

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21ST OCTOBER 2019
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 6.30 PM**

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

In attendance Councillor Robert Vines (County)

19/110 ACCEPTED APOLOGIES

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

19/111 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

The Chairman will attend the Mayor's Civic Service on 17th November 2019 and the Remembrance Day Parade on 10th November 2019.

19/112 QUESTIONS FROM PARISHIONERS

There were no questions.

19/113 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 16th September 2019 were approved and duly signed by the Chairman.

19/114 MATTERS ARISING FROM MINUTES

An update was given on reported issues and concerns at a property on Hucclecote Road.

Councillor Mrs Blackwell gave an update on the Edenstone Development at Whittle Square.

A Coopers Edge snagging list is being put together to assist the Highways Authority with the adoption process, it will be sent to the local highways manager and consortium manager when completed. **ACTION S/M**

19/115 BOROUGH / COUNTY COUNCILLORS REPORT

County – Councillor Robert Vines reported that all general waste is now being sent to the incinerator at Javelin Park. The A417 missing link was on track, consultation events were taking place throughout the County giving residents the opportunity to view and comment on the proposed scheme.

Borough – Councillor Mrs Blackwell reported a climate change motion had recently been taken forward at the Borough Council; some greener measures are already in place.

A written report from Councillor Paul Smith was received. Members were disappointed as at a recent meeting, with all three borough councillors, it was agreed they would liaise together but this clearly hadn't happened; the Chairman will write back to Councillor Smith. **ACTION A/P**

19/116 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.

19/117 PLANNING

a) New Applications

- i. 19/00910/TPO – 1 The Pines, TPO275 – T9 Ash – crown lift around to give 5m clearance from ground level, T11 Oak – remove deadwood. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to object to the work.
- ii. 19/00877/LBC – Noake Farm, Stump Lane. Internal and external alterations to existing building, including changes to fenestration, removal of partition walls and installation of internal staircase, in association with proposed conversion to B1 office use. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to formally object but to raise concerns about the potential increase in vehicles as a result of the proposed 12 office staff in the building.
- iii. 19/00876/FUL – Noake Farm, Stump Lane. Conversion of Coach House to B1 office use to be used ancillary to the horticultural/landscaping business. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to formally object but to raise concerns about the potential increase in vehicles as a result of the proposed 12 office staff in the building.

b) Decisions

- i. 19/00768/FUL – 25 James Way. Conversion of existing garage, erection of a single storey side/rear extension and front porch. Permitted.

c) Appeals

There were no appeals to report.

d) Enforcement

There was nothing to report.

e) Tewkesbury Borough Plan Pre-Submission Consultation

Members viewed the pre-submission document, following discussion Councillor Stevens agreed to prepare and circulate a draft response. **ACTION T/S**

19/118 PINEHOLT VILLAGE HALL

a) Clerk's report

Correspondence was received from a concerned resident regarding wildlife on a large area of land currently under development. The manager of the development confirmed that all environmental surveys were being complied with; a local Countryside Officer was also contacted for advice.

The Clerk will meet with three companies to obtain quotations for upgrading the current CCTV system at the village hall.

b) Car park lighting maintenance

Quotations were received to repair three car park lights which are permanently on. Following discussion, it was agreed it would be more cost effective to ask both contractors to re quote to inspect all lights and re-lamp where required; the best price would be accepted. **ACTION CLERK**

c) Improvements to car park entrance

Councillor Morgan explained the scope of works to improve the entrance to the village hall and bowls club, including installation of a footpath (phase 1); this will include removal of the beech hedge and some trees. Further work (phase 2) may include moving the play area fence, wildflower planting and new signage; costings for the work will be obtained. **ACTION S/M**

19/119 HIGHWAYS AND TRANSPORT

a) Outstanding issues

Details of the A417 temporary overnight road closure commencing on 18th November were noted.

b) Wildflower planting

A quotation was received to plant wildflowers on Hucclecote Road and on two roundabouts on Cranham Gate; it was proposed, seconded and resolved to accept the quotation. The Clerk will enquire with Gloucestershire Highways to check if there are any other issues that need to be considered. **ACTION CLERK.**

19/120 PLAY AREA

a) Inspection report

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

b) Resurfacing work

Following discussion it was proposed, seconded and resolved to accept the revised quotation from Sovereign Play. **ACTION CLERK**

19/121 FINANCE

a) Accounts for Payment

	Chq	Net	VAT	Gross
i. Came and Company – Annual insurance		2232.45	0.00	2232.45
ii. Ted Stevens – Travelling expenses		18.00	0.00	18.00
iii. Dundry Nurseries – Spring bulbs		16.65	3.33	19.98
iv. Clerks and Councils – Subscription		75.00	0.00	75.00
v. Fine Turf Services – Grounds maintenance		329.80	0.00	329.80
vi. Clem Photo – Website photos		50.00	0.00	50.00
vii. Grants Gutters – Bus shelter cleaning		50.00	0.00	50.00
viii. Intocleaning Ltd – Village Hall (Sept)		121.37	24.27	145.64
ix. GeoXsphere Ltd – Parish on-line		35.00	7.00	42.00
x. Payestaff Ltd – Payroll fees		77.85	15.57	93.42
xi. PHS Compliance – PAT testing		94.00	18.80	112.80
xii. Tesco – Refreshments		5.09	0.00	5.09
xiii. Amazon – Batteries		2.77	0.56	3.33
xiv. Timpson – key cutting		8.33	1.67	10.00
xv. Supanet – Broadband	DD	11.66	2.33	13.99
xvi. British Gas – Service contract	DD	27.28	5.46	32.74
xvii. SWALEC – Gas supply	DD	65.87	2.13	68.00
xviii. SWALEC – Electricity supply	DD	76.89	11.11	88.00
xix. Cannon Hygiene – Village Hall	DD	103.35	20.67	124.02

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

b) Finance report Jul – Sep 2019

Members had before them a finance report detailing income and expenditure, the variances with the budget were explained.

c) Internal control report Jul – Sep 2019

Members undertook the audit for July – September 2019, there were no matters to report.

d) Budget 2020/21

Projects for 2020/21 were discussed and would be costed and presented at the next meeting; this may include a kitchen refurbishment, car park and highways improvements and further resurfacing work in the play area. **ACTION ALL**

19/122 MISCELLANEOUS

a) GRCC events

Details were noted.

b) Remembrance Sunday Parade – 10th November 2019

Details were noted.

c) Volunteering projects

An update was given on work undertaken by Ecclesiastical Insurance volunteers who helped clear vegetation along the Wotton Brook footpath. Members and volunteers would do further work on 9th November 9.30 – 11.30, to include bulb planting and litter picking.