

CHARFIELD PARISH COUNCIL

Minutes of a meeting held on Tuesday 13th April 2010 commencing 7.30pm in the Memorial Hall, Charfield

PRESENT

Parish Councillors: Mr M Rosher(Chairman), Mrs J Law, Mr P Patterson, Mrs Y Lloyd, Mrs N Newns, Mr I Kershaw, Mr R Hancock, Mr P Birt, Mr M Cheskin **Clerk:** Ms S Bailey **Public:** Ms H Saunders

8697/10 Apologies for Absence noted & accepted from Mrs S O'Neill

8698/10 Declarations of Interest in Items on the Agenda Mr R Hancock noted having a daughter who attends Rainbows

8699/10 Approval of Minutes

It was proposed by Mr P Patterson and seconded by Mrs Y Lloyd and **resolved** that minutes of meetings held on Tuesday 9th & 31st March 2010 are signed as a correct record after minor amendments.

8700/10 Public Participation none

8701/10 Clerks Report on MATTERS ARISING from Previous Minutes None

Meeting entered closed session for this item due to confidentiality & press/public & Ms Saunders left the room

8702/10 Appointment of replacement clerk & handover period After conducting thorough interviews of candidates last week, the working group unanimously proposes Hannah Saunders be appointed as new Clerk & RFO – proposed by Mr M Rosher and seconded by Mrs Y Lloyd and **resolved** by all. A handover period and retention of the current Clerk until end of May to facilitate and ensure smooth running of council affairs was proposed by Mr M Rosher and seconded by Mr N Newns and **resolved**. Clerk to arrange handover.

Meeting returned to open session

8703/10 Burial ground planning application Although the Council is please in principle to receive planning approval, it appears that some of the conditions imposed are challenging, unfeasible and unworkable in practice. The architect has suggested identifying the most unworkable of these conditions and meeting South Glos officers to explore solutions. Mr M Rosher has identified a type of green plastic grasscrete which National Trust use and Mr P Birt has agreed to explore facts & figures relating to this. **Action Mr P Birt**

Mr M Cheskin abstained from voting on the following

8704/10 Thanking architect for gratis work on burial ground and consider his appointment to manage some of start-up for burial ground project It was agreed by all to use some of Chairman's allowance & identify a donation of alcoholic nature. Clerk to chase Toby for a quote to do project start up work for next agenda. **Action Mr M Rosher & Clerk**

8705/10 Payment of £7.98 + VAT uk Domain renewal for two years for www.charfieldburialground.org.uk Proposed by Mr R Hancock and seconded by Mr P Patterson & **resolved** by all to renew.

8706/10 New toddler area design by Jane's Pond E-mail circulated regarding new wooden train proposal and a more detailed cost breakdown for whole project. The contingency of only £815 seemed tight and may be a risk. No start date yet for groundworks although they are aware of our tight timescales. Questions asked as to whether we would be able to paint/stain the wooden train if required afterwards – clerk to enquire. Chairman to ask Memorial Hall for permission to use electricity & extension cable from window during works. **Action Clerk & Mr M Rosher**

8707/10 Progress on skateboard sides enclosing idea Discussions about where funding might be procured led to agreement that mass attendance at next SSCG meeting on 29th April in Cromhall would be worthwhile & have project listed as a priority and be eligible for a grant. Mr M Cheskin agreed to provide a quote for Mrs Y Lloyd (SSCG rep). **Action all Councillors & Mr M Cheskin**

8708/10 S.Glos consultation of revised Little Bristol Lane traffic calming measures by 5th May Although the Parish Council is pleased to see that the scheme has been altered from the original proposals, the Parish Council remains concerned that the scheme is not a consultation as such but a statement of intent from the county council highways to impose traffic & speed calming measures where speeds have already been shown not to be the cause of the three accidents which the county council states are its main reasons for installing such measures. As we have already responded to Mouchel with facts and figures and been largely ignored it was felt of no use replying again. However we would like to

know how traffic flows will be dealt with whilst such work is in progress as it effectively shuts off Woodlands Road from the village. *Action Clerk*

8709/10 SSCG funding request form for outside school planters Clerk has already completed grant form and asked for Councillors input as to type and style of planters wanted. Suggestions by Mr M Rosher of Neptune decorative concrete planters were accepted – Clerk to complete application & obtain quote possibly in region of £1200. *Action Clerk*

8710/10 Grant request from Charfield Rainbows Clerk provided explanation of previous grant given 18 months ago to fund Rainbows startup. Clerk to reply that grants normally considered in December unless urgent, and that local projects or capital items are preferred over trip donations due to limited Powers of Parish Councils. *Action Clerk*

8711/10 Signatories on National Savings Account / Alliance & Leicester It was proposed by Mr M Rosher and seconded by Mr I Kershaw and **resolved** to close the Alliance & Leicester account due to insignificant rate of interest. *Action Clerk*

8712/10 Completion of Risk Assessment as part of internal audit It was proposed by Mr P Patterson and seconded by Mrs J Law and **resolved** to approve the Risk Assessment as completed.

8713/10 Accounts approval for 2009/2010 Accounts were presented and discussed. Clerk to send copies to Councillors by e-mail. It was proposed by Mr P Patterson and seconded by Mrs Y Lloyd and **resolved** by all to approve the accounts as presented.

8714/10 Completion of Annual Governance Statement from Mazars external auditors & approve Mazars accounts It was proposed by Mr P Birt and seconded by Mr M Rosher and **resolved** by all to approve the completed Annual Governance Statement. It was proposed by Mr M Cheskin and seconded by Mr R Rosher and **resolved** by all to approve the Mazars accounts submission.

8715/10 Reminding councillors of attendance at Annual Parish Meeting 27th April – noted – clerk to confirm S Glos officers' attendance. Mrs N Newns gave apologies in advance.

8716/10 Correspondence – none

8717/10 Items for Circulation. The following items circulated to Members including:

Various newsletters including Deaf Assoc, Rural Parish Matters
Periodical (CPRE, ALCA, Glos Wildlife, SGN)

8718/10 Planning Applications none

8719/10 Planning Decisions following permissions noted

PT10/0060/F Land adjacent to St James Church Churchend – change of use of land from agricultural to use as a burial ground. Erection of shelter and entrance gates & formation of a hardstanding.
PT09/6110/R3F Charfield Primary School – erection of shed to store children's play resources
PT10/0261/F 129 Woodlands Rd – erection of chimney stack
PT10/0293/F 21 Station Rd – erection of detached garage with loft above and construction of new access (resubmission of PT09/5976/F)

8720/10 Reports/Notices of Meetings

Ward Councillor report – none

Charfield Playing Field – Inspection comments from Mrs N Newns & Mr M Rosher – mound slide slats are deteriorating – will be addressed in play area revamp soon. Post fence near swings wobble but will be removed and exchanged for planting when play area is redone. Encouraging to see hexagonal graffiti boards actually being used for graffiti. Mr M Rosher has tightened the two loose grips on climbing wall with special tool. Black paint (with sand in) is needed for repainting the wall behind rope pull. No offers..... Chain bridge on adventure trail needs new washers to be reconnected – not dangerous but unusable. On skate project – seat rests needs repainting soon. Next inspection Mr I Kershaw and Mrs Y Lloyd. Councillors enquired about results of Mr D Small & Reehana youth worker's March meeting – Clerk to follow up.

Charfield Village Hall Management Committee – latest Minutes in circulation file.

Cemetery training attended by Mrs N Newns & Mr P Patterson was worthwhile and very interesting. They highlighted a piece of advice about not selling specific plots as this would lead to access problems but merely selling the right to 'a' plot. Clerk to forward details of other burial training seminars to all Councillors.

Litter pick recently was not as successful as previously due to poor weather, although still some rubbish was managed.

8721/10 Accounts It was proposed by Mrs Y Lloyd and seconded by Mr s N Newns and **resolved** that the following are approved for payment:

Clerk salary & office expenses (including Clerk advert for £155)

Charfield Memorial Hall Mgmt Committee

Maintenance (litter) per week @ £20.00 11/3/10, 18/3/10, 25/3/10, 1/4/10,8/4/10

Use of room 9/3/10 31/3/10 meetings

Jane's Pond 50% half of agreed design fee upfront payment £15000 + vat

HM Revenue last three months FY09/10 tax & NI payments

BT (BT direct debit on 26Feb)

ALCA annual subscription

S Glos Council emptying dog bins 1st Jan-31st March 2 bins x 13 weeks @£3.80 = £98.80+vat £17.29

Mr M Rosher – burial ground website domain fee

SLCC Two councillors' attendance at Chepstow burial training 2x£120 + vat £42

TOTAL

£19,671.50

8722/10 Items To Be Raised By Members for future agenda or minor points

New clerk training in Churchdown – new Clerk to attend and put on next month's agenda

Much discussion over the unauthorized lorry storage at Pin Mills - Clerk to enquire at SGlos Planning Enforcement

Mr M Rosher asked that the S Glos capital grants details be discussed on next agenda

This concluded the business of the meeting, which closed at approximately 9:35 pm.

Ongoing Matters; Manor Lane Landscaping, File Storage of Deeds (action Mr M Rosher), Registration of The Pound, New Burial Ground, Streetlighting Reduction, Toddler play area revamp

Chairman

11th May2010