

Minutes of ROCKHAMPTON PARISH COUNCIL ON-LINE ORDINARY PARISH COUNCIL MEETING
held on Monday 17th August 2020 commencing at 7.30 pm

Present: Councillors: Tom Cullimore (Chair), Anthony England (part), Henry Price, Tina Mitchell Skinner (part) & Mike Goode.
Severn Ward Councillor: Matthew Riddle, Clerk: James Carpenter, Members of the Public: None

Minute ref	Contents	Action
20/036.	APOLOGIES Apologies were received from: Avon & Somerset Local Beat Team	
20/037.	DECLARATIONS OF INTEREST AND DISPENSATION REQUEST: in any items on agenda. None.	
At this point Cllr England left the meeting as he was unable to hear other Cllrs		
20/038.	ADOPTION OF MINUTES It was proposed by Cllr Goode, seconded by Cllr Cullimore, and RESOLVED unanimously to approve the minutes of the meeting on 7 th July 2020. The Chair would sign the Minutes at the next duly convened physical meeting.	
20/039.	PUBLIC PARTICIPATION No Public were present.	
20/040. /040.1.	PLANNING MATTERS There were no planning applications or decisions to note.	
20/041. /41.1.1	REPORTS Ward Councillor's Report a) COVID-19. South Gloucestershire Council (SGC) has set up a dedicated part of its website for C19 related matters. This includes how SGC is working with the many local support groups that were formed. It also gives details of how local parishioners can contact their local support group. The web site (below) gives details of help and support available to local parishioners and businesses. https://beta.southglos.gov.uk/health-and-social-care/health-services/covid19 SGC continue to be active in helping individuals, local businesses and community groups get the support they need during this difficult time. b) SGC are holding meetings 'virtually' using Microsoft Teams. Three weeks ago, the Council completed its second full Council meeting. c) The Climate Change Action Plan for this year was agreed at SGC May Cabinet meeting and other related papers can be viewed at: https://council.southglos.gov.uk/ieListDocuments.aspx?Cid=134&Mid=12898 d) South Gloucestershire Council Consultations. • CIL and Section 106 Planning Obligations SPD https://consultations.southglos.gov.uk/consult.ti/CIL_20/consultationHome • Householder Extensions Supplementary Planning Guidance https://consultations.southglos.gov.uk/consult.ti/SPD_HH_20/consultationHome	

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	<ul style="list-style-type: none"> • Statement of Community Involvement 2020 https://consultations.southglos.gov.uk/consult.ti/SCI2020/consultationHome • Barn Conversions Supplementary Planning Guidance https://consultations.southglos.gov.uk/consult.ti/SPD_BC20/consultationHome • Thornbury High Street long term plan/ future (Deadline January 31st 2021) https://consultations.southglos.gov.uk/consult.ti/PT.6609_Thornbury_High_St._E.T.O/consultationHome <p>e) Highway issues: litter signs the new signs with the new £150 fixed penalty fine have now arrived and will go up shortly. Streetcare is still catching up after COVID19 but we are in touch with officers to ensure what has been promised is delivered re. white lining SLOW markings, flashing speed visor and more 30 mph repeater signs. A new larger road narrow warning sign and a new larger bend warding sign at Newton have been installed. We have requested that police do some speed enforcement through the village.</p> <p>f) Cllr Burchill and I have used part of our Member Awarded Funding money this year to support the new defibrillator in the village (£1,000) and the new heating system in Rockhampton Village Hall (£766).</p> <p>g) Cllr Cullimore and I met with the Lower Severn Internal Drainage Board engineer on site in July and he has agreed to put the old marker stone, on the road to Hill, back up on the verge.</p> <p>h) The fly tipping problem in Woodend Lane continues to be a problem and the Chairman of Hill Parish Meeting would like the lane gated at both ends which would be locked with keys available for landowners requiring access. As it is a highway (Class 4) it would need a legal order to do so.</p> <p>i) Cllr Burchill and I continue to log highway issues e.g. blocked drains, potholes, etc, as we identify them or as parishioners report them to us. During the lockdown we have been around logging Streetcare issues. Streetcare problems such as potholes, broken signs, ASB, fly tipping etc, can all be logged at SGC at https://www.southglos.gov.uk/general-information/online-services/report</p>	
	<p>At this point Cllr Mitchell Skinner joined the meeting</p>	
/41.1.2.	<p>Regarding the suggestion of gating off Woodend Lane at either end Cllrs had concerns that this would restrict the movements of valid users of the lane either on foot, bike and horseback and asked whether there were other alternatives that could be used. Cllr Goode suggested that perhaps South Gloucestershire Council could consider the use of cameras and suitable signage to deter fly tipping. Cllr Riddle agreed that he would go back and put this suggestion to council officers.</p>	Ward Cllr Riddle
/41.1.3.	<p>Cllr Cullimore asked who was responsible to undertake the enforcement £150 fixed penalty for litter. Cllr Riddle confirmed that this would be the police but, in many instances, would require the parishioners to alert the police to any littering that they may see.</p>	
/41.2.	<p>Clerk's Report</p> <ul style="list-style-type: none"> a) The fibreboard on the notice board at Newton had become distorted and was coming away from the notice board in places. J Payne Carpentry Services were contacted, who had fitted the NB in 2019, subsequently attended and refitted the fibreboard. Also, on general inspection consideration should be given to a coat of preservative during the summer of 2021. b) The Notice of Public Rights period comes to an end on 21st August. Subject to any challenges within the remaining period no further communication should be received from the Auditors regarding the Council's Governance and Statement of accounts for the year ending 31st March 2020. 	

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/41.3.	<p>Neighbourhood Watch</p> <p>c) As things stand at the current time remote meetings will continue until May 2021 when the current temporary legislation to allow Councils to hold remote meetings expires. Information received from the National Association of Local Councils and the Soc of Local Council Clerks is that there must be very good reasons why physical face to face meetings should take place and if they do, that the appropriate risk assessment is completed.</p> <p>d) The Clerk has now received permission from PF Websites to have direct access to the Parish Council website to add information directly onto the website. Previously this was undertaken by PF Websites which on occasions resulted in a delay in information being displayed.</p> <p>A written report had been submitted prior to the meeting detailing the following: Since 1st June 2020 38 email notifications from Avon & Somerset Police had been received, most of them do not concern the Rockhampton area – some are general information. The Community Beat Officer Will Price when asked about the local crime rate commented it is very low in Rockhampton. He also explained his working area has been increased geographically, every time he returns to his desk he has an average of 60 emails to deal with as well as being seconded to busier parts of the Policing area especially during the recent protests in Bristol, and now COVID-19 lockdown is being relaxed more of his time is being spent in the densely populated urban areas. On a more positive note mobile police patrols through Rockhampton had been stepped up recently.</p>																																		
20/042.	FINANCIAL MATTERS																																		
/42.1.	The Financial Matters report had been circulated to Cllrs prior to the meeting																																		
/42.2.	Receipts There were no receipts to report since the previous meeting.																																		
/42.3.	Payments To receive financial update and AGREE and sign cheques The following payments are due for approval and payment following this meeting.																																		
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/42.4.	Balances Cllrs NOTED the following balances, which had previously been circulated to Cllrs. Along with this information the reported available balances on 30 th April were as follows: Current Account £ 3,500.99 (Statement No 246 dated 30 th July 2020) Business Reserve Account £ 1,422.70 (Statement No 82 dated 5 th March 2020) Total Balance £ 4,923.69 The Bank Statement and balances summary would be signed by the Chair at the next duly convened physical meeting.																																		

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<p>20/043.</p> <p>/43.1.</p> <p>/43.2.</p>	<p>CONSULTATIONS</p> <p>The following consultations were NOTED.</p> <ul style="list-style-type: none"> a) Local Plan 'Call for Sites' b) <u>Statement of Community Involvement (SCI) 2020</u> c) <u>Householder Extension Supplementary Planning Document (SPD)</u> d) <u>Barn Conversions Supplementary Planning Document (SPD)</u> e) <u>Community Infrastructure Levy (CIL) Supplementary Planning Document.</u> f) <u>SGC – Drug Strategy 2020- 2025</u> <p>Pedestrianisation of Thornbury High Street</p> <p>Most Cllrs had an open mind on this proposal but felt that South Gloucestershire Council had not followed the correct due process and had upset many people. Cllr Riddle explained that the current experimental order to allow the temporary pedestrianisation of the High Street was an immediate response to COVID-19 and that this type of order is a new process for South Gloucestershire Council whereby the order and consultation run side by side. Cllrs agreed that as the consultation was open until January 2021 that they would defer making any formal comment to their November meeting.</p>	<p>Clerk</p>
<p>20/044.</p> <p>/44.1.</p> <p>/44.2.</p> <p>/44.3.</p>	<p>HIGHWAYS</p> <p>Update on issues raised at previous meeting</p> <p>Regarding the proposal for reflectors adjacent to the Barn conversion at Newton Cllr Riddle pointed out that South Gloucestershire Council were not keen as they wish to reduce the amount of signage and markers due to long term maintenance costs but further discussions are planned.</p> <p>Other highways issues.</p> <p>General comments raised by Cllrs Mitchel Skinner and Price were that the average speed of vehicles through the 30-mph speed limit had increased during the pandemic. Cllr Riddle stated that it was important to get more enforcement from the Police. This would be raised again with the Police.</p> <p>Flashing speed limit signage.</p> <p>Cllr Mitchell Skinner asked what the position was regarding the installation of flashing speed limit sign. Cllr Riddle reported that poles for the temporary flashing speed limit sign was due to be installed at either end of the village in the coming weeks. The actual flashing sign would be rotated between the poles installed for a certain period of time but would also be required at other locations across South Gloucestershire and would therefore not be a permanent fixture within the parish. The sign would record all vehicle speeds and flash at drivers exceeding the speed limit. This data would then be made available to South Gloucestershire and Avon & Somerset Police.</p>	<p>Clerk</p>
<p>20/045.</p> <p>/45.1.</p> <p>/45.2.</p>	<p>MATTERS ARISING FROM PREVIOUS MEETINGS NOT INCLUDED ON THE AGENDA</p> <p>On-line Banking</p> <p>Following the July meeting the appropriate application form was completed and taken into the Bank in Thornbury where it was checked for accuracy. Currently written confirmation of acceptance is still to be received.</p> <p>Certificate of exemption 2019/20 Annual Governance & Statement of Accounts</p> <p>This had been sent off following the July meeting and receipt acknowledged by the External Auditors.</p>	
<p>20/046.</p>	<p>TO REVIEW AND CONFIRM THE GENERAL DATA PROTECTION REGULATIONS</p> <p>It was RESOLVED to approve General Data Protection Regulations</p>	

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20/047.	<p>TO APPROVE THE FOLLOWING COUNCILS POLICIES</p> <ul style="list-style-type: none"> • Councils Grants Policy • Health & Safety Policy • Equality & Diversity Policy • Safeguarding Policy <p>It was RESOLVED to approve the above policies</p>	
20/048.	<p>SUGGESTED USES FOR THE OLD TELEPHONE BOX</p> <p>Cllrs had noted that the box was already being used for the exchange of books and were happy for this to continue.</p> <p>Cllr Price offered to make up suitable shelving in order that the books could be kept off the floor and were more presentable.</p>	
20/049.	<p>UPDATE ON COMMUNITY DEFIBRILLATOR</p> <p>Cllr Cullimore stated that external work on the Old Cricket Club Pavilion would be completed within the next 14 days after which the defibrillator box could be secured to the building. Cllrs agreed that parishioners should be made aware of the purchase and installation of this equipment in the form of a Newsletter. This could also inform the parish of the work undertaken by the Council during the last twelve months. It was also suggested that this would be an opportunity to inform parishioners of the Neighbourhood Watch activities and Cllrs agreed that the Co-ordinator should be approached for her thoughts and input.</p>	
20/050.	<p>PROPOSED NEW COUNCIL POLICIES</p> <p>The Clerk informed Cllrs that the following policies (Parish Council website Policy, Councillors use of email Policy, Home Working Policy, and Delegated Powers) should be in place in order to comply with GDPR, Health & Safety and in the case of Delegated Powers allow the Council to continue to operate in when any restrictions are in place. These would be prepared and brought to the November meeting for discussion and approval.</p>	
20/051.	<p>TO RESOLVE TO NOTE CORRESPONDENCE RECEIVED</p> <p>Cllrs NOTED the Summary of Correspondence document which had been previously circulated, and Cllrs made no comment on any item or requested the Clerk to forward on any individual correspondence.</p>	
20/052.	<p>MINOR ITEMS RAISED BY MEMBERS FOR FUTURE AGENDA</p> <p>/52.1 None</p> <p>/52.2. Cllr Mitchel Skinner suggested that the Parish Council should organise an Autumn Litter Pick. It was agreed that this could take place within the current social distancing measures and Cllrs agreed that this would take place on Saturday 2nd October between 10am and 12 noon.</p>	

This concluded the meeting which ended at approximately 9: 10 pm

Signed: 

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