

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20TH NOVEMBER 2023
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 7.00 PM**

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

In attendance Councillor Yates (Borough)
Councillor Vines (County)
1 resident

23/135 ACCEPTED APOLOGIES

- i. Councillor Smith

23/136 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

The Chairman gave an update on the delayed adoption of public open spaces on Coopers Edge. Tewkesbury Borough Council have now advised the process should be completed by the end of this year.

An introductory meeting has been arranged with Barnwood FC, the new operators of the sports facilities on Coopers Edge. The Chairman and Vice-Chairman will attend and show them around the village hall facilities.

The Remembrance Parade in Hucclecote was well attended despite the bad weather.

23/137 PUBLIC PARTICIPATION

There were no questions.

23/138 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 16th October 2023 were approved and signed by the Chairman.

23/139 MATTERS ARISING FROM MINUTES

The family wildflower seed collection day went very well and the Chairman thanked Councillors for giving up their time on the day. Councillor Bentley will provide a quote for future maintenance of the wildflower beds at the next meeting.

23/140 BOROUGH/COUNTY COUNCILLORS REPORT

County – Further fencing repair works alongside the A417 bypass have been completed, Councillor Vines was thanked for his additional funding towards the scheme.

The A417 missing link scheme is progressing well and vegetation is being cleared slowly. The County Council has begun work on setting its budget for the next financial year and this will involve lots of discussions.

Borough – A written report was received from Councillor Yates; he gave further details on the Interim Housing Statement.

The issue of parking on Bird Road was raised, members felt that following the installation of additional double yellow lines the issue had improved greatly.

23/141 DECLARATIONS OF INTEREST

No declarations were made.

Councillor Yates left the meeting (7.25p.m)

23/142 COOPERS EDGE TRUST REPORT

Councillor Bentley reported that the adoption of the allotments has not moved forward, the legal department at Stroud District Council is working on the transfer.

A Christmas Fayre will be held at the Coopers Edge Community Centre on December 2nd from 3 p.m.

23/143 PLANNING

a) New Applications

There were no new applications to discuss.

b) Decisions

There were no decisions to report.

c) Enforcement report

Nothing to report.

23/144 PINEHOLT VILLAGE HALL

a) Repair Café – 2nd December 10-12

Details were noted and expenditure for the event agreed.

Experts will be on hand to repair tools, jewellery and electrical items; members will help out on the day and serve refreshments.

b) Clerks report

A request was received from the Gloucester Camera Club to install a physical internet cable from the office into the main hall. The internet speed is fine for their current needs but the wi-fi connection is unstable and is causing them issues. The Clerk will liaise with the group to find a solution to the problem.

It was agreed to permit Holibobs, a Childrens Cancer Charity, to place a clothing bank in the village hall car park; this will allow them to raise funds for the charity.

A hall booking request was received for an 18th birthday party. Members considered the details but the council policy has always been not to accept teenage parties and this must therefore apply.

c) Pineholt Bowls Club lease

A new solicitor has been instructed to draft the lease and it should be received by the end of the week; their estimate for completion is 4-6 weeks. Members agreed to present the lease to the club in person and to apologise for the delay. They will explain to the club again the need for community engagement and if they agree to a programme of community events a reduction in the rent could be applied. **Action: B/B & J/E**

d) Village hall waste collection

Tewkesbury Borough Council will now continue with waste collections from the village hall so there is no need to make other arrangements.

e) Fire alarm system maintenance

The Clerk had tried to obtain other quotes for the maintenance work but companies were reluctant as an annual contract was in place with APM Fire and Security. Following discussion, it was agreed to meet with APM to discuss the quote further and to seek a price reduction.

Action: Clerk to arrange, T/S to attend.

23/145 HIGHWAYS AND TRANSPORT

a) Outstanding issues

There were no updates.

b) New additional highways signs

Quotations were received to produce and install the additional signage in three locations.

Following discussion, it was resolved to accept the quote from Signcraft. **Action: Clerk to accept.**

23/146 PLAY AREA

a) Inspection report

Members undertook the quarterly and monthly inspection of the play area and minor matters were noted. New swings seats have been installed and the resurfacing will take place when the weather improves.

Councillor Vines left the meeting (7.50p.m)

23/147 FINANCE

a) Accounts for Payment

		Net	VAT	Gross
i.	APM Fire and Security – CCTV repair	69.60	13.92	83.52
ii.	GeoXphere – Parish online subscription	50.00	10.00	60.00
iii.	N Hartell – Play area fence repairs	125.00	25.00	150.00
iv.	Azets – Payroll fees	141.00	28.20	169.20
v.	Spot on Supplies – Cleaning supplies	75.57	15.11	90.68
vi.	PHS Compliance – PAT testing	101.00	20.20	121.20
vii.	Fine Turf Services – Grass cutting	300.00	0.00	300.00
viii.	Grants Gutters – Bus shelter cleaning	50.00	0.00	50.00
ix.	J L Toumazou – Artwork for road signs	175.00	0.00	175.00
x.	D B Landscaping – Hedge maintenance	190.00	0.00	190.00
xi.	J L Toumazou – Artwork for repair café posters	87.50	0.00	87.50
xii.	NALC - LCAS registration fee	50.00	10.00	60.00
xiii.	Churchdown Computers – Research work	45.00	0.00	45.00
xiv.	Post Office – Stamps	34.00	0.00	34.00
xv.	The Range – Lamps	10.00	2.00	12.00
xvi.	Supanet – Broadband	16.66	3.33	19.99
xvii.	British Gas – Service contract	23.75	4.75	28.50
xviii.	Water plus – Water supply	30.01	0.00	30.01
xix.	Opus Energy – Gas	5.56	.28	5.84
xx.	Opus Energy – Electric	301.49	15.07	316.56
xxi.	BT - Telephones	250.17	50.02	300.19

It was proposed, seconded and resolved to approve the payments. The Clerk was asked to review the telephone contracts and to look at removing one of the lines.

The bank reconciliation was approved and signed by the Chairman.

b) Internal Control report July - Sept

Councillor Miss Clifford had undertaken the audit for July-Sept 2023, there were no matters to report.

The new bank account with Unity Trust is now open and the Clerk will transfer funds to the account shortly.

c) Grant applications

Further information was received from the Hucclecote Friday Choir, it was resolved to approve a grant of £200 (23/24)

Following discussion, it was resolved to approve a £250 grant application (24/25) to the Friends of Churchdown Hill. This will help towards the annual costs of maintaining the footpaths, steps and other areas on the hill.

d) End of year forecast report and draft budget 2024/25

Members received a forecast report for 2023/24 and a draft budget report for 2024/25. The budget will be revised and presented at the December meeting; members were asked to inform the Clerk of any further inclusions.

e) Funding for Coopers Edge youth services

A proposal from the Coopers Edge Trust was received to provide a weekly youth club at the community centre. Brockworth Link is preparing a quote and they have been asked to provide further details. The parish council already contributes to a small youth group at the Pineholt Village Hall and this will continue as it works well for those that attend. Funding has been confirmed from Upton St Leonards parish council and grants are being sourced from Stroud District Council and other Trusts.

Following discussion, it was resolved to look further at the proposal and agree a contribution when full details and costings are received.

Councillor Stevens and the resident left the meeting (8.05p.m)

23/148 MISC

a) HPC Training and Development Policy for staff and councillors

It was resolved to adopt the training policy for staff and councillors. Members felt it was important for new councillors to receive training to understand their role and responsibilities.

b) Meeting dates 2024

The meeting dates were agreed.

c) LCAS Foundation Level

It was resolved that the documentation and information is in place for operating lawfully and according to standard practice. The council has policies for training councillors and officers and is building a foundation for improvement and development. It recognises its duties in relation to biodiversity and crime and disorder.

The Clerk was thanked for her work on the award application.

Meeting closed at: 8:35 p.m.

Next meeting: Monday 11th December 2023