

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 19TH APRIL 2022
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 7 PM**

Present Councillor Stevens (In the Chair)
Councillor Pugh
Councillor Ms Clutterbuck
Councillor Edge

In attendance Councillor P Smith (Borough)

22/044 ACCEPTED APOLOGIES

- i. Councillor Mrs Bentley
- ii. Councillor Bentley
- iii. Councillor Mrs Blackwell
- iv. Councillor Robert Vines (County)

22/045 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

There were no announcements made.

22/046 QUESTIONS FROM PARISHIONERS

There were no parishioners in attendance.

22/047 PARISH COUNCIL VACANCIES

An application was received from Miss Helen Clifford. Following a short discussion, it was proposed, seconded and resolved to co-opt Miss Clifford onto the council.

22/048 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 21st March 2022 were approved and signed by the Chairman.

22/049 MATTERS ARISING FROM MINUTES

Councillor Pugh attended the Boundary Commissions public hearing and further comments were submitted to the consultation.

22/050 BOROUGH / COUNTY COUNCILLORS REPORT

Borough – A written report was received and noted from Councillor Mrs Blackwell.

22/051 DECLARATIONS OF INTEREST

Councillor P Smith declared that as a member of the Tewkesbury Borough Council Planning Committee he would not be able to comment on any planning related matters.

22/052 COOPERS EDGE TRUST REPORT

A report from Councillor Bentley was received and noted.

22/053 PLANNING

a) New Applications

- i. 22/00297/FUL – 198 Hucclecote Road. Erection of 52 apartments with associated parking, access, landscaping, drainage and services infrastructure. Plans were circulated before the meeting. Concerns were raised regarding over development of the site, insufficient parking and highway safety.

It was proposed, seconded and resolved to object to the development.

- ii. 22/00335/FUL – Zoons Court Farmhouse. Erection of an extension to an existing workshop. Plans were circulated before the meeting.

It was proposed, seconded and resolved not to object provided it is for business use only.

ACTION: Clerk to respond

b) Decisions

There were no decisions to report.

c) Enforcement report

There were no new cases to report.

d) Opening of new Coopers Edge sports facilities

An update was received from Tewkesbury Borough Council. The legal transfer of land is currently being processed however it could take some time to complete. In the meantime, they will continue with the Tender process to secure a tenant to manage the facilities.

Members were very frustrated with the delay and will seek an urgent meeting with officers and the consortium manager. **ACTION: Clerk to arrange meeting asap.**

22/054 PINEHOLT VILLAGE HALL

a) Clerks report

The Clerk is preparing for the internal audit, a copy of documents will be sent to Mr Selkirk for him to conduct his audit remotely.

Members were reminded that the Annual Assembly and Annual Parish Council meetings will be held on Monday 16th May starting at 7 pm.

b) Key holding and response service

Quotations were received from local companies to provide a key holding and response service.

It was proposed, seconded and resolved to accept the quotation from Gloucestershire County Security Ltd. **ACTION: Clerk to accept quote and arrange site meeting.**

c) **Agreement for mobile food catering unit**

A draft agreement was received and approved; a charge of £50 per visit was agreed. **ACTION: Clerk to liaise with Fabionis.**

22/055 HIGHWAYS AND TRANSPORT

a) **Outstanding issues**

An update was given regarding the removal of trees in Belmont Avenue. A follow up meeting is to be arranged with members to discuss replanting on the embankment. **ACTION: A/P**

b) **Temporary road closure**

Details of a temporary road closure in Sussex Gardens were noted, there were no objections raised. **ACTION: Clerk to respond to Highways.**

22/056 PLAY AREA

a) **Inspection report**

The annual inspection report was awaited from Rospa.

b) **Resurfacing work**

It was agreed to await the Rospa report before proceeding with the work, further quotes would also be sought. **ACTION: Clerk**

22/057 FINANCE

a) **Accounts for Payment**

		Net	VAT	Gross
i.	KM Reprographics – Posters	189.00	37.80	226.80
ii.	Robert Hall – Printer supplies	268.86	53.78	322.64
iii.	Spot on Supplies – Cleaning supplies	123.19	24.64	147.83
iv.	Cheapestprint on line – Flyers	52.95	1.19	54.14
v.	Fine Turf Services – Grounds maintenance	150.00	0.00	150.00
vi.	J L Toumazou – Artwork for posters	148.75	0.00	148.75
vii.	Alex Bolt – Open/close service	10.00	0.00	10.00
viii.	GAPTC – Annual subscription 22/23	708.20	0.00	708.20
ix.	Intocleaning – Monthly clean	185.55	37.11	222.66
x.	Azets – Payroll services	79.29	15.86	95.15
xi.	Securitas – Intruder alarm and monitoring	647.99	129.60	777.59
xii.	Securitas – Emergency lights contract	134.47	26.89	161.36
xiii.	Churchdown Computers – IT support	40.00	0.00	40.00
xiv.	KB Handyman - Maintenance	173.00	0.00	173.00
xv.	Friends of Churchdown Hill – Grant 22/23	200.00	0.00	200.00
xvi.	Supanet - Broadband	18.10	3.63	21.73
xvii.	British Gas – Service contract	25.37	5.07	30.44
xviii.	SWALEC – Gas supply	68.00	0.00	68.00
xix.	SWALEC – Electricity supply	99.00	0.00	99.00
xx.	PHS – Hygiene services	98.25	19.65	117.90

It was proposed, seconded and resolved to approve the payments.

b) End of Year finance report 2021/22

Members received a report showing the comparison between the budget and end of year figures for 2021/22. Overall, the year ended with a surplus of £30k, this was due to grants received and an increase in hall bookings. It was agreed to earmark the money for future replacement costs of play area equipment, a new trim trail and future green initiatives.

It was proposed, seconded and resolved to accept the end of year finance report.

c) Review the effectiveness of the system of internal controls

Members reviewed the effectiveness of the system of internal controls and there were no matters to report.

d) Grant application from Brockworth Link

It was proposed, seconded and resolved to approve a £300 grant application to the Brockworth Link. This will enable them to buy new sports equipment for the youth club. **ACTION: Clerk**

e) Future projects and grant applications

i. Wildflower project

Further wildflower planting will be now left until the Autumn, members will tidy up the existing beds.

ii. Tree planting for Platinum Jubilee

An afternoon event will take place on Friday 27th May to celebrate the Queens Platinum Jubilee and this will include planting two English Oak trees. It was agreed to purchase a commemorative plaque from the Royal British Legion. **ACTION: Clerk to order plaque**

iii. Trim Trail

Members were informed that to install the equipment on public land a licence is required from the borough council. However, until the land along the Wotton Brook corridor is transferred to them, from the consortium, they cannot issue a licence and if it is installed before the transfer, it could delay and complicate the process; planning consent is also required.

Following discussion, it was agreed to discuss this at the proposed meeting with borough council officers and the consortium manager. Councillor Stevens will speak to the duty planning officer for advice. **ACTION: Clerk to arrange meeting asap.**

iv. Sustainability Action Plan

Details of the Community Conversation event were given.

20/058 MISC

a) GAPTC AGM – Call for resolutions

Details were noted.

b) Town and Parish Council seminar – 15th June

Details were noted.

Meeting closed at: 20:15

Next meeting: Tuesday 17th May 2022