

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18TH NOVEMBER 2019
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 6.30 PM**

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

19/123 ACCEPTED APOLOGIES

- i. Councillor Pugh
- ii. Councillor Robert Vines (County)

19/124 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

The Chairman attended the Tewkesbury Borough Council Parish seminar and notes were circulated, he also represented the parish council at the Remembrance Day parade and Mayor's Civic Ceremony.

19/125 QUESTIONS FROM PARISHIONERS

There were no questions.

19/126 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 21st October 2019 were approved and duly signed by the Chairman.

19/127 MATTERS ARISING FROM MINUTES

Representations were submitted to the Tewkesbury Borough Plan Pre-Submission Consultation.

The Chairman had written to the three borough councillors expressing concern over the apparent lack of liaison when reporting matters from the borough.

Councillor Morgan was progressing with a snagging list for Coopers Edge, upon completion it will be checked and sent to Gloucestershire Highways, Borough Council and the adoption manager at Bovis Homes. **ACTION S/M, D/B.**

Councillor Stevens will check with the contractor undertaking the wild flower planting that he has the necessary insurance and qualifications to work near the highway; he will also need to check for utilities in the verges prior to the work taking place. **ACTION T/S**

19/128 BOROUGH / COUNTY COUNCILLORS REPORT

Borough – Councillor Mrs Blackwell reported that car charging points were to be installed at the borough council offices and these would be available to members of the public; there would be a card system for payment.

19/129 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.

19/130 PLANNING

a) New Applications

- i. 19/01033/ADV – Tesco, Brockworth. 1 x 42” LCD media screen/charge, 2 x 1250mm x 700mm flag pole signs. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to object.

b) Decisions

- i. 19/00910/TPO – 1 the Pines, West End Lane. Work to TPO trees permitted.

c) Appeals

There were no appeals to report.

d) Enforcement

A response was received from William Cole, Planning Enforcement Officer, regarding land on Stump Lane; members were satisfied with the action and progress made.

19/131 PINEHOLT VILLAGE HALL

a) Clerk’s report

The parish noticeboard on Folland Avenue had been vandalised for a second time, the handyman replaced the broken Perspex again; it was agreed that if it happens again the board may have to be removed.

Following a recent alarm activation members were reminded of the call out procedure and the need to notify other hall hirers if there is a fault.

A new regular Tuesday morning class, Phonics classes for children, will start in January 2020 and a photographer has booked the main hall and meeting room for dates in the New Year. The hall will be used for the elections on 12th December; all regular hirers had been notified.

Members agreed to take part in the Coopers Edge Advent Fenster Calendar. **ACTION CLERK, J/H, B/B.**

b) CCTV upgrade

The Clerk met with three local companies and explained what improvements were required to the current system; not all quotations were received therefore a decision was deferred until the next meeting.

19/132 HIGHWAYS AND TRANSPORT

a) Outstanding issues

The Chairman and Clerk met with representatives from Gloucestershire Highways to discuss extending the parking restrictions on Cranham Gate; this may include double yellow lines at the top of Bird Road and some minor adjustments in other areas. The engineer from the Traffic Regulation Team confirmed the cost to go through a full TRO process would be £10K - £15K and the process could take up to two years; draft plans will be prepared.

Parking restrictions for Coopers Edge were also discussed, it was suggested that the three parish councils that cover Coopers Edge work together to make a proposal for a TRO; members agreed this would be a cohesive approach. **ACTION A/P**

An update was given on the M5 noise issue, following discussion it was agreed to send a joint letter, with Upton-St-Leonards parish council, to the District Councils and MP's requesting their support in challenging Highways England for further action. **ACTION A/P**

19/133 PLAY AREA

a) Inspection report

Members undertook the monthly inspection of the play area; minor matters were noted and would be monitored. The resurfacing work will commence on 28th November, weather permitting.

19/134 FINANCE

a) Accounts for Payment

	Chq	Net	VAT	Gross
i. KB Handyman Service – Maintenance		100.00	0.00	100.00
ii. Fine Turf Services – Grounds maintenance		317.00	0.00	317.00
iii. Spot on Supplies – Cleaning supplies		89.94	17.99	107.93
iv. Alex Bolt – Open/close service		10.00	0.00	10.00
v. KB Handyman Services – Maintenance		45.00	0.00	45.00
vi. Intocleaning – Cleaning contract		175.28	35.06	210.34
vii. Sovereign Design and Play – Repairs (deposit)		1200.00	240.00	1440.00
viii. Alex Bolt – Open/close service		10.00	0.00	10.00
ix. KB Handyman Services – Notice board repairs		45.00	0.00	45.00
x. ASG – Door maintenance contract		147.00	29.40	176.40
xi. Churchdown Computers – IT support		50.00	0.00	50.00
xii. Royal British Legion – Wreath		17.00	0.00	17.00
xiii. Supanet – Broadband	DD	11.66	2.33	13.99
xiv. British Gas – Service contract	DD	27.28	5.46	32.74
xv. Water Plus – Water supply	DD	47.66	0.00	47.66
xvi. BT - Telephones	DD	530.23	39.93	239.77
xvii. SWALEC – Gas supply	DD	68.00	0.00	68.00
xviii. SWALEC – Electricity supply	DD	88.00	0.00	88.00
xix. Citorn – Duty of care charge	DD	103.35	20.67	124.02

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

b) Budget 2020/21

Following discussion it was agreed that money should be allocated in the budget for a kitchen refurbishment, improvements to the village hall car park entrance to make it safer for pedestrians (as highlighted in a recent risk assessment), Highways TRO to extend parking restrictions on Cranham Gate and further resurfacing work in the play area. A draft budget will be presented at the December meeting. **ACTION CLERK**

The work to improve the car park entrance will involve removing some trees and hedgerow therefore it needs to be done out of the nesting season (Mar-Sept); it was agreed to proceed with the clearance work (phase 1) before March 2020.

It was noted that the grant application to the 'Growing our Communities Fund' was successful, the money will be used to run new activities at the village hall for the elderly, young and more vulnerable people; County Councillor Vines was thanked for his support.

19/135 MISCELLANEOUS

a) Meeting dates 2020

Dates for 2020 meetings were agreed.

b) Volunteering projects

An update was given on various projects. It was agreed to send a Christmas card to each household which will also include parish council meeting dates, what's on at the village hall and contact details; to be delivered early December.

c) Developing a Sustainability Plan/Strategy

Councillor Stevens recently attended a 'Creating Greener Communities' event and his notes were circulated. Following discussion it was agreed the parish council should look at developing a sustainability plan and set some achievable targets. **ACTION T/S, D/B, B/B**

The next meeting will be held on Monday 9th December 2019.