

STOKE ORCHARD & TREDINGTON PARISH COUNCIL

MINUTES OF MEETING HELD ON 4 SEPTEMBER 2018 AT 7.00PM

Venue: Stoke Orchard Community Centre, Stoke Orchard.

Present: Cllr. R. Chatham (Chairman), A. Macdonald, J. Gilder and H. Webber.

Attendees: Clerk/RFO, J. Owen and 7 members of the public

Minute Ref.	Details	Actions
4.9.18.1	<p>Recording and filming the meeting There were no requests from the public to record the meeting.</p>	
4.9.18.2	<p>Received following comments from the public:</p> <ul style="list-style-type: none"> • Resident asked if defibrillator could be relocated to Stoke Orchard Community Centre where it could be attached to wifi and 999 would be able to release it <p>Chairman agreed it sounded like a sensible idea and a suggestion for moving the telephone box was mentioned too.</p>	Clerk to add to agenda for next full council meeting
4.9.18.3	<p>To note apologies for absence Apologies received from Cllrs. L. Holmes, A. Troughton and B. Cllr. M. Gore</p>	
4.9.18.4	<p>Declarations of interest and to confirm meeting quorate No declarations of interest received for items on the agenda and clerk confirmed meeting was quorate.</p>	
4.9.18.5	<p>Minutes from previous meetings Chairman signed the minutes as a true and accurate record of the following meetings:</p> <ul style="list-style-type: none"> • Minutes of the Parish Council Meeting held on 3 July 2018 • Minutes of the Planning Meeting held on 7 August 2018 	
4.9.18.6	<p>Casual Vacancy Members considered the casual vacancy for a Parish Councillor and agreed to continue with advertising the vacancy</p>	
4.9.18.7	<p>Received Clerk's Report as follows:</p>	
Minute Ref.	Description	Latest Update
7.11.17.10	Dog bins at Knaresboro Homes	Member of public had emailed previous clerk on 27.4.17 and current clerk on 24.7.2018 ref. dog bins. Current clerk stated she would urge installation – Following positions were agreed: 1 at end of Banady Lane 1 at other end of that footpath, where people came onto Pennycress 1 by pumping station, mounted on a fence post Chairman suggested a map of dog bins to send TBC for emptying rota – Cllr. Webber offered to do it
6.3.18.13d	New mail addresses for councilors in line with GDPR	Ongoing
7.11.17.11	Update on Community Emergency Plan	Nothing to report
7.11.17.13	Update on land by the Chapel	Still ongoing
4.9.18.8	<p>Borough Councillor's Report There was no Borough Councillor's Report.</p>	
4.9.18.9	<p>County Councillor's Report There was no County Councillor's Report.</p>	

- 4.9.18.10 **Finance:**
THE COUNCIL APPROVED the cheque payment list, also the Financial Report/Bank Reconciliation, see Appendix 1.
 Chairman confirmed both Lloyds Bank Statements to the Bank Reconciliation.
THE COUNCIL APPROVED an application from the clerk to attend the Society of Local Council Clerks Annual Regional Training Seminar on 28 November 2018 at a cost of £75.00 plus VAT.
 Clerk confirmed BACS payments process had been updated and she was no longer able to make payments.
- 4.9.18.11 **Parish Council procedures:**
- 4.9.18.11a **To adopt updated Standing Orders (NALC model updated)**
 Members considered amendments and **THE COUNCIL RESOLVED TO ADOPT** updated Standing Orders.
- 4.9.18.11b **To adopt GDPR Policies**
 The clerk stated that under Section 7 of Data Protection Act 2018, local councils were exempt from appointing a Data Protection Officer (DPO), the parish council would be the DPO.
THE COUNCIL RESOLVED TO ADOPT three GDPR Policies circulated prior to the meeting to reflect that.
- 4.9.18.12 **To consider and agree actions with regard to letter received on behalf of All Residents in the Bungalows regarding public open space adjacent to and behind bungalows in Feddon Close**
 Idea from residents was to have an orchard with a wild flower meadow. Members agreed it was a good idea which would give ownership to the residents, (perry pear trees would be appropriate). Chairman agreed to speak to Bloor initially as Bloor would need access for maintenance of silt pipe etc. Members discussed how they would link with the residents with regard to planning/maintenance/ownership. Chairman stated it would be some 18 months before parish council would be in that position.
- 4.9.18.13 **Received Neighbourhood Watch Report**
 Chairman confirmed there was currently nothing to report
- 4.9.18.14 **Received update on Community Centre/Shop Hall:**
- Cllr. Macdonald reported it had been quieter through the summer although revenue was still quite good. They were having a drive to get more regular bookings and also more volunteers were required
 - Accounts remained quite healthy and annual accounts would be available by next full parish council meeting
 - Lawnmower was good and proving useful although they still needed to sort storage facility
 - Chairman asked about accounts for the shop for Bloor – Cllr. Webber stated she was urging accountant for completion
- Shop**
- Cllr. Webber reported accounts for August were up 50% which was excellent
 - They were also struggling to find volunteers
- Chairman suggested a planning meeting
- Cllr. Macdonald reported on meeting with Barbara Pond from GRCC when formation of a Community Interest Organisation (CIO) was discussed at length. After further research the committee were not in favour due to the bureaucracy it would involve.

The clerk agreed to provide information as to how things would need operate if they did not go ahead with CIO and they remained under umbrella of the parish council.

- 4.9.18.15 **Received update on the Newsletter**
Chairman reported it was going well and may have to increase in size by four pages due to increase in advertisers demand.
- 4.9.18.16 **Received updates on Traffic & Highways incl. CCTV in Tredington**
Chairman confirmed Speed Enforcement team would be working closely with both villages on a regular basis to combat speeding vehicles.
- 4.9.18.17 **To consider and agree action with regard to RAF Memorial Plaque**
Chairman gave background to the project and Cllr. Macdonald kindly offered to provide a plaque up to 2ft square.
- 4.9.18.18 **Received report ref. proposed Youth Club**
Clerk reported on a well attended meeting the previous evening, the next steps would be to undertake surveys via SurveyMonkey and door to door in the villages, it would be under the auspices of the parish council due to the GDPR.
- 4.9.18.19 **Received drainage reports for both villages:**
- Ditches
Chairman had been in touch with Chris Riley ref. Mill Lane and also Archers Lane which emptied through the same pipe, they would endeavour to get a camera report to ascertain what was causing the issue.
 - Water leaks
 - Banady Lane which had been leaking for quite a while
 - Dean Lane Bridge, there was a lot of water running down the road
- Chairman stated he would report them again.
- 4.9.18.20 **To consider and agree hedge cutting schedule**
- Footpath from the school to Tredington was completely overgrow, also the patch in Tredington and the Banady Lane to line of site. Ken Preece would probably cut them again in October.
 - Hedge alongside the Penycress estate – contact Chris Riley
 - Tree in Archers Close, half of which has come down, (maybe able to cut down to 8ft. take advise from Chris Riley)
- 4.9.18.21 **Planning:**
- 4.9.18.21a Members considered Planning App. No.18/00371/LBC - Duckstone House, Dean Lane, Stoke Orchard
The Council support the application with the use of traditional materials. Clerk to respond to TBC
- 4.9.18.21b Members considered Planning Consultation. No.16/02000/OUT for up to 4115 new homes providing a range and choice of mix and tenure, including affordable housing (C3) etc.
The Council strongly object to the application and agreed the response – see Appendix 2 Clerk to respond to TBC
- 4.9.18.21c Members considered Planning Application No. 18/00617/FUL – Amended Plan for Troughton Solar Farm, Part Parcel 6076, Stoke Road, Stoke Orchard –
The Council support the extra work suggested but would like to see a more defined and robust specification for the screening of the Clerk to respond to TBC

substation. The Council would furthermore like to see more part grown, substantial hedging, shrubs and trees included in the extra planting and a general improvement of maintenance of the publicly visible areas to allow the plants to grow and improve appearance.

4.9.18.22

Received Neighbourhood Watch Report from members as follows:

- Several white vans reported with belongings disappearing.
- Swindon Village - a safe was taken in a transit van
- Nitrogen canisters had been picked-up around the Community Centre on the grass
- Suspicious person taking pictures of the bungalows
- Drones in the area more
- Burglary in Archers Lane
- Lad on a scramble bike reported

Chairman stated, if anyone saw anything suspicious and was concerned, take a photograph.

Agenda items for next Parish Council Meeting:

- Defibrillator and telephone box to be moved to Community Centre
- Footpaths Report from Cllr. Webber

4.9.18.22

Next Meeting: Planning Meeting -2 October 2018
Full Parish Council Meeting – 6 November 2018

Meeting closed: 20.32 pm

Chairman

Signed

Date

APPENDIX 1

Stoke Orchard & Tredington Parish Council Financial Report at 25.8.18

Details	Payments	Payments
O'Connor Construction Co Ltd - Car Park		66279.60
Domestic Appliances Dist. - aircon for shop		257.40
Ollie's Locksmith - CANCELLED		0.00
Gloucester Locksmith - safe (S106)		396.00
Bank error - debited £396.06 for chq 674		0.06
Loan from Community Acc. 5106 waiting for S106	66279.60	
Typecraft - newsletter		165.00
J Owen Clerk's expenses July 18		48.80
J Owen July 18 salary		440.27
Community First Trading - mower insurance		69.23
Transfer from Hall Fund	4800.00	
Community Heartbeat - Invoice No. 3418		235.00
Community Heartbeat		73.00
J Owen Clerk's expenses Aug. 2018		40.52
WJL Electrical Services Ltd. Inv. 5938		168.00
Typecraft - newsletter, invoice no.		165.00
Gooch Group Ltd. Floor Washer Machine S106		2874.00
J Owen Aug. 2018 salary		353.53
PATA July-Sept.2018		1468.50
TOTALS	71079.60	73033.91

BANK RECONCILIATION

Opening balance	9071.16
Plus receipts	71079.60
	80150.76
Less payments	73033.91
Closing cash balance	7116.85
Add o/s cheques	757.76
Add payments to be authorised	5377.55
Closing balance at bank 25.8.18	13252.16

Balance as per bank statements as at 25.8. 2018

Lloyds Acc. 03017475 - Current Acc	7116.85
Lloyds Acc.07965106 - Community Fund	58192.65
	65309.50

Outstanding monies:

HMRC VAT Claim period 1.4.18 to 31.7.18	12785.84
TBC S106 invoice 3001amend - 16.5.18	8275.43
TBC S106 Invoice .3002 - 12.6.18	1898.00
GCC Invoice No. 3005 - 3.9.18	607.50
TBC S106 Invoice 3006 - 3.9.18	3270.00
	26836.77

APPENDIX 2

Objection to Elm Park Application No. 16/02000/OUT - 05/09/2018

The Stoke Orchard and Tredington Parish Council wishes to further reinforce its objection to this Application first deposited with Tewkesbury Borough Council on the 9th February 2017.

The Councillors base their objection the lack of strategic traffic infrastructure leading to increase in traffic movements on roads within the Parish due to ineffective Developer led infrastructure within the site and its effect on the traffic movement around the site leading to adverse effect on all roads within Stoke Orchard and Tredington. This objection is factual and based upon real traffic movement figures within the Parish and projected figures on the increase of traffic outside the site avoiding local roads affected Hyde Lane, Swindon Village, Tewkesbury Road and the increase of traffic from the site itself. No radical remediation is planned within this Application and will be necessary to prevent gridlock.

Furthermore Stoke Orchard and Tredington Parish Council reinforces its objection to this Application on the lack of responsible attitude to Storm water and Drainage. The comment included in the Water and Drainage overview on Page 9 of the Design and Access Statement Part 2 show the inability of Developer led drainage infrastructure proposals to understand and manage such vitally important matters in areas already affected by flood water problems. The lack of understanding of the substrata in this area – probably the finest blue lias clay in Western Europe - mined and exported for lining toxic waste tips – shows by the comment in the further documents that filtration drainage will be possible on this site. It should be noted that the Water and Drainage overview is purely concerned with the flood potential on site. No reference is made to the potential flood and damage downstream to other properties. The Council draws attention to section 103 of the revised NPPF and the effect of major development on flooding elsewhere within the locale.

The objection made by Stoke Orchard and Tredington Parish Council is further borne out by expert opinion and research and we refer the Planning Authority to the contents and especially the warnings made by the Officer from LLFA in his letter to the Planning Officer John Hinett of the 29th March 2017 in regard to the proposed Suds delivery on the Elm Parks Development, Furthermore, the Parish Council also note the serious concerns raised by AECOM in their review of Water Management in this application on behalf of Spirax Sarco. Deposited April 2017.

Furthermore re refer the Planners to the objection by Highways England that this Application should NOT be granted until further assessment has been made. Deposited 3rd August 2017. And the AECOM Survey deposited on behalf of Spirax Sarco in April 2017 commenting once more on the lack of depth to the Traffic Infrastructure proposals.

With these matters in mind, The Stoke Orchard and Tredington Parish Council further reinforce their claim of **£2,000,000 for the improvement of Drainage infrastructure within the Parish to combat the increase in flow rates on the River Swilgate as a direct result of this development and reduce the flooding of properties and traffic infrastructure downstream from this site under an S106 agreement.** . The proof and evidence for such claim result from years of increased flow on the Swilgate and Dean Brooks due to increase in Development within the catchment area. We would advise those responsible for such matters that whilst Stoke Orchard and Tredington Parish Council. have regularly brought this to the notice of Planners, Developers and Appeal Inspectors no acceptance of such problems has resulted in flooded properties, closed access roads for Emergency Services and extensive damage and costs to home owners. The Parish Council hold Developers and Planners responsible for all further flooding until accepted remedial procedures have been followed to prevent such matters.