

**HUCCLECOTE PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON 18TH NOVEMBER 2024
IN THE MEETING ROOM AT
PINEHOLT VILLAGE HALL AT 7.00 PM**

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

In attendance Councillor Vines (County)

24/131 ACCEPTED APOLOGIES

- i. Councillor Mrs Bentley
- ii. Councillor Bentley
- iii. Councillor Yates (Borough)

24/132 ANNOUNCEMENTS BY AND THROUGH THE CHAIR

A report from Councillor Mrs Bentley was received.

It was agreed the staffing working party meet to discuss staff appraisals and salaries. **Action: B/B, H/C & G/B to join the group**

24/133 PUBLIC PARTICIPATION

There were no members of the public in attendance.

24/134 APPROVAL OF THE MINUTES OF THE LAST MEETING

The minutes of the Council meeting held on 21st October 2024 were approved and signed by the Chair.

24/135 MATTERS ARISING FROM MINUTES

An update was received from Tewkesbury Borough Council on the adoption of public open spaces on Coopers Edge. Some of the transfer plans issued by the developer were inaccurate and included land that wasn't within their ownership; action from the developer is awaited. An officer from the borough council offered to meet with members to help clarify the exact position of the adoption. **Action: Clerk to arrange meeting**

24/136 BOROUGH/COUNTY COUNCILLORS REPORT

County – As agreed at the October meeting, Councillor Vines presented a petition calling for a pedestrian crossing on Lobleys Drive to the cabinet member at the county council. There is an application coming before the planning committee, this week, for a special needs school in Abbeymead. Budget preparations are underway at the council.

Councillor Vines gave his apologies for the December meeting.

Borough – Councillor Smith reported that due to the cyber outage there was quite a backlog of planning applications and some now required further consultation.

24/137 DECLARATIONS OF INTEREST

Councillor Smith declared that as a member of Tewkesbury Borough Council planning committee he would not participate in any discussions relating to planning matters.

24/138 PLANNING

a) New Applications

- i. 24/00878/FUL – 7 Stearman Road. Installation of an Air Source Heat Pump to rear of property. Following discussion, it was resolved not to object to the application.

b) Decisions

There were no decisions to report.

24/139 PINEHOLT VILLAGE HALL

a) Clerks report

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

Quotations will be sought to tidy up some of the grassed car parking areas which need the top layer of mud and grass removed before the winter months.

Members agreed a budget of £50-£80 for the Christmas Community event on Friday 13th December.

An invitation was received for the Tewkesbury Borough Council Town and Parish Seminar on 28th November; Councillor Stevens will attend.

24/140 HIGHWAYS AND TRANSPORT

a) Outstanding issues

There were no matters to discuss.

b) Reduce speeding on local roads

A report was received from Councillor Townley detailing his investigations into reducing vehicle speeds on local roads.

Various speed monitoring approaches were discussed, including vehicle activated signs (VAS), community speed watch and ANPR speed cameras. Gloucestershire Police has given advice on locations for these devices and agreed to install short-term monitoring on Hucclecote Road and Lobleys Drive.

The actions in the report were agreed and a final proposal will be presented at the March 2025 meeting.

24/141 PLAY AREA

a) Inspection report

The monthly inspection was undertaken, some repair work was required to the wooden platform on the small play unit. **Action: Clerk**

24/142 FINANCE

a) Approved payments

		Net	VAT	Gross
i.	Charlton Abbot – Play area fencing	2850.00	570.00	3420.00
ii.	Hiscox Insurance Company – Additional insurance	121.39	0.00	121.39
iii.	GeoXsphere Ltd – Parish online subscription	50.00	10.00	60.00
iv.	Grants Gutters – Bus shelter cleaning	50.00	0.00	50.00
v.	Azets Ltd – Payroll fees	147.00	29.40	176.40
vi.	Amazon – Paper cups and batteries	20.44	4.09	24.55
vii.	Redbridge Property Services – 25% deposit	2932.79	0.00	2932.79
viii.	Royal British Legion – Poppy wreath	20.00	0.00	20.00
ix.	Fine Turf Services – Grounds maintenance	314.00	0.00	314.00
x.	Spot on supplies – Cleaning materials	43.00	8.60	51.60
xi.	Greenfields Gardens Services – Installation costs	6083.40	1216.68	7300.08
xii.	Redbridge Property Services – 75% completion	8798.37	0.00	8798.37
xiii.	British Gas – Service contract	25.51	5.10	30.61
xiv.	Water plus – Water supply	33.80	0.00	33.80
xv.	EDF – Electric	197.27	9.86	207.13
xvi.	EDF – Gas	19.12	0.96	20.08
xvii.	BT – Telephone/Broadband	68.65	13.73	82.38

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

The bank reconciliation, dated 1st November, was approved and signed by the Chair.

It was noted, that from 14th January 2025 the Lloyds Treasurers Account will change to a new Community Account. Terms and conditions of the account will change and a monthly account maintenance fee will be charged; some discounts will apply in the first year.

b) End of year forecast report and draft budget 2025/26

Members received a forecast report for 2024/25 and a draft budget report for 2025/26. The budget will be updated and presented at the December meeting; members were asked to inform the Clerk of any further inclusions.

c) Installation of HIVE heating system

Quotations were received to update the village hall heating system with the installation of 14 x Hive thermostatic valves. Following discussion, it was resolved to accept the quotation from Portal Electrical and Security Ltd. **Action: Clerk**

24/143 MISC

a) Tree Planting – 30th November

Details were noted.

Councillor Ellis will take delivery of the trees, mark out planting areas and organise the day; refreshments will be served.

b) Wildflower bed maintenance quotes

A decision was deferred until the next meeting.

c) Meeting dates 2025

The meeting dates were agreed.

d) Health walks and Community Café

Councillor Townley met with Emma Crofts, from Hucclecote Surgery, to discuss developing a health walk within the parish. The surgery run twice monthly ‘surgery walks and talks’ and a new location could be added to their schedule.

The proposed new walk would start and end at the village hall on a Friday morning, commencing in January 2025; refreshments will be served after the walk.

Following discussion, it was agreed that the walk would be beneficial to residents and that a future café at the village hall or bowls club should be explored further.

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.

24/144 Staffing matters

a) NJC pay scales for 2024- 2025

The NJC pay scales for 2024-2025 were received and noted.

b) Review of staff salaries

The working party will review staff salaries and report back at the January 2025 meeting.

Meeting closed at: 8.30 p.m.

Next meeting: Monday 9th December 2024