

Wickwar Parish Council Minutes

A meeting was held for the above Council on Wednesday 7th January 2015 at Wickwar Community Centre, commencing at 7.30pm

Public Time

Parishioners attending did not speak at this meeting.

Councillors attending this meeting

- Councillor T Proffitt –Chairman
- Councillor M Summers – Vice Chairman
- Councillor R Stimpson
- Councillor I Aldous
- Councillor S Isaac
- Councillor A Carroll

1. To RECEIVE and DECIDE whether to accept Apologies for Absence

No apologies received at this meeting.

2. To note and record Declarations of Interest relevant to this meeting.

All Parish Councillors attending this meeting are Trustees of the King George V Playing Fields
Councillor R Stimpson is the Vice-Chairman of the Village Hall Committee and attends the Village Hall Committee meetings as representative for Wickwar Parish Council. His wife is the Treasurer of the Village Hall Committee.

Councillor T Proffitt is the Chairman of the Quarry Liaison Group

Councillors Proffitt and Aldous are members of the Youth Club Committee.

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

Councillor S Isaac declared an interest regarding Planning Application PK14/ 4567/F – Hall End Lane. The applicant is known to Councillor Isaac.

3. To AGREE whether the Draft Minutes of the last meeting should be signed as a correct record of the meeting on 3rd December 2014.

The Minutes of the last meeting held on the 3rd December 2014 were signed, with amendment:

Public Time – line 20. Should read ‘There is a £500 fine for this offence...’

4. Planning – for the Council to DISCUSS and AGREE their response to the following Planning Applications:

PK14/4567/F – Hall End Lane, Hall End Wickwar
Erection of agricultural building and access track.

No objection

PK14/4653/F – 36 High Street, Wickwar
Installation of decking (retrospective)

No objection

5. To RECEIVE a verbal Report from Ward Councillor Gawler

Ward Councillor Howard Gawler attended this meeting at 9.10pm.

Policies Sites and Places Plan is being finalised and a copy of the final plan will be made available to Parish Councils.

Footpath – Sodbury Road (towards Frith/Pincotts Lane). This is still on South Glos Councils' Agenda. The path cannot be a multi user path on the grounds of space available; SGC will not allow the ditches adjacent to the hedgerow along the road to be compromised. Information to follow when available.

6. To RECEIVE the following items for information:

- a) Clerk National Pay increase as per NALC – WEF: 1st January 2015.
Councillor A Carroll proposed to the Council to accept 1% pay increase for the Clerk, seconded by Councillor M Summers. All in favour therefore the motion was carried.
- b) Council Tax base & local council tax reduction scheme. Sent to all Parish Councillors to read.
- c) ALCA/NALC – Provisional Subscriptions. Read by Council, will be discussed at the Councils Budget meeting.
- d) Pension's legislation received from ALCA/NALC. Due to the age of the Clerk Wickwar Parish Council does not have to make pension provision as per advice from ALCA.
- e) Good Practice for Internal Audit 2014/2015 – Advice from ALCA. For Parish Councils to use a competent independent person for this provision.
- f) Sections 137 spend levels for 2015/2016. Council informed.

7. Register of correspondence received (see attached)

8. To RECEIVE verbal reports from Councillors

- a) Quarry Liaison Group meeting – Next meeting 28th January 2015.
- b) Frome Vale Area Forum – Next meeting 5th March 2015.
- c) Speed Watch – No report at this meeting.
- d) PROW – Parish Walk - Dates for diaries. 18th January, 15th February, 22nd March, (Sunday's) start time 9.30am, Meet at Town Hall.
- e) Community Centre – Patio area and push button tap complete. Polycarbonate sheeting installed, Centre entrance hall. Next meeting 9th February 2015.
- f) Village Hall – Internal refurbishment continues. Lease to be renewed.
- g) Town Hall – Condition report received. To be copied and discussed at the Councils February meeting.
- h) King George V Playing Fields
 - Pavilion – Internal refurbishment to be discussed at the next KGV Committee meeting.
 - Inspection of play equipment. Undertaken by Clerk on a monthly basis, copied to all Parish Councillors.
 - Management Committee meeting. Date to be arranged.

- Overdue Payments x 2 years Cricket Club. Information received by Clerk from Mr A Fishley, (Club Captain). The Club is keen to continue and are keen to meet with the Parish Council at the next KGV Committee meeting.
- Issue raised – Dog bin quotes. SGC has agreed to install a dog waste bin for no cost. Arrangements to be agreed.

9. General Business

- a) To CONSIDER and AGREE the next action with regard to the Buthay Lease.
Clerk to contact Parish Council Solicitor and see if a meeting between all parties may be arranged.
- b) To CONSIDER and AGREE whether to accept the quote from SGC (Localism Services)
Quotes for services including SGC quote regarding bin emptying has been sent to all Parish Councillors prior to this meeting.
SGC offer three year contract. The Parish Council has asked for quotes for 3 dog bins and two litter bins to be emptied on a weekly basis. The Clerk obtained four quotes (including SGC Quote) for the emptying of bins and dog bins for the Council to consider. Councillor S Isaac proposed the Council accepts the quote from South Gloucestershire Council for £1167.50, for weekly waste collection with effect from 1st April 2015. This figure is for the first year of the 3 year contract. Seconded by Councillor M Summers. All present voted in favour therefore the motion was carried. The Clerk will write to SGC.
- c) To CONSIDER and AGREE the next actions with regard to a village defibrillator.
The Parish Council considered the benefits of having a defibrillator in the village. The Clerk will report back to Council the potential costs involved. This matter will be taken to the February Parish Council meeting.
- d) To CONSIDER and AGREE the next actions with the PARKFIELD Rental which expires March 31st 2015. The Council to approve the wording of the advert to be placed in the Parish Magazine, Gazette, web site, and Parish Magazine. This will be undertaken via e mail to the Councillors. If Councillors do not reply to the Clerk she will assume the wording is appropriate.
- e) To DISCUSS and AGREE what action to take with regard to reports of horse riding on pavements. Parish Councillors agreed that the Clerk put a notice in the Parish Magazine and write to the local livery stables to inform horse riders of their responsibilities.
- f) To NOTE the receipt of the Town Hall Survey (16th December 2014) and to Discuss and AGREE actions. Report read by the Chairman, who requested the Clerk copy the report to all Parish Councillors for their consideration and action plan.
- g) To NOTE and DECIDE whether to accept the quote for the installation of a bollard to be placed on the newly tarmac path in the open Parish Cemetery.
The Clerk has been in contact with Cemex UK (Wickwar Quarry) who has offered to pay for and install a bollard, which will be a black metal permanent type. The Clerk, Councillor T Proffitt and Councillor A Carroll are due to meet with Mr Tim Stevens, Lowther Forestry Group, on Friday 9th January 2015 who will undertake the installation of the bollard on behalf of Cemex UK
The Clerk will report back to the Council when the work is complete.

- h) TO RECEIVE and DECIDE whether to support a grant request for the Village Hall, for the cost of renewing the Lease between the Village Hall and Tortworth Estates. Grant request £1000. Councillor M Summers proposed the Council give the grant seconded by Councillor I Aldous. All in favour therefore the motion was carried.
- i) To RECEIVE and DECIDE whether to support a grant request for Avon Crescent Community Club for £150.00 towards the cost of a new microwave. Councillor A Carroll proposed a grant of £150.00, seconded by Councillor I Aldous. All in favour therefore the motion was carried.
- j) To RECEIVE and DECIDE whether to support a request for a grant to Wotton Town Council in support of Young Drivers Courses.
Councillor Isaac proposed the Council grant £50.00, seconded by Councillor A Carroll. Councillor M Summers voted against this motion. All other Councillors present voted in favour, therefore the motion was carried.
Cheque will be signed at the Councils February meeting.
- k) TO NOTE the request for Councillors to attend a Governance Review meeting. ALCA will facilitate this meeting alongside a Good Councillors Course. Dates to be agreed by ALCA representatives and the Parish Council in due course.
- l) To NOTE the request for the Clerk to purchase a voice recorder for the meetings. The Clerk has withdrawn this request for the time being due to the cost of the recorder.
- m) To RECEIVE and DECIDE whether to support Wickwar Education Foundation request for a Parish Councillor to sit upon this Committee. Councillor M Summers expressed an interest and will contact Wickwar Educational Foundation directly.

10. Finance

To Note the Parish Council Expenditure Table, copied to all Parish Councillor for comment prior to this meeting. No comment made.

British Telecom Parish Council telephone Account. Paid by Clerk prior to this meeting.

To DECIDE to sign the following Cheques with accompanying Invoices. Council agreed to sign the following cheques.

Cheque signatories at this meeting are Councillor M Summers and Councillor T Proffitt.

Inland Revenue (Clerks NI)	£28.73
Edge IT Systems Ltd	£32.00
P Trull – British Telecom – Councils Phone Account	£70.52
Robert White Associates – Town Hall Survey	£540.00
P Trull – Bulbs Planter	£15.00
Wickwar Village Hall Committee – Section 137 Grant	£1000.00
Avon Crescent Community Club - Section 137 Grant	£150.00
Income December 2014	
Town Hall Hire	£5.00
Town Hall Hire	£5.00
War Stock Dividend	£5.15

Direct Debits & Standing orders

Clerk Salary January 2015

£871.18

N Power Town Hall

£8.00

The next parish Council meeting will be on Wednesday 4th February 2015, at the Town Hall commencing at 7.30pm.