

**HUCCLECOTE PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18<sup>TH</sup> SEPTEMBER 2017  
IN THE MEETING ROOM AT  
PINEHOLT BOWLS CLUB AT 6.30 PM**

**Present** Councillor Pugh (In the Chair)  
Councillor Mrs Hutchinson-Holford  
Councillor Mrs Blackwell  
Councillor Mountjoy

**In attendance** 2 residents

**17/105 ACCEPTED APOLOGIES**

- i. Councillor Mrs Dillon
- ii. Councillor Stevens
- iii. Councillor Mrs Bentley
- iv. Councillor Bentley

**17/106 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN**

Thanks were expressed to councillors and volunteers for their help in moving back into the village hall, cleaning and clearing the outside area.

The Chair announced the resignation of Mr Barry Leach due to personal reasons; the vacancy would be advertised on the parish website and noticeboards.

**17/107 QUESTIONS FROM PARISHIONERS**

There were no questions raised.

**17/108 APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 7<sup>th</sup> August 2017 were approved and duly signed by the Chairman.

**17/109 MATTERS ARISING FROM MINUTES**

There were no matters arising.

**17/110 BOROUGH / COUNTY COUNCILLORS/ REPORTS**

Borough – The new waste collection service was working well and the number of complaints had reduced. Parish councils would be asked again about contributing to a dog warden service, further details to follow from the borough.

**17/111 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.

**17/112 PLANNING**

**a) New Applications**

There were no new applications.

**b) Decisions**

Nothing to report.

**c) Appeals**

Nothing to report.

**d) Enforcement**

Details of enforcement action on Stump Lane were noted.

**17/113 PINEHOLT VILLAGE HALL**

**a) Clerk's report**

A letter was received from the Pineholt Bowls Club regarding remedial work at the club and a request for the council to reclaim the VAT on a new boiler. Following discussion it was agreed to seek advice from a solicitor to get a better understanding of the lease and the council's responsibilities.

The Clerk informed members that travellers had set up camp on the Hucclecote Meadows SSSI, thankfully the consortium had them removed within 24 hours.

**b) Village hall working party**

Members received an update report from Councillor Stevens, the following quotations were accepted:

- i. Greenfields Garden Services – To tidy up the front entrance area and supply top soil.  
£393 (ex VAT)
- ii. Barbara's Blinds – Supply and fit blinds in the main hall, office and community rooms.  
£1598.33 (ex VAT)
- iii. Intocleaning – One off deep clean. £240 (ex VAT)

The final invoice from Buildex was awaited, with savings made earlier in the project the final costs should come within budget.

**c) Open day – 30<sup>th</sup> September 2017**

An open day will be held on Saturday 30<sup>th</sup> September, local clubs and societies will be invited along to view the improved facilities; members would be on hand to give tours of the building.

**d) Recruitment of cleaner**

No applications were received for the vacancy, therefore following discussion it was proposed by Councillor Mrs Blackwell, seconded by Councillor Pugh to use Intocleaning for a period of 3 months, costing £156 per month. All members voted in favour of the proposal.

**e) Alarm call out rota**

A new call out rota for the monitored alarm system was agreed, members were reminded that they should not attend a call out alone and if the intruder alarm is activated they should not enter the building without Police presence.

**17/114 HIGHWAYS AND TRANSPORT**

**a) Outstanding issues**

Gloucestershire Highways had investigated the issue of flooding on Churchdown Lane and confirmed the drains were clear and functioning. A damaged manhole cover on Hucclecote Road had also been repaired.

**17/115 PLAY AREA**

**a) Inspection report**

The quarterly inspection would be undertaken later in the month.

**17/116 FINANCE**

**a) Accounts for Payment**

	<b>Chq</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i. Fine Turf Service of Glos – Grounds maintenance.	BACS	303.00	0.00	303.00
ii. St Philip and St James Church – Room hire	BACS	45.75	0.00	45.75
iii. Buildex Construction – Valuation 3	BACS	22497.48	4899.50	29396.98
iv. DB Landscaping – Grounds maintenance	2285	50.00	0.00	50.00
v. DF Legal – Deeds storage	2286	25.00	5.00	30.00
vi. Beckett Engineering – Security grills	2287	1800.00	360.00	2160.00
vii. Petty Cash	2288	108.40	0.00	108.40
viii. Gloucester Locksmiths – Abloy lock and keys	DC	144.11	28.82	172.93
ix. Bigdug - Shelving	DC	429.00	85.80	514.80
x. Supanet – Broadband	DD	11.66	2.33	13.99
xi. British Gas – Service contract	DD	23.68	4.74	28.42
xii. SWALEC – Gas supply	DD	60.00	0.00	60.00
xiii. SWALEC – Electricity supply	DD	77.00	0.00	77.00

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

**b) Insurance policy – renewal 1<sup>st</sup> October 2017**

Members reviewed the insurance policy and it was proposed by Councillor Pugh, seconded by Councillor Mrs Blackwell to accept the renewal invitation from Came and Company. All members voted in favour of the proposal, the annual premium of £2410.88 would be paid by BACS. It was noted that following the recent improvements to the hall the insured sum for the village hall would need increasing.

**17/117 MISCELLANEOUS**

**a) Parish Website**

Some articles on the website were in need of updating, details of the current room availability would be added to the village hall page.

**b) Fastershire**

An update was received from Councillor Stevens. BT's Community Team has been asked what it would cost to link Cabinet 42 to fibre optic, a response was awaited.

**c) Hucclecote Emergency Plan**

The Hucclecote Emergency Plan was currently being updated by Mrs Barbara Martin, David Brown and Declan Wilson.

Following discussion it was agreed the village hall remain as a refuge centre should the need arise, a box of emergency supplies would be stored at the hall and Mrs Martin would continue to hold a set of keys. Members agreed to be called upon in the event of an emergency.

A copy of the plan would be circulated to members.