

**HUCCLECOTE PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16<sup>TH</sup> SEPTEMBER 2019**  
**IN THE MEETING ROOM AT**  
**PINEHOLT VILLAGE HALL AT 6.30 PM**

**Present**

- Councillor Pugh (In the Chair)
- Councillor Stevens
- Councillor Edge
- Councillor Morgan
- Councillor Bentley
- Councillor Mrs Hutchinson-Holford
- Councillor Mrs Blackwell
- Councillor Mrs Heyden

**19/097 ACCEPTED APOLOGIES**

- i. Councillor Paul Smith (Borough)
- ii. Councillor Mrs Bentley

**19/098 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN**

The Chairman will meet this week to discuss ongoing issues at 184 Hucclecote Road and next week with the three new borough councillors for the ward. A chartered parishes meeting took place earlier in the month, unfortunately the meeting was dominated by one or two people from other councils, an update was given from Gloucestershire Highways; the turnout was good compared to previous meetings.

Members were invited to attend a meeting on Tuesday 24<sup>th</sup> September to view and discuss the Tewkesbury Borough Plan; Councillors Stevens and Mrs Hutchinson-Holford agreed to attend.

**19/099 QUESTIONS FROM PARISHIONERS**

There were no questions.

**19/100 APPROVAL OF THE MINUTES OF THE LAST MEETING**

It was resolved to amend item 19/091(d). The minutes of the Council meeting held on 5<sup>th</sup> August 2019 were amended, approved and duly signed by the Chairman.

**19/101 MATTERS ARISING FROM MINUTES**

An update was given on the ‘Growing our Communities Fund’ application that had been submitted and agreed in principle.

Councillor Mrs Heyden recently attended a GAPTC training course and found it very interesting; she asked for climate change to be a future agenda item.

**19/102 BOROUGH / COUNTY COUNCILLORS REPORT**

Borough – Councillor Gill Blackwell reported on the proposals for development and improvement at M5 junction 9 and the Cyber Park in Cheltenham, she had also visited a site in Staverton to view the first modular housing in the borough.

**19/103 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.

**19/104 PLANNING**

**a) New Applications**

- i. 19/00768/FUL – 25 James Way. Conversion of existing garage, erection of a single storey side/rear extension and front porch. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to object to the application.
- ii. 19/00717/FUL – Land to the rear of Invista (UK) Ltd. Amendments to the landscaping and ground levels consented as part of 13/00939/APP. Following discussion it was proposed, seconded and resolved not to object to the application.

Members requested an update on the Edenstone development at Whittle Square and Coopers Edge sports facilities and allotments; Councillor Mrs Blackwell was asked to follow up both with the planning officers at Tewkesbury Borough Council and report back.

Prior to adoption of roads on Coopers Edge members will compile a snagging list to assist the Highways authority in the adoption process. An item will be posted on the website and Facebook page asking residents to send in details of remedial works in their street; Councillor Morgan agreed to collate the information and produce a full report.

**b) Decisions**

There were no decisions to report.

**c) Appeals**

There were no appeals to report.

**d) Enforcement**

A response was received from the Director of a business operating from Stump Lane, following discussion it was noted that some minor improvements had been made to the site and therefore no further action would be taken by the parish council, it would be for enforcement officers to follow up any outstanding planning matters.

**19/105 PINEHOLT VILLAGE HALL**

**a) Clerk's report**

Quotations were received for the installation of artificial grass at the village hall. The play area is currently only used by a play group on a Friday morning in good weather therefore it was agreed to put on hold for the time being.

Casual hall bookings have started to increase and new regular bookings are in the pipeline. Members were asked to consider expenditure and projects for the next financial year as the Clerk will shortly begin work on the budget for 2020/21. Costs for wildflower planting, new signage, kitchen upgrade and improvements to the car park entrance will be considered.

Correspondence was received from a resident regarding a damaged dog waste bin, benches and overgrown vegetation along Folland Avenue and around the estate; the Clerk will action the necessary maintenance.

**b) Village Hall Risk Assessment**

Advice will be sought from Tewkesbury Borough Council on the removal of hedges and trees along the car park entrance in order to provide a safe footpath. As a short term measure, a quotation was received for some hedge removal however members agreed to wait until the full scheme was costed and agreed.

**19/106 HIGHWAYS AND TRANSPORT**

**a) Outstanding issues**

Following the recent DEFRA noise mapping report the Chairman circulated a plan showing the strength of noise levels along the M5 Motorway. Colleagues from Upton St Leonards parish council were examining the report data and raising questions with DEFRA; a follow up meeting with Highways England will be held in January 2020.

A quotation will be presented at the next meeting for wildflower planting costs.

**19/107 PLAY AREA**

**a) Inspection report**

Members will undertake the monthly inspection of the play area.

Quotations were obtained for resurfacing of worn and damaged areas of wetpour. Following discussion it was proposed, seconded and resolved to ask Sovereign Play for a reduction in the welfare element costs before accepting their quotation.

**19/108 FINANCE**

**a) Accounts for Payment**

	<b>Chq</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i. Facebook – Advertising		35.79	0.00	35.79
ii. Fine Turf Services – Grounds maintenance		620.00	0.00	620.00
iii. Robert Hall – Stationery/printer supplies		219.23	43.86	263.09
iv. Alex Bolt – Stationery/printer supplies		5.00	0.00	5.00
v. DF Legal – Deeds storage		25.00	5.00	30.00
vi. Fine Turf Services – Grounds maintenance		284.00	0.00	284.00
vii. Into Cleaning – Floor maintenance		275.00	55.00	330.00
viii. Into Cleaning – Cleaning (Aug)		175.28	35.06	210.34
ix. GAPTC – Training		95.00	0.00	95.00
x. KB Handyman – Noticeboard repairs		75.00	0.00	75.00
xi. Coopers Edge FC – Grant for new kit		150.00	0.00	150.00
xii. B&M – Batteries		3.33	.67	4.00
xiii. Tesco - Stationery		3.12	.63	3.75
xiv. Supanet – Broadband	DD	11.66	2.33	13.99
xv. British Gas – Service contract	DD	27.28	5.46	32.74
xvi. HMRC – VAT payment	DD	0.00	662.50	662.50
xvii. SWALEC – Gas supply	DD	68.00	0.00	68.00
xviii. SWALEC – Electricity supply	DD	88.00	0.00	88.00
xix. TV Licensing	DD	154.00	0.00	154.00

MINUTES TO BE CONFIRMED AT THE NEXT COUNCIL MEETING 21<sup>st</sup> OCTOBER 2019

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

**b) External Auditor Report 2018/2019**

The Annual Return 2018/19 was signed off by the External Auditor, PKF Littlejohn LLP; there were no matters to report. The Clerk was thanked for her work.

**c) Insurance renewal 1<sup>st</sup> October 2019**

The renewal documents were received and reviewed, members approved an annual premium payment of £2232.45.

**d) Cobalt donation request**

Following discussion it was resolved to decline a donation on this occasion.

**19/109 MISCELLANEOUS**

**a) Ecclesiastical Trim Trail initiative**

Work to cut back overgrown vegetation along the Wotton Brook will commence on 23<sup>rd</sup> September, volunteers from Ecclesiastical will be briefed and supervised during the work. Residents along Ashbrittle and Arlington will be notified of the work.

Next meeting is to be held on Monday 21<sup>st</sup> October 2019.