

## **CHARFIELD PARISH COUNCIL**

Minutes of Parish Council Meeting held on Tuesday 13<sup>th</sup> May 2014 commencing 7:30pm in the Sportsman's Lounge, Memorial Hall, Charfield.

### **PRESENT**

**Parish Councillors:** Mr M Rosher, Mr I Kershaw, Mr M Cheskin, Mr P Patterson, Mr I Williams, Mrs N News, Mr R Rawlings and Mr S Kowalczyk

**Clerk:** Mrs H Saunders

**Public:** 1 member of public

### **10104/14 To elect a Chairman and receive Chairman's Declaration of Acceptance of Office**

Mr Mark Rosher was nominated by Mr Mike Cheskin, he agreed that he was happy to stand again. This nomination was seconded by Mr Ian Kershaw. As there were no further nominations – Mr Mark Rosher was duly elected as Chairman and Clerk received his declaration of acceptance of office.

### **10105/14 To elect a Vice Chairman**

Mr Ian Kershaw was nominated by Mr Mike Cheskin, and agreed that he was happy to stand again. This nomination was seconded by Mr Mark Rosher. As there were no further nomination – Mr Ian Kershaw was duly elect to post of Vice Chairman.

### **10106/14 To note Apologies for Absence & Acceptance of Reasons**

These were duly noted from Ward Councillor John O'Neill and Mrs Judy Law.

### **10107/14 Declaration of Interest in items on Agenda**

None

### **10108/14 Approval of Minutes**

It was proposed by Mr P Patterson and seconded by Mr R Rawlings and RESOLVED that minutes of meeting on 8<sup>th</sup> April 2014 be approved and signed by Chairman.

### **10109/14 Public Participation**

- Mr Liam Balloch was present – he wanted to introduce himself as newly elected Chairman on the Memorial Hall Management Committee.....and to thank the Parish Council for their ongoing support.
- A proposal was put to Chairman by Mr Mike Cheskin that Item 23 on Agenda be brought forward (*To note success of Village Fete on May 5<sup>th</sup> 2014*) this was duly agreed....and Mr Mike Cheskin / all councillors congratulated Mr Liam Balloch on the organisation of the event which has been resurrected after a number of years not being run. The afternoon will have raised in the region of £2k for the Memorial Hall – and other organisations did well too – namely 1<sup>st</sup> Woodend Scouts, Football Club....It will definitely be in the Calendar for 2015.

### **10110/14 To note Clerks Report on Matters Arising** (not mentioned elsewhere on agenda).

The following was reported:-

- Ward Councillor John O'Neill has called the planning application for Wickwar Quarry in – so a sites inspection will be undertaken. He is also chasing Streetcare to sort out bank holiday litter collections.
- Clerk reported that the new dual purpose bins have been ordered and as and when they arrive Streetcare / SGC will install them. The dog litter bins won't go until the new bins are installed.
- Clerk confirmed that memorial bench for Merv Williams has arrived and will be installed by the Diamond Jubilee Stone in due course.
- Clerk has been informed by Streetcare that the Public Toilets will be closed for 10 days – 2 weeks in the next month or so while they carry out maintenance and repairs to the roof. Clerk will ensure that details are on website, etc.
- Clerk has received email from Planning Department regarding the next stage of PSP DPD, they want to find out what sort of format the Parish Council would like the Community Engagement to take and to establish venue / booking / date for consultation. After Clerk explained importance of

this it was agreed that it needed to be an afternoon – evening drop in session – run in July before children break up from school.

#### **10110/14 To approve the method of assessing planning applications**

It was proposed by Mr Mike Cheskin and seconded by Mr Steve Kowalczyk and RESOLVED that *Resolution Mr Rosher*(Standing Order 35) “that a planning committee remains in abeyance for a further year”

#### **10111/14 To review (suggest amendments if necessary) to Standing Orders**

Clerk is going to look into writing into the Standing Orders that minutes / agenda's for meetings can be received electronically by Councillors....this will be drafted up for next meeting.

**ACTION CLERK**

#### **10112/14 To inspect Deeds & Inventory of Equipment**

Most of these have been scanned in now – Clerk showed file of scanned copies and inventory of equipment was inspected accordingly.

#### **10113/14 To appoint representatives to:**

The following councillors were appointed to be representatives on said committees:-

Charfield School Governors (*Richard Rawlings*)  
The National School Foundation (*Richard Rawlings*)  
Charfield Memorial Hall & Playing Field Management Committee (*Ian Kershaw / Clerk*)  
South Gloucestershire Area Forum (*Clerk / Mark Rosher*)  
South Gloucestershire Environmental Link Group (*Judy Law*)  
South Gloucestershire branch of the Avon Local Council's Association (*Mike Cheskin*)  
Safer Stronger Community Groups (*Mike Cheskin, Mark Rosher, Clerk*)  
Charfield Village Plan Steering Group (*Ian Williams, Clerk*)  
Quarry Liaison Group (*Ian Williams, Paul Patterson / Clerk*)  
PROW Working Group (*Mike Cheskin*)  
CuGuC Committee (*Paul Patterson via Wendy*)  
Burial Ground Working Group (*Mark Rosher, Paul Patterson and one other tbc*)

#### **10114/14 To comment on Planning Applications**

**PT14/1384/F** | Demolition of existing rear conservatory. Erection of two storey rear extension to form additional living accommodation. | 20 Hawthorn Close Charfield Wotton Under Edge South Gloucestershire GL12 8TX

*After due consideration it was agreed that councillors had no issues with this planning application.*

**PT14/1389/LB** | External repairs to render, timber joinery, lead flat roof, lead flashings and upstands, and sub-cills | Park Farm Wotton Road Charfield Wotton Under Edge South Gloucestershire GL12 8SR

*This was submitted as repairs being made to a Listed Building – no comment necessary.*

**PT14/1505/F** | Alterations to roofline to provide additional living accommodation. | 42 Wotton Road Charfield Wotton Under Edge South Gloucestershire GL12 8TG

*After due consideration it was agreed that councillors had no issues with this planning application.*

#### **10115/14 To note Planning Decisions**

**PT13/4182/O** | Erection of 106 no. dwellings, access, parking, public open space with play facilities and landscaping (outline) with access to be determined. All other matters reserved. | Land South Of Wotton Road Charfield Wotton Under Edge South Gloucestershire. REFUSAL

**PT14/0582/F** | Erection of two storey extension to form additional living accommodation. | 1 Avon Road Charfield Wotton Under Edge South Gloucestershire GL12 8TT. APPROVE WITH CONDITIONS

### **10116/14 To note any other Planning Matters**

To comment on planning application over border for Solar Farm.

Planning application S.14/0929/FUL (Stroud) Upper Huntingford Solar Farm

*After due consideration it was agreed that Clerk should respond on behalf of the Parish Council asking that when traffic routes for construction are being established – they steer clear of village.*

**ACTION CLERK**

Enforcement Issues (notices on verges, etc)

*For information*

OCH8 – details following hearing.

*The inspector has asked that other avenues be investigated – such as a bridge or tunnel...path is still open permissively.*

Appeal decision regarding 27 New Street

*This appeal was turned down – 27 New Street is not going to get change of use to convert into flats.*

Licensing for Cromhall Community Shop and Post Office Move

*For information – as from end of May – Post Office in Cromhall will be closed for 12 days – thus meaning that nearest post office that is regularly open is Charfield - so Manor Lane could be busier than normal at times.*

### **10117/14 To formally approve Report regarding recent Housing Needs Survey**

Councillors realised that report was late being issued – but most had read. It was proposed by Mrs N Newns and seconded by Mr Paul Patterson and RESOLVED that the Parish Council formally approve the document – allowing it to be made public. It was also agreed that Clerk write to SGC thanking them for their help / carrying out survey.

**ACTION CLERK**

### **10118/14 To receive Burial Ground Report**

There are no interments to note. Clerk was expecting to receive an application for erection of memorial....but this hasn't been forthcoming – so will be looked at next month. Clerk is concerned that some work needs to be carried out on Wild Flower area.....Mr Mike Cheskin said that he would happily go up on Bank Holiday Monday – with a small working party and do some work (including staining / treating bench / gates)....

**ACTION MR M CHESKIN**

### **10119/14 To receive Village Plan Report / Update**

This was updated on at Annual Parish Meeting last week – and Clerk will forward minutes from last quarterly meeting of steering group to councillors. Of importance to note – following adoption of plan 15 months ago – quite a few actions have been worked on – namely setting up of In Bloom type group – the MUGA and Longs View Play Area tidy up, PROW, Village Fete, HNS, Money for Village Hall. Two representatives from the steering group will be attending a meeting on 20<sup>th</sup> May held by SGC and WERN talking about benefits of Parish Plans....(Sue Simmons and Nicky Melvile).

### **10120/14 To receive Youth Group Report and approve Funding going forward**

Mr Mike Cheskin and Clerk updated councillors on how Easter outreach work had gone – and plan for next 15 weeks. The time will be shared between Kingswood and Charfield – with one week at Playing Fields in Kingswood and the next in Charfield (youths were at Charfield that evening). There was some discussion over funding of this – in principle £800 - £1000 had been approved last meeting. It was proposed by Mr P Patterson and seconded by Mr S Kowalczyk and RESOLVED that £1400 be allocated from Youth Group Budget – this will pay towards work already taken place at Easter and the next 15 weeks of work. In August will analyse how well the work has been received and how to take forward into the winter months....as they will need somewhere indoors by that stage – won't be able to be outside. Clerk has also arranged that when they are at Charfield – they can have access to toilets next to Sportsmans Lounge. Mr M Cheskin will collect key ,etc.

### **10121/14 To receive CUGUC report & agree some form of recognition to group**

Again this report was presented at last weeks APM, Clerk will forward to councillors that may have missed it. The group are working really well and making some good inroads....it was agreed that Clerk should write a letter to group – congratulating them on their achievement and thanking them for all of their hard work.

**10122/14 To note comments regarding LED Lights and Part Night Lighting Scheme**

Clerk had received correspondence from daughter of a local resident – who felt that due to the LED lights an ambulance was delayed in getting to her mother’s house earlier in year. Lady has written to Mr Steve Webb – following response was asking Clerk if there had been any other issues / complaints. It was agreed that Clerk should respond stating no complaints received to date. There is also issue of lights staying on an extra hour due to agreement made by SGC at recent meeting – whereby it was felt this was needed in Urban area’s to accommodate those workers getting late buses home, etc... Charfield don’t feel they should be treated in same way as Urban communities...Clerk to write to Streetcare accordingly (this has also been taken up at SSCG).

**ACTION CLERK**

**10123/14 To note Litter Pick**

Due to the weather – Litter Pick wasn’t well attended.....it was advertised as usually is – but sadly cubs / scouts couldn’t get involved as they were busy elsewhere....

Clerk would like to thank Mrs Naomi Newns and Mr Ian Williams wife, Lisa, for manning the desk and handing out black sacks – litter pickers to the few that did turn up. Despite lack of support by residents – it was discussed that we should still carry out exercise 2 x a year – and it was noted that the Autumn Litter pick was scheduled for the Saturday prior to the Remembrance Day parade (as this worked well last year) – so Saturday 8<sup>th</sup> November will be date for diary.

**10124/14 To note Annual Parish Meeting of 8<sup>th</sup> May 2014 (and any actions for future agenda’s)**

Meeting was well attended with 30+ people signing in (not including Clerk, Chairman and guest presenters). It was an interesting meeting.....and only action is to continue on the search for suitable land for potential allotments – and looking into funding.

**10125/14 To note success of Village Fete on 5<sup>th</sup> May 2014**

This was covered off earlier during Public Participation...(ref 10109/14).

**10126/14 To approve draft annual accounts and Governance Statement**

These were duly checked and completed and it was proposed by Mr P Patterson and seconded by Mr Richard Rawlings and RESOLVED to approve, they were signed by Chairman and Clerk – ready to be sent to Grant Thornton (external auditors) by beginning of June 2014.

**10127/14 To note the following Correspondence:-**

**NALC / ALCA:-** New Model Financial Regulations, SW Councils Association Spring Newsletter, ALCA Council Issues 1, E-Bulletin, SG Area AGM 29/5/14.

**S Glos Council:-** Reminder to register to vote (European Elections 22/5), Planning Application for N Fringe to Hengrove Park Package, Community Grants – now open, Engage with Area Forums (14/5/14), Improving Lives Advice from SGP, New Bike Hubs for Families, Free Giveaway on World Book Night, Lets Pull Together (Himalayan Bsalsm), Minutes from SSCG and T&PC Meetings, Grass Cutting Schedule for month.

**Magazines:-** Commercial Playground Spares, Clerk Magazine, Clerk Direct and LCR.

**Other:-** Communities taking initiative event on 20/5, issue re emptying of bins (on bank holidays), Info from Pension Regulator, CVS S Glos Newsletter and Events, Charfield Village Plan Action Group Minutes, Query re LED lighting, Simon Steele Perkins query re HNS, Russell Play Info, 1<sup>st</sup> Charfield Rainbows to keep going, Strimmer for PROW and Burial Ground and CUGUC, CEMEX, next liaison meeting is June 4<sup>th</sup>. They are about to start moving soil from Churchend to Cromhall, Fields in Trust Info, Armed Forces Day.

**10128/14 To note following Circulation Items**

None

**10129/14 To receive Reports of Meetings**

- a. To Receive Report from Ward Councillor Mr J O’Neill –nothing further to report – In John’s Clerk mentioned earlier in meeting.
- b. Charfield Playing Field –still awaiting work to be done on Tunnel and swing – delayed due to weather. Need some sand – but not worth it until weather improves.

- c. Charfield Village Hall Management Committee – Clerk will forward minutes when they arrive. Obviously councillors are now aware of new Chairman – Liam – nothing further to report at moment.
- d. Any other Meeting Reports – Mr Mike Cheskin reported on SSCG meeting held on 10<sup>th</sup> April. A speed watch team is being set up following on from SSCG and presence at the village fete. The issue of OCH10 has been taken up with SSCG team – nothing for Parish Council to do...

**10130/14 To receive April's accounts and approve April's cheques for payment**

The accounts were received and signed by Chairman, it was proposed by Mr M Cheskin and seconded by Mr R Rawlings and RESOLVED to pass the following for payment.

<u>Approval April Chqs at May PCM</u>	<u>Chq No</u>	<u>Amount £</u> <i>to be paid</i>
Clerks Salary & Travel (net)	2490	700.52
Travel (Miles = 100 )		
Broadband Connection x2	2490	26.49
Refreshments & Postage	2490	61.20
Memorial Hall - Room Hire and Maintenance	2491	224.00
KLH - First half of payment for Play Area	2492	1075.00
KLH - First half of payment for Burial Ground	2493	600.00
KLH - Removal of Hut	2494	800.00
SLCC Renewal	2495	144.00
CPRE Renewal	2496	35.00
Memorial Hall first half of precept monies	2497	3000.00
Grant for Scouts	2498	200.00
Grant for Cricket Club	2499	100.00
Grant for Football Club	2500	100.00
Grant for OOSC	2501	100.00
Grant for Luncheon Club	2502	200.00
Grant for CAB	2503	100.00
Grant for Preschool	2504	150.00
Grant for CUGUC	2505	400.00
Grant for Village Fair	2506	250.00
Grant for Dementia Group	2507	250.00
Reimbursing Clerk for HMRC	2508	120.00
BT Direct Debit (8 April)	DD	25.23
<b><u>TOTAL</u></b>		<b><u>8661.44</u></b>

**10131/14 Minor Items raised by Members or for Future Agenda's**

Grass cutting at Charfield Green (by Merlin properties / flats).....it hasn't been done and grass is now incredibly long.

*This concluded the business of the meeting which closed at approximately 2150hrs*

*Ongoing Matters:- File Storage of Deeds.*

Chairman

10<sup>th</sup> June 2014

13<sup>th</sup> May 2014

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