

Chairman's initials.....

MINUTES OF ROCKHAMPTON PARISH COUNCIL MEETING
HELD ON MONDAY 4th FEBRUARY 2019 AT 7.30PM
AT ROCKHAMPTON VILLAGE HALL

THE FOLLOWING WERE PRESENT

Cllrs T Cullimore, S Goode, N Paling, T England

Mrs E V Lewis (Clerk)

No Members of Public present

1. APOLOGIES
Apologies were received from Cllr T Mitchell Skinner and Cllr M Riddle.
2. DECLARATIONS OF INTEREST in items on agenda and REQUESTS FOR DISPENSATION
None declared.
3. APPROVAL OF MINUTES of Meeting held on 26 November 2018.
An error was made on page 3 item 11 Finance. Precept to rise by £25 not 0.25%
It was suggested that the Precept total be included in the minutes as well, Clerk noted this action for the November 2019 meeting. Minutes were amended and it was proposed by Cllr Goode and seconded by Cllr England that the minutes of the meeting held on the 26th November 2018 be approved.
4. CLERKS REPORT re Matters not covered elsewhere on agenda
Clerk gave an update on the following:
Joint Spatial Plan
Technical document consultation closed on the 7th January 2019, responses received are being assessed and reviewed, Councillors to check website for further updates.
5 year Housing Land Supply (HLS)
Updates are available on the South Gloucestershire Council website.
Local Plan
Work continuing to prepare draft of the Local plan second half of this year.
Election Brief
Clerk handed copies of the South Gloucestershire Council brief on District and Parish Elections which are being held on the 2nd May 2019. Timescales were discussed with Councillors. The Annual Parish Council meeting will be held on Monday 13th May 2019.
Oldbury Site Stakeholder Group Meeting – 30 January 2019
Members from Horizon Nuclear Power were present at the meeting to report on the announcement in the press and media recently regarding the suspension of work at Wylfa Newydd and Oldbury on Severn. The company said that they will remain committed to being a responsible landowner and good neighbour. The Community update newsletter will continue as normal and the next issue is due out shortly.
The Oldbury Parish Council New Nuclear Build Committee is meeting on 6th February 2019 at the Memorial Hall, Oldbury on Severn. Cllr England will be attending the meeting on behalf of the Parish Council.
Waste INOSIV components stored in the station's fuel ponds have been packaged for transfer to Berkeley for interim storage. The transfer will be taking place next month.

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Defibrillator for the village

Clerk had an action from last meeting to look into the possibility of having a defibrillator in the village. Clerk looked at various different size and makes of defibrillators that are available and costs. The Defibrillator would have to be in a prominent position so that all in the parish would be able to access it, various locations discussed. The cost of the purchase of a defibrillator would be too much for the Parish Council to fund, a suggestion was made for the Parish Council to look into joining with other organisations in the village to hold a fundraising event. Clerk asked Cllr Goode to bring this subject up at the next Rockhampton Village Hall Management Committee meeting. Cllr Paling to contact organisers for the Summer Fete. Clerk to obtain quotes for the purchase of a defibrillator and the cost of insuring it.

Documents for Archive

Clerk reported that documents previously held in folders have now been allocated to a file for better storage. The Minutes of the Parish Council meeting folder has minutes dating from 1999 to present and Clerk suggested that minutes be sent to the Gloucestershire County Council Archive department for safe keeping. This was approved by all Councillors.

Clerk Salary

Clerk read out the Employment Briefing 2018/19 National Salary award and explained that due to the introduction of the national living wage the NJC agreement includes the introduction of a new pay sine in April 2019. Clerk to check that SCP points that Clerk currently use is the correct point on the new scale. Further discussion about Clerk salary rate discussed further under finance.

5. PUBLIC PARTICIPATION A chance for matters to be raised by parishioners present at meeting.
No parishioners present
6. CORRESPONDENCE List emailed separately to councillors (including live consultations from South Gloucestershire Council)
No further correspondence was discussed.
7. HIGHWAYS
The fly tipping issue on Woodend Lane was raised; Councillor discussed Cllr Riddle comments on the matter. Clerk to email Cllr Riddle to ask if it is possible to put 'No Litter' signs on the road, various locations for the signs were discussed.
The issue of the nettles on the grass triangle at Gloucester Road was discussed and Cllr Riddle has asked the community group working on the triangle to get them cut back. Cllr Riddle has also chased up the Gully Lane drainage issue, South Gloucestershire Council has been informed of the issue.
8. PLANNING
Planning application received this week:

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P19/1144/TRE – The Coach House Rectory Road Rockhampton Berkeley South Gloucestershire was discussed – no comment from Councillors.

Update on application received in neighbouring parishes

PT17/2006/0 – Land South of Gloucester Road – Public enquiry due to be held in March 2019.

9. FINANCE

9.1 Budget Statement for 2018/19 – discussed and approved by all Councillors.

To note Clerk reported that the Precept amount had been sent to South Gloucestershire Council and had been acknowledged by email,

9.2 Receipts received this period

No receipts received this period.

9.3 To note the following payments:

Clerk Salary £ 353.09

Clerk Expenses £ 18.48

Website license renewal £ 70.00

9.4 Audit 2019

The Audit for the Parish Council for the year 2018/19 was discussed. Clerk discussed the issue of joining the Avon Local Councils Association (ALCA) scheme so that the Parish Council will send their finance documents to another Parish Clerk who is in the scheme.

The Parish Council will make payment to the Clerk for the audit. This system will be compliant with Insurance regulations concerning Parish Council Audits. This was proposed by Cllr Palling; seconded by Cllr England and approved by all and signed by the Chair.

9.5 The new pay rate scale was discussed and approved by all that the Parish Clerk has the recommended rate for the role as from April 2019.

Proposed by Cllr T Cullimore; seconded by Cllr Goode.

10. STANDING ORDERS

Amendments to Standing Orders discussed and approved. Proposed by Cllr England; seconded by Cllr Goode.

11. NEW NOTICE BOARD UPDATE

Clerk had received quotes for the new notice boards on the triangle at Newton. Three quotes discussed, further information is required on materials used for the Notice Board posts. Clerk to contact Councillors via email regarding any change to the quotes and approval by all Councillors will have to be made before finalising any work to be done. Cllr Palling has looked into the purchase of materials to replace the inside of the Parish Council Notice Board by the Wheel. He will update Councillors at the next meeting.

12. COUNCILLOR/CHAIR REPORT

Cllr England discussed the issue of the state of the verge on Sundays Hill Lane. Clerk to email Cllr Riddle to look into the matter.

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The state of the area surrounding the Village Hall was discussed. Cllr England was concerned that the area is in frequent use with Parishioners and members of the local community using the Village Hall facility and St Oswald's Church. It is important that we keep the area clear and tidy. Councillors discussed if there is anything the Parish Council could do to improve the area, and how they would do it? Cllr Cullimore agreed to cut the verge to improve that part of the area.

Meeting closed at 9.30pm

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Chairman

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Date.

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