

HUCCLECOTE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON 17TH OCTOBER 2016
IN THE COUNCIL MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 6.30 PM**

Present Councillor Mrs Dillon (In the Chair)
Councillor Pugh
Councillor Bentley
Councillor Mountjoy
Councillor Blackwell

In attendance 4 parishioners

16/117 ACCEPTED APOLOGIES

- i. Councillor Mrs Bentley
- ii. Councillor Stevens
- iii. Police

16/118 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

The Chairman will attend the Remembrance Day parade on Sunday 13th November 2016 at the Hucclecote War Memorial; members were invited to join her.
Members attended a meeting at the Gloucester Business Park and were informed that a decision on the Nerva Meadows outline planning application was still to be determined.

16/119 QUESTIONS FROM PARISHIONERS

Residents thanked Councillor Bentley for responding to their query regarding overgrown trees in Hathorn Road and Stocken Close. Neither Bovis Homes nor Tewkesbury Borough Council is responsible for the trees; residents were therefore advised to check their own property deeds. Before undergoing any work they should also contact Tewkesbury Borough Council to ensure the trees are not protected.

16/120 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 17th September 2016 were approved and duly signed by the Chairman.

16/121 MATTERS ARISING FROM MINUTES

Councillor Pugh reported that following the meeting with Advanced Housing advice was fed back to local residents, incidents at both properties had settled down.
Councillor Bentley would continue to follow up outstanding issues on Coopers Edge with the consortium manager.

16/122 BOROUGH / COUNTY COUNCILLORS/POLICE REPORTS

Borough – Councillor Mrs Blackwell updated members on the Joint Core Strategy, the borough council had received a letter from the inspector outlining her final recommendations.

Police – The crime figures for September 2016 were noted.

16/123 DECLARATIONS OF INTEREST

Councillor Mrs Blackwell declared she is a member of the Tewkesbury Borough Council planning committee; she would therefore not participate in any discussions relating to planning matters.

16/124 PLANNING

a) New Applications

- i. 16/01054/FUL – Ridgemount Court, Larkhay Road. Change of use of a stable block to a two bedroom dwelling on land adjacent to Ridgemount Court. Plans were circulated to members before the meeting. Following discussion it was proposed by Councillor Pugh, seconded by Councillor Mrs Dillon not to object to the application. All members voted in favour of the proposal.

b) Decisions

- i. 16/00675/FUL – 19 Bowthorpe Drive. Erection of a new timber panel fence with side gate. Refused.
- ii. 16/00441/FUL – Clovelly, Belmont Ave. Erection of a dwelling. Permitted.
- iii. 16/00828/TPO – 5 Varley Avenue. Works to lift the canopy of oak tree. Consent given.
- iv. 16/00987/TPO – 2 The Pines. Removal of dead wood with crown reduction. Consent given.

c) Appeals

Nothing to report.

d) Enforcement

Nothing to report.

16/125 PARISH NEWSLETTER

Members were reminded to submit articles to the Clerk for inclusion in the winter edition. Following discussion it was agreed that from April 2017 the newsletter will no longer be produced in a printed format, residents will be able to receive an electronic copy via email or view it on the council website. With the increased properties on Coopers Edge the cost to produce the newsletter had increased considerably and the delivery was becoming difficult; residents will be notified of the changes in the winter and spring editions. Residents who do not have access to the internet will be able to collect a printed copy from the office.

16/126 PINEHOLT VILLAGE HALL

a) Clerk's report

The village hall boiler had been serviced by British Gas and was in good working order. A quotation was received from a local window cleaning company, to clean the three bus shelters on Hucclecote Road (sides and roof) and to remove weeds - £70 for the first visit and £50 per quarter thereafter. The shelters had not be cleaned or maintained for 2 years therefore it was proposed by Councillor Mrs Dillon, seconded by Councillor Mrs Blackwell to accept the quote. All members voted in favour.

Members discussed how future hall hiring's would be managed especially with increased demand on weekends. The opening and closing is currently undertaken by members and volunteers, it can sometimes also involve cleaning the hall and tidying away furniture. Members were mindful of their other commitments and with an increase in bookings this could become an onerous task. The Clerk would investigate how other parishes manage their buildings, it maybe that a person or a company be appointed.

b) Village Hall working party

A letter was received from Tewkesbury Borough Council advising that the council's capital grant application for £30k was successful; members welcomed the news. A decision regarding grants from the Environmental Trust and Summerfield Trust was awaited.

16/127 HIGHWAYS AND TRANSPORT

a) Outstanding issues

Work to resurface Valiant Way had been completed by Gloucestershire Highways; bollards under the bridge were being installed to prevent Lorries from parking overnight. Vegetation had been cut back in areas however some signs were still obscured; Clerk to follow up.

b) M5 noise

Councillor Pugh agreed to investigate funding and grants available for noise reduction schemes. The Chairman received a letter from Upton St Leonard's parish council requesting support to lobby Highways England to bring forward its plan to lay a quieter noise road surface, currently programmed for 2018/19. Following discussion members agreed a coordinated approach was the best way forward, the Chairman would respond.

16/128 PLAY AREA

a) Inspection report

Members undertook the quarterly inspection of the play area, damage to the IXO climbing frame was repaired promptly by Greenfields Garden Services.

16/129 FINANCE

a) Accounts for Payment

	Chq	Net	VAT	Gross
i. Netwise Training Ltd – New website set up	2231	599.00	0.00	599.00
ii. Netwise Training Ltd – Website maintenance	2231	300.00	0.00	300.00
iii. CommuniCorp – Subscription	2232	75.00	0.00	75.00
iv. Fine Turf Services – Grounds maintenance	2233	411.00	0.00	411.00
v. Getmapping PLC – Subscription	2234	33.60	0.00	33.60
vi. Into Cleaning – Cleaning services	2235	72.00	14.40	86.40
vii. Payestaff Ltd – Payroll fees	2236	76.00	15.20	91.20
viii. Greenfields Garden Services – Play area repairs	2237	120.00	24.00	144.00
ix. Post Office Ltd – Postage stamps		27.48	0.00	27.48
x. Mr T Stevens – Travelling expenses		28.80	0.00	28.80
xi. Post Office Ltd – Postage costs		.96	0.00	.96
xii. Supanet – Broadband	DD	11.66	2.33	13.99
xiii. British Gas – Service contract	DD	23.44	4.69	28.13
xiv. SWALEC – Gas supply	DD	60.00	0.00	60.00
xv. SWALEC – Electricity supply	DD	70.24	0.00	77.00
xvi. PHS Group – Village Hall contract	DD	37.50	7.50	45.00

Payment of the accounts was proposed by Councillor Mountjoy and seconded by Councillor Pugh and carried.

b) Finance report April – September 2016

Members had before them a Finance report detailing the income and expenditure for April – September 2016, the variances with the budget were explained. A list of payments and receipts were available for members to view.

Following discussion it was agreed to set up new income and expenditure codes for the village hall extension works.

Members were asked to consider expenditure for the next financial year as the Clerk will shortly begin work on the budget for 2017/18.

c) Internal Control report July – September 2016

Councillor Mrs Bentley had undertaken the audit for July – September 2016 and she had no matters to report, everything was kept in good order.

d) External Auditors Report 2015/16

The Annual Return 2015/16 was signed off by the External Auditor, Grant Thornton, it was noted that Sections 1 and 2 were considered and approved in the wrong order. In future the Clerk will ensure they are approved in the correct order.

16/130 MISCELLANEOUS

a) Parish Website

The Clerk and Councillor Mountjoy continued to work on the new website, uploading documents and photographs.

b) Recruitment of a Tewkesbury Borough Council Environmental Warden

Following discussion it was proposed by Councillor Dillon, seconded by Councillor Pugh not to support the scheme as there would be little benefit to the parish.

c) Parliamentary Boundary Review

Details were noted, members would respond individually.

d) Tewkesbury Borough Council Housing Strategy

Details were noted.