

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 22ND JULY 2024
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 7.00 PM**

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

In attendance Councillor Vines (County)

24/086 ACCEPTED APOLOGIES

- i. Councillor Smith
- ii. Councillor Yates (Borough)

24/087 ANNOUNCEMENTS BY AND THROUGH THE CHAIR

Barnwood FC is holding a family fun day on Saturday 27th July 12-5 at the new Coopers Edge sports hub. The council was invited to have a stand and members agreed to attend and display information about the council's work.

EDF Energy is holding a volunteer day on 24th September 2024, Councillor Bentley will meet with the organisers to agree tasks etc; members will supervise on the day.

24/088 PUBLIC PARTICIPATION

There were no members of the public in attendance.

24/089 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 17th June 2024 were approved and signed by the Chair.

24/090 MATTERS ARISING FROM MINUTES

The Clerk had made contact with the new owner of land on Coopers Edge, the site of the proposed shop and takeaway outlets. They confirmed that they plan to proceed as per the permitted planning application for the site; it was agreed to seek a meeting with the new owner to understand timescales. **Action: Clerk**

24/091 BOROUGH/COUNTY COUNCILLORS REPORT

County – Councillor Vines had nothing to report due to the recent elections.

24/092 DECLARATIONS OF INTEREST

There were no declarations made.

24/093 COOPERS EDGE TRUST REPORT

A summer fayre was recently held at the Community Centre and it was well attended. No further progress had been made with the adoption of the allotments; it is still with the legal department at Stroud District Council. Sadly, there had been further anti-social behaviour and vandalism at the centre.

24/094 PLANNING

a) New Applications

- i. 24/00293/FUL – 6 Colerne Drive (revised plans). Single storey side and rear extensions and first floor extension. The revised plans were circulated before the meeting. Following discussion, members were satisfied with the amendments and resolved to withdraw the original objection to the development.

b) Decisions

- i. 24/ 00371/FUL – 9 Berkeley Close. Single storey porch extension to enlarge entrance hallway. Permitted

24/095 PINEHOLT VILLAGE HALL

a) Clerks report

A BT engineer attended the village hall to set up the wi-fi and there is now a good connection throughout the building in all rooms.

The next parish council meeting will be held on 9th September, there is no meeting in August.

b) Renewal of Pineholt Bowls Club lease

Following discussion, it was resolved to accept the clubs request for a 15-year lease provided there are no further amendments to the renewal lease or addendum to the lease. **Action: Clerk**

24/096 HIGHWAYS AND TRANSPORT

a) Outstanding issues

Correspondence from a local resident regarding parking on Bird Road was noted; the matter will be discussed at the next meeting.

b) Appointment of snow warden

Following discussion, it was resolved to appoint Councillor Miss Clifford. The winter action plan will be updated and Gloucestershire County Council notified. **Action: Clerk**

c) Appointment of representative to attend A417 update meetings

Following discussion, it was resolved that Councillor Townley attend the A417 update meetings and report any matters back to full council.

24/097 PLAY AREA

a) Inspection report

Members undertook the quarterly inspection of the play area and minor matters were noted; Councillor Bentley will meet with contractors to look at repairing the perimeter fence.

24/098 FINANCE

a) Accounts for Payment

		Net	VAT	Gross
i.	WJ South West – Car Park line marking	625.00	125.00	750.00
ii.	Robert Hall Bus – Stationery/printer supplies	296.87	59.39	356.26
iii.	Scribe – Accounting software licence	561.60	112.32	673.92
iv.	N Hartnell – Grounds maintenance	295.00	59.00	354.00
v.	Grants Gutters – Bus stop maintenance	50.00	0.00	50.00
vi.	BT – Telephone and broadband	156.51	31.30	187.81
vii.	Swords Digital Ltd – Design and administration of job advert	321.49	0.00	321.49
viii.	GPFA – Membership fee	50.00	0.00	50.00
ix.	Fine Turf Services of Glos – Grounds maintenance	356.00	0.00	356.00
x.	Currys – Internet link	20.82	4.17	24.99
xi.	Tesco – Chairs expenses	13.50	0.00	13.50
xii.	Supanet – Broadband	16.66	3.33	19.99
xiii.	Trend Micro – Internet security	83.25	16.65	99.90
xiv.	British Gas – Service contract	25.51	5.10	30.61
xv.	Water plus – Waer supply	47.05	0.00	47.05
xvi.	Opus Energy – Electric	234.84	11.74	246.58
xvii.	Opus Energy – Gas	58.07	2.90	60.97
xviii.	PHS Group – Hygiene services	76.34	15.27	91.61

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

b) Finance Report April – June 2024

Members had before them a finance report detailing the income and expenditure for the first quarter; the variances with the budget were explained.

c) Internal Control Report

Councillor Miss Clifford had undertaken the audit for April – June 2024, there were no matters to report.

24/099 MISC

a) Tewkesbury Borough Council Parish and Town Seminar

Details were noted, Councillor Townley will attend the session on 11th September.

b) Parish Council and District boundaries

A written report was received from Councillor Townley explaining the issues experienced on Coopers Edge with the various parish and district boundaries. Following discussion, it was resolved that in the first instance a meeting should be arranged with all three parish councils and other stakeholders to form a joint strategy. **Action: Clerk & C/T**

c) Recruitment of parish councillors

Members are keen to fill the current vacancy, it was agreed to advertise it in the next newsletter/flyer together with information about the council's work.

Chair advised that due to the confidential and sensitive nature of the business to be transacted pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 Council resolves to exclude the public and press from the remainder of the meeting.

24/100 Staffing matters

Following discussion, it was resolved to offer the position of events and community engagement lead to Mrs Clodagh Broadhurst as she had all the relevant skills required. The contract will be for 2 years with a 6-month probation period; the working hours and start date are to be agreed with the Clerk. It was agreed to purchase new IT equipment, including a new office PC, laptop, screens and keyboards from Dell Ltd. **Action: Clerk**

Terms of employment were discussed and agreed; it was resolved that inclusion into the Local Government Pension scheme be offered to Mrs Broadhurst.

Meeting closed at: 8.15 p.m.

Next meeting: Monday 9th September 2024