

# Hawkesbury Parish Council



## Minutes of Hawkesbury Parish Council's Meeting Held on Tuesday 6<sup>th</sup> July 2021 at 7.30pm

### Present:

Cllr Harding (Chair), Cllr Turner, Cllr Hope, Cllr Ruthven, Cllr Musty and H Jones (Parish Clerk)

### Apologies

Cllr Neame, Cllr White, and Cllr Wareham

### Public Participation

11 members of the public

Action

#### 1 To take apologies for absence

Cllr White, Cllr Neame and Cllr Wareham.

In addition, apologies received from the District Councillor's Cllr Rush and Cllr Trull.

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

None

#### 3 Public Participation

A number of complaints have been received regarding the deforestation in Lower Woods and on Badminton Estate. Neil Lodge from Lower Woods attended the meeting to explain why this work is being carried out and to answer any questions raised by the public.

Ash die back is a fungal disease originated from Asia, from globalisation and moving things around it was first seen in 2000. It lives on the leaves and has a dramatic effect on the tree, the wood is unable to obtain water and becomes brittle-dangerous. 70% of Gloucestershire trees are Ash. Regarding Ash trees surviving this disease is now thought to be in single figures.

18-year cycle - coppice would normally take place where an area of woodland was, periodically cut back to ground level to stimulate growth and provide firewood or timber. However, due to the lack of coppice there is an issue of lack of light and wood management.

Due to health and safety Gloucestershire Wildlife Trust are required to fell the diseased trees. Forestry destruction is devastating but in the long term the benefits outweigh the destruction.

The Ash Tree is an incredible tree, flexible, very strong but is not an outside wood and this is why the fungus attacks it. Due to H & S, they will be unable to use chain saws to complete the work and heaving machinery is being used. But if it is very wet these machines cannot be used as it would cause too much damage to the surface. The wood itself has little value but the machinery in use costs them £2.5k per day.

Investment has been made to obtain a gadget that can see any birds nesting, but there are very few nests. Any diseased tree is being marked in preparation to fell and these would have no bird life recorded.

This is a long-term project; they are monitoring dormice in Lower Woods. Areas are already being replanted with a broad variety of trees to help towards climate change. The brush will be sent to local power stations, some black birds and thrushes have already been using it. Give it a few years and the habitat will return.

Cllr Harding was invited to sit on the Commons Management Committee

Resident's comments;

- Fully support the work being carried out
- Some areas of the woodland are very dark-therefore it needs to dry out – looks horrendous
- Noise at 1am-margins is fine, prices change, won't be happening again
- Is there financial gain – some land owners don't understand the situation; in some areas there is a financial gain.

Providing there is sufficient interest the PC may consider holding a public meeting and invite Badminton Estate and Gloucestershire Wildlife Trust, this will be discussed later on the agenda. In the meantime, if anyone would like to attend Hillsley's meeting on 19<sup>th</sup> July at 7.30pm they were welcome, however, it's only a small hall and numbers may be limited due to the continued restrictions.

Cllr Harding thanked everyone for attending and were welcome to stay for the remainder of the meeting.

**4 Councillors to approve the following minutes**

- **8<sup>th</sup> and 22<sup>nd</sup> July 2021**

**Resolved by the Parish Council approving the minutes-Cllr Hope 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 GPS signal is sending large vehicles down back street-transport department-outstanding

**Parish Clerk**

5.2 Beaumont House planning application, the clerk had email sent to councillors regarding the new plans and extending the consultation date-no response from

Councillors-no further action.

5.3 Orange End Kiosk-Telephone signs to be replaced with the defibrillator signs. The volunteers would prefer not to display the defibrillator glass signs for 'historical' reasons. The phone box is over 80 years old and the volunteers have worked hard and been congratulated on the restoration work and the phone box's appearance. The Volunteers would be more than happy to display stickers on the glass panels indicating the presence of the defibrillator, there are signs indicating a defib has been installed. Cllr Harding to speak to the volunteers. **No update this was noted**

Cllr  
Harding

5.4 Councillor Email Address outstanding-one email address to be set up,-**This was noted**

Cllr  
Ruthven

5.5 Christmas Lights Cllr Wareham – **no update**

Cllr  
Wareham

5.6 Wessex Water temporary Road France Lane – Response received; the owner of the land requested the road to remain in place-**this was noted**

Parish  
Clerk

5.7 Hawthorn Tree offer of replacement tree on the Plain. The tree is being monitored-**outstanding**

Parish  
Clerk

5.8 Allotment fence and indigenous hedging – arrange a meeting-remains **outstanding**

Parish  
Clerk

5.9 Lych Gate – A new specification to be drawn up for the general maintenance, once approved 3 quotes to be obtained. **This was noted**

Parish  
Clerk

5.10 Starveall Lane/Killcott pot holes a danger to cyclists-email sent to the local parish council-response received they have already notified the authorities-**this was noted**

Cllr  
Ruthven

5.11 Permissive Footpath-Cllr Ruthven to view google maps and report back to Councillors-**no update**

5.12 The Pool, consultation with the Public – notice place in the Parish News-to date the Clerk has not received any responses/comments. **This was noted**

5.13 Audit 2020/21 paperwork is now with the external auditors. **This was noted**

## 6 Councillors' items – information only

### 6.1 Somerset Monument – Cllr Ruthven

*Having looked at the monument it is showing signs of eroding-wear and tear, its crumbling in places and if left will become unsafe. It's a grade 1 listed structure. A request was made for the PC to write to Badminton Estate to see what plans they have if any for the structure. There is a strong connection and a lot of interest with this monument. **To be actioned***

Parish  
Clerk

### 6.2 Overgrown verges-Cllr Musty

*The lanes are becoming very narrow as a result of the overgrown verges, which is dangerous for cyclists reducing their visibility and having to cycle in the middle of the road. At times car mirrors are hitting cyclists because the lane is too narrow. A request was made for the PC to write to SGC to ask what their policy is for cutting*

verges during the summer months and whether or not they would consider reviewing their policy for popular cyclist routes like Hawkesbury. **To be actioned**

**Parish Clerk**

**6.3 Gateway Closed – Cllr Hope**

A further complaint received regarding a gateway closed with no alternative route. No Public Rights of Way officer in SGC. Cllr Harding suggested the PC puts a notice up to say it closed-Cllr Hope to check with the local walking groups for comments-PC has an obligation to place some closure notices to help prevent further complaints.

**Cllr Hope**

**7 Record any Data Breaches from 8<sup>th</sup> June – 6<sup>th</sup> July 2021**

None – **this was noted**

**8 District Councillors report-Cllr Trull**

No District Councillors report this month. **This was noted**

**9 Felling of Ash Trees in Lower Woods the Coombes**

Several complaints have been received regarding concerns relating to the deforestation devastation. Tresham and Hillsley are holding a public meeting on 19<sup>th</sup> July, a request for volunteers to attend on behalf of HPC and to bring up the closure of footpaths. Due to Covid 19 restrictions, numbers will be limited, but it would be interesting to gauge the public interest at the meeting and to hear what Badminton Estates/Gloucestershire Wildlife Trust have to say.

It was put to the PC to see if a public meeting should be held in Hawkesbury with Badminton Estate and Gloucestershire Wildlife Trust. It was suggested perhaps have a stall at the Horticultural show in August? Councillors could register the publics thoughts/consultation, however is was felt it may be difficult to man.

Concerns raised regarding the Management Committee at Lower Woods and their plan for all the work being carried out.

To Be actioned, Cllr Ruthven to attend the meeting on 19<sup>th</sup> July, Cllr Harding to speak to Lower Woods and write a piece is placed in the Parish News and also consult with GWT to see if they will be having a stall this year at the show.

**Cllr Harding and Cllr Ruthven**

**10 10.1 Planning applications received from South Gloucestershire Council-to be considered by Councillors.**

<p><b>P21/04214/F</b></p>	<p>52 Highfields Hawkesbury Upton</p>	<p>Demolition of existing rear extensions. Erection of single storey rear extension with glazed canopy area to form additional living accommodation. Installation of flue.</p>	<p><b>Support-neighbour's comments to be taken into consideration</b></p>
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P21/04599/TCA	Home Farm High Street Hawkesbury Upton	Works to 2no. small leaved Limes to crown reduce by 1m back to previous points tree situated within the Hawkesbury Upton Conservation Area	<b>Support</b>
P21/01144/LB	The Croft Hawkesbury Common Badminton	Internal and external works to include raising of roofline on outbuilding to facilitate the creation of additional first floor loving accommodation. Demolition of existing lean-to extension and erection of new link extension. Reinstatement of blocked external doorway and erection of porch. Installation of new and replacement windows, rooflights, doors and rainwater goods.	<b>Object.</b>  <b>The Parish Council would like to see more sympathetic materials used and the design to be more consistence with the existing. As for the “joint connecting section” it would appear the materials and design are not in keeping.</b>
P21/01143/F	The Croft Hawkesbury Common Badminton	Demolition of existing lean-to extension and proposed new extension and adaptations to existing building	<b>Object.</b>  <b>The Parish Council would like to see more sympathetic materials used and the design to be more consistence with the existing. As for the “joint connecting section” it would</b>

			appear the materials and design are not in keeping
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**10.2 To Note New Planning Decisions made by South Gloucestershire Council – Full Details of their decisions can be found on SGC Website**

<b>P21/00133/F</b>	Land Adjacent to Lovetts Wood Farm Hawkesbury	Change of use of a parcel of land for the stationing of two Shepherds Huts	<b>Approve with conditions</b>
<b>P21/02769/CLE</b>	The Cottage Orange End Inglestone Common	The continued use of the barn as storage for hay, Straw and equestrian/agricultural equipment	<b>Approve Certificate of Lawfulness</b>
<b>P20/21009/F</b>	Cold Cottage Change Chase Lane Inglestone Common	Installation of 1 no. side dormer and erection of single storey side extension to form additional living accommodation	<b>Approve with conditions</b>
<b>P19/18020/F</b>	Grey Barn Back Street Hawkesbury Upton	Relevant demolition of rear lean-to. Erection of a front porch and single storey rear/side extension for form additional living accommodation.	<b>Application withdrawn</b>
<b>P19/18021/LB</b>	Grey Barn Back Street Hawkesbury Upton	Internal and external alterations to include the demolition of existing rear lean-to erection of a front porch and single storey rear/side extension to form additional living accommodation.	<b>Application withdrawn</b>

		Installation of replacement staircase, installation of 3 no. rooflights, creation of doorways to 1no. to the front and 1no. to the side elevation and enlargement of 1no. front window	
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## 11 Finance

**11.1 Bank Reconciliation as of 30<sup>th</sup> June 2021, to be checked and approved by a Councillor. Resolved-Cllr Ruthven checked and signed the paperwork at the meeting.**

**11.2 Payments to be agreed and Cheques signed in accordance with the bank mandate. Payments proposed by Cllr Hope and Cllr Turner**

<b>A</b>	Clerks Wages – June	£828.23
	HMRC, April/May/June	£ 52.83
	The following payments were approved at the meeting, but not advertised on the agenda	
<b>B</b>	Simon Harris – Cemetery Grass Cutting-	£173.00
<b>C</b>	Parish Clerk-Expenses – June	£ 39.14
<b>D</b>	Mr & Mrs I King-refund of cemetery plot	£222.30

## 12 The Pool-Quotation for the work to be considered for the Pool-removal of Pigmy weed and 12 months monitoring – Councillors to discuss the quotation received and the way forward

The Cotswold wardens do not have funding to cover the whole of the work to be carried out as per the quotation received. Keen to have the monitoring carried out for the Pigmy weed over a period of two years.

This is Badminton Estate land and want the mound removed from the Pool, they refuse to disperse the contents on to their land as it is contaminated soil and requires a license to remove the contents.

Once the mound has been removed, the land will need to be raked, seeded and planted; it was put to the PC to fund the seeding which was supported by Councillors.

Cllr Musty offered to take a different angle before committing to the quotation.

### Action to be taken

- Parish Council commit to paying a small contribution for the seed
- Volunteers to rake the area prior to seeding
- Face to face meeting with BE, Cllr Hope to take this forward
- Cllr Musty off the record will speak to a colleague regarding other options

Cllr Hope  
Cllr Musty

Thank you to Cllr Hope for her hard work with this matter.

**13 13.1 VE75 bench-Councillors to reconsider the area where this bench will be situated and to agree how the bench will be secured.**

The original quote of £527.50 obtained with the additional work to ensure this bench is fixed securely was £108. Cllr Turner proposed the PC approved the £635.50 quotation as long as the contractor agrees to strims the area where the bench will be situated on the land opposite the Somerset Monument; this was second by Cllr Harding-all in favour.

To be actioned-Clerk to Contact Mr Watts to proceed with the work. **To be actioned**

Parish  
Clerk

**13.2 Councillors to discuss appointing Simon Harris to clear the land opposite the Somerset Monument or other options**

A maintenance plan should be drawn up for the licenced land, wild flowers are growing, it was felt strimming should be carried out early Autumn, September/October. **To be actioned-Contact Simon Harris in September to quote for the strimming of this land for this autumn and clerk to produce a maintenance plan.**

Parish  
Clerk

**14 Climate Change Emergency -update from Sub-committee**

No meeting although there has been discussion on a policy to be drawn up. We need volunteers involved, open meeting would be the way forward, link in with various other topics e.g. CIL money, traffic maintenance.

Drop in Meeting

- Ask for views
- CIL money
- Alternative energy in the village?
- Hydrogen
- Climate Change what individuals can do

**To be actioned-consider a drop-in meeting, set a date/time to discuss not only Climate Change, but CIL money which follows on from Traffic Calming measure.**

**15 Communication and Website update**

- Hawkesbury Logo – Councillors to approve payment £100-*The logo was shown to the PC-all in favour.*

Update-Cllr White and the clerk received initial training to add and update content. They are well advanced in to loading essential information and finalising the look and feel of the new site. Once there is sufficient content, it will be reviewed by Cllr White and Clerk and invite comments from the PC. This should be late Autumn. **This was noted**

**16 Outside lavatory – St Mary’s Church-Councillors have been asked to comment on**

**the following points of principle by Friends of St Mary's;**

- **Would the PC be happy for the toilet to be situated by the Lych Gate?**  
In principle the PC would support a toilet to be situated by the Lych Gate, however, no firm decision will be made before full planning has been received and SGC comments known
- **Does the PC have any comments regarding whether or no this should be a public convenience?**  
For Church users only
- **Is a Compostable Toilet acceptable to the PC?**  
Who will maintain the toilet-management plan?
- **Does the PC have a preference as to whether or not it should be one toilet or two (ladies and Gent)?**  
One Toilet/disable friendly

In principle the Parish Council Supports having a toilet by the Lych Gate but would like to have sight of the maintenance plan, what the visual impact would be, perhaps a grass roof for wild flowers to grow and stone built? To be used by Church users only. Finally, to see what SGC thoughts are before making a final decision

**To be actioned-clerk to write to respond to the Friends of St Marys, ask the question regarding their thoughts on a maintenance plan.**

**Parish Clerk**

**17 The Queens Platinum Jubilee – Cllrs to discuss the way forward regarding celebrations in 2022**

This will be a historic milestone; the Queen took to the throne in 1952. Many celebrations will be carried out over the four-day weekend. The May Bank Holiday will be moved to Thursday 2<sup>nd</sup> June and additional Bank Holiday on Friday 3<sup>rd</sup> June 2022.

Councillors discussed this item and the following suggestions put forward;

- To light a beacon as part of the celebrations
- Hold a Street Party
- Platinum Jubilee Committee – volunteers required
- Suggestions from the Parish – email the clerk

**To be actioned; a note in the Parish News for suggestions on how the Parish can celebrate the Queens Platinum Jubilee and committee volunteers to come forward**

**Parish Clerk**

**18 Parking in Hawkesbury Upton-update from Councillors regarding their data obtained during June**

No data from Councillors-Similar to item 14 (climate Emergency) invite the public to an open meeting to discuss various options, seek parishioners' views and to include CIL money and traffic calming measures. **To be actioned-set a date, venue and advertise the meeting.**

**Parish Clerk**

**19 A request has been made for a refund on a joint burial plot no longer required – Councillors were aware of the request in April. Necessary documentation had been sought. The following items need approval before a refund can be granted.**

- **The Assignment of Right of Burial – signed declarations from both parties - received and signed-approved by Councillors**

**Parish Clerk**

- **Joint burial plot – the way forward on refund**-joint burial plot-Councillors approved the refund
- **Approval of cheque(s) to the total of £222.30**-a cheque to be made out to both parties

Councillors approved all the necessary paperwork and refund. Clerk to write the cheque at the end of the meeting. As a result of the refund a burial plot is now vacant.

Clerk pointed out; in future the PC should consider charging an admin fee. **This was noted**

- 20 Traffic Calming Measures – Councillors to discuss options for signs in the Village – public consultation to be considered, CIL money for funding – update  
As per item’s 14 and 18, consult with parishioners in an open meeting**
- 21 Date of the next Parish Council meeting will be held on Monday 6<sup>th</sup> September 2021 in the Village Hall, High Street, Hawkesbury Upton at 7.30pm**

**Minutes approved by**