

**STOKE ORCHARD & TREDINGTON PARISH COUNCIL  
MINUTES OF MEETING HELD ON 3 JULY 2018 AT 7.00PM**

**Venue:** Stoke Orchard Community Centre, Stoke Orchard.

**Present:** Cllr. R. Chatham (Chairman), Cllrs. L. Holmes, A. Macdonald, A. Troughton and H. Webber.

**Attendees:** Clerk/RFO, J. Owen and 15 members of the public.

<b>Minute Ref.</b>	<b>Details</b>	<b>Actions</b>
3.7.18.1	<p><b>Recording and filming the meeting</b> There were no requests from the public to record the meeting.</p>	
3.7.18.2	<p><b>Received following comments from the public</b></p> <ul style="list-style-type: none"> <li>• Request to know what change of use was proposed for the Public Open Space (POS) located adjacent and behind Feddon Close</li> <li>• Concern regarding danger of flooding after hot weather as ditches were waist high with vegetation</li> </ul> <p>Chairman stated it was Bloor's responsibility and it could be two years until the parish council took over the POS and it would not be until drainage was sorted out. He invited residents to write to the parish council with their ideas for the use of the POS and it would be added to the agenda for the next full council meeting.</p> <ul style="list-style-type: none"> <li>• How could the parish council help promote the bus and break-down walls between Stoke Orchard and Tredington?</li> </ul> <p>Chairman stated they were two very separate communities until 1935 when it became one parish council, something the parish council were constantly working on.</p>	Clerk to add to next full council meeting agenda
3.7.18.3	<p><b>To note apologies for absence</b> No apologies received.</p>	
3.7.18.4	<p><b>Declarations of interest and to confirm meeting quorate</b> No declarations of interest received for items on the agenda and clerk confirmed meeting was quorate.</p>	
3.7.18.5	<p><b>Minutes from previous meetings</b> Chairman signed the following minutes as a true and accurate record of the meetings:</p> <ul style="list-style-type: none"> <li>• Minutes of Annual Parish Council Meeting held on 1 May 2018</li> <li>• Minutes of Planning Meeting held on 5 June 2018</li> <li>• Minutes of Extraordinary Parish Council Meeting held on 19 June 2018</li> </ul>	
3.7.18.6	<p><b>Casual Vacancy</b> Members considered the casual vacancy and all agreed it would be good to find a representative from Tredington to fill the vacancy.</p>	
3.7.18.7	<p><b>Received Clerk's Report as follows</b></p>	
<b>Minute Ref.</b> 7.11.17.10	<b>Description</b> Dog bins at Knaresboro Homes	<b>Latest Update</b> One to be fitted at end of footpath from Cleeve View to Banady Lane. Cllr. Holmes to do this.
6.3.18.13d	New mail addresses for councilors in line with GDPR	Cllr. Holmes to do this.
7.11.17.11	Update on Community Emergency Plan	Nothing to report.
7.11.17.13	Update on land by the Chapel	Still ongoing.

### 3.7.18.8

#### **Received following report from Borough Councillor Gore**

She apologised for recent absence due to her new role at TBC also for the grass cutting issues and assured all that TBC and GCC were now back in control of the schedules.

She discussed following items:

- Gloucestershire 2050, encouraged everyone to go online <https://glos2050.com/> and look at the 'Supercity' concept. Parish Council could also give views
  - TBC Plan – she was keen to promote small villages to allow them to grow organically, make it easier for farms to diversify, it should be out for consultation in September
  - JCS – due to housing not being allowed at Ashchurch Army Camp a review was required, she was keen to keep houses away from villages that had already received large volumes
- Chairman congratulated B. Cllr. Gore on her promotion and thanked her for her continued support.

### 3.7.18.9

#### **County Councillor's Report**

There was no County Councillor's Report.

### 3.7.18.10

#### **Finance**

Members considered the cheques for payment and those paid since last meeting, also the Financial Report/Bank Reconciliation, (see Appendix 1) and Budget Monitoring Reports, (see Appendix 2). THE COUNCIL APPROVED the cheques for payment and those paid since last meeting and the Chairman confirmed the Lloyds Bank Statement to the Bank Reconciliation.

### 3.7.18.11

#### **Clerk reported on Parish Council procedures**

Submitted External Audit documents, posted on website, period for the exercise of public rights confirmed as 2 July-10 August 2018

### 3.7.18.12

#### **Neighbourhood Development Plan (NDP)**

Chairman stated the parish council were going for a very simple NDP and he would prepare a skeleton format as a starting point.

### 3.7.18.13

#### **Received update on Community Centre**

- Community Day was a huge success with lots of families attending - many thanks to everyone for their help!
- Hall was doing ok but needed an advertising push to promote it for regular hirers
- Suffering from rogue parking so signage was being installed also for dog fouling in the MUGA
- Feedback was very positive, everyone loved the building but they needed more volunteers for pub nights etc.

#### **Received update on Community Shop**

- Shop was moving forward - last year in June it lost circa £2,000.00 but this year just £600.00 so much improved
- Opening every day was much better
- All very promising but still had a long way to go

Chairman and all members of the council wished to thank the community and the Committee for all their time and hard work, it was the only community shop in the Borough and was the envy of many councils.

Air management system was still not working properly, if it could not be sorted they would need to get Bloor involved.

May need to consider an air conditioning unit.

In view of report from Crime Prevention Officer, TBC had agreed for parish council to move forward with funding via S106 agreements as per recommendations.

Chairman agreed to consider CCTV quotations later in the week.

**3.7.18.14****Received update from the Chairman on the Newsletter**

He was disappointed some contributors failed to submit their copy by due date of 20<sup>th</sup> of the month. It was suggested bringing due date forward to 15<sup>th</sup> of the month to take the pressure off the Chairman

**3.7.18.15****Received updates on Traffic & Highways**

Chairman confirmed posts were ready in Tredington and VAS were on their way. He would contact Chris Riley to chase the gateways too as the speed issues appeared to be worse than ever.  
B. Cllr. Gore left at 19.56

**3.7.18.16****Chairman gave drainage reports for both villages**

- Ditches already mentioned above
- Concern had been raised about ongoing problems with the culverted ditch along Mill Lane. It was suggested that the whole culverted section including the inlet through to its outfall in the ditch behind the Old Schoolhouse on the north side of the Main Stoke Road needed jetting. It was agreed to contact Chris Riley at GCC to look at the situation
- Regarding the brook – Jason Westmoreland agreed the exit from POS needed to be sorted before it could be tackled

**33.7.18.17****Planning**

Members discussed decision granted for temporary permission (10 years) ref. Application No. 18/00352/CM - Variation of Condition 2, Unit 6 The Aerodrome, Stoke Road, Stoke Orchard and all agreed no further action.

**3.7.18.18****Received Neighbourhood Watch Report from members**

- Cllr. Holmes reported a recent incident at the MUGA in which police were involved and urged all to keep an eye out for children
- Chairman stated landscape work was still outstanding, he wrote to Bloor some months ago, he would follow it up suggesting MUGA may need to be closed due to dangerous holes
- Burglary in Tredington so all should be vigilant

**3.7.18.19****Members considered CCTV in Tredington**

Chairman was concerned about fly-tipping in Bozzards Lane and proposed CCTV.

Cllr. Holmes stated that TBC may be able to provide CCTV camera. All members agreed it was a good idea, Chairman to investigate further.

GCC had new Enforcement Officer who would be monitoring the parish in future.

**Agenda items for next Parish Council Meeting:**

- Who carried out the hedging?

Chairman stated Ken Preece.

Please make Chairman aware of areas that needed doing and they would be discussed/added to Ken Preece's schedule.

**3.7.18.20****Next Meeting:**

Planning Meeting - 7 August 2018

Full Parish Council Meeting – 4 September 2018

**Meeting closed:**

20.24

## APPENDIX 1

### Stoke Orchard & Tredington Parish Council Financial Report as at 2.7.18

#### Cheques written since last meeting:

Details	Receipts	Receipts
Mow Direct - CANCELLED		0.00
Community Heartbeat		235.00
Iain Selkirk - Int. Auditor		75.00
J Owen Clerk's expenses June' 18		92.05
J Owen June' 18 salary		353.53
Cheltenham Mowers Ltd.		1947.76
Security 1 Ltd		35.40
Typecraft		165.00
Stoke Orchard Community Bus		10000.00
<b>TOTALS</b>	<b>0.00</b>	<b>12903.74</b>

#### BANK RECONCILIATION:

<b>Opening balance</b>	<b>21974.90</b>
No income	0.00
	<u>21974.90</u>
Less payments above	12903.74
<b>Closing cash balance</b>	<b>9071.16</b>
Add o/s cheques	482.00
Add payments to be authorised	12903.74
<b>Closing balance at bank at 2.7.18</b>	<b>22456.90</b>

Community Fund  
Balance on 2.7.18

74032

## APPENDIX 2

Budget Monitoring Report 7.2.18	Budget 2018/19	April Payments	May Payments	June Payments	July Payments	Accum. payments /receipts to date	Bal. of budget remain .
<b>PAYMENTS</b>							
Salary/PAYE/pension	4500	395	299	1627	354	2675	1825
Ancillary	750	500	0	0	0	500	250
PATA	540	0	0	45	0	45	495
Admin incl. stationery, postage	250	27	73	94	92	286	-36
Insurance	3350	0	0	213	0	213	3137
Utilities	50	0	0	0	0	0	50
Training	400	0	100	125	0	225	175
Professional fees incl. audits	250	0	0		75	75	175
Grass cutting	500	0	0	342	0	342	158
Telephone	100	0	0		0	0	100
Parish magazine	2000	386	193	165	165	909	1091
Defibrillator	350	0	0	0	235	235	115
Donations	100	0	0	0	0	0	100
Contingency	1000	0	0	0	0	0	1000
Sundry	650	0	0	0	0	0	650
<b>TOTAL PAYMENTS</b>	<b>16,190</b>	<b>4144</b>	<b>955</b>	<b>3688</b>	<b>956</b>	<b>9743</b>	<b>6447</b>
S106 Payments/Bloor				5000	11948		
<b>GRAND TOTAL PAYMENTS</b>				<b>8688</b>	<b>12904</b>		
<b>RECEIPTS</b>							
Interest							
SO Community Centre	1000	0	0		0	0	-1000
Grass Cutting	500	0	0	0	0	0	-500
Precept	14690	14690	0	0	0	0	0
<b>TOTAL INCOME</b>	<b>16190</b>	<b>14690</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-1500</b>
<b>Community Fund Account balance</b>	<b>74031</b>						
<b>S106 Agreements/Bloor</b>	<b>10000</b>						
(This has now been handed-over to Stoke Orchard Community Bus Committee)							

Chairman .....

Signed .....

Date .....