

**HUCCLECOTE PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 4<sup>TH</sup> SEPTEMBER 2023  
IN THE MEETING ROOM AT  
PINEHOLT VILLAGE HALL AT 7.00 PM**

**Present** Councillor Mrs Bentley (In the Chair)  
Councillor Pugh  
Councillor Bentley  
Councillor Miss Clifford  
Councillor Stevens  
Councillor Ellis

**In attendance** Councillor Vines (County)  
Councillor Yates (Borough)

**23/107 ACCEPTED APOLOGIES**

- i. Councillor Mrs Blackwell
- ii. Councillor Smith

**23/108 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN**

The Chairman will undertake the Clerks appraisal on 26<sup>th</sup> September 2023.

**23/109 PUBLIC PARTICIPATION**

There were no questions.

**23/110 APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 24<sup>th</sup> July 2023 were approved and signed by the Chairman.

**23/111 MATTERS ARISING FROM MINUTES**

The Gloucestershire Electoral review consultation will now commence on 2<sup>nd</sup> October 2023.

The parish council has organised a volunteering day for a team from Benefact on Friday 22<sup>nd</sup> September 2023, tasks will include tidying up the wildflower beds and general grounds maintenance around the village hall; Councillor Bentley will supervise. EDF has also offered a team for a volunteering session – hopefully in early to mid-October. Councillor Stevens will firm this up with EDF.

An update was given on the completed Sustainability work, the new litter bins have been installed and a repair café will be held at the village hall on December 2<sup>nd</sup>; costs will be obtained for updating the parish signs on Hucclecote Road. A review meeting for the Sustainability Action Group will be scheduled for November. **ACTION: T/S**

The parish council action plan will be updated and circulated before the next meeting. **ACTION: Clerk**

## **23/112 BOROUGH/COUNTY COUNCILLORS REPORT**

Borough – A written report was received from Councillor Yates.

The Chairman expressed concerns about uncompleted roads and pavements on Coopers Edge and the potential financial impact for the County Council following adoption.

County – There had been no meetings during August.

Councillor Vines was disappointed that the parish council felt it could not contribute towards the fencing improvement work along the A417; he has allocated £3k towards the scheme.

### **The Chairman moved item 11(b)**

#### **Fencing repairs along the A417**

Following discussion, it was resolved for Councillor Stevens to discuss the fencing work with the highways manager to see if it could be simplified. **ACTION: T/S**

## **23/113 DECLARATIONS OF INTEREST**

- i. Councillor Pugh declared an interest in planning item 9 ii).
- ii. Councillor Stevens declared an interest in planning item 9iii).

## **23/114 COOPERS EDGE TRUST REPORT**

Councillor Bently reported that the trust held a summer party on the weekend and it was well attended and £540 was raised.

## **23/115 PLANNING**

### **a) New Applications**

- i. S.23/1485/106R – Land to the West and South of Gloucester Business Park. Amendment of S106. Following discussion, it was resolved to object to the request to modify the Highways and Transportation obligations contained within the S106 Agreement.
- ii. 23/00679/FUL – Tree Tops Day Nursery, 141 Hucclecote Road. Extension to and conversion of existing annexe/pre-school room to form extension of nursery and increase number of children to 79. Following discussion, it was resolved to object to the application due to the increase in noise and traffic.
- iii. 23/00611/FUL – The White House, 162 Hucclecote Road. Change of use of the existing accountancy premises to ancillary residential to the main house. Following discussion, it was resolved not to object.

### **b) Decisions**

- i. 23/00575/TPO – 1 Bird Road. TPO 278 T8. Work to remove 3 lower limbs. Approved.

### **c) Enforcement report**

Nothing to report.

## **23/116 PINEHOLT VILLAGE HALL**

### **a) Clerks report**

Weekend bookings of the hall have increased and a new Tuesday morning exercise class will start in September.

Correspondence was received from a resident raising concerns about the adoption of roads on Coopers Edge and monitoring of the S106 Agreement; the Clerk will respond.

### **b) B-Epic Youth Club**

It was resolved to extend the groups free sessions at the village hall until March 2024. The Clerk will ask them to provide evidence (or KPIs) to see if the work with local young people was having a positive impact. **ACTION: Clerk**

### **c) Village Hall energy survey**

The Severn Wye Energy report was received and its recommendations noted.

It was resolved to proceed with the no-cost and low-cost improvements, which includes improving loft insulation, draft proofing doors and windows, replacing fluorescent lighting and installation of PIR's in some areas; Councillor Stevens will draw up a specification for electrical works. **ACTION: T/S, Clerk**

### **d) Pineholt Bowls Club lease**

The Council's solicitor is preparing a draft lease and this will be sent to the Bowls Club for consideration. The Clerk will check with the solicitor and the Club will be asked to respond within a reasonable time – for example 14, or 28 days. **ACTION: Clerk**

## **23/117 HIGHWAYS AND TRANSPORT**

### **a) Outstanding issues**

Councillor Pugh attended a meeting with National Highways and Kier to raise questions regarding the A417 improvement work and the potential increase in traffic and noise pollution; both denied there would be an increase and they provided statistics to support this.

The current noise barriers will be reviewed and if necessary brought up to modern standards and some resurfacing of the M5 will take place to prevent deterioration of the road surface.

## **23/118 PLAY AREA**

### **a) Inspection report**

Members undertook the monthly inspection of the play area and minor matters were noted.

**23/119 FINANCE**

**a) Accounts for Payment**

		<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i.	Mogo Direct – New table	153.55	30.71	184.26
ii.	Azets – Payroll services	132.00	26.40	158.40
iii.	DB Landscaping – Grounds maintenance	320.00	0.00	320.00
iv.	PKF Littlejohn LLP – External Audit fee	315.00	63.00	378.00
v.	Fine Turf Services – Grounds maintenance	506.00	0.00	506.00
vi.	Broxap – New litter bins	2173.80	434.76	2608.56
vii.	One Beyond – Batteries	1.29	0.00	1.29
viii.	Eco solutions Ltd – Graffiti remover	10.83	2.17	13.00
ix.	Post Office – Postage	2.60	0.00	2.60
x.	TV Licence	159.00	0.00	159.00
xi.	Supanet – Broadband (Jul/Aug)	32.04	6.41	38.45
xii.	British Gas – Service contract (Jul/Aug)	47.50	9.50	57.00
xiii.	BT – Telephones	243.31	48.66	291.97
xiv.	ICO – Data protection fee	35.00	0.00	35.00
xv.	Water plus – Water supply (Jul/Aug)	96.51	0.00	96.51
xvi.	Opus Energy – Gas (Jul/Aug)	504.73	25.24	529.97
xvii.	Opus Energy – Electric (Jul/Aug)	39.31	1.97	41.28

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

The bank reconciliation was approved and signed by the Chairman.

**b) External Auditors Report 2022/23**

The AGAR 2022/23 was signed off by the External Auditor, PKF Littlejohn LLP; there were no matters to report. All financial reports are published on the parish council website for public inspection.

**c) Internal Control Report**

Councillor Miss Clifford had undertaken the audit for April – June 2023, there were no matters to report.

**d) Insurance policy renewal - 1<sup>st</sup> October 2023**

Renewal documents were received and reviewed; members approved the annual premium payment of £2916.93.

**23/120 MISC**

**a) Gloucester City Plan – call for sites**

Details were received and noted.

**b) Tewkesbury Borough Council – Parish and Town Council Seminar 22<sup>nd</sup> September**

Details were received and noted, Councillor Ellis will attend.

**Meeting closed at: 20:30**

**Next meeting: Monday 16<sup>th</sup> October 2023**