

HUCCLECOTE PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 18TH MAY 2021
IN THE MEETING ROOM AT THE PINEHOLT VILLAGE HALL AT 7 PM

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

In attendance Councillor Robert Vines (County)

21/058 ELECTIONS

- a) **Chairman** - Councillor Pugh called for nominations and the following were received:-
Councillor Mrs Bentley proposed by Councillor Stevens, seconded by Councillor Edge.

There being no further nominations a vote was taken and Councillor Mrs Bentley was unanimously elected.

- b) **Vice Chairman** – The Chairman called for nominations which were as follows:-
Councillor Stevens proposed by Councillor Bentley, seconded by Councillor Mrs Heyden.

There being no further nominations a vote was taken and Councillor Stevens was unanimously elected.

The Chairman and Vice Chairman signed the Declaration of Acceptance of Office.

- c) **Snow Warden** - Councillor Mrs Bentley proposed Councillor Bentley be appointed Snow Warden, this was seconded by Councillor Pugh and unanimously agreed.
- d) **Flood Warden** – Councillor Mrs Bentley proposed Councillor Rammohan be asked to take on the role as he lives locally and would be most suitable, this was seconded by Councillor Stevens and unanimously agreed; the Clerk would contact Councillor Rammohan.
- e) **Internal Controller** – Councillor Pugh proposed Councillor Mrs Heyden, this was seconded by Councillor Mrs Blackwell and unanimously agreed.

21/059 ACCEPTED APOLOGIES

- i. Councillor Paul Smith (Borough)

21/060 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

Thanks were expressed to Councillor Pugh for his service as Chairman for the past three years and to other members for their continued hard work and dedication.

20/061 QUESTIONS FROM PARISHIONERS

There were no residents in attendance.

21/062 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 19th April 2021 were approved and signed by the Chairman.

21/063 MATTERS ARISING FROM MINUTES

There were no matters arising.

21/064 BOROUGH / COUNTY COUNCILLORS REPORT

County Council – The first meeting of newly elected members will be held on 19th May and various committees established.

Borough Council – A written annual report was received from Councillor Paul Smith. Councillor Mrs Blackwell added that borough council officers continue to work under pressure and have worked very well during the pandemic.

21/065 DECLARATIONS OF INTEREST

Councillor Mrs Blackwell declared that as a member of the Tewkesbury Borough Council planning committee she would not participate in any discussions relating to planning matters.

21/066 PLANNING

a) New Applications

- i. 21/00434/CLE – Zoons Court Farmhouse. Certificate of Lawfulness for erection of workshop building and continued use. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to object. All members voted in favour.
- ii. 21/00546/FUL– 5 Waterton Close. Erection of single storey front and side extensions. Plans were circulated to members before the meeting. Following discussion it was proposed, seconded and resolved not to object. All members voted in favour.

b) Decisions

- i. 21/00336/FUL – 2 Robinswood Close. Erection of a single storey rear extension to provide a garden room and part garage conversion to provide a guest bedroom and en-suite.
Permitted

c) Enforcement report

A response was received from Mrs Sandra Ford, Head of Development Services, regarding delays in borough enforcement action. Members were not satisfied with her explanations and a further letter was sent requesting a meeting with her to discuss action in the future.

21/067 PINEHOLT VILLAGE HALL

a) Clerk's report

An invite was received from Brockworth Parish Council to attend a meeting to discuss various issues on Coopers Edge, including parking, the adoption of roads and sports facilities; Councillors Pugh and Bentley agreed to attend.

A damaged dog waste bin on Ashbittle Road will be replaced shortly and the borough council is looking at installing a new bin on Larkhay Road. Damaged road signs on Colerne Drive and Stocken Close are on the list to be replaced next month.

The parish website has been updated and Netwise will upgrade it to an improved version in June; Councillor Stevens was thanked for his work.

An order for four new benches and a table has been placed with Broxap; these will be installed along the Wotton Brook footpath in the agreed locations.

A new group of volunteer litter pickers has been formed, called the Hucclecote Wombles; they have recently cleared the Hucclecote bypass and a ditch in Larkhay Road. Members were very grateful for their work and hoped to work with them in the future; it was agreed a letter of thanks be sent to the coordinator.

21/068 HIGHWAYS AND TRANSPORT

a) Outstanding issues

An application for Community Match Funding has been submitted in respect of the Traffic Regulation Order for Cranham Gate. To meet the required criteria other locations may need to be included in the Order, the Clerk will seek clarification from Gloucestershire Highways. Several issues relating to Coopers Edge were discussed, including tree planting on Lancaster Road, drop kerb crossing points on Ashbittle Road and the new footbridge across Wotton Brook. It was agreed to arrange a meeting with the consortium manager, Mr Andrew Johnson, to get an update on these matters and to discuss the new sports facilities.

Following discussion it was agreed to form a working party to look at options for an area of land at the rear of the Bowling Club. The mound of earth and rubble is to be removed by Bovis Homes and there were several options for its future use. Members will meet to plan a way forward and agree how best to consult with local residents.

The Wildflower beds are about to come into flower; it was agreed to submit an application for funding to the Tesco Community Fund to purchase more seeds and a possible tree for outside the village hall to mark the Queens Platinum Jubilee.

21/069 PLAY AREA

a) Inspection report

The annual inspection was received from RoSPA, matters identified for action included uneven surfacing, worn bushes on the pod swing and damaged wet pour surfacing. The Clerk will obtain quotes for the necessary repairs.

21/070 FINANCE

a) Accounts for Payment

| | | Net | VAT | Gross |
|-------|--|------------|------------|--------------|
| i. | Intocleaning – Cleaning | 300.00 | 60.00 | 360.00 |
| ii. | Iain Selkirk – Internal audit fee | 240.00 | 0.00 | 240.00 |
| iii. | Fine Turf Services – Grounds maintenance | 332.00 | 0.00 | 332.00 |
| iv. | Netwise – Website upgrade | 199.00 | 39.80 | 238.80 |
| v. | RoSPA – Annual play area inspection | 89.50 | 17.90 | 107.40 |
| vi. | Intocleaning – Cleaning | 85.64 | 17.13 | 102.77 |
| vii. | Post Office – Postage fee | 3.23 | 0.00 | 3.23 |
| viii. | Water Plus – Water charges | 47.13 | 0.00 | 47.13 |
| ix. | Supanet – Broadband | DD | 2.33 | 13.99 |
| x. | British Gas – Service contract | DD | 5.31 | 31.89 |
| xi. | BT - Telephones | DD | 46.15 | 258.25 |
| xii. | SWALEC – Gas supply | DD | 0.00 | 68.00 |
| xiii. | SWALEC – Electricity supply | DD | 0.00 | 88.00 |

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

b) Internal Auditors report

Members received a report from Mr Iain Selkirk the Council's Internal Auditor, there were no matters arising. The inspection was undertaken remotely due to Covid restrictions.

c) Annual Governance Statement 2020/2021

Members received a copy of the Annual Governance Statement for year ending 31st March 2021. The Annual Governance Statement was approved by members and signed by the Chairman and the Clerk.

d) Statement of Accounts 2020/2021

Members received a copy of the Statement of Accounts for year ending 31st March 2021. The Statement of Accounts was approved by members and signed by the Chairman. All financial reports will be published on the parish council website and are available for viewing on request.

Meeting closed at: 19:45

Next meeting: 22nd June 2021