

CHARFIELD PARISH COUNCIL

Minutes of a meeting held on Tuesday 11th May 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 P Birt, Mr M Cheskin

Clerk: Mrs H Saunders & Ms S Bailey

Public: None

8723/10 Election of Chairman It was proposed by Mrs N Newns and seconded by Mr I Kershaw and **resolved** by all that Mr M Rosher be elected Chairman for a further year. Mr M Rosher agreed and signed the Declaration of Acceptance of office.

8724/10 Election of Vice Chair It was proposed by Mr M Cheskin and seconded by Mrs J Law that Mr I Kershaw be elected as Vice Chair for a further year.

8725/10 Apologies for Absence Noted and accepted from Mr R Hancock and Mrs S O'Neill.

8726/10 Declaration of Interest in Items on the Agenda None.

8727/10 Approval of Minutes It was proposed by Mr P Patterson and seconded by Mr P Birt and **resolved** that minutes of meeting held on Tuesday 13th April 2010 are signed as a correct record after minor amendments.

8728/10 Public Participation None.

8729/10 Clerks Report on MATTERS ARISING from Previous Minutes Most items included later in agenda – with exception of following items which clerk commented on. Correspondence has been received following Councils response to Rainbows Group regarding recent Grant Request - stating that they were not aware of previous grant. There has been no further correspondence since clerks reply stating cheque details and when cashed. The group have been invited to apply for a grant later in the year and advised that grants tend to be issued for Capital Equipment and not Outings. End of year accounts that were signed off last meeting are being taken to auditors later this week.

8730/10 Method of assessing Planning Applications It was approved by all that *Resolution Mr Rosher* (Standing Order 35) 'that a planning committee remains in abeyance for a further year'.

8731/10 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 to bring the documents to next meeting and continue with task of scanning. Inventory of Equipment is on file – completed as part of Risk Assessment.

Action Mr M Rosher

8732/10 Appointment of Representatives to:

Charfield School Governors' – Mr P Patterson

The National School Foundation – Mr R Hancock

Charfield Memorial Hall & Playing Field Management Committee – Mrs N Newns

South Gloucestershire Area Forum – not considered to be needed; remove from future agendas

South Gloucestershire Environmental Link Group – Mr M Rosher stood down – no representative

South Gloucestershire branch of the Avon Local Council's Association – Mr M Cheskin

Safer Stronger Community Groups – Mrs Y Lloyd (Mr M Cheskin is Chair)

8733/10 Update on Burial Ground Mr M Rosher has had a couple of emails from Toby and can confirm that P Rowe of S Glos has clarified the 6th condition on planning permission – re the 3 weeks notice before excavation. He had this in mind for the major works on site that are to be carried out – and not once site is up and running as a 'Burial Ground'. Therefore it isn't onerous but MR wants it in black & white so not in breach. He is going to seek clarification via email. Paul Patterson is still looking into the costing for the Grass Crete and also the Plastic Grass Crete as seen at National Trust site (thought is will be v hardwearing and possibly cheaper). MR confirmed that Toby is happy to project manage going forward and will work to our budget constraints. It was decided that now Play Area is underway it is time to turn attention to Burial Ground. Working Group to be set up. Have 3 years to carry out work and have some money in – but not enough.

Need to go through the Planning Conditions in order with Toby / Working Group and look into Costings / Budget and then put together a Management Plan. Transfer of Deeds to be chased and addressed as a matter of priority and M Rosher to email out dates for a meeting. This would be in Memorial Hall due to sensitive nature of discussions. (Working Group – PP, IK, NN, MR & Clerk).

Action Mr M Rosher, Mr P Patterson & Clerk

8734/10 Approval of 2 Councillors & Clerk at Burial Course It was proposed by Mr P Patterson and seconded by Mrs N Newns and **resolved** by all that Mrs Yvonne Lloyd, Mrs Judy Law and Mrs Hannah Saunders attend course on 21st July 2010. Cost £360 + VAT.

Action Clerk

8735/10 Progress Report on Janes Pond / Toddler Area Rebuild M Rosher spoke with Jane earlier in day and can confirm that the development is progressing as anticipated and the ‘mound’ is in the correct place. Jane asked for confirmation on whether the old wood fencing acting as swing deflectors was to be removed and this was agreed as it will be replaced with planting. Jane pointed out that if planting wasn’t done – it could affect inspection. As an addition to the original design they are going to put 2 x large tractor tyres on top of each mound – to provide a seating area. Clerk confirmed that Jane had emailed regarding the wooden train – no plans / budget to paint it – the wood will be treated and it will be left natural. If we want to paint at a later date, obviously can. Clerk confirmed who did the loop fencing and how long ago – as contractors need to make good where they removed (no cost to us – it is in budget). Question from Council – do we have enough money, yes we do – haven’t had to use any of contingency to date. M Rosher advised that play area would still be closed for at least a week after completion in order for the grass seeds to become established / grow and he would liaise with Dave Small at Memorial Hall to see if we can use water in order to get a rota in place for watering grass / plants. P Birt mentioned if we were going to address entrance to Playing Field – in order to stop motorcycles getting in?

Action Mr M Rosher & Clerk

8736/10 Applying for S Glos Capital Grant It was agreed that Council should apply for this looking to get funding for the roundabout and birds nest swing. Clerk to complete application before 28th May – all information on file. Discussed looking into other grants – in particular – contacting Michael Follett regarding disability grants.

Action Clerk

8737/10 Manor Lane Landscaping There was much discussion regarding idea’s for area. S Bailey received a phone call from someone and will email contact details. Talked about planters and what other towns have done. There is an annual budget for the maintenance / upkeep of land (approx £200 tbc). Could we get Cemex to sponsor / school to look after? M Cheskin suggested that he look at and cost up and would be happy for Garage to sponsor if we could place a plaque stating that planting was sponsored by Garage. All in agreement. Clerk to confirm budget and M Cheskin will report back next month.

Action Mr M Cheskin & Clerk

8738/10 Approve cost of up to £25 for Manor Lane Notice Board It was proposed by Mr P Patterson and seconded by Mr M Cheskin and **resolved** by all. Mr P Birt will help Mr M Rosher out with maintenance of notice board.

Action Mr M Rosher & Mr P Birt

8739/10 Progress update on SSCG Grant for Skateboard Sides Mr M Cheskin confirmed that this item was discussed at last SSCG meeting – and application for grant is in. Clerk passed around the quote that Mr M Cheskin received from Sheppard Engineering. It was for £875 + VAT. End of September 2010 is when SSCG next look into and allocate grants.

Action All Councillors & Clerk

8740/10 Approve £80 Course Fee for New Clerk Course It was proposed by Mr M Cheskin and seconded by Mr M Rosher and **resolved** by all. Clerk mentioned that half of fee would be reimbursed as part of SLCC bursary scheme.

Action Clerk

8741/10 Correspondence– The following items were noted:-
Alzheimer’s Society Grant Request – to be put on next agenda.
Invite to AGM Talk and Supper from Berkley Vale CPRE.
Parish Clerk Annual Sub Renewal for M Cheskin – to be put on next agenda.
Forthcoming meetings for PCWG and LINKs were detailed.

8742/10 Items for Circulation. The following items circulated to Members including:
Various newsletters including Countryside Voice, Avon & Somerset Police Authority Report.

Periodical (ALCA, Avon Wildlife & Natural World).

Komplan (kids play area's).

It was agreed by all that the Draft of S Glos Core Strategy Document be put in a separate file and circulated separately – to ensure all Councillors saw it – to be put on next agenda.

8743/10 Planning Applications following applications were circulated:-

PT10/0927/F 39 Manor Lane – erection of front porch (comment by 13/5/10). After due consideration it was **resolved** to make no objection to this application.

PT10/0946/PNA Middle Lane Huntingford Farm – prior notification of intention to erect agricultural barn (comment by 14/5/10). After due consideration it was **resolved** to make no objection to this application.

8744/10 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).

PT10/0121/R3F Charfield Primary School – construction of outdoor play area.

PT10/0505/F Tree Tops, Charfield Hill, erection of 2 detached dwelling and associated works (resubmission of PT0/5526/F).

The following application has been withdrawn:-

PT09/6026/F Charfield Mills – erection of free standing timbered framed swimming pool.

8745/10 Reports/Notices of Meetings

Ward Councillor report – Because of the election I have nothing much to report. Cemex have not submitted their extended hours planning application yet and have until the 24th of July before their present planning runs out. I have e-mailed Ian Southcott every week for two months and he has not answered regarding the grant half promised us for the play equipment. Sorry everyone but I have done everything but beg. The Survey done in the Focus regarding Charfield Station has had very positive feedback. Far more residents would like to see it opened than not. Residents have commented on line as well as returning the comment slips.

Charfield Playing Field – Inspection comments from Mrs Y Lloyd & Mr I Kershaw – bark is low, there is graffiti on climbing wall on the multi play. There is a chain on the floor by....chain logs are wobbly – but not dangerous and the bins were full. Form completed and filed. Next inspection Mr P Birt and Mrs J Law. Clerk to email blank form to PB and JL. This will need updating post completion of toddler play area. Clerk mentioned that annual inspection of play area is due – but will be carried out once toddler area complete.

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

SSCG – Mr M Cheskin and Mr P Patterson reported on last meeting – saying good representation. Noisy scooter has been dealt with and should be off the road. Parking issues raised both in Charfield and Cromhall. M Cheskin is chair and P Patterson is vice chair this year. Next meeting July 29th Charfield.

8746/10 Accounts It was proposed by Mrs Y Lloyd and seconded by Mr P Birt and **resolved** that the following are approved for payment:

Clerk salary & office expenses (S Bailey – outgoing Clerk)	£ 641.06
Clerk salary & office expenses (H Saunders – incoming Clerk – incl internet conn & SAGE)	£ 438.66
Charfield Memorial Hall Mgmt Committee	£ 90.00
Maintenance (litter) per week @ £20.00 15/4/10, 22/4/10, 29/4/10, 6/5/10	£ 80
Use of room 12/4/10, 13/4/10 meetings	£ 30
SLCC New Clerk Advert	£ 90.00
New Clerk Training 1 x Day @ £80 (19 th May)	£ 80.00
SLCC Joining Fee (£10) & Annual Membership (£106)	£ 116.00
Mr M Rosher recompense for architects work and CPCAM refreshments	£ 50.90
BT (Direct Debit for Connection & Line installation at New Clerks Office)	£ 138.01

<u>Grant – Memorial Hall</u> £2000 for refurb of changing room facilities	£2000.00
<u>Grant – S Glos Citizens Advice Bureau</u> £150 towards ongoing cost of service provision	£ 150.00
<u>Grant – Charfield Cricket Club</u> £300 towards upgrading pitch	£ 300.00
<u>Grant – Charfield Youth Group</u> £500 towards extracurricular activities	£ 500.00
<u>Grant – 1st Woodend Scouts</u> £150 towards equipment	£ 150.00
TOTAL	£4764.63

8747/10 Items To Be Raised By Members for future agenda or minor points Mrs Y Lloyd commented on boarding's that had been erected around Bearings Factory and was wondering if it was going to be demolished – or what was going on? This is in Kingswood Parish – not Charfield. Clerk to contact Mary Leonard at Kingswood.

Mrs N Newns commented that the new posts and fence that have been put up in Manor Lane are actually nice and are an improvement. Also asked how APM went and was it well attended?

Led to discussion about Mr M Cheskin doing noise level tests outside parishioners house who is unhappy regarding the noise the streetlights make when they turn off / on. Mr M Cheskin has observed the switching on at approx 5am and is still to do the turn off at approx 1am. Once done this will report to Clerk who will draft a letter accordingly to parishioner.

Action Mr M Cheskin & Clerk

This concluded the business of the meeting, which closed at approximately 9:30 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

8th June 2010