

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 15TH MARCH 2021
VIA ZOOM AT 6.30 PM**

Present Councillor Pugh (In the Chair)
Councillor Stevens
Councillor Bentley
Councillor Mrs Bentley
Councillor Mrs Heyden
Councillor Rammohan
Councillor Edge

In attendance Councillor Robert Vines (County)
3 Residents

21/030 ACCEPTED APOLOGIES

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

21/031 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

A letter of thanks was received from the Woodland Trust, for supporting their application for grant funding. The grant will enable them to undertake access and improvement work on Churchdown Hill.

Members were pleased to hear that some Coopers Edge residents are now able to access Virgin Media and faster internet speeds; further areas will be connected in the coming weeks.

The Chairman gave notice that he will not be standing for Chairman at the next parish council elections in May.

20/032 QUESTIONS FROM PARISHIONERS

Residents asked for the locations of new benches and litter bins along the Wotton Brook footpath. They were advised of the suggested locations which are all on the far side of the balancing ponds, on Arlington and Ashbrittle, away from any houses; a plan will be posted on the website shortly for residents to comment. Concerns were raised about youths gathering and anti-social behaviour; these will be considered during discussion at agenda item 14(f).

The Council was asked for an update on the new sports facilities on Coopers Edge and when the footpaths around the site will be opened. The Chairman explained that Tewkesbury Borough Council will shortly seek a competent club/society to run the facilities through a Tender process. The Clerk will contact the borough council for an update and clarify the position of opening of footpaths.

21/033 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 15th February 2021 were approved and will be signed by the Chairman retrospectively at the next face to face meeting.

21/034 MATTERS ARISING FROM MINUTES

There were no matters arising.

21/035 BOROUGH / COUNTY COUNCILLORS REPORT

County Council – Councillor Vines gave details of the approved county budget (as detailed in his February report), the annual increase for a Band D property is £63.90. County Council elections will take place on 6th May 2021.

Borough Council - Councillor Paul Smith has received complaints regarding the state of roads on Coopers Edge and he requested details of the responsible contractors; the Clerk will advise. He also offered his support and assistance with the surgery campaign.

21/036 DECLARATIONS OF INTEREST

No declarations were made.

21/037 COVID 19

All council activities are on hold until groups can meet again safely to help with volunteer projects.

21/038 PLANNING

a) New Applications

- i. 21/00081/FUL – Land to west of Stump Lane. Change of use of part of an existing grazing paddock into a fenced manège for private use. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved to object on the grounds of planning creep, impact on biodiversity and potential increase in traffic and parking. All members voted in favour.

b) Decisions

- i. 21/00090/FUL – 15 West End Lane. Erection of a single storey front extension and internal alterations to convert garage. Permitted

c) Enforcement report

As agreed at the previous meeting, a letter was sent to the chief executive of the borough council expressing concern and frustration regarding delays in enforcement action.

d) New doctor's surgery campaign for Hucclecote

A draft action plan was presented and approved; support will be sought from Gloucester City Councillors and the City MP.

21/039 PINEHOLT VILLAGE HALL

a) Clerk's report

Work has started on the new kitchen and the fitters are on site this week. Enquiries regarding the new sports facilities continue to come in and as previously mentioned an update will be requested from the borough council.

b) Re-opening of the village hall after 12th April

Following discussion, members agreed that some groups should be able to return to the hall on 12th April (step 2 of government roadmap); these include children’s activities and church groups for worship. Step 3 (May 17th at the earliest) will allow some exercise groups to return; the hall will be deep cleaned prior to reopening.

c) Guidance on returning to face-to-face meetings

Legislation to allow virtual meetings ends on 6th May 2021 and therefore face-to-face meetings will resume; advice was received from NALC and ACRE. Members will consider at the next meeting how best to hold the May annual meetings.

21/040 HIGHWAYS AND TRANSPORT

a) Outstanding issues

An update was given on the new finger signs to be installed on Lobleys Drive shortly. Members raised concerns about the new electric scooters that are being trialled in the area, health and safety issues regarding speed, use on pavements, age limits and helmets will be reported to the Highways manager and local PCSO.

The Clerk will contact the local PCSO to request the speed gun for monitoring along the Hucclecote bypass.

21/041 PLAY AREA

a) Inspection report

The monthly inspection had been undertaken and minor matters noted; further work to repair fence posts was required. The next inspection will be undertaken by Rospa in April.

The Clerk will ask the borough council again if Ubico can empty the litter bins.

21/042 FINANCE

a) Accounts for Payment

		Net	VAT	Gross
i.	Walford Timber – Fencing materials	87.51	17.50	105.01
ii.	Robert Hall - Stationery	93.17	18.64	111.81
iii.	KB Handyman Services – Bench repairs	126.00	0.00	126.00
iv.	Zoom – Monthly meeting	11.99	2.40	14.39
v.	GAPTC – Training	30.00	0.00	30.00
vi.	B&Q – Fencing materials	2.72	0.55	3.27
vii.	Howdens – Kitchen materials	3633.33	726.67	4360.00
viii.	PHS Group – Hygiene services	DD	93.40	112.08
ix.	Water plus - Water	DD	21.64	21.64
x.	Supanet – Broadband	DD	11.66	13.99
xi.	British Gas – Service contract	DD	26.58	31.89
xii.	SWALEC – Gas supply	DD	68.00	68.00
xiii.	SWALEC – Electricity supply	DD	88.00	88.00

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

The Internal Controller has been unable to conduct her audits throughout the year due to COVID rules, however regular online inspections of the bank accounts are undertaken.

b) HPC Financial Regulations

Members reviewed the Financial Regulations and there were no amendments to be made. Members were reminded that saved passwords must not be used on any computer used for council banking; breach of this will be treated very seriously.

c) HPC Standing Orders

Members reviewed the new Model Standing Orders (2020), clarification was requested on financial controls and procurement amounts; the Clerk will look into this further and report back at the next meeting.

d) Severn Trent Community Fund application

Following discussion, it was proposed, seconded and resolved to submit an application to the fund for wild-flowing planting. A letter of support was received from the local school and the landowner has given permission.

21/043 MISC

a) Review of Council Policies

The following policies were reviewed by members and there were no amendments:

- i. Safeguarding policy
- ii. Social media policy
- iii. Complaints policy
- iv. Volunteer policy
- v. CCTV policy
- vi. Health and Safety policy

b) Training and development policy

It was proposed, seconded and resolved to adopt the training and development policy. The Clerk will enquire what level of funding is appropriate and report back.

c) Disciplinary Policy

It was proposed, seconded and resolved to adopt the disciplinary policy.

d) GAPTC membership renewal 2021/22

Members approved the renewal and payment but felt the association could do more to support parish councils in certain areas.

e) Notification from GCC Public Rights of Way Team

A letter was received advising of a change in legislation which could mean certain unrecorded rights of way may be lost. To assist members, the Clerk will request a definitive map showing footpaths in the parish.

f) New benches and litter bins

A plan of action including suggested locations and costings was presented to members. It was felt the addition of benches would enhance the area and benefit many local residents.

Ecclesiastical Insurance has agreed to contribute towards new litter bins, two new benches and a picnic bench.

Following discussion and taking into consideration the concerns raised earlier in the meeting it was proposed, seconded and resolved to initially consult with the PCSO, and then subject to any of their recommendations publish the draft plan online for comment. Tewkesbury Borough Council, the Consortium and Ecclesiastical Insurance will also be consulted.

Meeting closed at: 20:00

Next meeting: 19th April 2021