



HANHAM PARISH COUNCIL

Minutes of the Hanham Parish Full Council Meeting held on Wednesday 3rd July 2019 in the Whittuck Room, Hanham Community Centre

MEETING COMMENCED AT 7.30pm.

Present: Chair-Councillor Ian Richardson

Councillors: John Ball, June Bamford, Bernard Jackson, Brenda Langley, Matt Pitts and Jason Pearce.

Clerk: Nicola Little.

Members of the public: 5

38.	Apologies for absence Cllrs Jacqui Carley, Louise George and Paul Glanville. Resolved: Long term absence authorised for Jacqui Carley due to medical reasons.
39.	Chairman's Remarks The Chair welcomed councillors and public. The evacuation procedures in the event of a fire were explained.
40.	Visit From Creative Youth Network Bethanie Hibberd, from Creative Youth Network attended to answer questions in relation to the Friday Night Project, funded by both parish councils in Hanham. A quarterly report had already been circulated to Councillors by the Clerk. New Councillors were also interested to hear about the focus of the team in relation to youth services in Hanham. A question and answer session followed. Councillors fully supported the team at the youth club and their continued success. Cllr Langley reported an issue of concern in relation to youths intimidating a local disabled lady outside of Hanham Youth Centre, whilst she was returning home. The club were aware of the situation and at present it was unclear if they were members, the centre were working with the police to identify the youths. The Chair thanked Bethanie for attending and she withdrew from the meeting.
41.	Declarations of Interest and requests for dispensations None.
42.	Confirmation of Minutes The Chair asked that the minutes of the Full Council of 5 th June 2019 be approved. Resolved: That the minutes of the Full Council of 5 th June 2019 are approved as a correct record and signed by the Chairman.

43. Adjourn for Public Participation

Report from District Councillors

- Cllr Langley reported that there were issues surrounding the seasonal planting on the roundabout on the junction of Memorial Road and the High Street. The grounds team from SGC were unable to park on the roundabout following the installation of advertisement and directional signage. A risk assessment had been undertaken and it was not deemed safe to allow staff to cross the highway with plants or park the van without putting traffic restrictions in place which would be an additional cost. The options provided were to plant hardy shrubs which would require little maintenance or pave the area over.

Public Participation

John and Heather Goddard, former District and Parish Cllrs, had been invited by the Chair to provide some history regarding the maintenance/ planting of the roundabout. Many years ago High Street Regeneration money had been used to upgrade/enhance areas of the High Street. This roundabout forms the boundary of Hanham Parish and South Glos Council when approaching from Bristol and funds were used to provide electricity and water to the roundabout to enable seasonal planting. A Xmas tree is planted annually for the festive period with lights. Many compliments had been received over the years as to the displays provided on the approach into Hanham and this enhanced the hanging baskets and planters within the immediate area. Pictures were shown of the poor state of the roundabout prior to the regeneration.

Councillors discussed this matter and felt that the Steetscene contract with SGC had not been fulfilled for this year. They wished to pursue the matter of seasonal planting. It was suggested that perhaps one of the advertisement or signage posts could be hinged to gain access onto the site

The Clerk was asked to examine the contract for the actual commitments

Councillors wished to continue with seasonal planting and the Chair reported that Tina Rainey, an Officer from South Glos Council, was looking into the options and would report back.

44. Meeting Reconvened

45. Planning Matters

- a) No applications for consideration this month.
- b) Derelict home in Lower Conham Vale. Cllr Bamford reported that this had been referred to the enforcement team at SGC. The property was in an uninhabitable state and attracting youths. Local residents were unhappy with the situation. The Chair asked that Cllr Bamford keep the parish council updated in her capacity as District Councillor.
- c) Planning Training Session for Councillors, 9th July at 7.30pm at Hanham Hall.
- d) Established - that usual rules apply for summer recess in relation to planning applications. **Resolved:** planning applications to be considered on an individual basis by the planning committee during summer recess.
- e) Notice of a site visit by the Spatial Planning Committee in relation to P19/0994/F- Sports Ground AEK BOCO Football Club, Greenbank Road on 15th July 2019 at 10.00am. The Chair would attend on behalf of the parish council. Cllrs Bamford and Langley would attend in their capacity as District Councillors.

<p>46.</p>	<p>Finance</p> <p>a) The budget is within the defined limits.</p> <p>Balances of accounts As at 2nd July 2019</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: right; width: 20%;">£</th> </tr> </thead> <tbody> <tr> <td>H.S.B.C. Treasurers Account</td> <td style="text-align: right;">11.53</td> </tr> <tr> <td>H.S.B.C. Money Manager Account</td> <td style="text-align: right;">61,833.19</td> </tr> <tr> <td>H.S.B.C. Election Account (earmarked reserves)</td> <td style="text-align: right;">21,803.49</td> </tr> <tr> <td>H.S.B.C. High Interest bond (earmarked reserves)</td> <td style="text-align: right;">11,800.16</td> </tr> <tr> <td>Nat West Community Fund</td> <td style="text-align: right;"><u>50,109.85</u></td> </tr> <tr> <td></td> <td style="text-align: right;">145,558.22</td> </tr> </tbody> </table> <p>b) Resolved: Payment of accounts approved against the schedule provided. Payments to be made during summer recess would be approved by two authorised signatories and would be detailed on September's payments schedule.</p>		£	H.S.B.C. Treasurers Account	11.53	H.S.B.C. Money Manager Account	61,833.19	H.S.B.C. Election Account (earmarked reserves)	21,803.49	H.S.B.C. High Interest bond (earmarked reserves)	11,800.16	Nat West Community Fund	<u>50,109.85</u>		145,558.22
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<p>47.</p>	<p>Annual Review</p> <p>In accordance with legal compliance the following items were reviewed:</p> <p>a) Asset and inventory register of council property. Resolved: approved.</p> <p>b) Council insurance policy- three year deal until 2020. Duly noted.</p> <p>c) Risk Assessments - bus shelter, home working and financial risks Resolved: Registers reviewed - no further action. The parish council is satisfied that robust systems are in place.</p> <p>d) Policies;</p> <ul style="list-style-type: none"> - Document Retention and Destruction Policy - Information and Data Protection Policy - Social Media and Electronic Communication Policy - Management of Transferable Data <p>Resolved: Reviewed no changes required.</p>														
<p>48.</p>	<p>Parish council meetings/venue</p> <p>A discussion took place regarding the lack of a meeting room last month. Whilst an apology had been received from the Community Centre and two months fees have been waived in light of the increase in fees some councillors felt that alternative venues should be investigated to ensure that the parish council were getting value for money.</p> <p>Resolved: Cllrs Ball and Pearce to investigate other suitable venues and report back to full council in September for further consideration.</p>														
<p>49.</p>	<p>Matters Arising from Previous Meetings</p> <p>a) Memorial Garden- maintenance of gates and railings by South Glos Council. Tina Rainey from SGC has now established that South Glos Council will honour the commitment made by Kingswood Borough Council to manage the remedial maintenance work in the Memorial Garden. The Chair reported that a date has been set for 15th July at 1.00pm for a site visit with all parties to prioritize the works and ascertain a funding source. Matter ongoing.</p>														

	<p>b) Subsidence issues, 100 steps Conham Hill. Streetcare had left a telephone message for the Clerk, potholes had been filled in around the location and a ticket had been created for the other maintenance however this was not considered a priority.</p> <p>c) A question had been raised asking for an update on the provision of a litter bin for Dean Walk/Panoramic View. The Clerk had confirmation from Kristy Spindler at SGC that the bin exchange programme will commence in September 2019.</p> <p>d) The Clerk reported that the new pc had been delivered this had been charged to the Clerks personal credit card and when the bill arrived this would be presented to full council for settlement. The new printer/copier and QuickBooks software would now be purchased to be compatible to Windows 10, this had already been approved as part of the upgrade package. Duly noted.</p>
50.	Reports from Parish Council representatives from other meetings None.
51.	Correspondence from South Gloucestershire Council None.
52.	Correspondence from other sources None.
53.	Members points of information The Clerk reported that Sheena, the former Administrator at the Community Centre for many years, had died after battling cancer for a prolonged period. Details were provided regarding a celebration of her life that would be held in the Community Centre and all were welcome to attend. Remembrance Service, the Chair reported that he was liaising with all parties for the service this year. It was hoped that the Sunday service could be at 11.00am.
54.	Date of next meeting Next planned meeting of the Full Council, Wednesday 4 th September 2019 at 7.30pm in the Whittuck Room, Hanham Community Centre.

Meeting ended at 8.50pm

Chairman