councillor A Carroll proposed the Parish Council sign Section 2 Accounting Statements 2014/2015, seconded by Councillor G Fielding, all in favour therefore the motion was carried. Chairman S Isaac signed the document.

To CONSIDER and AGREE the Clerk enrolling the Parish Council into NEST (National Employment Savings Trust) to comply with the Government Pensions auto enrolment scheme for staff pensions.

Councillor A Carroll proposed the Parish Council enrol with NEST to comply with the Government pensions auto enrolment scheme for staff pensions, seconded by Councillor S Isaac, all in favour therefore the motion was carried.

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

HMRC – Inland Revenue – Clerks NI	£89.18
South Glos Council – Dog bins and litter bins (VAT £58.37)	£350.24
Zurich Insurance	£1682.94
P Trull – Amazon UK – Book The Last English Poachers	£11.89
Prestige Grounds – Grass cut King George V (VAT £15.00)	£90.00

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

Clerks salary            June 2015	£1322.24
N Power Town Hall	£8.00
Rate Demand King George Playing Fields -May (June 2015 £55.00)	£55.00
Rate Demand Town Hall (June – November £55.00)	£55.00

### **Income May 2015**

South Glos Council –Precept	£18,584.50
Wickwar Women’s Circle – Hire of Town Hall	£40.00
IRO Arnold – Interment	£70.00

For more Information on any item listed on these Minutes, please contact:

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