

**HUCCLECOTE PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON 24<sup>TH</sup> APRIL 2017  
IN THE COUNCIL MEETING ROOM AT  
PINEHOLT VILLAGE HALL AT 6.30 PM**

**Present** Councillor Mrs Dillon (In the Chair)  
Councillor Pugh  
Councillor Mrs Bentley  
Councillor Bentley  
Councillor Stevens  
Councillor Leach

**In attendance** 1 resident

**17/045 ACCEPTED APOLOGIES**

- i. Councillor Mountjoy
- ii. Councillor Mrs Blackwell

**17/046 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN**

The Chairman thanked Councillors Stevens, Bentley, Leach and other volunteers for their hard work in clearing shrubbery at the village hall in preparation for the building work.

**17/047 QUESTIONS FROM PARISHIONERS**

There were no parishioners present.

**17/048 PARISH COUNCIL VACANCIES**

Members received an application to join the Council from Mrs Cheryl Hutchinson-Holford, following a short discussion it was agreed that it would be beneficial to have her join the Council. Councillor Mrs Bentley proposed that Mrs Hutchinson-Holford be co-opted onto the Council and this was seconded by Councillor Dillon and carried. Mrs Hutchinson-Holford signed a Declaration of Acceptance and joined the meeting.

**17/049 APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 20<sup>th</sup> March 2017 were approved and duly signed by the Vice Chairman.

**17/050 MATTERS ARISING FROM MINUTES**

Councillor Pugh gave an update on issues in Colerne Drive.

## **17/051 BOROUGH / COUNTY COUNCILLORS/POLICE REPORTS**

Borough - There have been no major issues at the Borough this month.

The new waste service has started and received well by the residents. It now saves the Council money by having the three different lorry pick-ups one for Green Bins, one for Blue Bins, one for Brown Bins and a separate one for food waste. This allows all lorries to only have to go to one site to unload instead of two or three.

The Police are no longer in a position to attend parish council meetings, and due to reduced staffing levels, a decision was made to withdraw from producing the monthly crime reports. PC Emma Jones will provide an annual report for the AGM.

## **17/052 DECLARATIONS OF INTEREST**

There were none.

## **17/053 PLANNING**

### **a) New Applications**

- i. 17/00246/FUL – 46 Sussex Gardens. To erect a closed boarded wooden fence and gate to the right hand side. Plans were circulated to members before the meeting and a letter of objection from neighbouring residents was noted. Following discussion it was proposed by Councillor Stevens, seconded by Councillor Mrs Bentley to object to the application as it will set a dangerous precedent. All members voted in favour of the proposal.
- ii. 17/00255/FUL – Gransmoor Lodge, Sussex Gardens. Conversion and extension of existing detached garage to provide an additional 1no. dwelling, including associated landscaping and access. Plans were circulated to members before the meeting. Following discussion it was proposed by Councillor Stevens, seconded by Councillor Mrs Dillon not to object to the application. All members voted in favour of the proposal.
- iii. 17/00328/ADV – Unit 4, Armstrong House, Whittle Way. Two new fascia signs. Plans were circulated to members before the meeting. Following discussion it was proposed by Councillor Mrs Dillon, seconded by Councillor Leach not to object to the application. All members voted in favour of the proposal.

### **b) Decisions**

- i. 16/01289/FUL – Unit 1415, Charlton Court. Installation of external air conditioning and air handling plant to the rear external area including timber enclosures. Permitted.

### **c) Appeals**

Nothing to report.

### **d) Enforcement**

Councillor Stevens gave an update on issues at Noake Farm.

**17/054 PARISH NEWSLETTER**

The next electronic edition would be published in June.

**17/055 PINEHOLT VILLAGE HALL**

**a) Clerk's report**

The car parking licence between the council and Lockhead Martin UK Ltd had been signed by the Chairman and returned. Parking at the village hall will commence from 1<sup>st</sup> May 2017, signs have been erected indicating the reserved parking spaces.

The council office will relocate to the Hucclecote Community Centre on Wednesday 3<sup>rd</sup> May 2017. Notices will be displayed on the parish council noticeboards advising of the temporary arrangements during the building works. Members were asked to return all village hall keys to the Clerk.

Councillor Bentley collated comments on the governments housing white paper and he would submit a response before the deadline of 2<sup>nd</sup> May; the Chairman thanked him for his work.

**b) Village hall working party**

Councillor Stevens updated members on recent progress and the finances. Work would commence on 8<sup>th</sup> May 2017 as planned, further clearance work would be required before the work could start.

**17/056 HIGHWAYS AND TRANSPORT**

**a) Outstanding issues**

The Clerk gave an update on Highway matters, including details of the lengthsman scheme and microsurfacing of Ermin Street.

**17/057 PLAY AREA**

**a) Inspection report**

The annual ROSPA inspection was received; several areas of shrinkage and crumbling in the wet pour surface were noted.

A new self-closing gate had been installed by Greenfields Ltd.

**17/058 FINANCE**

**a) Accounts for Payment**

	<b>Chq</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i. Robert Hall Business Equip – Stationery	2268	136.61	27.33	163.94
ii. Mr Iain Selkirk – Internal Audit fee	2269	235.00	0.00	235.00
iii. Payestaff Ltd – Payroll fees	2270	76.00	15.20	91.20
iv. Greenfield Garden Services – New play area gate	2271	1128.00	225.60	1353.60
v. Playsafety Ltd – Rospa inspection	2272	87.50	17.50	105.00
vi. Allcooper Ltd – 12mths emergency lighting	2273	127.97	25.59	153.56
vii. Allcooper Ltd – 12mths Intruder Alarm	2273	616.67	123.33	740.00
viii. Grant Bailey – Bus shelter cleaning	2274	50.00	0.00	50.00
ix. Tesco – Stationery		4.56	0.00	4.56
x. Timpson – Keys		10.00	0.00	10.00
xi. Office Outlet – Photocopying plans		6.00	0.00	6.00
xii. Supanet – Broadband	DD	11.66	2.33	13.99
xiii. British Gas – Service contract	DD	23.68	4.74	28.42
xiv. SWALEC – Gas supply	DD	47.21	12.79	60.00
xv. SWALEC – Electricity supply	DD	66.45	10.55	77.00
xvi. PHS Group – Village Hall	DD	37.50	7.50	45.00

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

**b) End of year finance report 2016/17**

Members had before them a report showing the comparison between the budget and the end of year figures. Overall the year ended with a surplus of £27862, this included £11600 of grants received towards the village hall improvement works.

Following discussion it was proposed by Councillor Mrs Bentley, seconded by Councillor Stevens to transfer £16k from account 2 into account 3 and earmark it towards the future replacement costs of the play area equipment (£2k) and to the village hall extensions (£14k). All members voted in favour of the proposal.

**c) Enforcement action for outstanding debts**

Following discussion it was proposed by Councillor Pugh, seconded by Councillor Mrs Bentley to proceed with enforcement action. All members voted in favour of the proposal.

**17/059 MISCELLANEOUS**

**a) Parish Website**

Nothing to report.

**b) Solicitors**

Following recent issues with the council's solicitor, it was proposed by Councillor Stevens, seconded by Councillor Mrs Dillon to move solicitors for future legal matters. All members voted in favour of the proposal.

**c) Whittle and wild flowers walk**

Details were noted and would be published on the website. Following discussion members agreed to donate £20 to the Jet Age Museum towards the printing costs.