

## **CHARFIELD PARISH COUNCIL**

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### **AGENDA**

COUNCILLORS ARE HEREBY SUMMONED TO ATTEND  
THE PARISH COUNCIL MEETING OF CHARFIELD PARISH COUNCIL  
TO TAKE PLACE ON TUESDAY 12<sup>th</sup> JUNE 2018 AT 7:30pm  
At the MEMORIAL HALL, CHARFIELD (Sportsmans Lounge)

Signed Clerk to the Council:



Dated: 6<sup>th</sup> June 2018

1. **To note Apologies for Absence & Acceptance of Reasons**
2. **To Receive Declarations of Interest in Items on the Agenda**
3. **To Approve the Minutes** of the Parish Council Meeting held on 8<sup>th</sup> May 2018
4. **Public Participation**
5. **Clerk's Report** – to note report on matters arising from previous minutes/not covered elsewhere on agenda
6. **Cllr. John O'Neill, South Gloucestershire Council Representative** – to receive update report
7. **Planning Applications** – to note and comment upon the following applications
  - PT18/2268/TRE | Works to 1 no. Oak tree to prune lateral growth over hanging garden by 1-2m tree covered by SGTPO 07/11 dated 21<sup>st</sup> June 2011 | 12 Kings Meadow, Charfield, GL12 8UB
  - PT18/2014/F | Demolition of existing rear conservatory. Alterations to existing side/rear extension. Erection of single storey rear extension to provide additional living accommodation | 138 Manor Lane, Charfield, GL12 8TN
  - PT18/2325/F | Erection of single storey side and rear extensions to existing garage with roof alterations | Tamarisk, 63 Underhill Road, Charfield
  - PT18/2507/F | Raising of roofline to form house with attached garage and include raised decking area to rear (resubmission of PT17/4741/F) | 38 New Street, Charfield, GL12 8ES
8. **Planning Decisions** – to note the following decisions
  - As at date of agenda issue – none received
9. **Planning Enforcement Issues** - To receive updates on current issues
10. **Public Inquiry** – APP/PO119/W/17/3179643 | Land north of Wotton Road, Charfield, GL12 8TG
  - To receive update re forthcoming Public Inquiry on 26<sup>th</sup> June 2018
11. **Joint Spatial Plan, Joint Transportation Plan & Proposed Development with Charfield Parish**
  - Deferred from May 2018 Meeting - To consider responding to Scoping Report Opinion re PT17/041/SCO | Development of up to 900 dwellings, primary school, community hub comprising circa 1.16 hectares of land which could be occupied by a range of uses such as a doctors surgery and/or small incubator/business units and formal and informal public open space | Land South Of Charfield Wotton Under Edge South Gloucestershire.
12. **Playing Fields Inspection Reports and Note Issues Arising -**
  - To receive inspection reports and note any issues arising
  - To report on progress of EOI in S.106 Monies from Bellway Development
13. **Charfield Burial Ground Report**
  - To receive monthly report
  - To approve the installation of a memorial headstone – the late Mr. and Mrs. Perry
  - To approve the installation of a memorial tablet – the late Mr. Vizard

14. **Youth Group Report** – to receive update report
15. **Charfield Neighbourhood Plan** - to receive update report
16. **Report of Meetings** – to receive update reports for the following
- Charfield Village Hall Management Committee
  - Cemex Liaison Group Meeting
  - Crest Nicholson Liaison Group Meeting
  - Day House Leaze Liaison Group (Bellway)
  - Wotton, Charfield & Kingswood Greenway Group
  - CEG
  - Any other meetings to be brought to the Parish Council’s attention
17. **Items of Correspondence Received – Post and Electronic**
- List will be available at the meeting
18. **Footpaths** – to receive update on footpath issues
19. **Annual Parish Meeting** – 2018
- To note matters arising from Annual Parish Meeting held on Friday 25<sup>th</sup> May 2018
  - To agree date for the 2019 Annual Parish Meeting
20. **The Pound** – to receive update
21. **The Willow Tree, Manor Lane**
- To receive update
22. **Allotments** – to consider investigating the provision of allotments within Charfield Parish
23. **Clerk’s Annual Appraisal**
- To review the Clerk’s Annual Appraisal document
  - To consider NALC/SLCC negotiated salary award 2018-19
24. **General Data Protection Regulations (GDPR)**
- To receive the Clerk’s Report on latest position
  - To adopt the following GDPR documents:-
    - CPC Privacy Notice
    - CPC Email Contact Privacy Notice
    - CPC Councillor Privacy Notice
25. **Financial Matters**
- To receive and approve up to date bank statements
  - To receive up to date receipts and payments account
  - To formally note Independent Internal Auditors Report for 2017/18 Annual Return
  - To formally approve the Annual Governance Statement for 2017/18 Annual Return
  - To formally approve the Annual Accounting Statement for 2017/18 Annual Return
  - To formally agree the Public Right to Inspect Documents for the 2017/18 Annual Return
26. **Accounts for Payment for June 2018** – to **RESOLVE** payment of the following  
(All invoices excluding VAT)
- |                                 |  |         |
|---------------------------------|--|---------|
| Mrs. P. Evans                   | Clerk’s Salary – May                   | £863.16 |
| HMRC                            | Tax and NI                             | £126.57 |
| KLH Landscaping                 | Selective Spraying Burial Ground – May | £85.00  |
| Mrs. N. Morton                  | Independent Internal Audit Fee         | £120.00 |
| Complete Business Solutions Ltd | Stationery                             | £52.13  |
27. **Minor Items Raised by Members or for future agenda**

Next meeting of Full Parish Council will be on Tuesday 10<sup>th</sup> July 2018 at 7:30pm, Charfield Memorial Hall, Sportsman’s Lounge

*Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, age, sexual orientation, marital status and any disability), Crime & Disorder, Health & Safety and Human rights.*