



**Minutes of Hawkesbury Parish Council's Meeting
Held on Monday 6th February 2023 at 7.30pm**

Present:

Cllr Harding (Chair), Cllr Hope, Cllr Chamberlain, Cllr Turner, Cllr Neame, Cllr Chubb and H Jones (Parish Clerk)

Apologies

Cllr White and D Wareham (D of E Volunteers)

Public Participation

District Cllr Trull and Village Hall Chair

Action

Cllr Harding welcomed everyone to the meeting and welcomed the Chair of the Hawkesbury Village Hall and Dist. Cllr Trull.

1 To take apologies for absence

Cllr White and D Wareham

2 To record declaration of interest from members in any item to be discussed.

Cllr Hope-Grant funding Library item 15 Grant funding and Cllr Chubb allotments item 17

3 Public Participation

Chair of the Village Hall Committee thanked the PC for the invitation. The Village Hall would like financial support from the PC towards the operating costs (both maintaining and running costs).

- 2019 the hall was making an annual operational loss of £5k-not sustainable
- New Chair was appointed
- Reduction in reducing costs has taken place; building insurance, removing telephone line, negotiating new contracts etc – resulting in a reduction of nearly £3k per year, however there is little scope for reducing costs further
- 2020 was written off due to Covid restrictions, as were many businesses
- 2021-some improvement, through the cost reductions made and increased number of fundraising events, weddings and other bookings, the hall broke even
- 2022 although the accounts are not finalised, they are in a similar position, through fundraising and by at least one large event taking place each month
- However, 2 regular bookings Preschool and Chipping Sodbury Football Club

left, meaning a loss of income of at least £8k per annum

- As a result, from maintenance costs and a reduction in the regular hiring income there is a deficit of £14K - impossible task to fully close the gap
- Next stage increase Hall Hire costs 2023 by 20%-generate £1500, leased the office on a long-term basis to the PC £2600 pa. but this still leaves a deficit between hiring revenue and costs of £10k (increase of 4k from 2021-22)
- New price structure for events before and after 6pm
- 3-year strategy is in place – surplus covid grant -refurbishing/modernising the hall, focus more weddings and private hires. Look at reducing energy costs/insulation
- Look for a benefactor-or change the use of the hall (shop)
- Request an annual grant from the PC

Dist. Cllr Trull-suggested writing to all local football teams, look at other VH costs and offer them the facilities at a reduced amount

Cllr Harding put to Councillors if they were happy to move item 9 forward-all in favour

9 Future support for the Village Hall-Councillors to discuss the way forward to support them financially, one suggestion to increase 2024/25 precept. What can be done for this year as 2023/24 precept has already been approved

Cllr Harding-precept for 2023/24 has already been set-no provisions available for this financial year. If the PC make provisions via precept this will need to be put to the Parish as this covers Little Badminton, Petty France, Inglestone Common etc as well as the village.

Concern villagers are paying the same as outsiders to hire the hall-£250 where other village halls are cheaper, they are hiring these premises rather than the one on their doorstep-*this has now been amended local people will pay a cheaper fee from £250 to £150, outsiders will pay an increase price from £250 to £300. Private parties' different charges again-hourly*

Consider setting up a similar "300 Club" like the cricket club-*this has been discussed however, it was felt they wouldn't want to step on their toes. Same as the S106 applications, the hall stood back to allow the cricket and tennis club to apply.*

Funds have been set aside; however, this will not last long losing min £4k pa. They believe the way forward is an annual grant from the PC to keep the hall open. 4 years to fix the problem-otherwise the venue will need to close as it cannot sustain this loss

This should be advertised in the Parish News to explain to parishioners the position it's in, use it or lose it

Additional help-Dist. Cllr Trull

- Grants from Sport England
- Play field association member-however, need a regular club to apply
- S137-check with ALCA

Cllr Harding thanked the Hall Chair, for his presentation

- 4 Councillors to approve the following minutes**
- **9th January 2023 – Resolved**
 - **23rd January 2023 – Allotment Minutes-Minor amendment made. Resolved by the Parish Council approving the above minutes - Cllr Harding signed the minutes as a true and accurate record. Clerk to ensure the approved minutes are placed on the website.**
- Parish Clerk**
- 5 Parish Clerk to update the Parish Council on previous actions**
- 5.1 Queens Platinum Jubilee Tree-this has been ordered, date for planting is on tonight's agenda*
- 5.2 2023/24 Precept form has been sent to SGC and confirmation of receipt has been received - **Resolved***
- 5.3 Parish Council vacancy has been advertised in the Parish News - **Resolved***
- 5.4 Signed Localism Contract for 12months has been sent to SGC-confirmation of receipt received – **Resolved***
- 6 Record any Data Breaches from 9th January-6th February 2023**
- None-however, it was noted that the Chair would not send out emails asking if Councillors were free and could they purchase vouchers-always check the senders email address. **This was noted**
- 7 District Councillors report-Cllr Trull**
- SGC £15 increase per household tax decided last week
 - Police – dropping out of college-morale is low, can be a cadet or a graduate to start training, Civilian staff will go-what they need is, boots on the ground
 - Local Plan-there's a black hole in the Local Plan, not fit for purpose. Won't be written off until 2025
- 8 Bus Service 84/85 to be axed – the way forward**
- This bus service is well used for work, school and various other trips but was due to be axed on 1st April 2023, Cllr Hope started a petition. This service has now been extended until May, following a political action, but then what happens?
- This service is not cost effective; however, parishioners need to go to appointments, shopping, school and work. It would be good to obtain data from the bus company. Can this be obtained under FOI?
- Town and Parish Forum have asked if someone could attend one of their meetings to find out what the future holds.
- The PC asked the District Councillor for representation with SGC, the action to stop the bus service is atrocious. How are people going to manage to get to work/school etc
- Action-it was put to the PC to write to both Toby Savage at South Gloucestershire Council and Dan Norris asking what is going to be put in its place and ask for clear justification why this decision has been made-**all in favour**
- Parish Clerk**

9 **Future support for the Village Hall-Councillors to discuss the way forward to support them financially, one suggestion to increase 2024/25 precept. What can be done for this year as 2023/24 precept has already been approved**
This item has already been discussed see page 1657

10 **Support for Hawkesbury Primary School – further discussion by Councillors**
 The clerk has written to the Head of HPS explaining the PC’s position-no further correspondence has been received. No further action or discussion needed at this moment in time.

11 **Date to plant the tree to be approved by Councillors**
 The Queens Platinum Tree – English Oak has been ordered but cannot be delivered until a date has been sent to plant the tree by the Pool. Councillors agreed this Saturday at 10am-**all in favour**. Clerk to contact Landcare to arrange delivery.

Parish Clerk

12 **Community Speedwatch -Cllr Chamberlain**
Approval of CSW signs £19.50 each, 2 straps £1.49 each plus vat and SIDs at a cost of £3k
 Approval of 4 signs and straps to be purchased for Starveall Lane and another site in Hawkesbury Parish-all in favour-invoice to be made out to HPC-this was noted.

Application – Road safety fund up to £5k-clerk to liaise with Cllr Chamberlain

13 **13.1 To note New Planning Decisions made by South Gloucestershire Council**

P22/06024/LB	The Croft Hawkesbury Common	Internal and external works to include demolition of existing lean-to extension/barn, and erection of single storey link extension and two storey extension to form additional living accommodation. Erection of front porch, installation of new and replacement windows rooflights doors and rainwater goods (amendment to previously approved scheme P21/01144/LB)	Approve with conditions
P22/06581/CLE	Lance House	Continued use of	Approval of

	Oxleaze Farm Road Inglestone Common	annexe as separate dwelling (Class 3)	Certificate of Lawfulness
P22/06501/HH	Briarcroft Lane Sandpits Hawkesbury Upton	Erection of single storey rear extension to form additional living accommodation (Resubmission of previously approved scheme (P21/05674/F)	Approve with conditions

13.2 Update regarding Social Housing on the Park Street development and confirmation of the road name “St Wulfstan Close”

Livewest are the Housing Association. They have reported that the 2 shared ownership homes were completed in December 2022 with the remaining 5 social rented properties due to complete at the end of April '23. Cllr Hope asked when the 2 shared ownership homes will be up for sale-Clerk will report back to the PC once confirmation has been received.

**Parish
Clerk**

The name of the road has been confirmed “St Wulfstan Close” post code GL9 1BE.
This was noted

14 Finance

14.1 Bank Reconciliation as of 31st January 2023 to be checked and approved by a Councillor – Bank statements did not arrive in time to prepare the bank reconciliation; clerk will notify Cllr Chamberlain when the paperwork is ready for checking-**this was noted**

14.2 Payments to be agreed and Cheques signed in accordance with the bank mandate.

Cllr Hope proposed the payments, second by Cllr Turner-all in favour

A	Parish Clerks Wages-January	£887.83
B	Water2business-allotments	£18.31
C	Parish Clerks Expenses-January - (vat £12.58)	£95.74

The following cheques approved but not advertised on the agenda

D	2Commune – Website Hosting support and Annual Licence 9-emails-(vat £143.00)	£858.00
E	Bethesda Congregational Church	£30.00

Credit

A Cheque received from National Grid "wayleave" £8.31

15 Grant funding to be distributed to various local organisations

Councillors discussed each application before the following decisions were made;

Hawkesbury Hospital Hall £1200.00

Evergreens £100.00

Citizens Advice Bureau £200.00

Trussell Trust Food Bank £200.00

Hawkesbury Youth Club £300.00

Hawkesbury Toddler Group £100.00

Hawkesbury Library £100.00

Hawkesbury PTA-sports kit-football and cross country£300.00

Hawkesbury Afterschool Club £150.00

Hawkesbury Volunteer Transport £150.00

Bethesda Congregational Chapel £140.00

Hawkesbury Community Garden £60.00

This year the Parish Council was inundated with requests and with only £3000 put aside to distribute to applicants, difficult decisions had to be made. This year both the Cricket Club and St Marys Church were unsuccessful. Payments proposed by Cllr Hope second by Cllr Chubb-all in favour, Clerk to prepare the cheques ready for signing

Parish
Clerk

16 Parish Councillor Vacancy-update

No applications received-Due to the elections being in May, no further advertising will be necessary.

Due to the time-Cllr Harding put to the Parish Council to select the urgent items to be discussed, the remaining items will be addressed at the March meeting. -this was noted

The following items to be moved to 6th March 2023 meeting

17-allotments Meeting outcome

19 Cemetery Maintenance update

20 – Local Plan update

23 – Village Community Calendar

18 Civility & Respect Pledge – approved on 5th December 2022-Cllr Harding to sign Pledge

Resolved-Cllr Harding signed the pledge

21 Review and adoption of the following Policies;

Safeguarding children and vulnerable adults' policy

Equality and Diversity Policy

Proposed by Cllr Neame second by Cllr Turner-both policies approved by Councillors

22 Annual Parish Meeting

Date to be set-17th April 2023

Remaining items to be discussed on 6th March

Venue
Advertise the event
Guest Speakers

24 Village Big Spring Clean
Date set Saturday 18th March 2023 10am

25 Councillors' items

25.1 Poly Tunnels-Cllr Chubb

*AT the meeting held for the allotment holders, was it agreed to allow Poly Tunnels-it was approved by Councillors not to allow any polytunnels, as per the minutes-**this was noted***

25.2 Christmas Decorations – Cllr Turner

*The decorations are being stored in the garage, however, would like them moved as soon as possible-clerk to contact the Hall Committee for a key to open the draw under the stage. **This was noted***

25.3 Cllr Harding statement

Cllr Harding informed the Parish Council that he would not be seeking re-election in May. All of the Parish Council expressed their appreciation for all the hard work he has put in since joining the Parish Council and especially since Chair.

26 Date of the next Parish Council meeting will be held on Monday 6th March in the upstairs meeting room, Hawkesbury Village Hall, High Street, Hawkesbury Upton at 7.30pm

Minutes approved by

6th March 2023

Website Minutes-Signed copies of the approved minutes are held by the Parish Clerk