

Wickwar Parish Council Minutes

A meeting for the above Council was held on Wednesday 3rd September 2008, at the Town Hall Commencing at 7.30pm.

Attended:

Councillor M Summers (Chairman)
Councillor D Howard
Councillor S Isaac
Councillor T Proffitt
Councillor I Aldous

Apologies:

Councillor R Stimpson (Vice Chairman)
Councillor J Burton

Mr H Gawler South Glos District Councillor (Ladden Brook Ward) attended this meeting.

Declarations of Interests

Councillors Summers, Howard and Proffitt are Wickwar Educational and General Charities Trustees.
Councillor Howard is employed by the Land Registry.
Councillor Aldous is an allotment holder.

Public Time

Paving slabs in the High Street situated outside the Rectory are very uneven and need to be re-bedded. The Clerk will contact SGC on this matter.
Parishioners attending this meeting asked the Parish Council if they could use the King George Playing Fields for a private function. They have been in contact with the Cricket and Football clubs to check for fixtures. The event will be in April 2009. The Parish Council will discuss this matter later in the meeting under the King George V Playing Fields.

1. Minutes of the last meeting.

Minutes of the meeting held on the 2nd July 2008, were signed as a fair representation of that meeting.

2. Matters Arising

Extended Footpath – Both sides of the traffic lights. Letter written to Mark Parry SGC to arrange a meeting to take this matter further.

Councillor H Gawler to speak to SGC. Councillor Gawler was unable to speak to SGC in August.

WPFA – Land Registry details. Letter from Montague Harris re: Deed of Dedication. Reply from Montague Harris. This matter should be resolved by the Councils October meeting.

Wickwar Educational and General Charities. Correspondence has been received regarding investments made by the Charities that will be maturing very soon. The Trustees will be meeting on 24th September 08.

Standing Orders – Amendments. Amendments agreed by the Parish Council. Proposed by Councillor T Proffitt and seconded by Councillor I Aldous. No votes recorded against, therefore the motion was carried.

- *To keep records of grant applications made to the Parish Council. Grant applications over the sum of £1000 shall be subject to a satisfactorily completed application. All the criteria in that application shall be met before the Council will consider the application.*
- *The Clerk shall be authorised to pay or purchase necessary goods or services (with prior permission of the Chairman/Vice Chairman) up to £100 out of her own purse. The Clerk shall receive payment from the Parish Council at the next Council meeting.*

Village Fair – Request for funding. Wickwar Parish Council holds £500 funds for the Village Plan.

Proposed that £100 be donated to Alexander Hosea, Wickwar Village Fair, this money to be drawn down from Village Plan Funds held by Wickwar Parish Council. Proposed by Councillor Aldous and seconded by Councillor Howard. No votes recorded against, therefore the motion has been carried.

3. **Planning Matters**

PK08/1863/F - Maple House Station Road, Wickwar

Works to semi pollard 1 poplar tree

No comment or objection

PK08/1957/F – 4 Inglestone Road, Wickwar

Erection of 2 storey side extension and single storey rear extension.

No comment or objection

PK08/1966/F – Poplar Cottage, Poplar Lane, Wickwar

Erection of single storey side extension to provide additional living accommodation.

No comment or objection

PK08/2113/F – Stable Cottage Westend Road, Wickwar

Erection of single storey side extension to form garage and additional living accommodation, installation of solar panels.

No comment or objection

PK08/2092/F - Rear of 43 High Street, Wickwar

Erection of 1 dwelling (amendment to previously approved scheme

PK06/3298/F)

No objection, but to refer the application to the SGC Conservation Officer.

PK08/2091/F – Castle Street Motors, Sodbury Road, Wickwar

Erection of replacement garage and associated works with car showroom and workshop at ground floor, and offices and managers flat at first floor level.

No comment or objection

PK08/2173/F – Back lane, rear of 43 High Street, Wickwar

Demolition and reconstruction of boundary walls to north and East sides.

No objection, but to refer the matter to SGC Conservation Officer.

PK08/2206/F – Leechpool Farm, Tanhouse Lane

Objection

Conversion of existing granary barn to form 1 dwelling. Resubmission of PK08/0644/F.

PK08/2209/LB – Leechpool Farm, Tanhouse Lane

Internal and external alterations to facilitate the conversion of existing granary barn to form dwelling.

Objection

PK08/2336/F – 21 Canters Leaze, Wickwar

Instalment of 2 front dormer windows to facilitate loft conversion.

(Amendment to previously approved scheme PK06/2511/F)

Comment, no objection

PK08/2372/F – 154 Inglestone Road, Wickwar

Erection of rear conservatory

No comment objection

4. **Report Ward Councillor**

Parishioner reported to Howard Gawler that the Amberley Way roundabout situated on Sodbury Road was not really effective on reducing traffic speeds leaving and entering the village.

Caravans situated at Hall End Wickwar by Mr Morgan have been moved? Mr Gawler to look into this matter.

5. **General Business**

Cotswold Vale Talking Newspaper – Request for funding This matter will be reviewed at the Parish Council budget meeting in December 2008.

CPRE – Membership renewal - £28.00. The Parish Council agreed to renew the CPRE annual membership. Proposed by Councillor D Howard and Seconded by Councillor T Proffitt. No vote recorded against therefore the motion has been carried.

Senior Citizens Forum – Request for Funding. The Parish Council has agreed to donate £50.00 to the Senior Citizens Forum as agreed in the Council's annual budget meeting. Section 137.

Proposed by Councillor D Howard and seconded by Councillor S Isaac. No vote recorded against therefore the motion has been carried.

Parish Plan News – Community Action. The Clerk will contact Community Action and see if the Plan may be taken forward.

6. **Items for Information**

. Register of correspondence received (see attached)

Councillor T Proffitt

Waste Strategy (SGC) read.
50% household waste should
be recycled by 2011.

No other comments from Parish Councillors.

7. **Reports**

- **Quarry Liaison Group meeting** – Next meeting to take place 9th October 2008.

- **Frome Vale Area Forum** – Next meeting to take place 11th September 2008.
- **Speed Watch** – The Watch continues on a weekly basis.
- **Youth Club** – The Parish Council are keen to help the Youth Club, and have asked for a list of their financial needs.
- **Neighbourhood Watch** – No report at this meeting.
- **Safer and Stronger Community Group** - Next meeting to take place on the 25th September 08. The group are continuing to look for funding for the Avon Crescent security lighting issues.

8. Committee Reports

- **Parish Walk** – Next walk to take place on Sunday 5th October 2008.
- **King George V Playing Fields.**
Parishioner attending this meeting requested the use of the King George V Playing Fields for a private event. The Parish Council has agreed to let the playing fields to the parishioner. On the understanding that any damage cause to the grounds will be corrected. Weather conditions may dictate where the marquee may be placed. Insurances must be in place and it is on the understanding that the fields are for public use at all times.
The use of the fields will be treated as hire. Charges of £25.00 was proposed by Councillor S Isaac and seconded by Councillor T Proffitt. No vote recorded against therefore the motion has been carried.
King George Playing Fields Committee - Meeting arranged for the 30th September 2008.
Proposed new Playing Fields – The Parish Council have tried in the past to arrange a public meeting with the WPFA. The WPFA have not replied to the Councils requests. Therefore, the Parish Council have proposed to have a public meeting with all the stakeholders in the proposed playing fields and invite the WPFA committee. The aim of the meeting is to seek a solution to enable the fields to be publicly used. The meeting is arranged for the 30th October 2008.
Cricket & Football Club - £500, Pitch maintenance, Clubs have been informed regarding the charges.
Clerk contacted Cricket and football club as the metal security door left open all night with the locks left of the floor beside the door. No damage. But, there are security issues. 21st July 2008.
- **Village Hall** – Meeting to be held on 15th September 08.
- **Town Hall** – Cumbria Clock Company serviced the clock July 2008.
- **Community Centre** – Meeting date pending

9. Burial Matters

IRO Mr R Watts cremated remains being interred into Burial Plot 156, 12.9.08.

10. Accounts

Clerk Mrs P Trull paid for the Council's August Broadband connection 25th July 2008, letter received from Telewest, asking for immediate payment of the £51.70, queried by the Clerk. The Clerk informed Telewest that we have written to them on the 4th July and the 9th July asking for a detailed explanation of the arrears. No reply or acknowledgement received. Clerk, contacted Telewest by phone and they said they would contact her regarding this issue on Monday 28th July.

Telewest did not reply. The Clerk contacted Telewest again and asked for all paid accounts to be sent to her. It appears that two payments were not made last year, and therefore the arrears are owed. The Clerk will recommend to the Council that Direct Debit pay the account.

Nat West Bank – Business Manager Mr G Hall, has assured the PC that the Council will not be charged bank charges. The Clerk will ask him to put this in writing. Letter received from Mr Hall, stating under the banks present scheme of charges the PC will not be charged for using their accounts. Letter copied to all Parish Councillors.

Mazars Council Auditors contacted the Clerk. The Parish Council will incur interest charges for the amount of £5270.00 still outstanding on the account for the Public Interest Report. The Council have already paid £5270.92, which is 50% of the account. Chairman Mr M Summers has explained to the Auditors that the Council receives the precept in two payments, one in April and the other in September.

The Clerk contacted all Parish Councillors on this matter for their approval of the cheque being drawn and sent to Mazars.

Councillors Summers, Proffitt, Stimpson and Aldous agreed that the Council should not incur interest charges; Councillor Isaac wanted to take this matter forward to the Council's September meeting. Therefore, with the majority of the Council the cheque was signed by Councillors Summers and Stimpson and sent to Mazars, on Saturday 16th August.

Councillor Isaac would like it to be minuted that he did not approve of the cheque being sent to Mazars without the agreement of the Parish Council at a properly convened Council meeting, and there being a vote. As per the Parish Council's Standing Orders.

Cheque for £2000 from the Community Rooms Committee received on the 13th August for the repayment of Loan for the building of the rooms.

Internal Audit completed to June 2008, by Chairman Mr M Summers.

Cheques signed at this meeting

Mazars Auditors (Public Interest Report)	£5270.00
Inland Revenue – Clerks NI Sept 08	£27.84
P Trull – Payment for PC’s Broad band (July/August)	£51.70
Virgin Media PC’s Broadband Arrears	£51.70
P Trull – Clerk NI Paid By Clerk August 08	£27.84
Charlton Doors – Repairs to damaged shutter (Pavilion)	£141.00
Cumbria Clock Company – Service Town Hall Clock	£123.38
Bristol Water – Town Hall	£39.46
Bristol Water – Pavilion	£19.88
Bristol Water – Parkfield Trough	£15.74
S Trull – Town Hall Cleaning – June – September 08	£24.00
Paul Collins –	
Grass Cut Playing Fields 7 th July – 22 nd August (£245.00)	
Grass cut Parish Cemetery and closed Cemetery (£550)	£795.00
CPRE – Annual Membership	£28.00
Senior Citizens Forum (Section 137 donation)	£50.00
Alexander Hosea School – donation from Parish Plan Funds	£100.00

Standing Orders/Direct Debits

Clerks Salary August 2008	£670.53
Clerks Salary September 2008	£670.53
Mr D Mackie – Clock Winder quarterly Salary	£125.00
N Power – Town Hall	£21.00
SGC – Rate demand Town Hall (8 instalments)	£50.00