

**MINUTES OF ROCKHAMPTON PARISH COUNCIL MEETING**  
**HELD ON MONDAY 10<sup>th</sup> APRIL 2017 AT 7.30 PM**  
**AT ROCKHAMPTON VILLAGE HALL**

THE FOLLOWING WERE PRESENT

Cllrs T Cullimore, J Rolfe, S Goode, T Mitchel Skinner and Ward member Matthew Riddle

Mrs E V Lewis (Clerk)

1 Members of Public

1. APOLOGIES

Were received and accepted from Cllr Bates.

2. DECLARATIONS OF INTEREST

None

3. APPROVAL OF MINUTES OF THE MEETING OF 16<sup>th</sup> January 2017

It was proposed by Cllr J Rolfe and seconded by Cllr S Goode that the minutes of meeting held on 16<sup>th</sup> January 2017 be APPROVED.

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

Most items should come up somewhere with the agenda – however – Clerk reported the following:-

Clerk had a successful handover session with Hannah Saunders.

Clerk explained about the past experience in the Nuclear Industry, qualifications and courses she had attended as Parish Clerk for Oldbury on Sever Parish Council.

The clerk explained that she had resigned as Parish Clerk & RFO For Oldbury on Severn Parish Council, but will continue at Rockhampton.

5. PUBLIC PARTICIPATION

Mr Tony England asked who had produced the Rockhampton Public Information Leaflet. Parish Council noted that leaflet had been distributed to residents in the village, but not sure who the author was/

Mr Tony England asked the council about their representation on the JSP consultation and the South Gloucestershire Boundary Changes, these issues were to be discussed on the agenda under correspondence.

6. CORRESPONDENCE

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

- The process and timescales for preparing the South Gloucestershire Council Local Plan 2018 – 2036. The draft plan will be published for public consultations in the Autumn 2017.
- The current consultation on the Electoral Review of South Gloucestershire Warding arrangements was discussed. Cllr Matthew Riddle explained why the review process was taking place and that the consultation was from the 28 March to 05 June 2017. The Clerk distributed a map showing the wards by electoral variance. Mr England asked if he could send in a comment on the consultation.

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- Cllr Matthew Riddle reported that the consultation was open to member of the public. Clerk would send a copy of the email from South Gloucestershire Council, with the appropriate links to the consultation, to Mr England.

7. HIGHWAYS

The drain opposite the Elms was discussed. Cllr Matthew Riddle will chase it up. Pot holes were reported near Marlborough House, Cllr Matthew Riddle will log the issue.

8. PLANNING

No new applications for Parish Council Comment received

Update on previous applications:

PT16/6216/LB – The Elms, Lower Stone Road, Rockhampton – Approved with conditions.

PT16/6588/F & PT16/6587/LB – Gully Farm, Sundays Hill, Rockhampton – Approved with conditions.

Update on applications received in neighbouring parishes:

PT16/4774/0 – Land West of Gloucester Road – Awaiting decision

PT16/4055/RM Land at Post Farm – Approved with conditions

PT17/0473/PNA – Brick House, Farm Hill Road, Hill Berkeley – Awaiting decision

9. FINANCE

9.1 To note the following receipts:

*ALCA Transparency Grant £800*

9.2 To note Precept acknowledgement for 2017/18

9.3 To note allocation of Community Infrastructure Levy Local Contribution in 2016/17

9.3 To note the following payments:

*ALCA Subscription for 2017/18 £50.63*

*Clerk Salary (March 2017) £50.54*

9.4 Approval of Bank signatories form – forms signed for change of Clerk details

9.5 Discuss Purchase of new laptop and printer for Parish Council – approved Clerk to purchase laptop and printer.

9.6 Discuss the appointment of internal auditor – Mrs Jane Spackman contacted and willing to do the internal audit.

9.7 Financial year end report – Clerk reported that she had received the paperwork from the External Auditor, forms to be completed by 14 June 2017.

9.8 HMRC – Clerk reported that she had contacted HMRC regarding new Clerk details for the financial year 2017/18.

10. JOINT PARISHES WORKING GROUP

Clerk reported that she had attended Falfield Parish Council meeting in March. Falfield Parish Council discussed the Join Parishes Working Group and reported that although all parishes agreed that this was a good idea, holding an event with everyone together was found to be difficult. The Clerk at Falfield suggested that Parish Clerks communicate more with ear other e.g. send d copies of agenda and minute of their meetings. Major issues like new housing developments and future consultations can be bought to their attention to discuss further with their local Parish.

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The Clerk thought this was a good idea and will try and network with local parishes to see if this system would work.

11. CHAIRMANS / COUNCILLORS REPORTS

There were no reports from Chairman / Councillors.

12. ANY OTHER BUSINESS

Car parking issue – the car parked outside the village hall was discussed.

The old Post Office house – current state of the house was discussed.

The Vice Chairman thanked everyone for attending.  
Meeting was closed at 8.45pm.

Next Meeting will be on a Monday 08 May 2017

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Chairman

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Date.

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