

# **OLDBURY ON SEVERN PARISH COUNCIL**

Minutes of Annual Council Meeting held on Tuesday 17<sup>th</sup> May 2011 at 6.30pm in the Memorial Hall, Oldbury

## **PRESENT**

**Parish Councillors:** Mr B Turner (Chairman), Mr M Riddle, Mr A Knapp, Mr K Sullivan, Mrs M Baker, Mr G Poole, Mrs J Hales **Clerk:** Ms S Bailey **Public:** one member of public

**310/11 Election of Chairman** It was proposed by Cllr Hales seconded by Cllr Riddle that Cllr Turner be Chairman, agreed by all.

**311/11 Apologies for Absence** none. Cllr Riddle thanked the outgoing Councillors (Malcolm Lynden, Austin Pearce and Paul Feltham) for all of their hard work, and also congratulated Cllr Allan Knapp on now serving this Parish Council for 50 years.

**312/11 Declarations of Interest in Items on the Agenda** none

**313/11 Public Forum** none

**314/11 Approval of Minutes** It was proposed by Cllr Poole and seconded by Cllr Knapp and **agreed** by all that minutes of meeting held on 1<sup>st</sup> March 2011 are signed as a correct record. It was again proposed by Cllr Poole and seconded by Cllr Knapp and **agreed** by all that minutes of meeting held on 29<sup>th</sup> March 2011 are signed as a correct record. Cllr Hales asked Clerk to check that both Cllr Hales and Cllr Feltham were correctly shown as present on January Minutes.

## **315/11 Appointment of representatives to committees**

- Oldbury Power Station Site Stakeholder Group – Malcolm Lynden to be asked if he would continue this role.
- School Governors – Cllr Hales
- William Stephens Charity (Mr A Pearce & Mr J Belbin elected May 2009 for 4 years)
- Severn Vale Environmental Link Group – Mrs C Tymko to be asked to continue role.
- Planning Performance Agreement Shadow Review Group – Cllr Turner to continue for time being.
- Playing Fields Committee – Cllrs Knapp and Baker
- Planning Committee – all Councillors wished to be part of this.

Cllr Sullivan enquired of Memorial Hall status and was told that all Parish Councillors were automatically trustees – therefore it was requested that the Hall's Constitution and sight of the Trust Deed be obtained for Members from John Belbin.

## **316/11 Planning New Applications**

PT11/1205/F Helensglade, Sheppardine Rd – erection of 1no dwelling and double garage with associated works

PT11/1225/F Helensglade, Sheppardine Rd – erection of two storey side & rear extension to form additional living accommodation (resubmission of PT11/0311/F)

PT11/1469/F Feathers, Featherbed Lane – erection of single storey side and rear extension to form additional living accommodation.

It was agreed to make no comment on the above applications.

The following applications were noted but no comments previously made.

PT11/0554/F Quarry Farm, Kington Lane – erection of single storey link extension between existing dwelling & office building. *Since withdrawn.*

Planning notices:

**Permit** – PT11/0705/F Millers Cottage, Kington Lane – two storey rear & first floor side extension to form additional living accommodation

**Refusal** – PT11/0738/O Old Stores, Chapel Rd – demolition of existing shop & house and erection of 1no detached dwelling with access, scale & layout to be determined. Cllr Riddle advised that the Parish Council would be well advised to now contact the Enforcement Officer regarding pushing for enforcement of previous actions.

**Permit** – PT11/0488/F 16 Westmarsh Lane, erection of two storey front extension

**Permit** – PT10/3534/F Upper Farm, Cowhill – conversion of outbuilding to 1 holiday let, retention & recladding of dutch barn for use as workspace and outbuilding as a store and retention of block paving

Planning Enforcement

Dogs at Westmarsh Lane – despite refusal, the applicant is reputed to be lodging an Appeal – the dogs are still a nuisance. Cllr Riddle to chase Enforcement.

Caravans at Hill Lane – Enforcement now consider case to be closed since it is ascertained that no one is living at the site, however locals must remain vigilant that this continues to be the case.

*The Annual Council Meeting was temporarily suspended at 7:30pm for the Annual Parish Meeting and then reconvened at 7:36pm.*

### **317/11 Finance**

- a) It was proposed by Cllr Poole and seconded by Cllr Hales to approve the Annual Governance Statement for Mazars Accounts & Sections 1 & 2 and agreed by all. It was proposed by Cllr Poole and seconded by Cllr Knapp and agreed by all to approve the full year 2010/11 accounts for both PC and consolidated with PFC as presented. It was requested that analysis of the asset register be put on next agenda.
- b) It was agreed by all to appoint Mr W Pearce as internal auditor.
- c) After explanations by the Clerk on the various merits of the two options, it was proposed by Cllr Poole and seconded by Cllr Hales to approve renewal of the Came & Co insurance contract for a 3 yr and 4 month term commencing 1<sup>st</sup> June and expiring 30<sup>th</sup> September 2014, agreed by all.
- d) Approval of website domain hosting was agreed by all and it was requested that the annual updating fee of £60 be put on next agenda to be authorised. The website needs to be updated with new Councillor details.
- e) The grant request letter from Victim Support was refused.
- f) It was proposed by Cllr Poole and seconded by Cllr Feltham and agreed by all to approve the following invoices submitted for payment:

<i>S.Bailey Admin service (1/3/11 – 31/5/11) = 3 months</i>	<i>£ 500.00</i>
<i>S.Bailey admin/office expense (internet £12 = 3 mths, stamps £28.51)</i>	<i>£ 63.51</i>
<i>3mth heat/light/pc etc, £26, envelopes £1, ink cartridge £8)</i>	
<i>Grant to Memorial Hall development (approved 8<sup>th</sup> March 2009)</i>	<i>£ 5000.00</i>
<i>Website invoice for annual renewal of Domain and Hosting</i>	<i>£ 70.00</i>
<i>Came &amp; Co insurance renewal</i>	<i>£ 1616.50</i>
<i>Total</i>	<i>£7,250.01</i>

### **318/11 Flooding/Drainage**

Flooding at Ham Lane, Sheepwash and some Japanese knotweed have all been reported to S Glos Streetcare.

**319/11 Recreation** Busy Bees alterations to pavilion need to be discussed in detail by PFC. It was proposed by Cllr Turner seconded by Cllr Hales that the Playing Fields Committee should be responsible for setting their own hire charges and that the relevant section in the Constitution be amended to reflect this – agreed by all. Clerk to advise PFC of this change. Concerns were raised over the commitment to future grants to the PFC; should the Parish council be considering its responsibilities towards the Memorial Hall in a similar fashion.

### **320/11 Parish Property**

Old Stores Site – to be dealt with under Enforcement.

Bus shelter rebuild – quotations were considered and it was agreed to rebuild the shelter for a maximum cost of £5000. Two quotes had been received one of which was in excess of the limits set, it was confirmed that the lower cost quotation would be accepted. Another noticeboard will also be needed and it was agreed to give Cllr Knapp a maximum limit of £500 to get existing noticeboard repaired. Cllr Sullivan noted that it would be most useful if the bus actually used the site of the bus stop for embarking / disembarking and not the corner of the junction.

Red Phone Box – Cllr Hales agreed to carry out an analysis of work needed and produce a job specification for repairs. Cllr Poole would remove the ivy.

### **321/11 Highways**

Parking on pavements – still a problem particularly by the Pound, the Anchor and opposite the Chapel. Cllr Turner to ask PC Roger Hopes for advice.

Church Rd – A S Glos officer came to look at culvert which should be repaired this year. We await rain for photographs of profiling needed. Cllr Turner will ask Streetcare for new sign (to Cowhill & Littleton) as existing one very rusty.

Speeding on Chapel Rd – recent results were discussed again; it is not considered a serious issue but must be monitored. The Milk Tanker is a persistent offender. Ask Police for thoughts.

Streetlighting – new lamp now in Camp rd – remove from agenda.

### **322/11 Footpaths/Bridleways**

Lagger /safer walk to school route - Cllr Turner explained the background to new Councillors. No further reports – may talk to owner of land regarding its future use. A 20mph speed limit restriction on hill was discussed but S Glos staff changes have lead to inaction – Cllr Riddle to advise which Officer to contact

### **323/11 Proposed Power Station & Other Power**

Nuclear – no Shadow Review Group meeting and very little news from Horizon on new build.

Wind Farm – Cllr Turner explained the background of the wind farm application to new Councillors and that Wind Prospect are likely to appeal soon against the refusal. Cllr Turner explained the details behind using Rule 6 if it goes to an inspector's enquiry which could give us the right to challenge. However this should be done in conjunction with other parish councils in the area; the negative point is that the cost and timescale are unknown. After much discussion it was proposed by Cllr Poole and seconded by Cllr Riddle and agreed by all to go for rule 6 status when the appeal is lodged in conjunction with other parishes. There is no commitment to costs at this stage.

### **324/11 Parish Council Administration**

The new website [www.oldburyonsevern.org.uk](http://www.oldburyonsevern.org.uk) is looking good and is now near the top of Google search engine – it will be an invaluable tool for reaching out to the younger element of the Parish and with the Parish Plan. After various interviews, meetings and discussions by Councillors, it was proposed by Cllr Turner that the recommendation of the working group (Cllrs Hales, Turner & Knapp) be accepted, seconded by Cllr Baker and agreed by all to appoint Dawn Bramley as new Parish Clerk with effect from 23<sup>rd</sup> May 2011. Sue Bailey has agreed to provide help and support with administration and handover until the end of June. Sue was thanked for the hard work over the past 3 & half years.

### **325/11 Long Term Future of Parish**

Parish Plans – ongoing. Affordable Housing – nothing to note.

### **326/11 Correspondence**

CPRE best kept village competition details to be passed to George Monck.( subsequently , the closing date for applications was established as 31<sup>st</sup> May so little chance of being effective this year )

S Glos letter about recycling /bag collection point for cardboard – red phone box suggested.

**327/11 Circulation.** The following items circulated to Members including;

Newsletters from Deaf Assoc, Clerks & Councils Direct, S Glos Partnerships, Severn Estuary Partnership, Sort-it, Police, Rural Matters, Safer Communities Awards, Magnox

### **328/11 Minor matters or items for next agenda**

- The Clerk was again thanked by Cllr Poole for being an excellent clerk!
- Cllr Turner is due to see the Environment Agency soon at Bridgewater together with Aust PC and will discuss Park Farm site in Thornbury amongst other flooding issues
- Cllr Sullivan complained about vandalism of billboards and signage
- Cllr Sullivan asked that PC discuss advertising of PC meetings and getting more interest locally
- Cllr Sullivan asked about Trustees of Memorial Hall & asked to see Constitution and Trust Deed

*This concluded the business of the meeting, which closed at 9:25pm Next Meeting Tuesday 5<sup>th</sup> July 2011 at 7.30pm*

Signed by Chairman

5<sup>th</sup> July 2011