

Chairman's initials.....

MINUTES OF ROCKHAMPTON ANNUAL PARISH COUNCIL MEETING
HELD ON MONDAY 14TH MAY 2018 AT 8PM
AT ROCKHAMPTON VILLAGE HALL

THE FOLLOWING WERE PRESENT

Cllrs T Cullimore, S Goode, T Mitchell Skinner

Mrs E V Lewis (Clerk)

2 Members of Public

1. NOMINATIONS FOR ELECTION OF CHAIRMAN
Cllr T Cullimore was elected as Chair. Proposed by Cllr S Goode; seconded by Cllr T Mitchell Skinner.
2. TO ACCEPT CHAIRMANS DECLARATION OF ACCEPTANCE OF OFFICE
This was duly signed by Cllr T Cullimore in the presence of the Clerk.
3. CO-OPTION OF COUNCILLOR
Mr Nigel Paling was nominated as Councillor. Proposed by Cllr T Cullimore; seconded by Cllr T Mitchell Skinner. All paperwork was duly signed and checked by Clerk.
4. APOLOGIES
Apologies were received from Cllr Matthew Riddle.
5. DECLARATIONS OF INTEREST in items on agenda and REQUESTS FOR DISPENSATION
None declared.
6. APPROVAL OF MINUTES of Meeting held on 22nd January 2018
It was proposed by Cllr Cullimore and seconded by Cllr S Goode that the minutes of the meeting held on the 22nd January 2018 be approved.
7. CLERKS REPORT re Matters not covered elsewhere on agenda
Clerk reported that she had attended the Town and Parishes Forum on the 17th April 2018 and discussed items from the agenda from the meeting which included:
 - Update on the Local Plan and Joint Spatial Plan from Patrick Conroy, Planning Policy Manager, South Gloucestershire Council.
 - Update from Rob Walsh, Head of Safe Strong Communities South Gloucestershire Council regarding HMO's and Planning Enforcement – The Clerk will now receive a copy of Planning Enforcements every week
 - Budget/Cost Savings – Consultation on the Winter Treatment of Roads

Clerk reported that she had attended the Oldbury Site Stakeholder Group meeting held on the 25th April 2018 and discussed items from the agenda of the meeting which included:

- Cllr Mike Hawkins has stood down from the role of Vice Chair of the SSG and Cllr Matthew Riddle was elected as Vice Chair

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- Update on current activities at the site
- Update from Horizon Nuclear Power regarding the progress with the development of proposals for construction of a new nuclear power station at Wylfa in Anglesey. Wylfa Newydd is Horizons lead station and they said that details development of proposal for a new station at Oldbury would follow after a firm decision was taken on the construction at Wylfa Newydd.

Clerk discussed the Briefing Note received today regarding Planning in Prince.

8. PUBLIC PARTICIPATION chance for matters to be raised by parishioners present at meeting.

A Parishioner raised the issue of the state of the verges on Sundayshill Lane near Gully Farm, this is awkward for cars passing on the lane. There is also a deep ridge on the left hand side of the road from Hill to Rockhampton. Clerk said she would report these issues with Cllr Matthew Riddle.

9. CORRESPONDENCE list emailed separately to councillors (including live consultations from South Gloucestershire Council)

Items covered are included in the attached sheet. The following issues were discussed:

- Update on Joint Spatial Plan
- Update on the South Gloucestershire Local Plan

10. HIGHWAYS

Issues discussed under Public Participation.

11. PLANNING

PT18/1093/0 – and at the Cider Barn, Sundayshill Lane, Rockhampton - Awaiting Decision.

Planning application for development at Hackett Farm in Thornbury was discussed, Clerk to find out further information.

Update on application received in neighbouring parishes

PT17/2006/0 – Land South of Gloucester Road – Awaiting decision

PT18/0913/0 & PT18/0902/F – Land At Post Farm, Thornbury – Awaiting decision

PT18/1282/0 – Land to West of Falfield Village, Sundayshill Lane – Awaiting decision.

12. FINANCE

12.1 Receipts received in this period

Precept £1,391.00

CIL 2017/18 £ 41.39

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12.2 To note the following payments:

<i>Clerk Salary</i>	£ 353.09
<i>Clerk Expenses</i>	£ 17.23
<i>Rockhampton Parish Church</i>	£ 30.00
<i>ALCA Subscription</i>	£ 30.31
<i>BHIP Insurance Renewal</i>	£ 185.33(Confirmed at meeting item 12.7)

12.3 Certificate of Exemption for External Audit was approved by all.

12.4 Internal Audit Report 2017/18 –Internal Audit carried out end of April, update of Standing Orders discussed, Clerk to update and approve at next meeting. Electronic Budget Statement was discussed and approved.

12.5 Annual Governance Statement 2018 Section 1 was approved by all.

12.6 Accounting Statements 2017/18 Section 2 was approved by all.

12.7 Insurance renewal – Clerk had received three Insurance Quotes. The policies were discussed and reviewed and the quote from BHP was approved by all. Clerk to arrange renewal.

12.8 Approval of Bank Signatories - Cllr Paul Bates has resigned and moved away from the village. Cllr Bates name will not be removed from the Bank Signatories list. Mr Tony England (Past Councillor) name will also be removed from the Bank Signatories list. Cllr Paling name to be added to the Bank Signatories list as second authorised signature and Cllr Goode's name to be added as third authorised signature.

12.9 To note Pension Regulator Governance completed.

13. GENERAL DATA PROTECTION REGULATIONS

The new General Data Protection Regulations will come into force on the 25th May 2018.

There are particular responsibilities placed on public bodies, which include all councils. The National Association of Local Councils (NALC) has provided a "Tool Kit" of useful information and draft paperwork templates. By using this tool kit the Clerk has ensured that the relevant policies are drafted ready for adoption at the Parish Council Meeting.

The Clerk discussed the Parish Council Action Plan and explained the details of the Data Audit. The retention of documents was discussed and Clerk to send any documents that is required for retention to the Archives at Gloucester. The Parish Council Privacy Policy was discussed and the documents approved by all.

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Clerk to continue with the details on the Action Plan to ensure that the Parish Council is ready for the changes to the Data Protection Regulations at the end of the month and provide an update at the next Parish Council Meeting.

13. ROCKHAMPTON FOLK FESTIVAL

Permission has been requested for the use of the land behind the Village Hall Car Park for use at the upcoming Rockhampton Folk Festival. The issue was discussed and permission was agreed by all. Clerk to send letter and conditions of use form to the organisers.

14. PARISH NOTICE BOARDS

The inside felting on the Parish Council Notice Board needs to be replaced, Cllr Paling to look into the issue. Having a second notice board in the Parish was discussed and quotes for a new notice board to be discussed at the next Parish Council Meeting. The renewal of signs in the village was also discussed.

A date for a Village Autumn Litter Clean-up was discussed and Saturday 6th October 2018 was approved. Further information on the Clean – up to be discussed at the next Parish Council meeting.

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Chairman

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Date

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