

RESOURCES COMMITTEE

Minutes of a meeting held at Hanham Hall, Whittucks Road, Hanham on Tuesday 18th June 2019 at 7.30p.m.

PRESENT:

Members: Councillors T Bray, B Langley, I Richardson, J Goddard, H Goddard (substituting for Cllr S Atwell) & N Lethaby
Officers: Mrs C Dolman – Clerk

1 APPOINTMENT OF CHAIRMAN OF COMMITTEE FOR THE ENSUING YEAR

Resolved that Councillor Mr J Goddard be appointed as Chairman of the Committee for the ensuing year.

2 APPOINTMENT OF VICE CHAIRMAN OF COMMITTEE FOR THE ENSUING YEAR

Resolved that Councillor Mr T Bray be appointed as Vice-Chairman of the Committee for the ensuing year.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs S Atwell & S Hicks

4 CONFIRMATION OF MINUTES

Resolved that the minutes of the meeting held on 23rd April 2019, as printed and circulated, be confirmed as a correct record and signed by the Chairman.

5 CONSIDERATION OF PLANNING MATTERS

Resolved that the following representations be made on planning applications:

P19/6522/PDR **20 The Meadows**

Part conversion of existing attached garage to form additional living accommodation

No comment

P19/6357/TRE **15 Mapstone Rise**

Works to crown reduce 1 Horse Chestnut tree by 2-3 metres, covered by SGTPO 08/19

No comment

P19/5477/F **Hanham Court, Ferry Road**

Demolition of existing stable building and erection of 1 tractor barn

No comment

P19/6810/PDR **1 Sally Barn Close**

Erection of a single storey side and rear extension to provide additional living accommodation

No comment

6 CLERK'S REPORT

The Clerk reported she reported the eroded road at the top of 100 Steps on Conham Hill to the Clerk of Hanham Parish Council, who is now chasing this up with South Glos Council.

The Chequers sign has been removed from Stevens Green and is now outside of the pub itself, albeit on the highway. The Clerk displayed photographs of its new position and members of the committee were satisfied that it has been removed from Stevens Green.

The new laptop has been purchased at a cost of £495 from Computerhire in Kingswood. The Clerk reported that she is pleased with its performance so far.

Having written a letter to St John's Chambers regarding the lack of response concerning the pavilion, the Clerk advised that she received a telephone call from a barrister explaining what information they require. Cllr J Goddard gave a brief history of the pavilion and Hanham Common to make the new members aware of the situation. The Clerk advised that she intends to put the pavilion project on the Full Council agenda in July with the intention of arranging a meeting of the focus group to update members of the current position.

7 FINANCIAL REPORT

The financial report was circulated, discussed and agreed. Cllr T Bray thanked the Clerk for including the inventory of assets that are owned by the parish council.

8 REVIEW OF PARISH COUNCIL POLICIES

Document Retention & Disposal Policy – the word ‘locked’ should be added to the final page, to state ‘Paper documentation – retained in a locked filing cabinet by the Clerk’.

Equalities & Diversity Policy – no changes recommended.

HAPC Media Policy – the word ‘Live’ should be inserted at the start of item 10 to read ‘Live oral reporting or commentary.....’ The Clerk to check whether there is an updated version of this policy which was taken from a template.

Safeguarding Children & Vulnerable Adults Policy – no changes recommended.

Subject to the above changes, recommended that these policies be noted as being reviewed June 2019.

9 UPDATE TO PARISH COUNCIL SIGNATORIES

The Clerk advised that two of the signatories to the parish council’s Natwest and NS&I accounts need to be replaced as they are no longer members. Cllrs I Richardson and B Langley volunteered to be new signatories and signed the appropriate mandate form for NS&I. The Clerk will provide further instructions on the Natwest mandate.

The meeting closed at 8.20pm

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Chairman