

RESOURCES COMMITTEE

Minutes of a virtual meeting held on Tuesday 15th December 2020 at 7.30p.m. via Zoom

PRESENT: Members: Councillors J Goddard, S Hicks, T Bray, B Langley & S Atwell
Officer: Mrs C Dolman – Clerk
Others: None

1 Apologies for absence

No apologies for absence were received.

2 Confirmation of minutes

Resolved that confirmation of the minutes of the meeting held on 20th October 2020 as printed and circulated, be confirmed as a correct record and signed by the Chairman.

3 Declaration of Members' Interest and applications for Dispensations

Clr T Bray declared an interest in the planning application for 1 Hanham Mills and refrained from discussion on this item.

4 Clerk's Report

The Clerk reported on the following:-

The parish council was recently subject to an internal audit. The SGC internal auditor was granted a temporary licence to have access to Scribe, our new financial software, which she found very helpful.

Smart Trees have quoted £175 to remove the basal epicormic growth on the lime trees at Stephens Green and £175 to remove the stakes and guards to the trees at Hanham Common. Recommended that both these quotations be accepted.

5 Consideration of Planning Matters

Resolved that the following comments be made:-

P20/23913/TCA **Lyndhurst Cottage**

Works to one Quercus Roburt to leave a height of 7m and radial spread of 5m and to crown thin by 10%, situated in the Hanham Abbots Conservation Area.

No comment

P20/23717/TCA **142 Abbots Road**

Works to fell one Silver Birch. Tree situated in the Hanham Abbots Conservation Area

No comment

P20/23803/TRE **1 Hanham Mills**

Works to reduce Laurel by 3m, pollard by 4m 2 Sycamore, pollard Willow trees to leave a height of 10m, fell 1 Cypress and crown reduce 1 Ash tree by 2.5m, all covered by KTPO 03/79 dated 21st November 1979.

No comment

P20/23724/CLE **66a Court Farm Road**

Erection of single storey rear extension to approved plots 6 and 7 to form additional living accommodation.

Objections – the planning application is confusing as it is not clear what has already been built and what is proposed.

P20/23897/RVC **66a Court Farm Road**

Variation of Condition 2 attached to reserved matters consent PK18/3539/RM to amend the approved plans.

Demolition of existing bungalow. Erection of 2 dwellings and detached garages with appearance, landscaping and scale to be determined. (Approval of reserved matters to be read in conjunction with

PT17/3232/O – Demolition of existing bungalow. Erection of 2 detached dwellings (outline) with access and layout to be determined. (All other matters reserved))

Objections – the planning application is confusing as it is not clear what has already been built and what is proposed.

P20/23920/F **39 Samuel White Road**
Erection of single storey side extension to form additional living accommodation
 No objection

P20/23914/TCA **The Bungalow, 6 Hanham Mills**
Works to fell 1 Fraxinus Excelsior tree which is situated within the Hanham Abbots Conservation Area
 No comment

6 Financial Report

The Clerk presented the Financial Report including summary of bank accounts, summary of payments and receipts against budget, bank reconciliation and corresponding bank statements which was duly noted and agreed.

7 Agreement and adoption of Employee Health & Safety Policy

The Clerk circulated grant a draft policy for consideration. There was some concern that the warden could get into difficulty whilst working alone. **Recommended** that subject to our insurers being satisfied that the policy is suitable for the warden's duties then the policy be adopted.

8 Review of hire charges for Hanham Common and pavilion

The Clerk circulated a list of the current schedule of charges and advised that SGC is increasing its hire charges by the usual 5%. **Recommended** that the hire charges for Hanham Common and pavilion increase by 5% for 2021/22, in line with South Glos Council.

9 Preparation of budget and consideration of level of precept for 2021/22

The Clerk circulated the budget working paper for 2021/22. **Recommended** that the following budget be adopted for 2021/22:-

		Budget 2021-22
Subscriptions		£1,350
Administration:-		£4,150
Audit of Accounts		£840
Bus shelters (repair & maintenance of shelter at Hanham Common)		£350
Chair's allowance		£100
Staff costs:- Clerk's Salary Parish Warden's Salary		£23,000 £4,000
Election Costs		£1,000
Environment Committee:-		
<i>Duck Pond</i>	£1,200	
<i>Hanham Common gen maintenance</i>	£5,000	
<i>Stephens Green</i>	£800.00	

<i>Litter bins/seats</i>	£1,000	
<i>Warden Supplies</i>	£200	
<i>Street Scene Expenses</i>	£12,600	
<i>Sports Pitch Maintenance</i>	£1,500	
<i>Pavilion maintenance</i>	£1,800	
<i>Play area maintenance</i>	£2,000	
Total Environment Committee		£26,100
Grants		£2,000
Miscellaneous		£750
Office Supplies		£500.00
Travel & Subsistence		£0
Training		£250.00
Newsletter		£600
Website		£650
Hanham Common Fayre		£600
Youth Activities		£4,325.00
TOTAL		£70,565

Precept calculation for 2021/22:-

Precept of £68,940 divided by tax base of 2,346 = £29.38 per Band D property, no change from 2020/21.

Recommended that the precept for 2021/22 be set at £68,940

10 Members' Points of Information

- Cllr T Bray reported that there have never been any road signs for Hanham Mills. The Clerk agreed that she would raise this with SGC.
- Cllr T Bray reported that he has received an email concerning motorcycles in Cleeve Woods – The Clerk advised that she received the same email and has referred this to Cllr T Savage as this is in the Longwell Green ward. Cllr T Savage has asked officers to investigate the matter.
- Cllr T Bray reported that he could hear noise from the Keynsham motocross track – the Clerk asked him to keep a log of when this can be heard and she will add this to the investigation currently under way by SGC.

The meeting closed at 8.20pm

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Chairman