

**Acton Turville Parish Council Meeting
Monday 11 September 2017 at 7.00 pm**

Trinity School, Acton Turville

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

Clerk: Sue Radford-Hancock

Attending: Sue Hope (District Councillor) 7pm - 8.35 pm

The Chair welcomed everyone to meeting

1. **APOLOGIES** - None
2. **DECLARATIONS OF INTEREST** - None
3. **ITEMS RAISED BY PARISHIONERS** - *None (3 minutes per person max 15 minutes)*
4. **MINUTES OF MEETING HELD MONDAY 10 JULY 2017**

Minutes agreed, adopted and signed by the Chair.

5. **MATTERS ARISING**

Minutes 10 July 2017

5:3 **NETWORK RAIL - UPDATE**

The Chair had attended several meetings with Network Rail (NR) during the summer to obtain further details of works being carried out. Councillors asked about locations of the gantries. An aerial map was circulated showing none of the gantries would be installed directly outside residents properties. Masts to be full height due to 'sufficient foliage,' installation to take place overnight, in shifts, at a later date. Also masts were to be painted in various colours in order to 'blend in' with the landscape. Recent piling had been quiet. The only complaints were large vehicles travelling through The Street, which the Chair had reported to Colin Berry, Site Manager NR. Work being carried out this week included foundations dug on the coal yard side of the line. The blockade was due to be lifted midnight on Friday 15th / Saturday 16th September.

Phil Price (Network Rail Environmental Section) contacted the Parish Council in order to invite residents to a 'Coffee Evening' at the Luckington Road Site at 6 pm on 12th September. Those attending could ask questions or raise any concerns directly to the workforce carrying out the electrification and would receive an informative reply. Demonstrations of equipment also included. Parents were encouraged to bring their children as a talk would be given on railway safety. NR also intended to contact Trinity School for a similar safety talk.

Minutes 8 May 2017

5:2 **TENNIS COURT KEYS**

The Chair had drafted a letter/email which would be sent to those who on record still had a key. They would be asked whether they wished to keep or return their key. (item ongoing)

Action: Chair/Clerk

918

5:1 VILLAGE SURVEY

Approximately 52 responses received. The common theme a Village Hall/Village Room. Councillors discussed requests for more 'Affordable and Social Housing' Cllr Hope. The Chair agreed to include the results of the survey in Local Talk Back. Action: Chair

6. DISTRICT COUNCILLORS REPORT

Councillor Hope read her report to the meeting. *(full details on file)*

Network Rail - Many thanks to the Chair for keeping me up to date with progress. No adverse comments received about noise. The LVIA has eventually been passed to the Parish Council and it would be interesting to see the 'finished product.'

New Motorway Link Road -A number of public exhibitions are due to take place at community venues. The format will be a drop-in session so people can come along at a time which suits them. Dates & times on the Parish Website.

Broadband - any issues in Acton Turville?

Planning update - West of England Spatial Strategy. Drop ins have been organised in places where larger developments are anticipated. These include Charfield, Coalpit Heath, Thornbury, Yate & Chipping Sodbury. Dates & times on Parish Website

PSP- During the PSP process the inspector agreed that if objections had been received from the owner of the land to it being included under Green Space Designation; these would be held until the next part of the planning process, although it is unclear how the public can contest this.

Town & Parish Council Charter - due at the Cabinet meeting this afternoon.

Boundary Review - Recommendations from the Boundary Review will be forwarded - it has been suggested Cotswold Edge loses Tormarton PC and Wickwar PC be included. Comments can be made until early November.

Health CCG mergers/various consultations - Three of the local Clinical Commissioning Groups are to merge, with hopefully administration savings. However I have commented that attention needs to be given to rural areas. There are several consultations regarding health which Councillors discussed in general. Details can be found on the CCG website.

7. PLAYING FIELD

7:1 Monthly Inspection - issues noted previously had been resolved. The wood had expanded and returned to its natural state after the last wet spell. Mr Bennett added the wall mentioned previously, referred to the area in the corner of the field near the road, on the boundary of the field. Councillors concluded this was the responsibility of Badminton Estate. The Clerk was instructed to notify the Estate accordingly. Action: Clerk

7:2 Tree Roots - As well as the roots, Mr Bennett reported an area of ground between the fence and the Drivers Way was overgrown and required digging out. The Chair agreed to make a list of items needing attention and contact Ben Pope (Gardener) to arrange a suitable time to complete the works. Action: Chair

a. Tennis Court - Mr Bennett had explored the issue of resurfacing the court. Currently it looked like around £3,000 in total for the work. Discussion followed. It was suggested applying for Members Award Funding. Cllr Hope agreed to email the relevant application forms.

Re the Court having been swept; it was noted that moss had encroached again and needed clearing. The Clerk to add this to the list of items to be dealt with. Action: Chair

b. Sale of Key - confirmed £30 cash & receipt received via Mr Bennett re: 1 Key sold.

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

7:4 Annual Inspection - Booked and order number raised. Inspection due in September.

7:5 Disturbances by Youths - Mrs Smith reported she had received complaints of youths playing in the field late at night and others harassing elderly residents. It was suggested to contact PCSO Sian Rollings to look into this. Action: Clerk

8. HIGHWAYS, STREET CARE & PUBLIC RIGHTS OF WAY

- 8:6 20 mph Zone - New Notices posted around the village by South Glos Council.
An error the first notice which was brought to the attention of South Glos had subsequently been copied into the second notice. Badminton Station Drive did not exist and was not Highways. South Glos to be notified. Closing date 14 September. *Action: Clerk*
- 8:8 Notice Board - in a poor state and unable to be repaired. The Chair had details of metal boards. Mr Bennett produced a leaflet for man-made wood boards. Councillors preferred wood as opposed to metal suggesting Oak like existing to suit the location/village. Discussed. Cost of replacements noted; a budget set & agreed. 3 Quotes to be obtained. The board needed to be weatherproof, lockable and low maintenance. *Action: Chair*
- 8:12 PROW - LAT 2 - Email from Nicola Chidley (South Glos Council PROW Officer) on 11th July advising she would speak to the farmer in question and report back. No response received to date. Cllr Hope to follow this item up
- 8:13 Luckington Road Stables (Lay-by) - South Glos Highways Officer advised the PC he had spoken to the lady in question about why the area was coned off. The reason to stop dog fouling in the area, stop parking and litter. The Officer explained the area was adopted Highways and she did not own it. The lady did not wish to move the cones back to her gates. Councillors agreed as this was a complaint from a parishioner the Parish Council had to follow it up. The next step was to write to the landlord of the field (Badminton Estate) asking them to mediate with the aim of resolving this issue as soon as possible. *Action: Chair*
- 8:14 Missing signs - Not replaced. A visit & photograph area agreed. *Action: Chair/Clerk*
- 8:15 Trinity School - Zig Zag Lines - An email sent to Tracy Hamblett asking for a date when the lines were due to be repainted. Ms Hamblett was on leave and due to return later this week. Cllr Hope agreed to chase up this item.

9. PLANNING

- 9:1 Applications - 1
Application PK17/2875F (Re-submission of PK6624/F)
Proposed Erection of two storey side extension to form additional living accommodation.
Location 23 Hollybush Close, Acton Turville
Comments Having viewed the re-submitted plans several questions were raised including Clarity of the plans and various other items. Councillors objected to the application a response was sent via the South Glos website. A Tree Preservation Order had also been suggested which the Council supported.
- 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 - Tree Preservation Order (TPO) Five Pines Sodbury Road received and noted.

10. CORRESPONDENCE

10:1 Correspondence - (some items discussed)

- Grant Thornton - Audit Conclusion - refer to item 11
- Local Government Boundary Commission Electoral Review - Noted & discussed with Cllr Hope.

10:2 Emails - (in brief)

- SGC - Various consultations received, circulated and noted.
- Website response - Brambles overgrown, Badminton Road - actioned - email Badminton Estate
- Query Playing Field removed from Green Spaces. Item referred to Cllr Hope who explained that Badminton Estate had objected to all Green spaces including Tormarton and Hawkesbury Upton. The Principle Planning Officer had confirmed that there was some protection at present "Quote ..which is set out in the existing adopted Local Plan Policy LC9: Protection of Open Space and Playing Fields, and its replacement Policies, Sites and Places Plan Policy PSP44: Open Space, Sports and Recreation. Paragraph 74 of the National Planning Policy Framework also deals with the protection of playing fields. The Parish Council will be informed of the next consultation on the new Local Plan." End Quote
- SGC - Junction M4 Junction 18a - Community Engagement noted & circulated

10:3 Other

- Complaint re parking in Chapel Lane - reported & resolved by PC Ken Hill.
- Request for Key to Tennis Court (refer to item 7)
- Phil Price (N Rail) re proposed visit to Luckington Road Site - details to Chair - see NR update

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

11. ACCOUNTS & ANNUAL RETURN 2016/17

- 11:1 Annual Return - Conclusion of Audit received from Grant Thornton noted and read to the meeting. No amendments required. A response to the conclusion would be included. No fees due. This was the final Audit carried out by this particular Auditor. Changes due to come in force at the next Audit for year ending 2017/18.
- 11:2 Accounts - half year summary circulated along with balance sheets for information.
- 11:3 Website - The Chair was currently finalising details regarding the new website.
- 11:4 Pensions - deferred to next meeting.

12. PRECEPT 2018/19

- 12:1 Draft circulated for information. Councillors were asked to consider their priorities for next year and be prepared to discuss the 2018/19 precept at the October meeting.

13. ANNUAL DONATIONS 2017

Details circulated. Councillors agreed their donations for 2017 as follows:
Local Talk Back £70, Citizens Advice £40, Victim Support £40, Village Link £40, Acton Turville Churchyard £60. Total: £250.00.

14. ANY OTHER BUSINESS

- 14:1 Local Talk Back - deadline 15th of the month. Draft emailed to Councillors. *Action: Chair*
- 14:2 Street Light - Mrs Smith reported the Street Light near the postbox keeps frequently going on and off. Report. *Action: Clerk*
- 14:3 Road Narrows Sign- knocked over in The Street. Report. *Action: Clerk*

15. AUTHORISED PURCHASES & SERVICES (£50.00+)

- 15:1 PI Inspections (Annual Inspection) £87.50 + 17.50 VAT = £105.00 (Order raised)
- 15:2 Obtain 3 quotes for replacement Notice Board as per Budget set - maximum £1,500.
- 15:3 Donations: £60 AT Churchyard, £70 Local Talk Back (items over £50)
The above items were agreed and approved by the full Council.

16. AUTHORISED PAYMENTS

Chq. No.	Details	Amount
782	S Radford-Hancock (Part payment Telephone) agreed.	£31.50

17. DATE & TIME OF NEXT MEETING

The next meeting of the Parish Council will be Monday 9th October 2017 @ 7 pm at Trinity School, Acton Turville.

There being no further business the meeting closed @ 8.50 pm

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