

WICKWAR PARISH COUNCIL

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22 Inglestone Road
Wickwar
Gloucestershire
GL12 8NH

AGENDA

Councillors are hereby summonsed to attend the ANNUAL MEETING OF THE PARISH COUNCIL followed by an ORDINARY MEETING OF THE PARISH COUNCIL

at: 8.00pm
on: Wednesday 8th May
at: Wickwar Town Hall.

Signed Clerk to the Council:



Dated: 1st May 2019

ANNUAL MEETING OF THE PARISH COUNCIL

Declaration of Acceptance of Office signed at this meeting by all Parish Councillors

1. To ELECT a Chairman and Vice Chairman
2. To RECEIVE and DECIDE whether to accept Apologies for Absence.
3. To RECEIVE Declarations of Acceptance of Office.
4. To AGREE whether the minutes of the last Annual Meeting of the Parish Council should be signed as a record of the meeting.
5. To AGREE membership of Parish Council working parties.
6. To ADOPT updated Code of Conduct.
7. To ADOPT updated Standing Orders and Financial Regulations.
8. To REVIEW and AGREE Parish Council representation on external bodies and arrangements for reporting back.
9. To REVIEW the updated asset register.
10. To CONFIRM arrangements for insurance cover in respect of all insurable risks.
11. To REVIEW the Council and Clerk's subscriptions to other bodies.
12. To REVIEW and AGREE the Council's Model Publication Scheme, Freedom of Information Policy, Data Protection Policy and Equalities Policy.

13. To ADOPT the Sickness Absence Policy, Disciplinary and Grievance Policy and Expenses Policy.

14. To REVIEW the Council's expenditure incurred under s.137 of the Local Government Act 1972

Date	Details	Cheque number	Grant
April 2018	Avon Community Club	002698	£250
May 2018	Above & Beyond – Visitor chairs for Bristol Children's Hospital	002706	£184
September 2018	Wickwar Youth Club	002732	£4800
October 2018	Wickwar Baby & Toddler Group – new equipment	002742	£500
October 2018	Wickwar Out of School Club	002744	£500
November 2018	Holy Trinity Church community fireworks display	002745	£300
November 2018	Yate & District Heritage Centre	002763	£150
December 2018	4 th Chipping Sodbury Brownies – donation towards Paris trip	002761	£270
December 2018	Royal British Legion Poppy Appeal	002773	£150
March 2019	Wickwar Wanderers Football Club tactics board	002804	£45
March 2019	Thornbury Area Youth Music	002805	£250
March 2019	St Peters Hospice – music therapy donation	02806	£250
Total			£7,649

15. To REVIEW the fees for the Burial Ground.

16. To REVIEW and AGREE the Football Club Agreement.

17. To AGREE the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.

ORDINARY MEETING OF THE PARISH COUNCIL

1. Public time (Duration 20 minutes maximum)
2. To RECEIVE and DECIDE whether to accept Apologies for Absence.(Completed above)
3. To NOTE and RECORD Declaration of Interests relevant to this meeting.
- 3 To AGREE whether the minutes of the last meeting should be signed as a record of the meeting.
4. To NOTE the Clerk's Report on matters arising from previous minutes/not covered elsewhere on agenda
5. Planning – for the Council to NOTE the following planning decisions:

5a. PK18/5353/F - 12 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NE. Change of Use of land to residential use (Class C3) as defined in Town and Country (Use Classes) Order 1987 (as amended). Erection of single garage and alteration to existing access gate to form vehicular access and associated works. **Approve with Conditions.**

5b. P19/0914/LB - 12 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NE. Alterations to existing pedestrian access gate to form vehicular access opening in curtilage listed wall. **Approve with Conditions.**

5c. P19/2078/RM PL12B And PL13B North Yate New Neighbourhood Yate Bristol South Gloucestershire. Erection of electric substation and associated works (Reserved Matters application to be read in conjunction with Planning permission PK17/4826/RVC).**Approve with conditions.**

5d. PK18/5517/LB Post Office 72 High Street Wickwar Wotton Under Edge South Gloucestershire. Internal and external alterations to include erection of three storey and single storey rear extension to facilitate subdivision of building to form 2no. residential units (Class C3), removal of existing projecting bays, installation of new entrance door and 2no. chimneys. - **Approve with Conditions.**

6. Planning – for the Council to NOTE the following comments submitted for planning applications with a response deadline before this meeting and the consider the following applications:

6a. 1.P19/2741/LB - Westend House West End Wickwar Wotton Under Edge South Gloucestershire. Demolition of 2 no. internal walls to form enlarged openings.

No objection

Comment - The application is for modification to the internal structure which does not significantly change the character of the building and does not impact on the external features.

6b. P19/3421/F - Pound Barn West End Wickwar Wotton Under Edge South Gloucestershire. Erection of two and single storey front and rear extensions to form additional living accommodation.

No objection

Comment - The proposal appears to be sympathetic to the rest of the building and uses material and construction which will match with the existing building. It does not overlook anyone and cannot be seen from the road.

6c. P19/3609/F - Half Acre Lodge Tanhouse Lane Yate Bristol South Gloucestershire. Erection of 1 No. detached dwelling, creation of access with associated works (resubmission of PK18/5110/F).

Objection

Comment: Wickwar Parish Council objects to this planning application on the grounds of inappropriate development of the countryside.

6d. P19/3649/F - 76 High Street Wickwar Wotton Under Edge South Gloucestershire GL12 8NP. Alterations to north elevation to demolish existing first floor bathroom roof and rebuild to raise bathroom window height to match adjacent bedroom window.

No objection

Comment: Wickwar Parish Council requests that SGC assure that the building changes compliment the existing architecture in a conservation area and the adjacent listed building.

6e.P19/2452/O - Land South Of Charfield Wotton Under Edge South Gloucestershire. Mixed use development of up to 900 residential units (Use Class C3, including affordable homes and housing suitable for the elderly) with provision of a reserve site for a new 2FE primary school with playing fields (Use Class D1) OR up to 950 residential units...

7. To RECEIVE a verbal report from the Ward Councillor (Completed)

8. Register of correspondence received (list available at the meeting)

9. To RECEIVE verbal reports from Councillors who are Trustees or committee members of the organisations listed below

9a. King George V Playing Fields

9b.To NOTE and RECEIVE play equipment inspection

9c.Youth Club

9d.Community Centre

9e.Town Hall

10. General Business

10a. To CONSIDER and AGREE process for co-option of a seventh Councillor

10b.To AGREE list of Standing orders for 2019/20 (available at the meeting)

10c. To AGREE the renewed banking mandate (available at the meeting)

10d.To CONSIDER and AGREE position for proposed additional benches and equipment at King George V Playing Fields, and funding for benches should grant application be unsuccessful

10e. To CONSIDER and DISCUSS proposals for CCTV at King George V Playing Fields

10f. To CONSIDER and DISCUSS gate closing arrangements at King George V Playing Fields

10g. To CONSIDER and AGREE whether Wickwar Parish Council should join the Joint Cycling Strategy Group

10h. To CONSIDER and AGREE a proposed crest for Wickwar Parish Council

10i. To CONSIDER and DISCUSS Parish Council presence at Wickwar Games and other community events

10j. To AGREE Clerk 's attendance at SLCC branch meeting (16th May)

11. Requests for financial assistance

11a. To CONSIDER and AGREE application for grant aid from Wickwar Table Tennis Club

11b. To CONSIDER and AGREE application for grant aid from Wickwar Baby and Toddler Group

11c. To CONSIDER and AGREE application for grant aid from Above & Beyond – visitor chairs for Bristol Haematology and Oncology Centre

11d. To CONSIDER and AGREE application for grant aid from 1st Wickwar Brownies (and Guides)

12. Burial matters - To SIGN the Burial Book IRO G. Pagett 04/04/19

13. Finance

13a. To note Councillor check of bank statements and bank reconciliation (carried out 4th April 2019)

13b. To NOTE the Wickwar PC Expenditure Table and then DECIDE whether the cheques detailed in the attached payment schedule should be signed.

Payment Schedule

Salaries, Tax & NI (Details provided in confidential schedule)	£1,600.17
Rachel Davis expenses - clerk home working allowance 8 weeks@ £4pw	£24
Rachel Davis expenses – HP Instant Ink £24.99	£24.99
Rachel Davis expenses – Spring clean sundries	£4.78
Rachel Davis expenses – 4x pavilion keys	£15
Wickwar Baby and Toddler Group - hire of cups and beakers for Spring Clean	£10
Wickwar Youth Club - grant	£3000
Wickwar Great Western Air Ambulance Charity – grant	£250
South Gloucestershire Citizens Advice Bureau - grant	£200
Anthony Gardner - Tony Gardner Property Maintenance, fitting Town Hall locks	£99.91
Fencing Service Ltd– Fencing Services Ltd gate closers for play area fencing (VAT £100)	£600
SLCC Gloucestershire / South Gloucestershire Branch – Branch meeting Thurs 16 th May	£12.50
Paid between meetings	
Arebee Signs – 2 x signs KGV gate closing times	£80
Standing orders and direct debits March 2019	
Npower	£24
Plus Net	£28.20
Tesco Mobile	£10
Water2business	£47.17
Water2business	£36.50
Income March 2019	
Business Reserve Interest	£1.52

Signed: _____ (Chairman)

Date: _____