

Acton Turville Parish Council - Annual Parish Meeting
Monday 9th April 2018 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

The Chair welcomed everyone to the meeting.

1. **APOLOGIES** - Mr C Bennett, Sue Hope (District Councillor - SGC)
2. **DECLARATIONS OF INTEREST** - None
3. **ITEMS RAISED BY PARISHIONERS** - None
4. **MINUTES OF MEETING HELD MONDAY 12 MARCH 2018**

Minutes agreed, adopted and signed by The Chair.

5. **MATTERS ARISING**

Minutes 11 December 2017

5:3 Network Rail (NR) -

NR had notified residents re on-going work to clear vegetation overnight. Concerns were raised about noise. The Chair advised the works were between Acton Turville and the Sodbury Tunnel and not directly in the village; no complaints about overnight disturbance had been received. During a recent walk The Chair came across the Ecology and Environment Officers from NR who enquired about ponds in the area. Apparently Great Crested Newts had been discovered in the area, resulting in work being stopped on the line for two miles between Acton Turville to Alderton in order that an assessment is carried out. It was suggested NR contact Badminton Estate on this issue.

Minutes 13 November 2017

11:3 Website - progressing. Requirements for the Annual Audit would be met. *Item ongoing*

11:4 Pension - Chair and Clerk to look at Registration. *Action: Chair/Clerk*

13:1 Community Room - No further details received. *Item on-going*

6. **DISTRICT COUNCILLORS REPORT**

Cllr Hope forwarded her report. Details in brief:-

South Gloucestershire Local Plan - I have asked the Town & Parish Forum to request more support for parishes. Acton Turville is surrounded by farm land which has been put forward under 'The Call for Sites' - we know in other areas speculative planning applications have been made and in some cases been successful.

The Joint Clinical Commission Group - have agreed to move forward with plans for Centre of Excellence for Rehabilitation on the Frenchay site. Apparently SGC will procure the building which will accommodate up to 50 rehabilitation beds, a dementia nursing home together with several units of Extra Care Housing in the site. The same is planned for Thornbury.

Rural Equalities Conference - several interesting presentations, one of them looking at data. Surprisingly the most deprived LSOA area in South Glos with regards to barriers to housing and services is the Acton Turville, Tormarton and Codrington area. Information should be on the SG website.

Nature Challenge - forwarded to the Clerk (details circulated this) for use by groups or individuals.

Members Award Funding - distributed for this financial year - if anyone is interested in funding for next year we can discuss options. *(full report on file)*

7. PLAYING FIELD

7:1 Monthly Inspection - carried out by Mr Bennett. (refer to item 7:7 below)
Drovers Way - Ben Pope (Gardener) quoted £325 for clearing the area. Councillors notified and agreed unanimously for the work to go ahead. *Action: Clerk to raise order*

Grants - GPFA details received, deadline 29th May 2018. Mrs Smith & Mrs Haddrell agreed to look into the grant criteria required with the intention of applying for funding prior to the deadline. Membership Award Funding details requested from Cllr Hope. *Action: Clerk*

7:2 Damaged wall - To be repaired when weather improves. *Item on-going*

7:3 Hollybush Gate - Rope to be installed when weather improves. *Action: CR-H*

7:7 Tennis Court - Mr Bennett had discovered the wire on the net was broken. A replacement could be obtained for around £24. Councillors agreed a new wire is purchased.

Quotes - Two companies visited the site and forwarded quotations. Councillors discussed at length; both quotes had taken into account the lack of water on site and the refurbishment required. However this would be in stages due to insufficient funding. Greenfields quote accepted unanimously with the following proviso:

Stage 1: Treat the moss and power wash the court; plus quote for a replacement net.

Stage 2: Councillors to review the rest of the work, draft a plan of action and take this item forward. Mrs Smith stated it was now spring, if the court was brought up to a reasonable standard it could be used for playing on in summer and would be beneficial to everyone.

Agreed. Greenfields to be contacted with the Council's decision. *Action: Clerk*

In addition it was proposed & agreed the net should be taken down and stored in winter.

Mr Heseltine agreed to contact previous members to see if they were interested in continuing.

Clerk to send Mr Heseltine a list of new members. *Action Clerk*

7:9 Tree Roots - Badminton Estate were still looking at this issue. The Chair added that the tree was also encroaching into the boundary wall. *Item on-going*

7:10 Antisocial Behaviour - information had been received that the antisocial behaviour which was still continuing in the play area. Councillors raised their concerns on how best to address this and discussed what action to take to try resolve this issue. Details next meeting.

8. HIGHWAYS, STREET CARE & PUBLIC RIGHTS OF WAY

8:14 Missing signs - still outstanding. Photographs to Streetcare to be re-sent. *Action: Clerk*

8:20 B4039 Burton Road - waiting on reply from Tracey Hamblett (SGC)

8:22 Building opposite Luckington junction - waiting for a response from Badminton Estate.

8:24 Trees Hollybush - waiting for SGC Officer to visit to site.

8:25 Moss on pavements - Reported. Waiting for details when work expected to commence.

8:26 Community Speed Watch - *Item on-going*

8:27 Damage to road at Clump of Trees - Item raised again. It had been noted that the tarmac was breaking up and causing further damage to the road surface in this area. The farmer in question was treating another field and cordoned off a nearby lay-by with cones in order to take tanker deliveries. Agreed to report this to SouthGlos Highways. *Action: Clerk*

8:28 Drains - The Chair had reported the drain outside Station House was still overflowing and that the pumping station was unable to cope. The Chair suggested raising this issue again with both South Glos Council and Wessex Water. *Action: Chair/Clerk*

8:29 Speeding during race days - The Chair reported he had a narrow escape with two cars side by side racing each other down the Tormarton Road early morning during a recent race day at Castle Coombe. The speed of the traffic and the reckless actions by drivers was unacceptable and could have caused a serious accident.

Complaints also received about noise from cars using the Fox & Hounds car park in the early hours of the morning. Again, this was unacceptable for nearby residents. The Chair confirmed he would be contacting Avon & Somerset Police requesting the Speed Camera Van attend both early morning and evenings on race days. Action: Chair

9. PLANNING

9:1 Applications - 2

Application PK18/1236TCA
Proposed Works to 1 No. Lime Tree and 1 No. Eucalyptus Tree to pollard back to previous points. Trees situated in the Acton Turville Conservation Area
Location The Byre, Limes Farm Yard, Luckington Road, Acton Turville
Comments Having view the plans Councillors advised they had 'No Comments.'

Application PK18/1238/TCA
Proposed Works to Fell 1 No. Cherry Tree situated in the Acton Turville Conservation Area
Location Barn House, Luckington Road, Acton Turville
Comments Having viewed the plans Councillors advised they had 'No Comments.'

9:2 Decision Notices - Nil

9:3 Planaps Listings - 19/3/2018 to 01/04/2018 nil 02-08/4/18 (as above.)

9:4 Delegated - Nil

9:5 Circulated Schedule - Nothing for AT.

9:6 Other: -

9:6:1 TPO Field Maple in Hollybush Close - South Gloucestershire Council confirmed that a TPO had been issued and was in force from 13/3/18. Item resolved.

9:6:2 South Glos Local Plan - Mrs Haddrell had drafted a response as per the previous meeting which had been sent to the Chair. A further email from Tormarton PC had been noted. A suitable response would be sent prior to the deadline of 30/4/18. Action: Chair/SH

10. ACCOUNTS & ANNUAL AUDIT 2017/18

10:1 Internal Auditor - Mr Tripp confirmed he would review the 2017/18 accounts. Action: Clerk

10:2 Annual Audit 2017/18 - Emails from new Auditor PFK Littleton LLP which included links to relevant paperwork. It was preferred all details returned in PDF format. Noted. An additional form sent (see below) Deadline 11 June 2018.

Certificate of Exemption - (additional) This certified that Acton Turville Parish Council had an annual gross income and annual gross expenditure of less than £25,000.00 and did not exceed this amount. The Chair and RFO signed the document as confirmation.

Section 1 - Annual Governance Statement - To acknowledge as members of Acton Turville Parish Council there is a sound system of internal control including the preparation of the Accounting Statement. Agreed & confirmed by Councillors. Signed by the Chair & Clerk.

The remaining sections to be signed in May at the AGM. Action: Clerk

Explanation of variances were in draft format would be appraised by the Chair & Clerk.

10:3 Accounts - Half-year Financial Report along with Balance Sheets issued for information.

The Chair added as per last year £200 is used from T Court funds towards insurance. Agreed.

11. CORRESPONDENCE

10:1 Correspondence - nothing to include

10:2 Emails - (in brief)

Previous

- NALC - Data Protection Officer. Following an update from ALCA The Chair advised a decision had not been made as to who and how parishes were meant to progress and implement this. Although the deadline was originally stated as May - further details to follow. Item pending
- Antisocial Behaviour & Parking Issues proposed Meeting - It was felt the issues were too big to discuss at a single meeting and it was proposed to contact Mr Hutton (Headteacher) to update him and suggest an alternative. Action: Chair

Current

- SGC - Tree Preservation Order issued for Hollybush Close (TPO) - refer to item 7.
- NR - various notifications of removal of vegetation and future works.
- PFK Littlejohn LLP - (AGAR) Annual Governance & Accountability Return -received & noted
- Badminton Estate - invitation to meet with Parish Council. Noted & confirmed.
- Abby Monyard - re works to remove vegetation in playing field - Chair responded
- 2 Quotes for refurbishment of Tennis Court - refer to item 7.
- Tormarton PC - re Local Plan - noted
- Cllr Hope - Community Nature Challenge - circulated.
- SGC - request for details of circulating information to the public - Clerk responded.
- GPFA - Grant forms - refer to item 7

Telephone Calls - query re tennis court net which is broken; will PC be replacing it? Clerk advised it was currently being reviewed & would be discussed at April meeting. (Refer to item 7)

Website response - none

Mrs Smith retained the post which would be circulated in the usual manner

12. ANY OTHER BUSINESS

12:1 Local Talk Back - Draft will be circulated. Deadline 15th of the month. *Action: Chair*

13. AUTHORISED PURCHASES & SERVICES (£50.00+)

13:1 Mr B Pope £325 (clearing play area vegetation as discussed) Order raised.

13:2 Greenfields - Item 1 & 2 of Quote as follows:

1. Kill off Moss £ 397 + VAT.
 2. Power Wash Surface £441.00 + VAT Total: £838.00 + VAT.
- Order Number to be raised. *Action: Clerk* (include request quote for new net.)

14. AUTHORISED PAYMENTS

Chq. No.	Details	Amount
805	Trinity CE Primary School (Hire of Room 2018/19)	£180.00

15. DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be held on **Monday 14 May 2018 @ 7.00 pm** Trinity School, Acton Turville and will include the Annual General Meeting.

There being no further business the meeting closed @ 8.50 pm

Copies:

- Sue Hope - District Councillor
- PC Kenneth Hill - Chipping Sodbury Police
- PCSO Sian Rollings - Chipping Sodbury Police