

**MINUTES OF ROCKHAMPTON PARISH COUNCIL MEETING
HELD ON MONDAY 25th NOVEMBER 2019 AT 7.30PM
AT ROCKHAMPTON VILLAGE HALL**

Present: Councillor T J Cullimore, (Chairman), Councillor T Mitchell Skinner, Councillor A England, Councillor H Price and Ward Councillor M Riddle

Clerk: J Carpenter (Clerk) Parishioners: One

Minute	Item	Action
1	APOLOGIES Apologies were received from Councillor M Goode and Ward Councillor K Burchell.	
2	DECLARATIONS OF INTEREST in items on agenda and REQUESTS FOR DISPENSATION 2.1 Declarations: None declared. 2.2 Dispensations: Councillors present submitted their applications for a dispensation relating to financial items on the agenda e.g. setting of the budget and precept as they reside in the parish. The dispensations were granted until May 2023 on the grounds of "that so many members of the decision-making body have disclosable pecuniary interests in a matter that it would 'impede the transaction of the business'. In practice this means that the decision-making body would be inquorate as a result".	
3	APPROVAL OF MINUTES of Meeting held on 5th August 2019 Proposed by Councillor H Price and seconded by Councillor T England, that the minutes of the meeting held on the 5th August 2019 were an accurate record and unanimously AGREED by all. The minutes were signed by the Chair.	
4	PUBLIC PARTICIPATION A chance for matters to be raised by parishioners present at meeting. Nothing to Report.	
5	CLERK'S REPORT re: Matters not covered elsewhere on agenda 5.1 Due to the forthcoming General Election, no response from South Gloucestershire Authority/WECA in respect of the Planning Inspectors' comments regarding the Joint Spatial Plan, is expected to be received until early 2020. This was confirmed by Councillor M. Riddle. 5.2 The Clerk's details have been sent to NatWest although no confirmation or other information has been received by post therefore hopefully this has been addressed. 5.3 Leyhill absconders – The Clerk informed Councillors that Leyhill Prison operate a notification process informing Tortworth Parish Clerk of absconders which the Clerk then forwards to other interested parties. The Clerk asked Councillors if they felt notification	

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5.4	<p>would be useful to the Council and wider parish. The consensus was that this would be more appropriate for the Local Neighbourhood Watch once it became operational.</p> <p>The Clerk advised Councillors that he was having issues with the laptop 'freezing up' on numerous occasions. Councillors agreed that this issue should be addressed as soon as possible.</p>	Clerk
5.5	<p>The Clerk also informed Councillors that there was a large amount of data on the laptop that goes back to 2001. Councillors unanimously AGREED that data no longer required by the Council should be destroyed.</p>	Clerk
6.	CORRESPONDENCE	
6.1	A list of all correspondence had been emailed separately to councillors (including live consultations from South Gloucestershire Council).	
6.2.	<p>The following correspondence of note had been received since 19th November 2019 which was NOTED.</p> <ul style="list-style-type: none"> • Stroud District Council – Local Plan Review: Draft Local Plan, Public Consultation will run for 9 weeks from 20 November 2019 to 22 January 2020. • Bristol Airport – Airspace Change Update – includes links to view proposed changes and recommendations. 	
7	HIGHWAYS	
	Councillor M Riddle reported on the following actions from the previous meeting:	
7.1.1	The drain grill along Gloucester Road – This had been replaced with a different design which hopefully would solve the issue.	
7.1.2	Potholes reported near Springfield (two potholes), Gloucester Road just before the Rockhampton turning and opposite The Maze House in Sundayshill Lane. This had now been completed.	
7.1.3	Re-painting of white lines: SLOW marking either side of T H Whites and the junction lines opposite the site. These still to be addressed.	Councillor M Riddle
7.1.4	Anti-Littering signs for the Parish. Still to be addressed.	Councillor M Riddle
7.1.5.	Speed monitoring along Lower Stone Road. This had now been completed and Councillor M Riddle had received the report which he would forward onto the Parish Council. The average speed over a 7 day period was recorded at 33.7 mph, however the 85% percentile speed (the speed that 85% of drivers will drive at or below under free-flowing conditions) was recorded at 42 mph. Councillors asked Councillor M Riddle what he thought could be done to reduce the speed through the village and whether the addition of either speed warning repeater signs through the village, flashing speed warning signs or the assistance of the Police would help. Councillor M Riddle would forward the results	

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7.2	<p>of the monitoring and also suggested that an on-site meeting between South Gloucestershire Highways and Councillors might be useful to discuss this further and would arrange a meeting.</p> <p>7.2 Other Highways issues</p> <p>7.2.1 The Chairman reported that a resident living opposite Weldmec was concerned that, due to the curvature of the road at Newton, there was a possibility of vehicles crashing into their property. Councillors agreed that some form of reflective signage would be appropriate and perhaps this could be added to the list for discussion at the forthcoming meeting to be arranged with SGC Highways.</p> <p>7.2.2 Councillor M Riddle noted that he had seen a pothole adjacent to Pennywell Farm which had been reported.</p> <p>7.2.3 Councillor M Riddle also reported that South Gloucestershire Highways had confirmed that the roads in the Parish were in a satisfactory condition and that no re-surfacing was planned at this time. It was however noted that the 'slippage' along the Hill road would continue to be monitored.</p> <p>7.2.4 Councillor T England asked about the replacement of the stile in the church wall. Councillor T Cullimore confirmed that he was in receipt of a galvanised stile which would be installed in due course.</p>	<p>Cllr M Riddle</p> <p>Cllr M Riddle</p>
8	<p>PLANNING</p> <p>No planning applications had been received since the last meeting.</p>	
9	<p>FINANCE</p> <p>9.1 Budget Statement for 2019/20 dated 19th November 2019</p> <p>9.1.1 The Clerk apologised that he had not brought the last bank statement dated 30th September to the meeting and therefore it would not be possible to carry the required reconciliation. Councillors agreed that the Clerk would arrange to provide the necessary documents to Councillor T England following the meeting who would at the same time carry out an Internal Control check for the financial year to date.</p> <p>9.1.2 As bank statements are only received on a quarterly basis Councillors agreed that this should be amended and that either the Clerk should have online access to view the Council's financial position or request that statements be sent on a monthly basis.</p> <p>Receipts received in the period:</p> <p>9.2 The remaining precept of £1,401 had been received from South Gloucestershire Council.</p> <p>9.3 Payments</p> <p>9.3.1 Since the last meeting the following payments had been made:</p>	<p>Clerk/Cllr A England</p> <p>Cllr T Mitchell Skinner</p>



Minute	Item	Action
9.3.2	J. Payne – Supply and installation of new Notice Board £1,410.00 HMRC – PAYE for period April to Sept 2019 £ 90.20	
9.4	For approval at the meeting: It was proposed Councillor T England and seconded by Councillor H Price and unanimously RESOLVED that the following payments were approved: Clerk Salary (Oct to Dec 2019) £353.09 PAYE £ 77.60	
9.5	Budget for 2020/201 Following a discussion, it was proposed by Councillor A England and seconded Councillor T Mitchell Skinner and unanimously RESOLVED that a budget of £3,125.00 be set for the financial year 2020/21. (See Budget breakdown on page 6).	
9.6	Precept for 2020/21 It was proposed by Councillor H Price and, seconded by Councillor T Cullimore and unanimously RESOLVED to set a precept of £3,080 for the financial year 2020/21.	
9.7	Review of Councils Financial Regulations After a short discussion it was unanimously AGREED to approve amendments to Regulation 11.1.a.ii, 11.1.c and Regulation 12 of the Council's Financial regulations.	
10	UPDATE ON NEW NOTICE BOARD AND REPAIRS TO INTERIOR OF OLD NOTICE BOARD	
10.1	The Chairman reported that the Notice Board had now been erected. He had received a comment from a resident who cuts the grass area that the notice board is now positioned on, that it would make the cutting of the grass more difficult but he agreed with the parishioner that if became an issue, the Parish Council would consider relocating it although the options were limited.	
10.2	Councillor A England suggested that a name plaque was required on the notice board and Councillors agreed that the wording should read 'Rockhampton Parish Notices'. Councillor A England agreed to arrange purchase of a name plaque.	Councillor A England
10.3	Regarding the Notice Board on the Wheel, the original repairs suggested were not possible The Clerk had now received a quote to either refurbish at a cost of £334.00 or to replace the notice board completed (excluding posts) at a cost of £430.00. The consensus was that refurbishment was a more appropriate option and unanimously AGREED to approve repairs at the quoted price of £334.00.	Clerk
11	UPDATED MEMBERS CODE OF CONDUCT	

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	Councillors agreed to defer any decision until the next meeting and requested that the Clerk forward the original Code of Conduct dated July 2012 in order that they could compare against the amendments document.	Clerk
12	<p>DEFIBRILLATOR UPDATE</p> <p>The Clerk reported that although he had contacted Linden Homes again following the request for a donation nothing had been received. Councillor T Cullimore indicated that both Thornbury Rugby and Cricket Clubs would provide some financial support along with other local businesses. Councillors agreed that, as they had already approved to set aside £750 in the 2020/21 budget, a start toward the cost of £1,800 had been made.</p>	
13	<p>REPORTS</p> <p>13.1 The Chairman had nothing to report to the meeting.</p> <p>13.2 Councillor A England raised the current position regarding the proposed New Nuclear Power Station at Oldbury which was currently on hold. Councillor M Riddle commented that the future of this project was currently dependant on Government Policy.</p> <p>13.3 Councillor H Price reported that further electrical work had been completed in the Village Hall, that the heating was to be upgraded, and that they now must issue users of the hall with enhanced fire risk notices.</p>	
14	<p>AGREE DATE FOR FEBRUARY MEETING AND SUBSEQUENT DATES FOR MEETINGS DURING THE 2020/21 FINANCIAL YEAR</p> <p>Councillors agreed to set the next meeting for Monday 3rd February at 7.30 pm and requested that the Clerk go ahead and arrange dates for the subsequent meetings due in the financial year 2020/21.</p>	Clerk
15	<p>MINOR ITEMS FOR FUTURE MEETINGS</p> <p>Councillor T Mitchell Skinner requested that ideas for the future use of the Phone Box be placed on the next agenda and in the meantime for all Councillors to ask Parishioners what they would like to see it being used for.</p>	Clerk

The meeting closed at 9.30pm

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Chairman

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Date.

Following the meeting a presentation was made to the outgoing Clerk Mrs E Vaughan Lewis for her services as Clerk for the previous two years.

Items 9.5 & 9.6 Agreed Precept & Budget	2020/2021
	Budget
INCOME	
Precept	£3,080.00
LCTR Support Grant	£0.00
Other (repayment of PAYE)	£0.00
TOTAL	£3,080.00

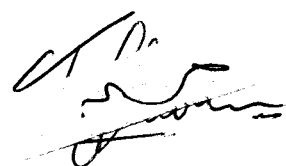
EXPENDITURE

Statutory Insurance	£210.00
Clerks Salary/PAYE	£1,510.00
Clerks Expenses	£60.00
Village Hall Hire	£55.00
Website Maintenance	£120.00
Information Commissioners Fee	£40.00
ALCA subscription	£35.00
Village Clean up events	£40.00
Development of adopted land	£0.00
Purchase of Community Defibrillator	£750.00
Miscellaneous Maintenance	£100.00
Grass Cutting / Hedge	£70.00
Subtotal 1	£2,990.00

137 Payments

4-Ward Magazine	45.00
5 Alive Magazine	£45.00
Citizens Advice Bureau	£45.00
Subtotal 2	£135.00

Total (1 & 2)	3,125.00
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 3rd Feb 2020