

**Acton Turville Parish Council Meeting
Monday 12th June 2017 at 7.00 pm**

Trinity School, Acton Turville

Present: Mr C Farrell (Chair)
Mr C Radford-Hancock (Vice Chair)
Mrs S Smith
Mrs S Haddrell

Clerk: Sue Radford-Hancock

Attending: Christina Williams (7.15 - 7.25 pm)
Sue Hope District Councillor (7.30 - 8.30 pm)

1. **APOLOGIES** - Mr C Bennett

2. **DECLARATIONS OF INTEREST** - None

3. **ITEMS RAISED BY PARISHIONERS** - (3 minutes per person max 15 minutes)

- Councillors welcomed Christina Williams to the meeting. Mrs Haddrell had raised the area alongside the notice board which was overgrown again. She suggested if the area was cleared it could be used as a possible 'Nature Garden' for wild flowers etc making it more attractive. The idea was to involve the Community Group and, if possible, children from Trinity School to look after and maintain it. The Chair added perhaps include herbs as well. This may also be an area for the 'Blue Plaque Scheme.' Christina agreed to raise this with members of the group to see if anyone was interested in taking this forward, look at costs; she would then report back to the Parish Council. Councillors thanked Christina who left the meeting at 7.25 pm

4. **MINUTES OF MEETING HELD MONDAY 8 MAY 2017**

Minutes agreed, adopted and signed by the Chair.

5. **MATTERS ARISING**

Minutes 13 February 2017

5:1 **VILLAGE SURVEY**

The Chair produced a draft of the proposed village survey which Councillors discussed along with a covering letter of explanation. The survey was completely anonymous. Mr Bennett was unable to attend this meeting but had already given his views. The aim of the survey was to canvass views to provide basic statistics about the village for future reference and to see what parishioners would like in the village. The Chair emphasised no development was planned at present but, Parish Council wished to be prepared. The Chair agreed to print copies of the survey and letter which would be distributed with the July Local Talk Back. Mrs Smith added if there was a problem with delivery Councillors were willing to help. Mr Penney was happy for a box to be left in the village shop to collect the responses. Action: Chair

6. **DISTRICT COUNCILLORS REPORT**

Council - As previously reported the Council is moving to a Cabinet/Executive system. There will still be the quasi-judicial committees (i.e. Development Control/Licensing/Public Rights of Way. No decisions have been made to date during the purdah period.
Health Scrutiny Committee is doing some work re waiting times at GP's (Yate) if you would like to have some input please let me know.

Task Register - I have managed to access the Task Register which outlines traffic management works for the area and asked for a meeting with the relevant officers regarding works in the Ward.

Bromley Health Viaduct - Works will cause traffic problems; advice is to avoid the area.

PSP - publication today for Local Green Spaces.

Network Rail - it is understood a 'Drop in' Session has been arranged for local residents.

Members Grants - now available; please contact me in the first place.

Community Engagement Meeting - 27th June at Warmley Community Centre

7. PLAYING FIELD

7:1 Monthly Inspection - It was noted on the report of 15th May several bolts had been tightened plus, parts of the wall adjacent the field were in a 'poor state of repair.' To be looked into at next inspection. Action: C Bennett

7:2 Tree Roots - The Chair was currently waiting on a response from Ben Pope, Gardener to confirm a date for a site visit. Action: Chair

a. Tennis Court - had been swept. The Clerk had sent details to Mr Bennett re the contractors who installed the court. Update at next meeting. Action: C Bennett.

b. Missing bin - Replacement requested. Despite numerous emails South Glos contractors Suez had, to date, still not delivered the bin. Suez thought the bin needed repairing when in fact the bin had fallen into the refuse lorry and been driven away. Follow up. Action: Clerk

7:3 Hollybush Gate - Handle to be changed to rope. Action: Chair

8. HIGHWAYS, STREET CARE & PUBLIC RIGHTS OF WAY

8:3 Wall - junction of Luckington Rd/Badminton Rd - Mike Johnson (SGC Structures Manager) had emailed the Parish Council advising repairs would take place late summer early Autumn. SGC would notify the owners of the property direct with a start date. The owners of the property thanked the PC for their help in this matter. The Chair suggested asking Mr Johnson what type of repairs would be carried out as the wall had deteriorated further. Action: Clerk

8:5 CPL Highway Signage - installed. Item resolved.

8:6 20 mph Zone - to be implemented shortly. The Chair raised concerns about the positioning of speed signs and discussed enforcement with Cllr Hope. It was suggested details of the proposed signing is sent to the Parish Council to view prior to being installed. Councillors were also informed South Glos had obtained a Traffic Order so the new limit will be enforceable.

8:8 Notice Board - Mr Radford-Hancock suggested aluminium plate for the back/top of the board in order to prevent water penetration. A softer internal board to be installed for easier attachment of notices. The board to be removed at the end of July for repair. Action: C-RH
Mrs Smith had kindly replaced the flowers at the board. £31.93 approved for payment.

8:9 Road Closures - Numerous roads around the village had been resurfaced. However there were concerns raised that South Glos Council were apparently not going to reinstate white lines or cats eyes. It was suggested contacting the council to clarify this. Action: Clerk

8:10 Tormarton Road - issues re parking had been included in Local Talk Back. Item resolved

8:11 Fox & Hounds Car Park - The Chair reported prior to a 'Race Day' at Castle Coombe the gates of the car park were closed overnight to discourage early morning use. Item resolved

8:12 PROW - LAT 2 - The Chair advised there was only one electric wire with a handle but it was difficult to see. Clerk to contact Cotswold Warden for an update. Action: Clerk

8:12 Luckington Road Stables - request re ownership on-going. Report next meeting. Action: Clerk

8:13 Missing signs - South Glos replied advising they could not see any signs missing at this location despite an accurate description and that the matter would be closed. Cllr Hope asked for a copy of the email stating she would follow up this item.

8:14 Refuse Bins - The Chair reported there had been some confusion with South Glos Contractors regarding a replacement Green Bin to replace a current broken/damaged bin. The contractors stated they were 'unable to find the correct address.' The resident in question had given the correct details. After several weeks and reporting this again, the bin was eventually delivered but the damaged bin was left behind. Item resolved.

9. PLANNING

9:1 Applications - 2

- Reference PK17/0744/TCA (deadline 05 June 2017)
Proposed Works to 1 no. Birch (T1) reduce back to previous pruning.
1 no. Sycamore (T2) reduce and re-shape by up to 3m,
1 no. Judas tree (T3) to lift canopy over road by up to 4m, 1 no. Robina (T4) prune back by up to 2m and 1 no. Laburnam (T5) prune back by up to 2m.
Situated in the Acton Turville Conservation Area.
- Location 1 Chestnut Close, Acton Turville
Comments Councillors having viewed the application had 'no comments.'
- Reference PK17/2397/TRE
Proposed Works to reduce height by 3m and crown spread by 2.5m to 1 No Willow tree covered by SGTP0 no. 25/06 dated 13 December 2006.
- Location Chapel Cottage, Luckington Road, Acton Turville.
Comments Councillors having viewed the application had 'no comments.'

9:2 Decision Notices - 1

- Application PK17/1448/F
Proposed Creation of new vehicular access on to Tormarton Road.
Location 13 Tormarton Road, Acton Turville
Decision Approve with Conditions.

9:3 Planaps Listings - 01-21* *includes above application

9:4 Delegated Decisions - nothing for AT

9:5 Circulated Schedule -5-25 May nothing for AT

9:6 Other - Nil

10. CORRESPONDENCE

10:1 Correspondence - (some items discussed)

- GPFA - Annual Membership due 1 June - £50.00 Approved unanimously for payment.

10:2 Emails - (in brief)

Item from last meeting -

- Network Rail had notified Parish Council via email regarding the recent Piling around the area mainly in the Luckington/Alderton area. A short briefing had been organised to update Parish Council/Network Rail as well as a 'Drop in' Session for parishioners on 13th July. Network Rail advised details would be sent by letter drop to all residents nearer the date plus further information to be included in Local Talk Back over the next few months in order to keep residents up-to-date.

Current items -

- SGC - works to Wall Luckington/Badminton Road junction - noted in item 8.
- Network Rail - Piling in around the area. Noted
- Came & Co (Insurance) - confirmation of payment + additional documents.
- SGC - Various consultations received and noted.

Mrs Smith retained the post which will be circulated in the usual manner.

11. ACCOUNTS & ANNUAL RETURN 2016/17

11:1 Annual Return - confirmation of receipt of accounts received from Grant Thornton LLP.

11:2 Internal Auditor - It was agreed Mr Tripp would be thanked (as previously) for carrying out the internal audit. Action: Clerk

11:3 Website - hosting due for renewal shortly. The Cost of £300 had already been included in the Precept. The Chair requested permission to go ahead. Councillors agreed unanimously to proceed. Order number to be raised. Action: Chair/Clerk

906

12. ANY OTHER BUSINESS

12:1 Local Talk Back - deadline 15th of the month. Various items from this meeting would be included in the next edition. Copy to be emailed to Councillors. Action: Chair

13. AUTHORISED PURCHASES & SERVICES (£50.00+)

13:1 Gloucester Playing Fields Association Annual Membership £50 (Order number raised.)

13:2 Website renewal - £300.00 Action: Chair

Above items were agreed & approved unanimously by the Council.

14. AUTHORISED PAYMENTS

Chq. No.	Details	Amount
775	Trinity Primary School (Hire of Room - extra meeting) be paid in advance	£20.00
776	Gloucester Playing Fields Association (Annual Subscription)	£50.00
777	S A Radford-Hancock (part payment phone bill)	£31.50
778	S A Radford-Hancock (petty cash)	£20.00
779	Mrs S Smith (Flowers - Notice Board)	£31.93

15. DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be Monday 10th July 2017 @ 7 pm at Trinity School, Acton Turville.

There being no further business the meeting closed @ 8.45 pm

Copies: Sue Hope - District Councillor
PC Ken Hill - Chipping Sodbury Police