

**HUCCLECOTE PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 16<sup>TH</sup> OCTOBER 2023  
IN THE MEETING ROOM AT  
PINEHOLT VILLAGE HALL AT 7.00 PM**

<b>Present</b>	Councillor Mrs Bentley (In the Chair) Councillor Pugh Councillor Mrs Blackwell Councillor Bentley Councillor Stevens Councillor Ellis Councillor Smith
<b>In attendance</b>	Councillor Yates (Borough)

**23/121 ACCEPTED APOLOGIES**

- i. Councillor Miss Clifford
- ii. Councillor Vines (County)

**23/122 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN**

A family wildflower seed collection day will be held on Saturday 21<sup>st</sup> October, starting at 9.30am; everyone is welcome and tea and coffee will be served at the end.

**23/123 PUBLIC PARTICIPATION**

There were no questions.

**23/124 APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 4<sup>th</sup> September 2023 were approved and signed by the Chairman.

**23/125 MATTERS ARISING FROM MINUTES**

There were no matters arising.

**23/126 BOROUGH/COUNTY COUNCILLORS REPORT**

Police – The Clerk reported crime figures from June – August 2023, these will continue to be monitored.

Borough – Written reports were received from Cllrs Smith and Yates.

**23/127 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.

## 23/128 COOPERS EDGE TRUST REPORT

Councillor Bentley reported that the Trust were unsuccessful in their bid to run the new sports facilities on Coopers Edge, the contract was awarded to a local sports club. Some members were unhappy with the press release from Tewkesbury Borough Council and the club as there was no mention of the rugby pitch or previous history of the site; the Chairman agreed to contact the club and introduce herself.

Trust members and parish councillors met with the Police to discuss anti-social behaviour at the Coopers Edge community centre. Various solutions were discussed including extending the youth club provision at the centre; funding for this will be explored by the group.

## 23/129 PLANNING

### a) New Applications

- i. 22/00297/FUL – 198 Hucclecote Road. Erection of 50 apartments with associated parking, access, landscaping, drainage and services infrastructure (revised plans). Following discussion, it was resolved to uphold the council's original objection and to request the planning committee visit the site. If permitted a councillor will attend the planning committee meeting and speak, the Clerk will check with the planning officer.

### b) Decisions

- i. 23/00611/FUL – The White House, 162 Hucclecote Road. Change of use of the existing accountancy premises to ancillary residential to the main house. Permitted

### c) Enforcement report

Nothing to report.

### d) Gloucestershire Electoral Review draft recommendations

The draft recommendations were received and it was proposed that Hucclecote Parish remains in the Brockworth division; members accepted this recommendation. **ACTION: Clerk to respond**

## 23/130 PINEHOLT VILLAGE HALL

### a) Clerks report

The caretaker, Mr Keith Rowe, had completed his 6-month probationary period satisfactorily, members were therefore happy to offer him a permanent position.

Members were informed that Tewkesbury Borough Council is closing down its commercial waste service and therefore a new supplier will be sourced from December 2023. **ACTION: the Clerk will seek quotes for waste collection**

**b) Fire risk assessment and quotation for repairs**

Members received a copy of the fire risk assessment prepared by APM Fire & Security. Following discussion, it was resolved to seek further quotes for the repair and installation of items raised in the risk assessment and initial take over survey. The Clerk will also speak to the Pineholt Bowls Club regarding their fire safety and any improvement works needed. **ACTION: Clerk**

**c) Pineholt Bowls Club lease**

The draft lease was still awaited from the council’s solicitor. Members were disappointed with the further delay and resolved to seek another solicitor to progress the lease renewal. **ACTION: Chairman to contact solicitor**

**23/131 HIGHWAYS AND TRANSPORT**

**a) Outstanding issues**

Gloucestershire Highways has agreed to install two grit bins on Lobleys Drive, these will be installed ready for Winter. They have also agreed to fund further fencing work alongside the A417.

The Traffic Regulation Order to install additional double yellow lines on Cranham Gate and along Lobleys Drive adjacent to the skate park has been signed off and they will be installed shortly. A letter was received from a resident raising concerns about parking of commercial vehicles on local roads, the situation will be monitored and if necessary a meeting will be held with them and Cllr Yates.

**23/132 PLAY AREA**

**a) Inspection report**

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

**b) Resurfacing and replacement swing seats**

Following discussion, it was resolved to accept the quotation from Greenfields Ltd to resurface around the supernova unit and to replace swing seats. **ACTION: Clerk to accept**

**23/133 FINANCE**

**a) Accounts for Payment**

		<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i.	South West Lightning Protection – Inspection and tests	185.00	37.00	222.00
ii.	N Hartnell – Fencing repairs	710.00	142.00	852.00
iii.	GAPTC – Training	28.00	0.00	28.00
iv.	Fine Turf Services – Grounds maintenance (Aug)	450.00	0.00	450.00
v.	Netwise – Website hosting and support	330.00	66.00	396.00
vi.	Portal Electrical Security – Defib installation	189.57	37.91	227.48
vii.	Spot on Supplies – Blue paper towels	50.25	10.05	60.30
viii.	Arthur Gallagher – Insurance	2916.93	0.00	2916.93

ix.	APM Fire & Security – Alarm call out	69.00	13.80	82.80
x.	APM Fire & Security – Fire Risk Assessment	560.00	112.00	672.00
xi.	Proludic – Pod swing repairs	4475.48	895.09	5370.57
xii.	Fine Turf Services – Grounds maintenance (Sept)	342.00	0.00	342.00
xiii.	Communicorp – Local Council updates subs	88.00	0.00	88.00
xiv.	A Pugh – Expenses	9.05	0.00	9.05
xv.	Proper Job – Cleaning equipment	12.28	2.46	14.74
xvi.	Tesco - Stationery	2.66	0.54	3.20
xvii.	Supanet – Broadband	16.66	3.33	19.99
xviii.	British Gas – Service contract	23.75	4.75	30.01
xix.	Water plus – Water supply	30.01	0.00	28.50
xx.	Opus Energy – Gas	21.64	1.08	22.72
xxi.	Opus Energy – Electric	241.28	12.06	253.34
xxii.	PHS – Hygiene Services	57.09	11.42	68.51

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

**b) Finance report April - September**

Members had before them a finance report detailing income and expenditure, the variances with the budget were explained. An end of year forecast and draft budget report will be presented at the next meeting.

**c) Grant application**

Following discussion, it was resolved to seek further clarification on the benefit to residents of the parish before making a final decision. **ACTION: Clerk will enquire with applicant**

**d) Hall booking fees**

Following discussion, it was resolved to increase hall bookings fees from 1<sup>st</sup> April 2024. The new rates were agreed and regular hirers will be notified. **ACTION: Clerk**

**e) HPC Draft Action Plan 2023-2027**

A draft report was received, following some amendments the plan was agreed; the Clerk will circulate a final copy.

**f) Sustainability Action Plan update**

An update was received from Councillor Stevens.  
The climate change working group will meet on 29<sup>th</sup> November to review the plan and prioritise work for 2024.

**Meeting closed at: 20:50**

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