

Acton Turville Parish Council Meeting  
Monday 8 January 2018 at 7.00 pm

Trinity School, Acton Turville

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

Clerk: Sue Radford-Hancock

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The Chair welcomed everyone to the meeting.

1. **APOLOGIES** - Sue Hope (District Councillor - SGC)

2. **DECLARATIONS OF INTEREST** - None

3. **ITEMS RAISED BY PARISHIONERS** - None

4. **MINUTES OF MEETING HELD MONDAY 11 DECEMBER 2017**

Minutes agreed, adopted and signed by The Chair.

5. **MATTERS ARISING**

**Minutes 11 December 2017**

5:3 Network Rail - Numerous letters received which proposed more piling work in the area. The work appeared to be in stages with more stanchions and wiring to follow.

10:2 Defibrillator - South West Ambulance Trust had advised their Diary for February and March was relatively clear. The Chair proposed a 'refresher course' in the middle of March as a suitable time, allowing details to be advertised in Local Talk Back etc. Chair to liaise with Clerk to arrange a date and book the school hall. Action: Chair/Clerk

**Minutes 13 November 2017**

11:3 Website - Mrs Haddrell had volunteered to help the Chair with the new website. Update on progress to be given at the next meeting. Action: Chair

11:4 Pensions - Additional details received and currently being considered. Action: Chair

13:1 Community Room - The Chair advised another idea regarding a Community Room had been suggested, which he was currently following up. Further information was being sought and he would be reporting in detail, to the Council at the next meeting. Action: Chair

6. **DISTRICT COUNCILLORS REPORT**

Councillor Hope forwarded her report. (*In brief:-*)

Planning - the work on the local plan will be starting shortly. This will be looking at non-strategic development.

Health - waiting to hear options for the long promised facilities at Thornbury and Frenchay. It would appear resource is not currently forthcoming to support a very busy Yate MIU and extend the hours. The MIU is used by people all over South Gloucestershire.

Bins - Smaller black bins are to be distributed early in the year - the old back bins will be collected and replaced with the small bins. This is to encourage greater recycling.

SGC Budget Consultation - started, there are no details as to what cuts are to be made.

Tormarton Park & Share - discussions with representatives from Tormarton Parish Council on the use of the site had taken place. More details in the Local Plan.

## 7. PLAYING FIELD

7:1 Monthly Inspection - Mr C Bennett reported an increasing amount of litter in the play area i.e. unopened sweets, bottles etc and broken glass seen in the Drovers Way suggesting possible evidence of ASB. Mrs Haddrell raised concerns about the safety of children in this area. Mr Bennett advised The Drovers Way needed 'grubbing out' as it was full of thorns, brambles etc., but it was all down to cost. He recalled the site meeting held previously with Badminton Estate along with Mr Rupert Monyard, whose family owned the property nearest the Drovers way on how the area could be improved. Ideas such as a line of trees or, some form of fencing etc to fill in the area were discussed. Councillors proposed and agreed to ask both Stan Stratton and Ben Pope to quote for clearing the area, including hire of machinery and Labour. Also agreed - to include Mr Monyard in the discussion when details had been received. A further suggestion to perhaps to include this in conjunction with the Annual Spring Clean and ask for volunteers, although this may be difficult. Actions: Chair/CB

1. Chair to contact Ben Pope for a quotation.
2. Mr Bennett to contact Stan Stratton for a quotation.
3. Contact Gloucester Playing Fields Association for possible grants/aid etc.

Mrs Haddrell reported the padlock on the galvanised gate had been broken and the chain removed. It was discovered a car was reportedly being driven into the playing field after midnight. Discussed. The Chair had purchased a new Padlock (£18) to replace existing. There were no details of the type of car, colour or registration number and one or two residents mentioned they felt intimidated. Residents were encouraged to contact the Police on 101 and, if they were concerned, contact a Parish Councillor who would report it in confidence.

7:2 Damaged wall - Quote for repairs £200.00 - Agreed unanimously to go ahead. Action: CB  
Order number to be raised. Action: Clerk

7:2:1 Tennis Court -

Mr Bennett referred to Courtstalls quote for a 'root trench' £1685 + VAT along with a further £2070 to replace an area in the corner of the court. The main concern - the tree roots that were damaging the surface of the court. It was felt a further quote was needed for comparison. Mr Bennett had already spoken to Stan Stratton on this issue. It would however require a digger and concrete delivered to site. Agreed obtaining another quote for next meeting. Action: CB

Also contact PC Insurance company to ascertain details of what cover PC had. Action: Clerk  
Courtstalls had quoted a further £2,360 + VAT to refurbish (clean and repaint) the surface. Councillors felt at this stage they had no alternative but to consider the long term future of the tennis court. Numbers were declining and currently, the court generated no income. Councillors had asked parishioners for their thoughts and ideas on previous occasions but to no avail. The Chair suggested once again to ask for ideas or, an alternative use for the court in the next edition of Local Talk Back. Agreed.

7:3 Hollybush Gate - Action: CR-H

7:6 Mower Annual Service - Booked in December, due to be carried out January 2018.

## 8. HIGHWAYS, STREET CARE & PUBLIC RIGHTS OF WAY

8:14 Missing signs - photographs taken & emailed to Streetcare. Awaiting completion.

8:15 Trinity School - Zig Zag Lines - Waiting on reply from Tracey Hamblett (SGC)

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

8:21 Overgrown Hedge - letter sent hedge cut. Item resolved.

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

8:23 Collapsed manhole cover - 8a 8b Chapel Lane. Chase for update. Action: Clerk

8:24 Trees Hollybush - request pollarding. Cllr Hope looking into this.

8:25 Moss on pavements - No response to date to enquiry. Chase request. Action: Clerk

8:26 Community Speed Watch - The Chair to meet with PC Ken Hill shortly. Action: Chair

- 8:27 Damage to Road at Clump of Trees - Mrs Smith raised the issue of the Enviro Cycle lorries turning in the triangle at the Clump of Trees on Sodbury Road. Suggested & agreed the damage and danger of lorries turning is reported to South Glos Council. Action: Clerk
- 8:28 Drains - Badminton Road by Station House, and road drain nearby. The Chair had already reported the drains to both South Glos and Wessex Water. Wessex Water attended and found drain full. Pumping Station nearby checked and discovered both pumps were not running to full capacity. Wessex Water were aware and are dealing with it.

## 9. PLANNING

- 9:1 Application - None
- 9:2 Decision Notices - Nothing for AT
- 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 request was made at the last meeting regarding a TPO made by a resident for a Field Maple in Hollybush Close. Parish Council enquired via email to South Glos Council in December, but to date, no response has been received. Action: Clerk

## 10. CORRESPONDENCE

### 10:1 Correspondence -

- HM Revenue & Customs - VAT reclaim received. Also changes were being introduced for reclaiming VAT details to follow. Noted.
- NatWest - recent statement had shown 1 cheque still to be cleared from Annual Donations. This was the second time this had occurred with this particular charity. Agreed if the cheque had not cleared by mid March to cancel and remove details from current list. Action: Clerk

### 10:2 Emails - (in brief)

- ALCA - January 23<sup>rd</sup> proposed 'Webinar' re: External Audit. No details received to date.
- SGC - Annual Spring Clean 13 Feb - 14 May 2018. Noted. Copy to Christina Williams
- NALC - Data Protection Officer. The Chair explained even though the Parish Council did not deal with any personal data they still had to be registered and have an independent person to make sure the correct procedures were being carried out. Strict guidelines were set and neither the Chair or the Clerk could apply. Mr Bennett suggested asking his wife (who has expertise in this subject) The Chair thanked Mr Bennett and would wait on a reply.
- ALCA - Internal Audit Draft Matrix Scheme for Parish Councils. Noted.

### Website Notification -

- Resident of Weatherstone House re children purported to be in garden damaging garden furniture and suggesting a fence is installed around play area. Chair replied (item 7 refers)

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

## 11. ANY OTHER BUSINESS

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

## 12. AUTHORISED PURCHASES & SERVICES (£50.00+)

- 12:1 Works to repair collapsed wall at edge of playing field £200. Mr S Stratton.  
O/No to be raised. Action: Clerk  
*The above agreed and approved by the Council.*

### 13. AUTHORISED PAYMENTS

Chq. No.	Details	Amount
798	Mr C Farrell - Reimbursement (Padlock for Galvanized Gate)	£18.00

### 16. DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be Monday 12 February 2018 @ 7 pm at Trinity School, Acton Turville.

There being no further business the meeting closed @ 8.35 pm

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