

**HUCCLECOTE PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9<sup>TH</sup> SEPTEMBER 2024  
IN THE MEETING ROOM AT  
PINEHOLT VILLAGE HALL AT 7.00 PM**

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

**In attendance**        Councillor Yates (Borough)

**24/101 ACCEPTED APOLOGIES**

- i.     Councillor Smith
- ii.    Councillor Stevens
- iii.   Councillor Mrs Blackwell
- iv.    Councillor Vines (County)

**24/102 ANNOUNCEMENTS BY AND THROUGH THE CHAIR**

There were no announcements made.

**24/103 PUBLIC PARTICIPATION**

There were no members of the public in attendance.

**24/104 APPROVAL OF THE MINUTES OF THE LAST MEETING**

The minutes of the Council meeting held on 22<sup>nd</sup> July 2024 were approved and signed by the Chair.

**24/105 MATTERS ARISING FROM MINUTES**

There were no matters arising.

**24/106 BOROUGH/COUNTY COUNCILLORS REPORT**

Borough – Early September a meeting was held to consider the name change of the council to North Gloucestershire Borough Council; this was approved.  
The Council has been a target of a cyber attack and all meetings have been cancelled, officers are working hard to maintain services where possible especially for vulnerable residents; community support hubs will be opened up locally in Brockworth and Churchdown.

**24/107 DECLARATIONS OF INTEREST**

There were no declarations made.

**24/108 COOPERS EDGE TRUST REPORT**

The September meeting of the trust was cancelled so there was nothing to report.

## **24/109 PLANNING**

### **a) New Applications**

- i. 24/00523/FUL – Land to the West and South of Gloucester Business Park. Removal/variation of condition 50 of planning permission 05/10875/0827/FUL. Details were circulated before the meeting and comments submitted to the Clerk. Members objected to the removal of condition 50 from the original Outline approval for Coopers Edge.
- ii. 24/00630/FUL – G-TEKT, Unit 3000, Gloucester Business Park. Extension to an existing industrial factory building, landscaping and access, following demolition of temporary detached storage building. Plans were circulated before the meeting. Following discussion it was resolved not to object; a comment would be made regarding the provision of additional bus shelters.
- iii. 24/00270/FUL – Gloucester Business Park. Drive through café (additional information). Details were circulated before the meeting. Following discussion members still objected to the proposed development due to removal of existing mature trees and potential noise and light pollution to the neighbouring residential area.
- iv. 24/00629/FUL – Kenmor, Belmont Ave. Revised application to erect single storey rear and side extension, front porch and garage conversion. Plans were circulated before the meeting. Following discussion it was resolved not to object.

### **b) Decisions**

- i. 24/00293/FUL – 6 Colerne Drive. Single storey side and rear extensions and first floor extension to bungalow, including raising roof. Erection of front porch. Permitted

### **c) Outdoor fitness equipment**

The equipment has been delivered and Greenfields Ltd are preparing to install this week; one piece was damaged and a replacement was awaited; the Clerk will arrange a post installation inspection. **Action: Clerk**

## **24/110 PINEHOLT VILLAGE HALL**

### **a) Clerks report**

A written report was received from the Clerk and Events and Community Engagement Lead.

Members agreed to support the Macmillan coffee morning on Tuesday 15<sup>th</sup> October.

### **b) Renewal of Pineholt Bowls Club lease**

The renewal lease and addendum to the lease was signed by both parties in August; the chair thanked members and the Clerk for their work over the past 18 months.

## **24/111 HIGHWAYS AND TRANSPORT**

**a) Outstanding issues**

Councillor Townley has been invited to an onsite meeting on 26<sup>th</sup> September at Shab Hill, to discuss the A417 improvement works and he will report back.

**b) Parking on Bird Road**

Further correspondence was received from a resident regarding parking issues on Bird Road and planning breaches at a property on Hucclecote Road.

The local highways manager has undertaken some monitoring of parking and his findings will be reported back to the resident. It was resolved that the parish council has done what it can and it is not prepared to take any further action. **Action: Clerk**

**c) Footpaths in Hucclecote Parish**

A report was received from Councillor Townley, he will do some further work on cycleways and report back at the next meeting. **Action: C/T**

Concerns were raised regarding recent tree removal on Hucclecote Road, this was done by National Highways as part of footpath clearance work.

Following discussion, it was agreed that replacement tree planting should be explored in the parish. **Action: D/B & J/E**

**24/112 PLAY AREA**

**a) Inspection report**

The monthly inspection was undertaken and there were no matters to report. The fencing repairs and maintenance to the IXO unit have been completed.

**24/113 FINANCE**

**a) Accounts for Payment**

		<b>Net</b>	<b>VAT</b>	<b>Gross</b>
i.	Churchdown Computers – IT support	67.50	0.00	67.50
ii.	Azets – Payroll fees	141.00	28.20	169.20
iii.	Fine Turf Services – Grounds maintenance	681.00	0.00	681.00
iv.	PKF Littlejohn LLP – External audit fee	315.00	63.00	378.00
v.	Churchdown Computers – IT support	262.50	0.00	262.50
vi.	JRB Enterprise Ltd – Dog waste bags	71.09	14.22	85.31
vii.	Fine Turf Service – Grounds maintenance	314.00	0.00	314.00
viii.	Netwise UK – Website hosting, support and maintenance	330.00	66.00	396.00
ix.	Spot on Supplies – Cleaning equipment	166.07	33.21	199.28
x.	Churchdown Computers – IT support	195.00	0.00	195.00
xi.	Which – Subscription	99.00	0.00	99.00
xii.	Dell Corporation – Office IT equipment	1287.08	257.42	1544.50
xiii.	British Gas (Jul/Aug) – Service contract	51.02	10.20	61.22
xiv.	Water plus (Jul/Aug) – Water supply	68.07	0.00	68.07
xv.	Opus Energy (Jul/Aug) – Electric	343.00	17.15	360.15
xvi.	Opus Energy (Jul/Aug) – Gas	41.05	2.06	43.11
xvii.	BT – Telephone/Broadband	69.09	13.82	82.91

xviii. ICO – Data protection fee		35.00	0.00	35.00
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It was proposed, seconded and resolved to approve the payments.  
The bank reconciliation was approved and signed by the Chair.

**b) External Auditors report 2023/24**

The AGAR 2023/24 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) Insurance policy renewal - 1<sup>st</sup> October 2024**

Renewal documents were received and reviewed; members approved the annual premium payment of £3128.72. It was agreed to accept the 3-year binding Long Term Agreement with Hiscox Insurance Company Ltd.  
The new outdoor fitness equipment will be added to the policy. **Action: Clerk**

**d) Grant application from Barnwood AFC**

Following discussion, it was resolved to approve the grant application for £510 to enable the club to install a defibrillator and bleed kit at the Sports Hub on Coopers Edge.

**24/114 MISC**

**a) HPC action plan**

A revised HPC action plan was received and accepted.

**b) EDF Volunteer Day – 24<sup>th</sup> September**

Details were noted. Some work to the wildflower beds will be undertaken, litter picking and vegetation clearance.

**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.**

**24/115 Staffing matters**

Following discussion, it was agreed to make no changes to staff contracts with regards to sickness allowance.

**Meeting closed at: 8.25 p.m.**

**Next meeting: Monday 21<sup>st</sup> October 2024**