

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11TH DECEMBER 2023
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 7.00 PM**

Present Councillor Mrs Bentley (In the Chair)
Councillor Bentley
Councillor Stevens
Councillor Smith

In attendance Councillor Yates (Borough)
1 resident

23/150 ACCEPTED APOLOGIES

- i. Councillor Miss Clifford
- ii. Councillor Mrs Blackwell
- iii. Councillor Pugh
- iv. Councillor Ellis
- v. Councillor Vines (County)

23/151 ANNOUNCEMENTS BY AND THROUGH THE CHAIRMAN

Thanks were expressed to Councillor Stevens for organising the repair café on 2nd December, it was well attended and very successful.

The public art working group met to discuss the information boards for Coopers Edge.

Members of the Jet Age Museum are preparing the art work and will create a mock up for approval. The S106 money for public art is held by Tewkesbury Borough Council and they will release the funds upon receipt of an invoice. It was agreed that the Clerk oversees ordering of work, payment of invoices and issuing of invoices to the Borough Council on behalf of the working group and other parishes.

Members and staff were invited to a Christmas get together on Wednesday 20th December at 10 a.m.

23/152 PUBLIC PARTICIPATION

There were no questions.

23/153 PARISH COUNCIL VACANCY

Members received an application for co-option. Following a short discussion, it was proposed, seconded and resolved to co-opt Mr Chas Townley onto the Council, all members voted in favour; he signed a declaration and joined the meeting.

23/154 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 20th November 2023 were approved and signed by the Chairman.

23/155 MATTERS ARISING FROM MINUTES

There were no matters raised.

23/156 BOROUGH/COUNTY COUNCILLORS REPORT

Borough – Councillor Smith reported that Cheltenham Borough and Gloucester City Council are working in partnership with Gloucestershire Airport to seek a new owner for the airport; it will be on the market shortly.

A written report was received from Councillor Yates.

23/157 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.

23/158 COOPERS EDGE TRUST REPORT

Councillor Bentley reported that the trust held a family Christmas event on 2nd December and it was well attended and £550 was raised.

23/159 PLANNING

a) New Applications

There were no new applications to discuss.

b) Decisions

- i. 23/00273/APP – Reserved Matters Application in relation to Plot 1, Gloucester Business Park. Approved
- ii. 23/00274/APP – Reserved Matters Application in relation to Plot 2, Gloucester Business Park. Approved

c) Adoption of Coopers Edge public open spaces

Councillor Stevens gave an update on the delayed adoption of public open spaces on Coopers Edge. Tewkesbury Borough Council has advised the process should be completed by the end of the year or early January 2024.

The issue of flooding on Lobleys Drive was discussed. A letter of concern will be sent to the consortium reminding them of their responsibilities in maintaining the watercourses and culverts. **Action: T/S to contact the Regional Technical Director at Vistry.**

23/160 PINEHOLT VILLAGE HALL

a) Clerks report

The hot water boiler in the kitchen is in need of repair, the PCB board and cabling have burnt out and need replacing. **Action: the clerk will seek a heating engineer or plumber.**

b) Coffee morning 18th December 2023

Details were noted and expenditure agreed.

c) Pineholt Bowls Club lease

The draft lease was received and reviewed. Members will present it to the Bowls Club at a meeting on 15th December and explain the amendments; the club will be asked to respond in writing by 30th December.

Action: B/B, T/S & J/E

d) Fire alarm system maintenance

A revised quotation was received from APM Fire and Security. The reduced quote was accepted and the work will be undertaken on 3rd and 4th January 2024.

23/161 HIGHWAYS AND TRANSPORT

a) Outstanding issues

A large vehicle has been up Stump Lane and damaged the verges causing mud and debris to be left on the road. **Action: Clerk to report to Gloucestershire Highways**

23/162 PLAY AREA

a) Inspection report

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

23/163 FINANCE

a) Accounts for Payment

		Net	VAT	Gross
i.	Grants Gutters – Cleaning of Village Hall gutters	75.00	0.00	75.00
ii.	Amazon – Cable ties	12.99	0.00	12.99
iii.	KM Reprographics – Repair café posters	120.00	24.00	144.00
iv.	Heart of Gloucester and Friday choir – Grant (23/24)	200.00	0.00	200.00
v.	Royal British Legion – Poppy wreath	20.00	0.00	20.00
vi.	Greenfields Ltd – New swing seats	175.98	35.20	211.18
vii.	Signcraft – New signs	695.12	139.02	834.14
viii.	T Stevens – Facebook ads	59.99	0.00	59.99
ix.	Proper Job - Paint	19.15	3.83	22.98
x.	Supanet – Broadband	16.66	3.33	19.99
xi.	British Gas – Service contract	25.37	5.07	30.44
xii.	Water plus – Water supply	26.46	0.00	26.46
xiii.	Opus Energy – Gas	175.34	8.77	184.11
xiv.	Opus Energy – Electric	320.32	16.02	336.34

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

The bank reconciliation was approved and signed by the Chairman.

b) Draft budget 2024/25

The Clerk presented a draft budget for 2024/25; the budget will be finalised and agreed at the January 2024 meeting together with the Precept request.

c) Appointment of independent Internal Auditor

It was agreed that Mr Iain Selkirk F.C.A. be appointed Internal Auditor for the ensuing year. The Clerk reviewed the system of internal audit and was satisfied that Mr Selkirk is acting totally independently and is competent; he will conduct his audit remotely as in previous years.

Action: Clerk to accept

d) Maintenance of wildflower beds

A quotation was received from Charlton Abbots for work to maintain the wildflower beds, it was resolved to accept the quote for weed control and preparation work.

23/164 MISC

a) HPC Biodiversity Policy

It was resolved to adopt the draft model biodiversity policy and action plan.

b) Sustainability action plan working group

Councillor Stevens gave an update on the completed work and the priorities for 2024.

Meeting closed at: 8:40 p.m.

Next meeting: Monday 15th January 2024