

**HUCCLECOTE PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20<sup>TH</sup> FEBRUARY 2023**  
**IN THE MEETING ROOM AT**  
**PINEHOLT VILLAGE HALL AT 7 PM**

**Present** Councillor Mrs Bentley (In the Chair)  
Councillor Stevens  
Councillor Miss Clifford  
Councillor Ms Clutterbuck  
Councillor Pugh  
Councillor Bentley  
Councillor Mrs Blackwell  
Councillor Edge

**In attendance** Councillor Robert Vines (County)  
Councillor Paul Smith (Borough)  
1 Resident

**23/016 ACCEPTED APOLOGIES**

There were no apologies received.

**23/017 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN**

The Chairman made no announcements.

**23/018 QUESTIONS FROM PARISHIONERS**

There were no questions.

**23/019 APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 16<sup>th</sup> January 2023 were approved and signed by the Chairman.

**23/020 MATTERS ARISING FROM MINUTES**

The Clerk confirmed that Upton St Leonards parish council are in support of the suggestion to use S106 money for Public Art to create information boards for Coopers Edge; a steering group will be formed together with Brockworth PC and the Jet Age Museum.

**23/021 BOROUGH / COUNTY COUNCILLORS REPORT**

County – Gloucestershire County Council recently met and agreed the budget for 2023/24, the council tax for a band D property will increase by 4.99%.

Borough – Councillor Mrs Blackwell reported that Tewkesbury Borough is proposing a £5 increase for a band D property.

Councillor Smith gave details of a restructure at the Borough Council, this could cause some delays in planning and legal; once concluded he will send further information.

**23/022 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.

**23/023 COOPERS EDGE TRUST REPORT**

Councillor Bentley attended a meeting with potential allotment holders to discuss forming an allotment society.

The Trust are holding a community engagement day in April, further details will follow.

**23/024 PLANNING**

**a) New Applications**

- i. 22/01245/FUL – Kenmor, Belmont Ave. Erection of single storey rear and side extension, front porch and garage conversion. Following discussion, it was proposed, seconded and resolved to not object.
- ii. 23/00034/TPO – Gransmoor Grange. TPO 275 work to protected trees. Following discussion, it was proposed, seconded and resolved to not object.
- iii. 22/01379/FUL – Zoons Court Farmhouse. Demolition of existing workshop and the erection of a new outbuilding containing ancillary living accommodation and a home office/workshop for use in association with Zoons Court Farmhouse. Following discussion, it was proposed, seconded and resolved not to object but to suggest a condition is attached to ensure it is only used ancillary to the main dwelling.
- iv. 23/00059/FUL – 42 Bowthorpe Drive. Single storey extension to rear of property. Following discussion, it was proposed, seconded and resolved to not object.

**b) Decisions**

- i 22/01279/MAS – Verge off Hucclecote Road. Installation of 5G mast. Permitted.

**c) Enforcement report**

Nothing to report.

**d) Coopers Edge Public Open Spaces**

An update was received from Andy Sanders, Community and Economic Development Manager at Tewkesbury Borough Council. The Tender document is being progressed and the legal team are undertaking the land transfer of open spaces on Coopers Edge. A Deed of Variation was submitted, by Vistry, to allow transfer to a management company, however it is the view of officers that the original S106 should be adhered to.

Members are extremely frustrated with the continued delays and the lack of progress; they voted in favour to support the decision of Tewkesbury Borough Council that the original S106 be adhered to. It was also agreed the Chairman should contact the CEO again to request an achievable, acceptable timeline and unless satisfactory progress is made by 1<sup>st</sup> April 2023 contact will be made with the local media. **Action: B/B, G/B**

**e) The Mound**

Members met with Vistry to discuss development of the Mound area at the rear of the Bowls Club, the proposed landscape drawing showed allotments, an informal park area and additional parking. Following the redevelopment, the land will be transferred to the Borough Council or the parish council could consider adopting it, further advice would be sought from an independent consultant before making a decision. **Action: T/S, Clerk**

**23/025 PINEHOLT VILLAGE HALL**

**a) Clerks report**

An application was received for the position of caretaker/cleaner, the Clerk and Chairman will meet the applicant and report back.

The planning application for outdoor fitness equipment is ready for approval, the planning officer firstly requested an amendment to the location plan. **Action: Clerk**

**b) Renewal of Pineholt Bowls Club lease**

Members met with the Pineholt Bowls Club to start initial discussions about the lease renewal, they will meet again on 27<sup>th</sup> March 2023 to go through the lease in more detail; the Clerk will contact the District Surveyor to arrange a valuation.

Members are keen for the club to be more engaging with the local community and to make better use of the facilities; this will be explained to the club. **Action: Clerk, B/B, T/S, A/P**

**c) Energy audit and electrical repairs at village hall**

Following discussion, it was agreed to accept the quote from Severn Wye Energy to conduct an energy audit of the village hall for £750. **Action: T/S to produce a short brief.**

**d) Maintenance contract for CCTV and Fire and Intruder Alarms**

Following discussion, it was agreed to accept all quotes from APM Fire and Security, contracts with Securitas would be terminated with three months' notice. **Action: Clerk**

**e) Community Events**

It was agreed to hold an afternoon tea event on 24<sup>th</sup> March 1 – 3 pm, volunteers who previously offered to help would be contacted for their support. **Action: D/B, Clerk**

**23/026 HIGHWAYS AND TRANSPORT**

**a) Outstanding issues**

Councillor Pugh attended a meeting with representatives from neighbouring parishes and Kier Construction who are responsible for delivering the A417 missing link. Concerns were raised about the potential increase in traffic and pollution, it appeared this had not been given any consideration during the consultation process; Kier agreed to feedback questions to National Highways. **Action: A/P to send questions**

**23/027 PLAY AREA**

**a) Inspection report**

The monthly inspection was undertaken, and minor matters were noted and will be monitored; a small repair to the IXO climbing frame was needed. **Action: Clerk to contact Greenfields Ltd.**

**23/028 FINANCE**

**a) Accounts for Payment**

		<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i.	Netwise UK – Domain name renewal	80.00	16.00	96.00
ii.	PHS Compliance – PAT testing	98.00	19.60	117.60
iii.	Azets – Payroll services	105.00	21.00	126.00
iv.	Cotswold Drain Service – Car park service	300.00	60.00	360.00
v.	JRB Enterprises Ltd – Dog waste bags	71.09	14.22	85.31
vi.	Robert Hall – Stationery supplies	266.50	53.30	319.80
vii.	IntoCleaning – Monthly cleaning service	202.94	40.59	243.53
viii.	Supanet – Broadband	14.88	2.98	17.86
ix.	PHS – Hygiene services	109.17	21.83	131.00
x.	British Gas – Service contract	23.75	4.75	28.50
xi.	Waterplus- Water charges	89.29	0.00	89.29
xii.	BT – Telephones	238.00	47.59	285.59

It was proposed, seconded and resolved to approve the payments.  
The bank reconciliation was approved and signed by the Chairman.

**b) Financial Risk Assessment 2023**

The Clerk reviewed and updated the Financial Risk Assessment report and this was presented to Council; the report was approved.

**23/029 MISC**

**a) Elections and recruitment of parish councillors**

Details were noted. Posters encouraging people to stand at the elections had been produced and would be displayed. The recruitment video prepared before would also be posted on our website/Facebook page **Action: Clerk**

**b) Sustainability Group**

The group met in January to review the plan and they were keen to move forward with the agreed actions. A modest sustainability festival will be held during early May 2023, the week's programme was explained. The Green Guide will be ready for distribution to households by early April.

The group recommended changing some of the existing parish litter bins to dual bins that have the facility for recycling. Unfortunately, at the moment Ubico are not able to separate the waste and it will therefore all go to landfill. Members were keen to still try and educate people to recycle and therefore it was agreed the Clerk and Cllr Ms Clutterbuck would review the costs including installation and removal of the existing bins and finalise the locations. **Action: Clerk, M/C**

**Meeting closed at: 21:00**

**Next meeting: Monday 20<sup>th</sup> March 2023**