

**Acton Turville Parish Council Meeting  
Monday 10 September 2018 at 7.00 pm**

Trinity School, Acton Turville

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

Clerk: Sue Radford-Hancock

Attending: Mr D Burchell (7 - 7.25 pm)

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The Chair welcomed everyone to the meeting.

1. **APOLOGIES** - Mrs Sally Smith, Sue Hope (SG District Councillor)
2. **DECLARATIONS OF INTEREST** - None
3. **ITEMS RAISED BY PARISHIONERS** -

Concerns were raised with regard to the recent Anti-social Behaviour in the village Churchyard. The Chair advised the matter had been reported to the police who were currently dealing with this. It was noted some parishioners were reluctant to dial 101, but the Chair stressed the importance of the 101 calls which were logged and indicated the problem area. Individuals did not have to give their name if they did not want to, they could approach any Councillor who would be happy to report any incident on their behalf; anonymously if they wished. Also reported the stained glass window (recently repaired) at the rear of the Church had been broken again. A small hole was noticed in the window which appeared to have been broken from the outside. Councillors agreed it was unacceptable. The Chair mentioned an email was available to report issues as well as 101 and it would be included in Talk Back. However, for anything dangerous or life threatening dial 999. Notices had recently been posted around Littleton Drew Road and the Play area by the Police stating 'Anti-social Behaviour would not be tolerated' Councillors welcomed these. South Gloucestershire ASB officer had been in contact to see if they could help. It was agreed to invite the officer concerned to a PC meeting to discuss further.

4. **MINUTES OF MEETING HELD MONDAY 11 JUNE 2018**

Minutes agreed, adopted and signed by The Chair.

5. **MATTERS ARISING**

**Minutes 9 July 2018**

Castle Come Race Days

Mr Bennett raised the point of the wording of the above. Many 'Race days' at Castle Combe were held and attended by family orientated groups as opposed to specific speed events such as Jap Fest etc. which invited several different types of groups. Agreed - to amend wording to state 'Certain Castle Combe Events.'

The Chair reported following the incidents reported in the previous meeting, and further requests, Police presence had increased. The Speed Camera Partnership Van had made extra visits to the area. Speeding was still an issue during certain events at Castle Combe in particular Burton Road and Tormarton Road. Speed checks were ongoing. Refer to item 9 for further information.

**Minutes 11 December 2017**

- 5:3 Network Rail (NR) - Recent complaints about noise, plus heavy vehicles using the Luckington Road had been reported to NR who confirmed they had addressed these issues.

**Minutes 13 November 2017**

- 11:3 Website - progressing. *Item ongoing*  
11:4 Pension - looking at Registration requirements. *Item ongoing*

**6. ACTON TURVILLE DEVELOPMENT (*Liaison Group (LG) update*)**

Mrs Haddrell reported on the 'drop in' held at the Fox & Hounds Public House. Those attending were asked to write their thoughts down about the proposed development. 26 responses received and collated and put into a specific report which resulted in 'No' to the Luckington Road Site - siting speeding traffic and that the numbers of houses intended was still unknown. It was suggested to Badminton Estate to consider Hollybush Farm site instead. The Estate listened to the village and agreed to go back and think about the Hollybush site, as well as considering a traffic scheme. Mr Bennett pointed out that the Hollybush site contained a public footpath which needed to be taken into account in any future plans.

Minutes of the last meeting would be circulated to parishioners shortly and further 'drop in' sessions were being arranged.

**7. DISTRICT COUNCILLORS REPORT -**

Report received and circulated to Councillors. Brief details:

Police will be meeting with the SG ASBO Team re anti-social behavior in the village.

Cllr Hope met with the Chair, Cllr Haddrell and South Glos Officer Kelly Huggins (Trainee Assistant Engineer) to discuss the idea of a Village Gateway prioritised for Tormarton, Burton and Old Sodbury Roads. The latter needed careful consideration due to narrow verges. (See item 9)

Planning - The CLG and Parish Council should be aware that any affordable housing cannot be limited to local need, as there has been no recent housing survey to identify what the need might be.

Tree in a conservation area queried (see item 9) Full report on file.

**8. PLAYING FIELD**

- 8:1 Monthly Inspection - Area was found clean and tidy with no litter.

Annual Inspection - order placed - Inspection to be carried out during September.

Drovers Way - Badminton Estate to be asked about suitable replacement trees/bushes for planting in this area in Autumn. *Action: Chair*

- 8:3 Hollybush Gate - to be completed. *Action: CR-H*

- 8:7 Tennis Court -

Surface - A question was asked about the time limit of the grant. (Thought to be 12 months.) The information would be clarified and councillors notified, including any additional conditions. *Action: Clerk*

Net - a parishioner reported the wire on the net was broken; could this be replaced along with a new net? Agreed to look at suitable wire with easier handle and new net. *Action: CB*

Members - members (joining over last 18 months) 6 plus 1 new member and 1 membership renewal. There were also a small number of previous members. Concern over no income via shop for hire of key. Councillors agreed unanimously to remove the key and diary from the shop until further notice. *Action: Chair*

- 8:9 Ash Tree - reminder to Badminton Estate re removal and suitable replacement. *Action: Chair*

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

9:14 Missing signs - New photos taken & forwarded but still not replaced.

9:20 B4039 Burton Road - Following recent emails re speeding traffic on village roads SGC suggested a 'Village Gate Scheme.' Councillors agreed this was long overdue

The idea had been raised on several previous occasions but had always been refused by SGC due to the hazard of speeding traffic on the Burton Road, making it too dangerous for maintenance. The Chair, Mrs Haddrell and Cllr Hope attended a site meeting with Kelly Huggins (SGC) who had identified three roads namely - Tormarton, Burton and Old Sodbury Roads. However one side of the Sodbury Road had an extremely narrow verge which did not provide enough room to install a gateway. The Chair suggested speaking to Badminton Estate about this. Action: ?

The idea was discussed and it was suggested in order to make maintenance easier and safer, to remove the weeds/grass etc from around the posts and surround with gravel. SGC to carry out another feasibility study and report back to the Parish Council for consideration. The scheme would be presented to the village for comments/approval. Action: Chair

9:24 Trees Hollybush - waiting on site visit (SGC) to determine which trees need pollarding.

9:26 Community Speed Watch - new locations proposed, currently waiting on confirmation. Additional police presence helped and the Speed Camera Van attended on a regular basis.

The Chair was concerned about the amount of speeding during the last Horse Trials event and would be requesting this is brought to the attention of the organisers when drafting their Traffic Plan. Action: Chair

9:28 Drains - broken drain Littleton Drew Rd repaired. It was also reported an SGC vehicle had been seen in the village clearing many of the existing blocked drains. Item resolved.

9:30 Overgrown Vegetation - Brambles on pavement by Park Cottages. Item resolved.

9:31 Antisocial Behaviour in Churchyard - Reported in item 3.

## 10. PLANNING

10:1 Applications - 1

Reference PK18/3686/F

Proposed Demolition of existing attached garage and rear conservatory.  
Erection of two storey side extension and single storey rear extension and installation of rear dormers to form additional living accommodation.

Location 3 Hollybush Close, Acton Turville

Comments Application discussed. Some councillors had been unable to view the plans. Agreed to defer any response until all councillors had looked at the plans.

10:2 Decision Notices - None

10:3 Planaps Listings - Includes above application.

10:4 Delegated - None

10:5 Circulated Schedule - None

10:6 Other - 3 items

23 Hollybush Close - TPO dated 13 March 2018 confirmed without modifications on 30<sup>th</sup> July 2018.

Chestnut House - The Horse Chestnut in question had suffered wind damage which left the tree structurally unsound. The SGC Arboreal Officer visited the occupants and suggested they remove it and replace in the winter.

Duchess Garden - following a recent report of trees being cut in a conservation area. Badminton Estate contacted. The Chair also telephoned the Estate who confirmed the works were within 1 day of the time limit set by SGC. There had been no breach of the order.

On investigating it was found that the Decision Notice had been sent directly to the Estate and not copied into Parish Council. The Chair suggested writing to SGC to request parish council is included in all decision notices to avoid any further confusion. Action: Clerk

**11. ACCOUNTS, ANNUAL DONATIONS & PRECEPT 2019/20**

- 11:1 Annual Audit 2017/18 - Nothing received to date.
- 11:2 Accounts Review & Update - Draft Calendar circulated and was open to additions, agreed.
- 11:3 Bi Monthly Financial Report - Outstanding cheques cleared & accounts balanced with bank.
- 11:4 Precept 2019/20 - draft circulated. Information from SGC regarding election expenses were noted and discussed. Contingencies held were taken into account.  
The precept could only be raised by a small percentage. Mr Bennett queried items which were paid out of the budget but not listed in the precept. Details to be circulated prior to next meeting. *Action: Clerk*  
It was agreed to consider all points raised and discuss further next meeting.
- 11:5 Annual Donations - Discussed and agreed for 2018/19 as follows:- Local Talk Back £70, Village Link £40, Acton Turville Churchyard £60. Total £170.00

**12. CORRESPONDENCE**

- 12:1 Correspondence - None
- 12:2 Emails - (in brief)
- SGC - various consultations noted.
  - SGC - planning application Hollybush Close.
  - PI Inspection Co - confirmation of order for annual playground inspection.
  - Monthly report from Cllr Hope

*Mrs Haddrell retained the post which would be circulated in the usual manner*

**13. ANY OTHER BUSINESS - none**

- 13:1 Local Talk Back - closing date 15<sup>th</sup> of the month.

**14. AUTHORISED PURCHASES & SERVICES (£50.00+) -none****15. AUTHORISED PAYMENTS**

Chq No.	Details	Amount
814	C Farrell - reimbursed - Printer Cartridges for PC Printer	£15.54
815	S Radford-Hancock - Telephone allowance	£31.50

**16. DATE & TIME OF NEXT MEETING**

The next meeting of the Parish Council will be held on Monday 8 October 2018 @ 7.00 pm Trinity School, Acton Turville.

*There being no further business the meeting closed @ 8.55 pm*

**Copies:**

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