

STOKE ORCHARD & TREDINGTON PARISH COUNCIL
MINUTES OF ANNUAL MEETING HELD ON 1 MAY 2018 AT 7.00PM

Venue:	Stoke Orchard Community Centre	
Present: Attendees:	Cllr. Richard Chatham (Chairman), Cllrs. Lisa Holmes, Andrew Troughton and James Gilder Clerk/RFO, J. Owen and 8 parishioners	
Minute Ref.	Details	Actions
1.5.18.1	Cllr. Richard Chatham was proposed as Chairman by Cllr. Troughton, seconded by Cllr. Homes and duly elected. Cllr. Lisa Homes was proposed as Vice-Chairman by the Chairman, seconded by Cllr. Troughton and duly elected. Both signed Acceptance of Office forms.	
1.5.18.2	Received following comments from the public: <ul style="list-style-type: none"> PCC fence was in urgent need of repair Representative of PCC said he was aware and was trying to get it fixed. Crimmond Mill Lane, Stoke Orchard – should have been on agenda tonight Members did not have any objections and resident was pleased something was being done. There was concern about large open space behind the bungalows. Chairman stated he would contact Bloor Homes for a site meeting ASAP 	
1.5.18.2	Received and accept apologies for absence: from B Cllr. Gore.	
1.5.18.4	No declarations of interest received and clerk confirmed meeting was quorate.	
1.5.18.5	Minutes of Parish Council Meetings held on 6 March 2018 and Planning Meeting held on 3 April 2018 were both signed as a true and accurate record by the chairman.	
1.5.18.5	Members considered action with regard to three vacancies for Parish Councillors. Chairman agreed to insert details in the Parish Magazine and Cllr. Holmes agreed to display more notices.	
	Received and updated Clerk's Report as follows:	
Minute Ref.	Description	Latest Update
7.11.17.10	Dog bins at Knaresboro Homes	Members agreed to fit dog at end of footpath from Cleeve View to Banady Lane
5.9.17	Planning Application Decision 17/0011/TWMAJW	Chairman continued to follow this up – (Long Meadow Farm)
6.3.18.13d	New mail addresses for all councillors	Cllr. Holmes agreed to do this
1.5.18.8	Borough Councillor's Report had been read out at Annual Parish Meeting earlier.	
1.5.18.9	There was no C. Councillor Report.	
1.5.18.10	Finance:	
1.5.18.10a	Members considered and resolved to agree cheques for payment and Financial Report. Proposed by Chairman, seconded by Cllr. Holmes and agreed unanimously. Chairman signed bank statement and confirmed it agreed with bank reconciliation in Financial Report.	
1.5.18.10b	Reviewed council's subscriptions to other bodies, this was proposed by Chairman, seconded by Cllr. Troughton and agreed unanimously.	
1.5.18.10c	Confirmed arrangements for insurance cover in all respects.	

	Proposed by the Chairman, seconded by Cllr. Holmes and agreed unanimously.	
1.5.18.10d	Reviewed inventory of land and assets including buildings and office equipment. Proposed by Chairman, seconded by Cllr. Troughton and agreed unanimously.	
1.5.18.10e	Considered and agreed new NJC Salary Scales 2018/19 for clerk, this was proposed by Chairman, seconded by Cllr. Troughton and agreed unanimously.	
1.5.18.11	Update on Parish Council procedures: Clerk reported that Standing Orders would normally be re-adopted at this meeting but she had recently received amended NALC model Standing Orders from GAPTC so they would be adopted at a future meeting	
1.5.18.12	Considered GDPR documents and agreed all, proposed by the Chairman, seconded by Cllr. Holmes and agreed unanimously. Clerk to upload email document to the website and circulate GDPR schedule to members	
1.5.18.13	Update on Newsletter and GDPR: Chairman confirmed they now had advert sizes and costs available and hoped to cover 50% of the cost by adverts moving forward.	
1.5.18.14	Update on Community Committee: Received Bus and Shop reports in Annual Parish meeting earlier. Chairman proposed to support shop with £5,000.00 from reserves as the parish council had an undertaking to support the shop for five years. This was seconded by Cllr. Holmes and agreed unanimously.	
1.5.18.15	Update on Traffic and Highways: Chairman confirmed paperwork had gone to Amey and was hoping for action in next few weeks regarding gateways and post for VAS. They were going to remove sign outside Mudways and would utilize post for mobile VAS.	
1.5.18.16	Received Drainage Reports for both villages – Chairman had spoken to workman that day about leak by bridge on Tredington Road.	
1.5.18.17	Planning:	
1.5.18.17	Members discussed response to Planning Consultation on Application No. 18/0032/TWMAJW - Treatment of biosolids cake to create soil improver/fertiliser - location: Land to West of Wingmoor Farm, Stoke Road, Bishops Cleeve. All agreed it was a greenbelt site, it was an industrial application and the parish council must object due to the odour, traffic etc. Chairman agreed to write an objection for the clerk to submit by 3 May 2018 Members discussed response to Application No. 18/00352/CM – Variation of Condition 2 (Duration) to renew temporary planning permission until 1st June 2028 of planning consent 13/0024/TWMAJW dated 25/06/2013 for the change of use of two general industrial/warehouse buildings (B2/B8 Use Classes) to a waste transfer operation. Location: Unit 6, The Aerodrome, Stoke Road, Bishops Cleeve. All agreed the parish council should respond and Chairman agreed to write a response suggesting a five year temporary planning permission for clerk will submit.	

1.5.18.18	Neighbourhood Watch Report - members confirmed a white van had been seen locally, it had also been mentioned on Facebook too. They recommended taking a photo if anyone saw anything suspicious.	
1.5.18.19	To reconsider proposed location of dog bin at Knaresboro Homes and agree action - already covered in Clerk's report.	
1.5.18.20	Received details of future meetings up to and including next Annual Meeting. Clerk to upload to website.	
1.5.18.21	Next Meeting: 5 June 2018 Planning Meeting Meeting closed: 20.40pm	

Chairman

Signed

Date

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