

STOKE ORCHARD & TREDINGTON PARISH COUNCIL MINUTES OF MEETING HELD ON 6 MARCH 2018 AT 7.00PM

Venue:	Stoke Orchard Community Centre, Stoke Orchard	
Present: Attendees:	Cllr. R. Chatham (Chairman), Cllrs. L. Hughes and J. Gilder Clerk/RFO, J. Owen and 8 parishioners	
Minute Ref.	Details	Actions
6.3.18.1	<p>Received following comments from the public</p> <ul style="list-style-type: none"> Tewkesbury Borough Council (TBC) had circa £70,000.00 available for flood – should the parish council apply for some of this funding? <p>Chairman confirmed he was aware of the funding and Tredington Village Hall were in discussion to see if they could get assistance with their car park which floods.</p> <ul style="list-style-type: none"> Residents present, out of courtesy due to submitting planning application for Willows Cattery <p>Chairman stated the parish council were unable to give any pre-planning advice but thanked them for their courtesy.</p> <ul style="list-style-type: none"> Any news about zebra crossing? <p>Chairman stated Bloors had to follow plans passed by TBC and it could be PC had to pay for the zebra crossing or accept chevrons on the road – Bloors were moving towards getting everything resolved and PC would not sign until everything was resolved.</p> <ul style="list-style-type: none"> Gigaclear was about to dig-up pavements – what rights did they have? <p>Chairman stated some years ago another company did similar, a government initiative to provide fibre for small communities so they were able to do whatever they liked. It was suggested fibre was already in the village. Chairman said he would speak to Gigaclear before they commenced.</p>	
6.3.18.2	Received and accepted apologies for absence from Cllrs. A. Busby and A. Troughton.	
6.3.18.3	No declarations of interest received and chairman confirmed meeting quorate.	
6.3.18.4	Minutes of the Parish Council Meetings held on 16 January 2018 were signed as a true and accurate record.	
6.3.18.5	Members discussed the two vacancies for parish councillors and agreed to display more posters and continue with promoting on Facebook etc.	
6.3.18.6	Received and updated Clerk's Report as follows:	
Minute Ref.	Description	Latest Update
7.11.17.10	Dog bins at Knaresboro Homes	To be fitted as agreed – updated on 16.1.18
7.11.17.13	Update on land by the Chapel	Awaiting outcome from TBC re. challenge by Duncliffe's legal team. Chairman had a meeting with TBC on 23.1.18 and would discuss it then.
7.11.17.14	Update on Community Centre	Community Centre should be covered by a Community Interest Companies (CIC). Barbara Pond from GRCC would be able to facilitate this. Need to progress this now that Cllr. Watts has resigned as he was dealing with it.
7.11.17.16	Update on MUGA	Now complete – Bloors still to complete landscape and request for rubbish bin.
7.11.17.17	Update on new car park extension	Chair rang everyone, all agreed to accept O'Connor's quote. RC to send all quotes to clerk.
7.11.17.18	Update on Village Entrance Gates/Speed Cameras	Chairman agreed to contact GCC

7.11.17.19	Update on gateways in Bozzards Lane	Chairman discussed with Chris Riley Local Highway Manager from GCC in January 2018 who was in agreement
7.11.17.22	Update on Solar park landscaping	Due to be completed soon but no action to date
16.1.18.14a/b	1) Damaged road kerbs 2) Gullies cleaned out 3) Pipe from garage across back of bungalow to be replaced	Chairman discussed with Chris Riley from GCC in January 2018
16.1.18.14c	Zebra crossing outside road	Chris Riley could not see it being a problem so Chairman had contacted Bloor to install prior to completing road
5.9.17	Planning Application Decision 17/0011/TWMAJW	Chairman continued to follow this up
6.3.18.7	Received following from Borough Councillor Mel Gore: JCS had been fully adopted by all 3 councils so next step was the TBC Plan, she was on the working party for this. They needed to ensure a provision or organic growth in every village, they would grow and evolve naturally – a more permissive approach. Helping rural businesses to expand, looking for employment opportunities that did not come under JCS, (junction 1 of M50 for employment land.) Also part of JCS, greenbelt had been taken out, 'Strategic Gap Policy' which was very important to B. Cllr. Gore, between Bishops Cleeve and Gotherington and maybe between Winchcombe and Greet too. It would go out to consultation in due course.	
6.3.18.8	There was no County Councillor's Report. Chairman reported a response from GCC with reference to not having seen our C. Cllr. for at least 3 years, which was not acceptable and was being investigated. A resident stated that as she was not personally involved, the Ombudsman would not accept her complaint.	
6.3.18.9	Finance:	
6.3.18.9a	Chairman resolved to agree cheques for payment/financial report. Seconded by Cllr. Hughes and agreed unanimously. See Appendix 1.	
6.3.18.9b	Chairman proposed Iain Selkirk as Internal Auditor at a cost of £75.00 Seconded by Cllr. Hughes and agreed unanimously.	
6.3.18.9c	Chairman resolved to agree Clerk/RFO's terms as per Contract of Employment on successful completion of Probationary Period, (Salary scale to increase to SCP 26). Seconded by Cllr. Hughes and agreed unanimously.	
6.3.18.9d	Members considered request from Clerk/RFO for training grant for £500.00 which was proposed by chairman, seconded by Cllr. Gilder and agreed unanimously.	
6.3.18.9e	Chairman resolved to adopt Financial Regulations (NALC Jan. 16). It was seconded by Cllr. Hughes and agreed unanimously.	
6.3.18.9f	Chairman resolved to adopt delegated authority to clerk subject to a limit of £500.00 under Financial Regulation 4.5. It was seconded by Cllr. Hughes and agreed unanimously.	
6.3.18.10	Chairman reported on a meeting with TBC regarding S106 Agreements. He gave an overview of S106 monies available and stated Tredington PCC which had been the Village Hall for the village for many years had made an application for support towards their £70,000.00 refurbishment project. It had an 81 year lease and it was widely used for community activities, WI, Yoga, Art Club etc. Chairman proposed £10,000.00 grant towards the refurbishment programme, this was seconded by Cllr. Gilder and agreed unanimously. Work was due to commence on the Car Park at end of March, beginning of April 2018.	

6.3.18.11	Chairman to obtain quote for storage facility for MUGA to send to TBC to apply for S106 funding.	
6.3.18.12	Nothing to report on Community Committee. Going to obtain quotes for a cleaning machine for hall and CCTV to apply for S106 funding. Discussed ventilation system – Chairman reported that he had proposed to Bloor the PC would not take the £10,000.00 for the bus maintenance this year, instead they would give the money to the PC who would use it to get Swegon from Swansea to sort out the ventilation system. Moving forward, Bloor would no longer be responsible for the ventilation system. This was seconded by Cllr. Gilder and agreed unanimously. Large double fridge in the shop had stopped working, repair - Large double fridge in the shop had stopped working, Repair would be: £600.00 - Replacement cost: £1,200.00. It was agreed that the PC would cover the difference between repair and renewal. Shop was on the up – snowy weather brought community together enormously, both for the shop and the community hall.	
6.3.18.13	Received update on Parish Council procedures:	
6.3.18.13a	Cllr. Hughes resolved to adopt updated Standing Orders, seconded by Cllr. Gilder and agreed unanimously.	
6.3.18.13b	Cllr. Hughes resolved to adopt Data Protection Policy, seconded by Cllr. Gilder and agreed unanimously.	
6.3.18.13c	Cllr. Hughes resolved to adopt Publication Scheme, seconded by Cllr. Gilder and agreed unanimously.	
6.3.18.13d	Members considered GDPR and Cllr. Hughes proposed to ask R. Grimmett to set-up parish council email addresses for all members, seconded by Cllr. Gilder and agreed unanimously.	
6.3.18.14	Received update on Newsletter: R. Grimmett had been doing newsletter but with the snow they had not been delivered – Helen to check. Chairman suggested adverts would help pay for the cost of the newsletter - some income towards the cost would be very useful. Discussed ways of putting newsletter together, local hall users may be interested in advertising, hall committee may be able to put it together.	
6.3.18.15/16	Traffic & Highways: Chairman was not happy with ditch and hedge line at Pennycress along the road – he thought the roadside all needed clearing up. Members discussed who owned the brook. Chairman was also concerned about the new footpath at Pennycress, it only has a pedestrian bridge by Cleeve View with a stile at each end, so limited access for wheelchairs and pushchairs. Contact Bloor to discuss why they had not completed the end. Chairman reported Chris Riley had agreed to do village gateways. Clerk to check public liability insurance cover for VAS Members discussed locations for 3 posts for VAS	Clerk to ring Ian Soul Clerk to contact insurance company
6.3.18.16	Drainage reports for both villages: The ditch needed cleaning from the railway to Dean Brooke. The Chairman spoke about it some years ago, they needed chasing. Left last 30yards this side of the bridge – had not been touched. Overloading of the Sewerage system in Stoke Orchard, at times of rain, pumping the sewer into gravity main it overflows – lady at Severn Trent stated it was off the list as we did not claim enough. Chairman reported he had a meeting on Friday with her to discuss. It was due to growth of 350% in last 3 years.	

6.3.18.17	Received update on Community Emergency Plan Cllr. Hughes reported she would be attending the Twyning Emergency Plan Exercise on 16 April 2018. She had updated the Emergency Plan with contacts although she was a bit short of volunteers for Tredington. Chairman asked for anyone who had photos of the 2007 floods to let him have them as he was inserting them into maps for future reference. Chairman suggested inserting list of useful numbers in Newsletter.	
6.3.18.18	Planning:	
6.3.18.18a	Members discussed response for Planning Application 18/00111/FUL- Pear Tree Cottage, Dean Lane, Stoke Orchard All councillors agreed there were no grounds for objection.	
6.3.18.18b	Members discussed response to Cheltenham Borough Council Planning Consultation for Cheltenham Borough Council Local Plan. All members agreed it was not in their area.	
6.3.18.19	Received Neighbourhood Watch Report: Chairman stated they were all very sad to hear about cyclist killed in Tredington. Strange white transit sprinter van driving around this week. Casing-out Uckington and Elmsstone Hardwicke. Also one with blue writing on it. Mattress in gateway – needed reporting to TBC.	
6.3.18.20	Members discussed request for secure dog walking area which had been on previous agenda, resident was not happy with response. Chairman clarified MUGA and LEAP were required to sustain the plan and houses would not have been built without them. In public open space dogs were allowed and if safe, could be let off the lead. Public open spaces were designated as required for sustainability in villages.	
6.3.18.21	Members discussed Great British Spring Clean, it was suggested it could be combined with a community event, 'Village Spring Clean' Helen to check for a date.	
6.3.18.22	Next Meeting: Planning Meeting on 3 April 2018 Meeting Closed: 20.57pm	

Chairman

Signed

Date

Appendix 1

Stoke Orchard & Tredington Parish Council Budget Monitoring Report as at 6.3.18

	Total Spend for 2016/17	Spend to Date 2017/18
Salary	3,132	3641.67
PATA	98	145.00
Stationery,Post	89	498.31
Meetings	0	0.00
Insurance	224	2840.31
Subs	253	258.02
Training	50	20.00
Audits	370	250.00
Grass Cutting	395	560.00
S.137	0	850.00
Parish Mag	2,469	2149.40
Hall	3,080	1287.40
Shop Workings	0	0.00
Sundry	1,023	516.01
	11,181	13016.12

Cheques written since last meeting:	Chq. No.	Amount
06/03/18 NFU for MUGA	720	54.22
06/03/18 GAPTC - Clerk's training	721	20.00
06/03/18 J K Owen - Clerk/RFO sal. Jan18	722	650.67
06/03/18 J K Owen - Clerks exp. Dec.17	723	32.80
06/03/18 CANCELLED was C. Goodwin	724	0.00
06/03/18 Typecraft - Inv. 78856	725	155.00
06/03/18 GAPTC Subs	726	243.02
06/03/18 PAYE - Jan-March 18	727	71.04
06/03/18 J K Owen - Clerk/RFO sal. Feb. 18	728	395.20
06/03/18 PATA - balance of the year	729	15.00
06/03/18 Tewkesbury Abbey PCC, Newsletter	730	653.28
06/03/18 J K Owen - Clerks exp. Dec.17	731	43.90
		2334.13

Balance at bank: on 3.6.18	7512.28
Plus Transparency Grant	<u>1844.75</u>
	9357.03
Less expenditure above	<u>2334.13</u>
Closing balance	7022.90