

MINUTES OF ROCKHAMPTON PARISH COUNCIL MEETING
HELD ON MONDAY 20 NOVEMBER 2017 AT 7.30 PM
AT ROCKHAMPTON VILLAGE HALL

THE FOLLOWING WERE PRESENT

Cllrs T Cullimore, J Rolfe, S Goode, Matthew Riddle

Mrs E V Lewis (Clerk)

2 Members of Public

1. APOLOGIES

Were received and accepted from Cllr Paul Bates and Cllr Tina Mitchell Skinner

2. DECLARATIONS OF INTEREST

None declared.

3. APPROVAL OF MINUTES OF THE MEETING OF 14th August 2017

It was proposed by Cllr John Rolfe and seconded by Cllr S Goode that the minutes of meeting held on 14th August 2017 be APPROVED.

4. CLERKS REPORT *re Matters not covered elsewhere on agenda*

Clerk updated Councillors on the following issues:

- Response from Parish Council supporting the draft recommendations to the South Gloucestershire Council Boundary Commission submitted.
- Response to the enquiry regarding the cutting of hedges at Gully Road. Pleased to report that the hedge has been cut last week, action closed.
- Feedback from the Parish & Town Council Forum - which included a talk given by Patrick Conroy who gave an in-depth update of the progress of the current plans to be discussed later on the agenda. Dick Whittington gave an interesting presentation on Community led planning and Neighbourhood Planning.
- An update on the Community Consultation events held at Thornbury and Falfield recently. The Buckover Green Village Development FAQ's circulated to Councillors.
- Dates of the Parish Council meetings for next year was circulated.

GDPR Course held on 1st November 2017 summary in brief:

GDPR is an EU regulation which comes into force on 25 May 2018

Data Protection Act 1998 will be repealed

What this means for Parish Councils

Appoint a Data Protection Officer

Paperwork involved will be to conduct Data Protection Impact Assessment

If you are in breach of regulations you need to notify ICO within 72 hours

Organisations that breach the GDPR risk fines up to 4% turnover or 20 million euros whichever is the higher.

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This issue will be an agenda item in the New Year when further clarification on how this effects Parish Councils will be made available.

5. PUBLIC PARTICIPATION

Mr England was asked at the last Parish Council meeting if he could put forward some ideas on how the Community Infrastructure Levy might be spent. Mr England discussed the following:

- Telephone box. Mr England will give this a tidy up to keep it looking cared for, but as yet we have not yet found a use for it. Suggestions made were a community book exchange, food donation drop off and newspaper collection point.
- Areas around village Hall. The following issues were discussed: Hedge trimming, car park area some weed killing and tidying up required, refreshing the planters outside the village hall, the overgrown ivy at the car park, and ideas to improve the area where the cars are parked opposite the Village Hall. Mr England to ask for quotes for cutting the overgrown ivy.

The Clerk thanked Mr England for painting the Parish Notice Board.

6. CORRESPONDENCE

List of correspondence (emailed before the meeting) was discussed. No issues raised.

7. HIGHWAYS

Pot Holes repairs have been completed. Action closed. Cllr Matthew Riddle reported that the drain has been jetted and cleared. Cllr Cullimore asked if anything had come out of the drains. Cllr Riddle said he would get feedback and report back.

8. PLANNING

PT17/4978/Mount Pleasant Farm, Gully Lane Rockhampton

Application was discussed and Parish Council has no comments to make on this application.

PT17/2538/F Wine House Lower Stone Road Rockhampton has been approved.

PT17/3404/MA The Old Diary, Thornbury Road, Rockhampton has been approved.

Update on applications received in neighbouring parishes:

PT17/4600/0 Heneage Farm, Moorslade Lane, Falfield application was discussed and responses made. Clerk will collate responses and send a draft letter with objection to this planning application.

Land South of Gloucester Road – Awaiting decision

Land West of Gloucester Road – Approved.

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9. FINANCE

9.1 To note External Auditor Feedback received. Election costs were discussed, clerk noted to add costs that may be required for the future to earmarked reserves.

9.2 Receipts this period

Precept (September Payment) £1,139.00

Nat West (Interest on Reserve Business Account) £ 0.06

9.3 To note the following payments

Clerk Salary (Oct, Nov, Dec 2017) £ 353.09

Clerk Expenses (New Ink Cartridges) £ 15.89

South Gloucestershire Council (GDPR training) £ 45.00

9.4 Draft Budget for 2018/19

The draft budget prepared by the Clerk was discussed, with further maintenance work proposed in 2018/19 it was decided to increase precept by £500. Proposed by Cllr J Rolfe; seconded by Cllr S Goode.

10. UPDATE ON CURRENT PLANS

Clerk gave an update on progress on current plans.

- a) West of England Joint Spatial Plan – this was considered by elected members in early November for approval to commence its Regulation 19 Publication draft consultation stage. Subject to this being confirmed, public consultation is expected to commence on 22 November until 10 January 2018. Following the close of the consultation, the Plan will be submitted to the Planning Inspectorate and comments received made available to the Inspector who will undertake the Examination in Public to assess the soundness of the JSP.
- b) Policies and Places Development Plan Documents (PSP P) - Inspector's Report now published and all T&PCs informed by email as to its availability and next steps. On adoption the PSP P will replace the existing South Gloucestershire LP and Waste and Minerals LP.
- c) South Gloucestershire new Local Plan – next stage of the local Plan is due to be considered by South Gloucestershire Cabinet at its meeting on 4 December. This will be a discussion document setting out how the council intends to deliver the homes and jobs required in conformity with the JSP. Public consultation is expected to commence in early 2018.

11. TOWN & PARISH COUNCIL REFRESHED CHARTER

Copy of Refreshed Charter (emailed to Councillors before the meeting) was discussed and approved by all.

12. PARISH COUNCIL WEBSITE PROPOSAL

Rockhampton Parish Council has used the local Parish website for displaying information about the council for several years.

Following the introduction of the local government Transparency Code in April 2015, both large and small councils are legally required to publish a range of financial and other information. Clerk has now got access to the Parish website to update any information for

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the Parish Council. However, there is currently no room available on the current parish website to add on further spaces to enable us to fulfil our duty to publish all information on the website.

For Rockhampton Parish Council website we would require a website that has flexible content management system which is easy to use, good management tools and well prepared document management system.

Three quotes from different organisations were received by the Clerk and was discussed and successful designer chosen. Proposed by Cllr J Rolfe; seconded by Cllr S Goode. Clerk to contact successful organisation and start work on the new website as soon as possible. Creating a link to the local Parish website to be discussed with Mike Finding.

13. COUNCILLOR/CHAIR REPORTS

Cllr John Rolfe reported that he would be resigning from the Council from immediate effect; all present wished him well for the future.

The Chairman thanked everyone for attending.

Meeting was closed at 9.20pm.

Next Meeting will be on a Monday 22 January 2018

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Chairman

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Date.

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