

HUCCLECOTE PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 15TH MAY 2023
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 7.30 PM

Present	Councillor Mrs Bentley (In the Chair) Councillor Bentley Councillor Miss Clifford Councillor Mrs Blackwell Councillor Smith
In attendance	1 resident

23/059 ELECTIONS

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

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

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

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

It was agreed to move to agenda item 5) before continuing with the elections.

23/060 PARISH COUNCIL VACANCIES

Members received an application for co-option. Following a short discussion, it was proposed by Councillor Mrs Bentley, seconded by Councillor Mrs Blackwell to co-opt Mr Andrew Pugh onto the Council, all members voted in favour and he joined the meeting.

23/061 ELECTIONS

- c) **Snow Warden** – Councillor Mrs Bentley proposed Councillor Pugh, this was seconded by Councillor Bentley and unanimously agreed.
- d) **Flood Warden** – Councillor Mrs Bentley proposed Councillor Bentley, this was seconded by Councillor Mrs Blackwell and unanimously agreed.
- e) **Internal Controller** – Councillor Mrs Bentley proposed Councillor Miss Clifford, this was seconded by Councillor Pugh and unanimously agreed.

23/062 ACCEPTED APOLOGIES

- i. Councillor Stevens
- ii. Councillor Richard Smith (Borough)

23/063 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

There were no announcements.

23/064 QUESTIONS FROM PARISHIONERS

There were no questions.

23/065 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 17th April 2023 were approved and signed by the Chairman.

23/066 MATTERS ARISING FROM MINUTES

Members will attend a meeting on 18th May to discuss the provision of public art for Coopers Edge, they will walk the area to look at suitable sites for information boards.
A local surveyor has conducted a survey of the Pineholt Bowls Club and his valuation report will be received shortly.

23/067 POLICE/BOROUGH/COUNTY COUNCILLORS REPORT

The crime figures for January – March 2023 were noted.

Borough – due to the recent elections there was little to report. The Council is now a hung council and discussions are underway on how this will work; a full report will be circulated by Councillor Paul Smith.

23/068 DECLARATIONS OF INTEREST

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

23/069 COOPERS EDGE TRUST REPORT

The Trust is awaiting completion of the land transfer, from the developer to Stroud District Council, before proceeding with work to the allotments.

23/070 PLANNING

a) New Applications

There were no new applications received.

b) Decisions

There were no decisions to report.

c) Enforcement report

Nothing to report.

d) Coopers Edge Public Open Spaces

No further update was received regarding the transfer of the sports facilities and public open spaces.

23/069 PINEHOLT VILLAGE HALL

a) Clerks report

Severn Wye Energy recently conducted an energy audit of the village hall and a detailed report will be received over the next few weeks; this will include recommendations for improvement and the potential savings.

Members were reminded about Code of Conduct training at Tewkesbury Borough Council and also the courses on offer from GAPTC.

23/070 HIGHWAYS AND TRANSPORT

a) Outstanding issues

Councillor Pugh gave an update on the A417 improvement works and the potential increase in noise and pollution.

A meeting was held with neighbouring parishes to discuss improving cycle routes to Churchdown, they will continue to look at various options before approaching the County Council; Shurdington PC will also be invited to the next meeting. **Action: A/P**

23/071 PLAY AREA

a) Inspection report

The annual Rospa inspection was received and noted. The Clerk will arrange the necessary maintenance and seek advice from the manufacturer of the Pod Swing that needs immediate repair. **Action: Clerk**

23/072 FINANCE**a) Accounts for Payment**

		Net	VAT	Gross
i.	Paul Critchley – Leaflet distribution	55.00	0.00	55.00
ii.	Kevin Bradley – Noticeboard maintenance	310.00	0.00	310.00
iii.	Spot on Supplies – Cleaning materials	147.30	29.46	176.76
iv.	APM Fire & Security – Equipment inspection	169.18	33.84	203.02
v.	N Hartell – Fence repairs	270.00	54.00	324.00
vi.	Ted Stevens – Expenses	28.50	0.00	28.50
vii.	Facebook Ads – Sustainability Festival	579.79	0.00	579.79
viii.	KM Reprographics – Printing	150.00	0.00	150.00
ix.	Tesco – Refreshments	15.99	0.00	15.99
x.	Azets – Payroll Services	132.00	26.40	158.40
xi.	Iain Selkirk – Audit fee	245.00	0.00	245.00
xii.	Paul Critchley – Leaflet distribution	25.00	0.00	25.00
xiii.	Play Safety Ltd – Rospa inspection	96.00	19.20	115.20
xiv.	Intocleaning – Hall cleaning	160.29	32.00	192.35
xv.	Fine Turf Services – Grounds maintenance	494.00	0.00	494.00
xvi.	J L Toumazou – Festival leaflet artwork	52.50	0.00	52.50
xvii.	Tesco – Refreshments	16.43	0.00	16.43
xviii.	Post Office – Postage stamps	29.60	0.00	29.60
xix.	Proper Job – Nuts and bolts	3.25	0.00	3.25
xx.	Waterplus – Water supply	18.55	0.00	18.55
xxi.	Supanet – Broadband	11.66	2.33	13.99
xxii.	British Gas – Service contract	23.75	4.75	28.50
xxiii.	BT - Telephones	264.80	52.96	317.76
xxiv.	Opus Energy - Electric	177.30	8.86	186.16

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

The bank reconciliation was approved and signed by the Chairman.

b) Review of Internal Controls

Members reviewed the effectiveness of the system of internal controls and there were no matters to report. To further safeguard public money members agreed to review the current banking arrangements and to review the risk of holding current balances in Lloyds Bank. **Action: Clerk, H/C**

c) 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.

d) Annual Governance Statement 2022/2023

Members received a copy of the Annual Governance Statement for year ending 31st March 2023. The Annual Governance Statement was approved by members and signed by the Chairman and the Clerk.

e) Statement of Accounts 2022/2023

Members received a copy of the Statement of Accounts for year ending 31st March 2023. 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.

23/073 MISC

a) Sustainability Group

The Chairman reported that the Sustainability Festival events were very successful and she thanked everyone involved for their support and hard work. The Green Guide has been well received by residents and those that attended the events; GAPTC has suggested the council enters the Star Council Awards.

Meeting closed at: 20:30

Next meeting: Monday 19th June 2023