

CHARFIELD PARISH COUNCIL

Minutes of a meeting held on Tuesday 8th June 2010 commencing 7.30pm in the Memorial Hall, Charfield

PRESENT

Parish Councillors: Mr M Rosher (Chairman), Mrs J Law, Mrs N Newns, Mr I Kershaw, Mr M Cheskin, Mr R Hancock, Ward Councillor Mrs S O'Neil

Clerk: Mrs H Saunders

Public: None

8748/10 Apologies for Absence Noted and accepted from Mr P Birt, Mr P Patterson & Mrs Y Lloyd. Mr R Hancock may be late.

8749/10 Declaration of Interest in Items on the Agenda None

8750/10 Approval of Minutes It was proposed by Mrs N Newns and seconded by Mrs J Law and **resolved** that minutes of meeting held on Tuesday 11th May 2010 are signed as a correct record.

8751/10 Public Participation None.

8752/10 Clerks Report on MATTERS ARISING from Previous Minutes Other than items included later in agenda – the clerk commented on the following: -investigation into work at Bearings Factory on Wotton Road has drawn a blank – Mr M Cheskin let the meeting know that they are actually doing nothing more than roof repairs. Roadworks on Charfield Hill – still to be completed – S Glos don't have a definite date – but have quoted 19 / 20 June. Concern raised over this clashing with School Fete so Clerk to contact S Glos / Laurie and let know this date not suitable. Little Bristol Road calming is planned during the school summer holidays – S Glos anticipate it will take 2 weeks – and there will be a diversion in place (not yet confirmed) but diversion won't be required for the full 2 weeks. The confusion over enforcement notice at Pin Mills has been dealt with – S Glos made mistake of registering twice. The accounts for last financial year have been audited by appointed Internal Auditor and are all in order. The Planters for outside school haven't been ordered, should hear in next 4 weeks from SSCG whether the £1220 requested is to be granted – and if so when money will be available. If successful Clerk will go ahead and order. On subject of grants Capital Grant Request for £3000 towards toddler play equipment has been submitted to S Glos – and we should have a response by mid July. Clerk is looking into other grants and has made contact with CEMEX and has some forms to complete. Clerk and Mr M Rosher expressed gratitude to Mr M Cheskin for going out of his way to do noise report for parishioner regarding the turning off and on of streetlights. This matter is now dealt with and parishioner in question has Andy Porters contact details should they require further information / assistance. Clerks training on 19th May was postponed. Finally farewell meal for Sue Bailey has been booked for Thurs 1st July at Pear Tree for 7:30 – 8pm.

Action Clerk

8753/10 Inspection of Deeds & Inventory of Equipment Normally in the custody of the Clerk, these are in the process of being scanned so that they will be available electronically. Mr M Rosher brought the documents along to meeting and invited councillors to inspect at end of meeting.

7:40pm approx Councillor R Hancock and Ward Councillor S O'Neill arrived and apologised for being late

8754/10 Update on Burial Ground Mr M Rosher reported on last weeks burial ground meeting held on 3rd June at Wickwar. No costings available from Toby / Kevin yet, we should receive these in next week. In the meantime we are working through the conditions put in place by S Glos on planning consent so that we can submit all together as soon as possible. Cond. 1 & 2 will be satisfied. Cond 3 re grass Crete – Clerk reported on costs that Mr P Patterson has been quoted. £3300 + VAT for 1400sq m of grass Crete and this doesn't include excavation / laying. Company in question suggested 2 alternatives – block paving which isn't suitable and can be ruled out and the plastic cover blocks which retail at approx £1800 + VAT for equivalent amount. Clerk and Mr P Patterson to investigate plastic blocks further. Cond 4 was concerning the Ecological Survey and Management Plan and Mr M Rosher circulated a draft proposal that he has pulled together. He is to get a couple of people who are expert in that field to read through and comment. Copies of this document can be found on Burial Ground Website – along with other documents that Mr M Rosher has now uploaded into Library section. Cond 5 regarding planting – is in the hands of Toby and Kevin who are the experts in this area. Cond 6 has been confirmed verbally by P Rowe of S Glos planning as meaning Archaeologist only needs to be on site prior to

heavy / development work and not every time the area is dug (e.g. for burials). This is required in writing so we are covered in the future; Clerk to follow up with Mr P Rowe regarding this. The Transfer Form has been issued by Tortworth Estate Solicitors and Chair / Clerk duly signed this off at Burial Meeting. It will be delivered to Tortworth estate and will be signed at their next board meeting (end of July) as officially this is the only time the Company Seal can be used. Mrs N Newns reported on her conversation with undertakers Grimes and Goscombe in Wotton and how helpful they were. She was after clarification as to whether they charged for Children's funerals. This is something they don't do – but other funeral directors vary. Vernon is happy to help / advise as the project progresses. A suggestion was made by Ward Clr Mrs S O'Neill that she investigate whether when CEMEX start excavation work later this year we could look at utilising their heavy machinery for clearing site and whether any of the soil they excavate would be useful for helping to grade our site. Mr Rosher to discuss this with Toby / Kevin and WC S O'Neill / Clerk to talk to CEMEX. Mr Rosher issued blank diagrams of the site to Councillors – for them to come up with a plan of how they would like Burial Ground to look. Mrs J Law circulated her thoughts on this. As soon as costings have been received from Toby a further Burial Ground Meeting will be arranged.

Action All & Clerk

8755/10 Progress Report on Jane's Pond / Toddler Area Rebuild All councillors were informed regarding the course of Action Jane's Pond is taking in addressing the 'Weed' issue that has arisen. They are looking to rake up and clear before planting some more grass seed. Consensus of opinion was that they didn't put enough seed down initially so ensure that they do this more adequately next time. With regards watering once re-seeded – it was agreed that it was impractical using hose from attachment on tap in kitchen. Clerk to speak with Wotton Fire Brigade and see if there is anything they could do to help out. Sadly – this could delay the opening of the area – while the grass establishes itself. Work on bridge and sandpit has now started. There was some discussion about the speaking tubes – whether they will work – and what they are to be covered with. Jane's Pond is working to our budget. Grant requests have been submitted – to try and raise funds for the next stage which will be some new equipment.

Action Clr Rosher & Clerk

8756/10 Manor Lane Landscaping / Notice Board Proposal, plans, quote put forward by Mr M Cheskin regarding landscaping of Manor Lane area. Quote for ground work, weeding, building up of beds and planting came in at £600. Mr Cheskin confirmed that the Garage is willing to pay the difference between quote and parish budget for the land – in return for a plaque stating sponsored by Garage. After discussion regarding whether CEMEX would donate some gravel / what other councils (Thornbury) have done and the fact it would be nice eventually to plant a cherry tree at the opposite end to the willow it was decided that this would become an agenda item for approval of spend next meeting. Mr Rosher going to look at Notice Board before next meeting – possibly rub some teak oil into it.

Action Clrs Cheskin, Rosher & Clerk

8757/10 Core Strategy Document All councillors had read draft document, comment was made on 'Travellers Sites' and Minimum Density of Housing. Ward Clr Mrs O'Neill mentioned that Spatial Strategy has changed due to the change in Government last month. New building and development is still going ahead – but not necessarily to the extent as originally proposed. Clerk informed councillors of meeting dates – when they could view further exhibitions regarding the strategy and have a chance to ask S Glos questions. These dates will be documented on Website too. Last day for comment is 6/8/2010 and there is guidance on how to comment. To be discussed further at next meeting.

Action Clerk

8758/10 WEP JWCS Landfill Document After due consideration it was **resolved** to make no comment regarding this document (comment due 29/6/10).

8759/10 ALCA Survey Completed by Mr M Cheskin after consultation with other councillors. Clerk to send back.

Action Clerk

8760/10 Approve New Clerk WWYC Course / Training It was proposed by Mr Cheskin and seconded by Mr sLaw and **resolved** by all that Clerk sign up for Course / Training.

Action Clerk

8761/10 Change of Address / Signatories for Bank Councillors signed necessary forms for Natwest. (Sue Bailey taken off as signatory, Hannah Saunders added and request COA for statements to be sent to new Clerk going forward).

Action Clerk

8762/10 J14 M5 Traffic Lights Discussion of email from Mr P Birt (sent to Clerk for comment in meeting). Recently there have been a couple of trials in N Somerset and Bristol City where traffic lights have been turned off. Mr Birt was enquiring as to whether it would be good to approach S Glos and see if this is something that Highways Authority would consider. Ward Clr Mrs S O'Neil confirmed that the lights are the responsibility of HA and S Glos won't talk to anyone regarding them – as she has tried numerous times in the past. It was decided that a letter would be drafted to HA – not to discuss switching off – but if they would look at a 'timer / sensor' as the lights onto A38 from that junction have – so that it negates waiting at quiet times.

Action Clerk

8763/10 Cosy Farm Planning Query Clerk read details of correspondence received regarding this matter – and photos taken in last week of the development were circulated. All in agreement that it was a matter for S Glos enforcement department.

Action Clerk

8764/10 Potential Diversion of Footpath OCH 8 Level Crossing Discussion regarding the email correspondence about potential diversion and proposed meeting on 30th June. Comment centred on 'Appletrees' and effect diversion would have on this development. Whether it would be accessible for wheelchairs / pushchairs due to incline. Who owned the scrap land on the other side? Ward Clr Mrs S O'Neill / Clerk to check with S Glos – as between themselves and Network Rail all landowners have been contacted. It was decided to publish notification on website and notice boards for parishioners to be informed of proposal / meeting. As many councillors as able are going to attend meeting on 30th.

Action W Clr Mrs S O'Neill, Clr Rosher, Clerk

8765/10 Digleys Playground Inspection Clerk let Councillors know that annual play area inspection is due – and as Toddler Play area is taking longer than anticipated – not going to wait to get both done at same time (as initially thought).

Action Clerk

8766/10 Approve Renewal of CPRE Membership It was proposed by Mrs Newns and seconded by Mr Hancock and **resolved** by all that CPRE Annual Membership (@£29) is renewed.

Action Clerk

8767/10 Correspondence The following items were noted:-

Electoral Roll Alterations, acknowledgments and thanks for Grants received from CCC, CAB and YG, Grant request Cotswold Talking Newspaper, Cosy Farm Planning Query from Parishioner, Email from Network Rail re potential footpath diversion, notification from Community Action, Cemetery Course in September.

8768/10 Items for Circulation The following items circulated to Members including:-

Various newsletters including, Rural Parish Matters, ALCA Newsletter, CPRE Newsletter
JEP JWSC Document

8769/10 Planning Applications following applications were circulated:-

PT10/113/F – 29 Little Bristol Lane, erection of 2 storey side and rear extension to provide additional living accommodation. Comment by 10/6/2010. After due consideration it was **resolved** to make no objection to this application.

8770/10 Planning Decisions following permissions noted:-

PT10/0631/F – The Rose Swinhay Lane, erection of 2 storey side extension to provide additional living accommodation. Approve with Conditions on 17/5/2010.

PT10/0946/P – Middle Huntingford Farm, prior notification of the intention to erect an agricultural barn. No objection. Date Decision 17/5/2010.

8771/10 Reports/Notices of Meetings

Ward Clr Mrs O'Neills report – CEMEX have now submitted their extended hours planning application and this was outlined for councils information. Liaison meeting on 29th June highlighted. Plans were received into clerk too late to go on agenda – decided to discuss further at a later meeting. Issues highlighted briefly by Ward Clr Mrs O'Neill were increase in hours plus provision of 60 occasions when they can operate additional hours – could enable them to work 7

days a week. Noise and additional traffic – plus proposal of roundabout at Tafarn Bach raises concerns that traffic will back back trying to get out of Charfield. CEMEX have until the 24th of July before their present planning runs out and comment on these applications have to be received by mid July.

There is potential for a Composting site to be developed in Cromhall (this could lead to extra heavy traffic – not necessarily impacting Charfield directly).

Leyhills plans to auction a piece of land – potential for residential development – no plans yet – Bovis interested – but planning unlikely due to flooding and drainage issues.

Action W Clr Mrs O'Neil, Clerk

Charfield Playing Field – Inspection comments from Mrs J Law & Clerk – inspection carried out on 1st June. Lots of litter both inside and around the hexagonal shelter. It could do with a wash and seats being re-painted. Small amount of graffiti. One of the outer rafters on roof (towards road) is slightly loose. SMP Multi-Play – black non slip paint on climber needs touching up. Small amount of graffiti on reverse of climbing wall. Notice board – phone number needs changing from old clerks – to new clerks. Adventure Trail – 3rd tall log in has a nail protruding...No glass apart from under fun box at Skate Project. Litter bin under tree at that end is broken (but still useable). Comment on whether should be a notice on gate out to road – asking to keep closed? General condition good. Form completed and filed. Next inspection Mrs Hancock and Patterson. Clerk issued blank form.

Action Clrs Rosher, Kershaw, Hancock & Patterson

Charfield Village Hall Management Committee – latest Minutes will be emailed when received. Need to inform Hall of change of representative.

Action Clerk & Clr Kershaw

8772/10 Accounts It was proposed by Mr Cheskin and seconded by Mrs Newns and **resolved** that the following are approved for payment:

Clerk salary & office expenses (S Bailey – outgoing Clerk)	£ 591.50
Clerk salary & office expenses (H Saunders – incoming Clerk – incl internet conn)	£ 564.08
Charfield Memorial Hall Mgmt Committee	£ 110.00
Maintenance (litter) per week @ £20.00 13/5/10, 20/5/10, 27/5/10, 3/6/10	£ 80
Use of room 27/4/10, 11/5/10 meetings	£ 30

Internal Audit Fee	£ 70.00
New Clerk Training ALCA 1 x Day @ £30 (10 th June)	£ 80.00
Jane's Pond 25% Interim Invoice £7500 + VAT £1312.50 (chq signed 24/5/10)	8812.50
BT (Direct Debit for Previous Clerks Line 12/2/10 – 11/5/10)	£ 68.81

TOTAL £10261.89

8773/10 Items To Be Raised By Members for future agenda or minor points Mr Kershaw - roadworks – confirmation that they won't carry out on 19 / 20 June. Streetcare re why not cutting grass around tree's (crop circles). Mr Cheskin – amount of emails – discussion about potential forum / message board. Decided against – will monitor emails. Discussion on delivery of agenda – whether we could look at distributing electronically? Clerk to double check SO's and ALCA. Mr Rosher attended Hanham Abbots monthly meeting to discuss street lighting.

Action Clerk

This concluded the business of the meeting, which closed at approximately 10 pm.

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

Chairman

13th July 2010