

**Acton Turville Parish Council Meeting
Monday 11 December 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

The Chair welcomed everyone to the meeting.

1. **APOLOGIES** - Mr C Bennett, Sue Hope, District Councillor
2. **DECLARATIONS OF INTEREST** - None
3. **ITEMS RAISED BY PARISHIONERS** - *NONE (3 minutes per person max 15 minutes)*
4. **MINUTES OF MEETING HELD MONDAY 13 NOVEMBER 2017**

Minutes agreed, adopted and signed by The Chair.

5. MATTERS ARISING

Minutes 13 November 2017

- 11:3 Website - The Chair was still compiling the new website and discussed the current situation.

The old website was still running and was in use for the time being. Mrs Haddrell volunteered her assistance in helping the Chair with the new website. The Chair thanked Mrs Haddrell.

- 11:4 Pensions - The Chair had looked into the details, explaining the process. However, it was agreed to seek clarification from another parish prior to expediting this issue. *Action: Clerk*

- 12:1 Authorised Payments - Cheque 791 BRP Garden Services destroyed and replaced by cheque 795 amount £200. Details noted in accounts. *Item closed*

- 13:1 Community Room - The Chair was in the process of drafting a proposal with regard to the Old Station Building. There were many factors to consider and therefore it was important to include every detail. Councillor Hope had given her support for the project.

- 11:1 Accounts - 2018/19 Precept confirmed by South Glos Council. VAT claimed to November 2017.

Minutes 10th July 2017

- 5:3 Network Rail (NR) - Copy letter received by email regarding on-going piling in the village. No-one in the village had received a letter so the Chair queried this with Network Rail. Luke Hall MP had also written to NR stating it was not good enough for the village to continue to chase details of ongoing works. A second letter received advising work to take place last weekend and the following weekend noted.

6. DISTRICT COUNCILLORS REPORT

Councillor Hope sent in her report - (in brief):-

Planning - South Gloucestershire Council are trying to ensure that local councillors and parish councils play a meaningful role in the drawing up of the new Local Plan.

Park & Share Tormarton - Cllr Hope to attend a meeting later this month regarding this issue.

Community Hospitals at Thornbury & Frenchay have been put on hold.
SGC - looking at the digital age - get involved by using the website from the web page.
Fly tipping - South Glos Council does take this seriously and frequently prosecutes offenders.
Sportpound - vouchers to help keep you fit available. More information in parish mag.
Election of a new representative on the Cotswolds AONB - 2 parish councillors put forward.

7. PLAYING FIELD

- 7:1 Monthly Inspection - Mr C Bennett.
7:2 Damaged wall - The Chair to contact Stan (Handyman) to ask if he would be able to give a quote for repairs. *Action: Chair*
7:2:1 Tennis Court - Grant Forms deadline January 2018. *Action: CB*
Mr Bennett had a site meeting with a representative from Courtstalls the company who originally installed the court. 4 quotations received & noted. The Chair raised the issue of the tree encroaching onto the court and the price quoted by Courtstalls. The Chair asked Ben Pope for a further quote but it was not in his remit he did give the name of a tree specialist. The Chair was hoping to meet on site next week. *Action: Chair*
Concluding It was proposed and agreed to defer discussions to the January meeting when Mr Bennett would be attending and include his viewpoint. *Item deferred to January 18.*
7:3 Hollybush Gate - *Action: CR-H*
7:6 Mower Annual Service - Order raised and issued to Millers. Clerk had met with Mr Shortall who confirmed he would arrange delivery and collection as before.
7:7 G Shortall (Xmas Box) - Agreed unanimously £100 arrangements as last year. *Action: Clerk*
7:8 Playing Field Bin - Discussed. Mrs Haddrell volunteered to put the bin out weekly. *Action: SH*

8. HIGHWAYS, STREET CARE & PUBLIC RIGHTS OF WAY

- 8:6 20 mph Zone - implemented. *Item complete*
8:8 Notice Board - Installed. New board slightly smaller than previous and set lower down. Mrs Haddrell made comment that it made it easier for everyone to read the notices. *Item closed*
8:14 Missing signs - photographs taken & emailed to Streetcare. *Awaiting completion.*
8:15 Trinity School - Zig Zag Lines- The Chair reported Tracey Hamblett (Engineer, Traffic Management SGC) emailed to explain SGC were working towards a Traffic Order. Unfortunately the current lines contained lead and required sand-blasting to remove them. For obvious safety reasons it was preferred children were not at school during this time. SGC aimed to carry out this work, if possible, during the 2018 Easter Holidays.
8:19 Fly Posting - resolved. *item completed.*
8:20 B4039 Burton Road - The Chair along with Mrs Haddrell met Tracey Hamblett (SGC) at the B4039 junction this week. Ms Hamblett noted the volume and speed of traffic and the danger this posed. Mr Hutton (Headteacher, Trinity School) had an idea for parents to 'park and walk' from the Fox & Hounds to Trinity School but, due to the danger and speed of traffic, this was disregarded. Ms Hamblett suggested perhaps an 'island' i.e. a central refuge with bollards. It required discussion, assessment and had to be 'scored' on a 'points system.' The process being the first 15 schemes with the highest score would go forward for consideration. It was emphasised it *would* be included with others in the whole of South Gloucestershire. It was needed to prove the danger, who is at risk, who would benefit such a scheme etc along with environmental considerations and the aim of reducing speeding traffic. A draft would need to be drawn up. It was hoped to follow this up in the new year. *Action: Chair*
8:21 Overgrown Hedge - letter sent.
8:22 Building opposite Luckington junction - emailed Estate; currently waiting on a response.
8:23 Collapsed manhole cover - area of 8a 8b Chapel Lane. Reported to Streetcare.
8:24 Trees Hollybush - request pollarding. Cllr Hope looking into this.
8:25 Moss on pavements - Mrs Haddrell raised the issue that many pavements in the village were covered in moss making them very slippery. Suggest enquire via Streetcare. *Action: Clerk*
8:26 Community Speed Watch - The Chair reported he hoped to meet with PC Ken Hill next week regarding Community Speed Watch in the village. Mrs Haddrell reported she had noticed the Speed watch Van on the Burton Road at approximately 8.30 am last week.

9. PLANNING

9:1 Application - None

9:2 Decision Notices - 1

Application PK17/4578/F and PK17/4579/LB (Listed Building)

Proposed Installation of 2 no. conservation rooflights and new screen/glazed doors.

Location The Old School House, The Street, Acton Turville

Decision Approve with conditions. Full details on SGC Website.

9:3 Planaps Listings - Nothing for AT

9:4 Delegated Decisions - Nothing for AT

9:5 Circulated Schedule - Nothing for AT

9:6 Other - A Councillor asked if the proposed TPO (Tree Preservation Order) requested by a resident had been registered? Suggest asking SGC about this. Action: Clerk

10. CORRESPONDENCE

10:1 Correspondence -

- None to comment on or circulate.

10:2 Emails - (*in brief*)

- Response from SGC re query - re -position of 30 mph sign in The Street.
- Response from P Moss re the above. Answered by Chair.
- SGC - PSP Plan adoption statement. Noted
- Smaller Authorities Audit Appointment - Now to be called "Annual Governance and Accountability Return" New Auditor PKF Littlejohn LLP Canary Wharf, London. Await further details in due course.
- SGC Tracey Hamblett - response to Zig Zag Lines - refer to item 8
- NR / Luke Hall MP - response to query re forthcoming works. Noted
- SGC - notification of tax calculations & 2018/19 Precept forms - noted.
- SGC - confirmation of ATPC Parish Precept for 2018/19.
- NR - Achieving No Net Loss of Biodiversity on the Great Western Programme Stage 1 - Chair read the email but advised most of the land belonged to Badminton Estate and that the Parish Council were unable to submit any projects. Action: Clerk
- John Wells Chair, Tormarton PC contacted the Clerk with regard to training details for a defibrillator. Tormarton were looking to purchase two units and asked about types of training, how long did each unit last and costs etc. Details to be forwarded. Action: Clerk

Defibrillator -

- Following the suggestion of holding another 'Refresher session' The Chair suggested March/April when the weather was better and nights were lighter. He had obtained the relevant contact details and would put in a request shortly. Action: Chair

Website Notification -

- BCA Burton Village - enquiry re insurance children's play equipment. Replied.
- Request for outreach link on website. Replied that the PC Website being updated at present.

11. ANY OTHER BUSINESS

11:1 Local Talk Back - Next issue February deadline 15th January 2018. Action: Chair

12. AUTHORISED PURCHASES & SERVICES (£50.00+)

12:1 S Radford-Hancock £100.00 (for G Shortall Xmas Box)

12:2 B Pope £200.00 (replacement cheque) refer to item 7

The above items agreed and approved by the Council.

13. AUTHORISED PAYMENTS

Chq. No.	Details	Amount
795	Mr B Pope (Playing field Maintenance) (replacement cheque)	£200.00
796	S Radford-Hancock (part payment telephone bill - approved)	£31.50
797	S Radford-Hancock (G Shortall Xmas Box)	£100.00

16. DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be Monday 8 January 2018 @ 7 pm at Trinity School, Acton Turville.

There being no further business the meeting closed @ 8.26 pm

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