

HUCCLECOTE PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20TH FEBRUARY 2017
IN THE COUNCIL MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 6.30 PM**

Present Councillor Mrs Dillon (In the Chair)
Councillor Mrs Bentley
Councillor Bentley
Councillor Stevens
Councillor Mrs Blackwell

In attendance Matt Discombe (Citizen Reporter)

17/015 ACCEPTED APOLOGIES

- i. Councillor Pugh
- ii. The Police
- iii. Councillor Mountjoy

17/016 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

The Chair gave her apologies for the March meeting.

Members were informed that the Joint Core Strategy Proposed Main Modifications consultation will be published for a six week public consultation between Monday 27th February and Monday 10th April 2017. Members agreed to view the document and a response would be formulated at the next meeting.

An invitation was received to attend Tewkesbury Borough Councils Town/Parish seminar on Tuesday 28th March 2017; Councillors Mrs Dillon and Stevens would attend.

17/017 QUESTIONS FROM PARISHIONERS

There were no parishioners present.

17/018 PARISH COUNCIL VACANCIES

No applications were received; however members would shortly meet with two local residents who had expressed an interest in joining the parish council.

17/019 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 16th January 2017 were approved and duly signed by the Chairman.

17/020 MATTERS ARISING FROM MINUTES

There were no matters arising.

17/021 BOROUGH / COUNTY COUNCILLORS/POLICE REPORTS

Police – During January 2017 there were four reported crimes within the parish.

Borough - The Joint Core Strategy plan had been put before all three Councils and agreed in principle. The Inspector had included the Twigworth site in the plan and stated that without it the Plan would not be ‘sound’ and pass inspection.

Tewkesbury Borough had appointed a new Deputy Chief Executive, Mr Rob Weaver. He has some very good ideas and is willing to help local councillors.

17/022 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.

17/023 PLANNING

a) New Applications

- i. 17/00005/APP – Plot 6200, Gloucester Business Park. Erection of a detached warehouse building for general industrial use (class B2), with associated access, landscaping and services infrastructure. Plans were circulated to members before the meeting and they attended a presentation event at the Business Park. Following discussion it was proposed by Councillor Mrs Bentley, seconded by Councillor Stevens not to object to the application but to raise concerns about pedestrian safety. All members voted in favour of the proposal.
- ii. 17/00019/FUL – 169 Hucclecote Road. Two storey side and rear extension. Plans were circulated to members before the meeting and they were aware of the concerns expressed by neighbouring residents. Following discussion it was proposed by Councillor Bentley, seconded by Councillor Stevens not to object to the application but to raise concerns about any future application for a change of use as this could result in additional traffic. All members voted in favour of the proposal.

b) Decisions

- i. 16/01416/FUL – Clovelly, Belmont Ave. Erection of detached dwelling with the benefit of existing access, revised application. Permitted.

c) Appeals

Nothing to report.

d) Enforcement

Councillor Stevens gave an update on issues at Noake Farm.

17/024 PARISH NEWSLETTER

Members were asked to submit their articles to the Clerk by the end of February. Residents would be reminded that this would be the final delivered newsletter and future editions would only be available electronically.

17/025 PINEHOLT VILLAGE HALL

a) Clerk's report

County Court notices had been issued to two hirers for their outstanding hire fees; they have until the 20th February to make payment before further action is taken.

A quotation was received from Longlevens Window Repairs for £160 to repair the damaged fire exit door; members agreed to accept the quotation as the work was quite urgent.

Following discussion it was agreed the Clerk would be paid overtime for additional hours worked whilst covering for the admin assistant's annual leave, approximately 15 hours in total.

Councillor Bentley reported that the noticeboard on Coopers Edge had been vandalised and was beyond repair. Members discussed whether to place it or not, the Clerk would obtain costs before a decision is made.

b) Village hall working party

Councillor Stevens updated members on the recent progress, including the location of the builder's compound, building regulations and meeting with the regular hirers to advise them of the need to relocate for the duration of the works. A letter of intent had been sent to the builders and a draft contract would be produced in April; a cash flow was also presented to members.

The Clerk had sought temporary office accommodation at the Hucclecote Community Centre; there were a few IT issues to overcome however she was confident this would be the best location for a temporary office. Details, including a temporary phone number, would be given in the next newsletter and posted on the website.

17/026 HIGHWAYS AND TRANSPORT

a) Outstanding issues

The Clerk gave an update on outstanding matters, including highway repairs in Stump Lane and resurfacing work to the Hucclecote bypass.

b) M5 noise

Highways England invited members to attend a site visit on Monday 27th February, to view the resurfacing works during an overnight road closure.

17/027 PLAY AREA

a) Inspection report

Members undertook the monthly inspection of the play area; minor matters were noted and would be monitored.

The annual ROSPA inspection would take place in April 2017.

17/028 FINANCE

a) Accounts for Payment

	Chq	Net	VAT	Gross
i. Cheltenham Borough Council – Building Regulations fee	2258	555.00	111.00	666.00
ii. Cash – Petty cash	2259	177.15	0.00	177.15
iii. Allcooper Ltd – Replacement emergency light	2260	152.16	30.43	182.59
iv. Grant Bailey – Bus shelter cleaning	2261	50.00	0.00	50.00
v. Spot on Supplies – Cleaning materials	2262	93.55	18.71	112.26
vi. Mr T Stevens – Expenses		32.27	0.00	32.27
vii. Money Claim online – Court fees		50.00	0.00	50.00
viii. OCS – Hygiene services	DD	76.29	15.26	91.55
ix. Supanet – Broadband	DD	11.66	2.33	13.99
x. PHS Group – Village hall	DD	37.50	7.50	45.00
xi. BT - Telephones	DD	136.51	27.30	163.81
xii. British Gas – Service contract	DD	23.68	4.74	28.42
xiii. SWALEC – Gas supply	DD	60.00	0.00	60.00
xiv. SWALEC – Electricity supply	DD	77.00	0.00	77.00

Payment of the accounts was proposed by Councillor Mrs Blackwell and seconded by Councillor Stevens and carried.

b) Additional bank signatories

Following discussion it was agreed that Councillor Stevens and Mountjoy be added as bank signatories.

c) Internet banking arrangements

The Clerk was in the process of setting up internet banking, members would be required to set up their own online accounts so that they can approve future electronic payments.

d) Hiring of car parking spaces

The Licence was being prepared by the Councils solicitor, Mr David Ferraby, the Chair agreed to follow this up.

17/029 MISCELLANEOUS

a) Parish Website

The website and Facebook page were receiving a lot of interest, regular news articles were being posted on both.

b) Safeguarding Policy and Procedures

Following discussion, it was proposed by Councillor Mrs Dillon, seconded by Councillor Stevens to adopt the draft Safeguarding Policy produced by Councillor Mrs Bentley. All members voted in favour of the proposal. The document will be displayed at the village hall and staff and members would receive any necessary training.

c) Electoral review of Tewkesbury – Warding arrangements

The details were noted, there were no comments to make as it did not directly affect the parish.

d) HCA event 13th May 2017 – Connect the Dots

The details were noted; Councillor Stevens agreed to attend the event.