

FALFIELD PARISH COUNCIL

Minutes of the Annual Meeting of Council held on 17th May 2011 at 7.30 pm at Falfield Village Hall

Present

Parish Councillors: Mrs J. Hathway (Chairperson), Mr P. Mair, Miss E. Jarvis, Mrs J Mountford, Mrs A Mair and Mr M. Pirie.

Clerk: Mrs D. Bramley.

Public: Ward Cllr John O'Neill, 7 Parishioners, Trace Hindle (Youth Development Worker)

Apologies for Absence

None

00175/11 Councillors Declaration of Acceptance to Office

All councillors signed the Declaration of Acceptance to Office.

00176/11 Election of Chairperson and Signing of Declaration of Acceptance to Office

It was proposed that Cllr Mair take on the role of Chairperson again; however he declined the position because it was not a unanimous decision. After further discussion which included what the role entailed and that if no one was elected the meeting would have to be ended. Cllr Hathway said she would be willing take on the role for a limited period (6 months). It was proposed by Cllr Mountford, seconded by Cllr Jarvis and **resolved** unanimously that Cllr Hathway be elected Chairperson. Cllr Hathway agreed and signed the Declaration of Acceptance to Office.

00177/11 Election of Vice Chair

No one put themselves forward for the position of Vice Chair, therefore it was agreed to include this item on the agenda for the next meeting.

00178/11 To Approve Minutes of Last Meeting

It was proposed by Cllr Jarvis, seconded by Cllr Mair and **resolved** that the minutes of the meeting held on 19th April 2011 be signed as a correct record.

00179/11 To Receive Declarations of Interest in Items on the Agenda

None

00180/11 Public Forum

00180.1/11 Trace Hindle – Development Youth Worker (Arrived at 8.30 pm)

Trace Hindle, the Youth Development Worker introduced herself; she has been in her current position for over 6 months but has been involved in youth work for 18 years. She then went on to explain her role and the programme that is funded by South Gloucestershire Council.

They have looked at the distribution of young people (13 – 18 years old) locally and are aiming to provide youth provision in community and village halls in these areas. They are currently regularly in Charfield. An Urbire bus is available for use in rural areas and can accommodate up to 9 people and in good weather there is an awning with space hoppers for outside. They are also working to re brand the Thornbury Youth Centre and increase the activities on offer.

The want to come to Falfield on a Wednesday evening but the village hall car park is currently being used so if anyone knows of an alternative parking area can they please let her know. Cllr Mountford stated that they may be able to use the HMP Eastwood Park Learning Centre car park.

Trace has asked the Parish Council to promote the service in the area and given the Parish Council leaflets to distribute.

00181/11 To Discuss Co Option of a Further Member

The clerk will confirm the process that needs to be followed for Co option of a further member and inform the parish council. Cllr Hathway stated that if anyone was interested to contact the Clerk or herself. **Action: Clerk**

00182/11 Financial Matters

00182.1/11 To Note Payments Received

South Gloucestershire Council Precept Payment (50%)	£ 2240.50
---	-----------

00182.2/11 To Approve Payments for 2011/2012

It was proposed by Cllr P Mair, seconded by Cllr Jarvis and **resolved** unanimously to approve the following payments.

Society of Local Council Clerks (SLCC) Subscription	£ 82.00
South Gloucestershire Grass Cutting (1 st April 2010 – 31 st March 2011)	£ 143.41

00182.3/11 To Note the Account Balances

The following balances were noted:

NatWest Account: £ 198.53. It will increase to £ 2213.62 when the above payments and receipts clear.

The notice board payment is still outstanding and will be £204

National Savings and Investments Account (NS & I): £6790.70.

00182.4/11 To Approve Updating Bank Account Signatures

Nat West Account

The Nat West bank mandate requires updating now that a new parish council has been elected. It was **resolved** and unanimously agreed that Cllrs J. Hathway, J. Mountford, E. Jarvis, M. Pirie and P. Mair be signatories on the account with past councillors J Whitney, C Williams and A Knight being removed. Each cheque requires any two signatures. The Clerk will distribute the mandate form for councillors to sign along with Additional Party Form for new signatories.

National Saving and Investment Accounts

The NS & I account signatories also need updating now that a new parish council has been elected. It was **resolved** and unanimously agreed that Cllrs Hathway, Mountford, Jarvis, Pirie and P. Mair be signatories on the account with past councillors J Whitney, C Williams, K Fryer and A Knight being removed. Each withdrawal requires any two signatures. The Clerk will obtain the change of signatory forms from NS & I for the councillors to sign and then return it.

It was also **unanimously** agreed that Cllr A. Mair should not be a signatory on either account due to her being married to a fellow councillor.

Action: Clerk

00182.5/11 To Discuss Donation Request - 1st Falfield Scouts Lawn Mower (March Meeting)

The donation towards a lawn mower was discussed again. Cllr Mountford stated that they were doing a joint fundraising event with the village hall committee. The Clerk was asked to find out how many children from Falfield attended the 1st Falfield Scouts. No decision was made.

Action: Clerk

00183/11 Planning Matters

00183.1/11 To discuss progress of complaint and way forward. Application - PT10/3362/F

Responses from Mr W Oulton (Standards Committee), Mr Walton (Communities and Local Government Planning Casework Manager) and Ms F Quilty (Complaint Investigator) were forwarded to all Cllrs.

Cllr Mair informed the new councillors of the main issue that resulted in the previous Parish Council pursuing this complaint with South Gloucestershire Council which is now at Stage 2.

Mr W Oulton stated that this type of complaint does not fall within the remit of the Standards Committee.

Mr Walton stated that they had nothing further to offer with regards to the complaint and we should pursue it with the local authority or elected representative.

Ms Quilty stated that she would like to meet to discuss the issues in the complaint. The Parish Council responded asking for a written response as the issues were covered in the complaint. Ms Quilty again asked for a meeting or to discuss the issues over the telephone. The Parish Council has yet to reply to this request.

Members of the public asked as to the reason for the complaint as the correct procedure had been followed by the applicants and it had gone to the Development Control Committee for review and was then permitted. Cllr Mair stated it was due to the road safety issue and the way in which it was presented.

To discuss the following applications.

00183.2/11 Application (Tytherington Parish Council) PT11/1198/F Acorn Farm Green Lane
Change of use of land from agricultural to car park (Sui Generis) as defined in the Town and Country Planning (Use Classes) Order 1987 (as amended). **Council have no comments about this application.**

To note the following applications/notifications that have been received/dealt with since the last meeting.

00183.3/11 Permit PT11/0817/F Sundayhills House, Sundayhills Lane
Conversion of existing garage and stable block to form residential annex ancillary to main dwelling.
Council Response: No Comment

00183.4/11 Refusal PT11/0585/ADV Acorn Farm Green Lane, Milbury Heath
Display of 2 no. Non illuminated freestanding directional signs.

00184/11 Highway Matters

00184.1/11 Speedvisor installation on Sundayhills Lane

Following an email from Mr Mackie, the parish council wish to extend their thanks to PC Draper for arranging for the Speedvisor being reinstalled on Sundayhills Lane.

Action: Clerk

00185/11 To Decide if Establishing a Play Area is to be revisited (Postponed from March Meeting)

The councillors discussed the idea of establishing a play area within the parish. It was stated that this had been looked at 3 or 4 times in the past and South Gloucestershire Council would have helped to fund the equipment but not the on going costs which include maintenance and insurance. The previous clerk had enquired about the insurance costs and they would have meant the precept would need to be doubled. It was also stated that due to the layout of the parish some parishioners would have to get into a car to use a play area in the parish and may prefer to go to a larger play area nearby.

The other main problems are where it would be located; would there be any road safety or parking issues; who would do the necessary weekly inspections and any repairs would need to be completed and funded immediately.

It was concluded to try to obtain an estimate of running costs, possibly from Charfield Parish Council who have just renewed some of their play area. The Parish Council will inform the parishioners of other play areas near by and of the potential problems they may encounter if they pursue a play area within the parish.

Action: Clerk

00186/11 To Receive Reports from Councillors

00186.1/11 Tree Preservation Order (TPO) – Eastley Close and Orchard View

Cllr Mair has received a TPO Map from South Gloucestershire Council for the area around the Scout Hut at the end of Eastley Close and Orchard View. A copy of the map will be circulated to councillors. **Action: Clerk**

If there are any other trees that need protecting please inform the South Glos. Council Tree Officers.

00187/11 To Receive the Clerks Report

00187.1/11 Asset Repairs

Noticeboard: I have been in contact with Kevin Jones (HMP Leyhill Working Party) and the notice board should be returned this month. Invoice for £204 should follow.

Jubilee Bench: This will be replaced when the notice board is returned.

Noticeboard Sign: I have had a look for a new notice board sign and found some reasonable priced ones. I will wait until the notice board is returned so that I can get correct measurements for its location.

Action: Clerk

00188/11 Standing Orders

The Clerk informed councillors that a revised First Addition of the Standing Orders for Local Councils had been received. It will be checked against our current Standing Orders and any differences will be raised at the next meeting.

Action: Clerk

00189/11 Items to be Noted by New Committee as agreed at Meeting in March

00189.1/11 Queens Diamond Jubilee

The Parish Council has received a letter from Mr James Carpenter stating that he is organising a meeting at Falfield Village Hall on 11th July at 7.45 pm. This meeting will be advertised in the June and July editions of the 5 Alive and the outcome reported in the August edition. Cllr Hathway thanked Mr Carpenter for arranging this meeting and that a representative of the Parish Council would hopefully be able to attend.

00189.2/11 Village Survey

Circulating a village survey was discussed including costs, organisation and insurance. The main issue highlighted was getting the surveys returned. Ward Cllr John O' Neill stated that he was involved in a short survey last year in the parish. The parish was divided into areas and then delivered and collected on the same day when possible. This item will be included on the July agenda and possible questions for the survey will be discussed.

00190/11 Correspondence (*Italics – available by email*)

If councillors would like to view/borrow any item please ask the Clerk

Respond to:

None

For Information:

Speedvisor - Mobile interactive speed reminder sign is in Sundayhills Lane until 1st June

Email received from Mr Mackie regarding the Speedvisor in Sunday Hills Lane – forwarded to Cllrs

National Family Week 30th May – 5th June 2011. Family Fun Day at Kingswood Park, High Street, Kingswood on 1st June 2011

Charfield, Cromhall & Tortworth Safer Stronger Community Group Meeting on 2nd June 2011 at the Tortworth Estate Office 7.30 pm - 9.30 pm

Parish Charter Working Group (PCWG) - Tuesday 14th June 2011 at 7.30 pm South Gloucestershire Council offices, Badminton Road, Yate

Armed Forces Day – 25th June 2011 High Street, Staple Hill 10.30 am – 4 pm
Communities in Action Event in Bristol on 15th June at the Grand Thistle, Broadmead. Cost £97.50

Clerks and Councils Direct – May 2011

Magnox Energy Solutions Powers Lines Issue 15 Spring 2011 – News from Oldbury Power Station

00191/11 Matters for Further Discussion / Information

Clr Mair informed Clr Hathway that Cllrs Pirie, Jarvis and he usually consult on any planning applications to which the Clerk responds. Clr Hathway asked to be included when any planning applications are received.

Date of Next Meeting: Tuesday 19th July 2011

This concluded the business of the meeting, which closed at 8.55 pm.