

MINUTES OF THE MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE WHITMINSTER VILLAGE HALL, WHITMINSTER AT 7.30 PM ON WEDNESDAY 2nd JANUARY, 2013.

00/01

Present

Cllr Jones (Chairman), Mrs Gilmore (Vice Chair), Mrs Coleman, Douglas, Hughes and Paynter. The Clerk and one member of the public were also present.

01/01

Apologies

Apologies were accepted from Cllr Mrs Pockett who was unwell but Cllr Jones also presented to the meeting a letter of resignation that he had received from Cllr Mrs Pockett. She advised that she had enjoyed the 6 ½ years she had spent as a Parish Councillor as well as working with her fellow Councillors and the Clerk. Council's thanks were recorded and all agreed the Mrs Pockett had made a valuable contribution to the Council and the community as a whole. It was agreed that the Clerk should write and thank her for her efforts and arrange for some garden centre vouchers to be sent as a token of gratitude from the Parish Council.

02/01

Declarations of Interest

The Clerk advised that he had forwarded a signed copy of the Register of Interests form supplied to Cllr Paynter to the Monitoring Office at Stroud District Council and this had been accepted, therefore bringing all matters up to date following the adoption of the most recent Code of Conduct. A response had been received from Mr Woodcock, Monitoring Officer, advising that, as the Clerk had suggested and contrary to the advice of GAPTC, it would not be necessary for Councillors to formally agree a special dispensation in relation to setting the precept.

Cllrs Jones, Douglas and Mrs Gilmore declared a personal non-prejudicial interest in relation to item 9 on the Agenda being to consider Heads of Terms for a lease of the Village Hall and Playing Field and to consider the proposed Fields In Trust designation. This was because all three were members of the Whitminster Village Hall and Playing Field Management Committee. It was noted that Cllr Mrs Gilmore is also a member but as the representative of the Parish Council.

03/01

Minutes

The Minutes of the December 2012 meeting of the Parish Council were signed as a true record without amendment.

04/01

Matters Arising

Street Lighting

Cllr Jones informed the meeting that the various defective street lights in the village that were not working had mainly been attended to and he had also been in touch with the Highways Department of the County Council concerning potholes.

Bromford Housing Association

The Clerk advised that he had written to the housing association requesting that they cut back the foliage overhanging the path to the rear of their development, Henry Withers Place.

05/01

Police & Community Safety Matters

The Neighbourhood Warden's reports for the previous month had been received by email and circulated. It was noted that Phil Drew would be the permanent warden covering the area. Cllr Jones informed the meeting of a recent burglary that he had suffered and all extended their sympathy. He reminded those present to consider their own security at home and to take measures such as leaving lights on whenever possible when going out. Cllr Jones also informed the meeting that he had met the new Police Officer covering the area and he hoped that she would get to meet with the Parish Council in due course. No response had been received from the District Council in reply to Council's letter concerning the Neighbourhood Warden Service.

06/01

Planning

Decisions to Note

There were no decisions to note.

Applications to consider

S.12/2525/HHOLD Branscombe, Bristol Road, Whitminster, Gos.

Two storey extension to side and single storey extension to rear.

Council objected to this application as the proposal was considered to be out of keeping with the street scene and imposing in relation to the adjoining property.

S.12/2113/HHOLD Sandfurlong Cottage, Whitminster Lane (School Lane), Whitminster, Gos.

Demolition of existing conservatory and erection of two storey rear extension, 3 dormers to front elevation, porch canopy and single storey extension.

Village Design Statement

It was noted that a meeting of the working group would be taking place the later during the month and also that in the new financial year there may be the possibility of grant funding from the District Council. It was also agreed that Marilyn Cox of GRCC would be invited to attend and speak at the Annual Parish Meeting.

Other Planning Matters

The Clerk reported that he had encountered difficulties in respect of submitting comments on a number of recent applications. Two applications relating to tree preservation orders did not accept comments on line and others had also proved problematic. It appeared that when officers advised that Council could comment after a meeting very often the link to comment had been removed. However the Clerk informed Council that in each case he had written with Council's comments.

It was noted that Councillor Jones had provided the Clerk with a table of saved and deleted policies contained within the District Local Plan for future reference. Details of the SDC Planning Department drop-in sessions were circulated with the dates for the Severn Voice area being 21st May and 12th September, 2013. It was noted that the SDC Core Strategy/Local Plan development was on-going with the likelihood of further consultation.

An update had been received from Marilyn Cox following her initial enquiry requesting confirmation of the status of the various Parish Plan action points. It turned out that the details gone through with her former colleague had either been mislaid or had not made it onto the system. It was agreed that Council did not want to spend time analysing the various action points again and a copy of the last produced action report would be sent to Ms Cox for her to analyse as appropriate.

07/01

Highways & Byways

A dialogue was reported between Councillor Jones, Mr Gray the Local Highways Manager and County Councillors Booth and Blackburn. It was hoped that £1,000 of the funding made available

to County Councillors might be used to fund a trial of ways to enforce the Grove Lane left turn only order using 'cheeses'. The viability of this was being looked into by Mr Gray.

Cllr Paynter gave an update on matters regarding the footpaths in the village and it was agreed that he would prepare a list of various issues to be reported to the County Council Public Rights of Way Officer which he would email to the Clerk together with footpath reference numbers in due course. The Chairman had been in contact with Mr Portlock of the County Council Highways Department and had inspected the roads within the village with particular attention paid to the potholes at Packthorne and Hyde Lane

08/01

Accounts

Accounts for Payment

There were no accounts submitted for payment.

General Overview and Other Matters

Council was advised that the bank balance was £11,203.98 as at 14th November 2012.

A donation of £150:00 was received from Frampton Country Fair and this was banked by the Clerk. As a result, it was agreed that the Clerk should place the order for work to be carried out to the moulding of the memorial within the church requiring repair as had been previously discussed. He had already obtained confirmation from Mr Cambridge that the price of £125:00 plus VAT remained valid.

Information had been received from Lloyds bank in regard to online banking.

A letter of thanks had been received from Mr Hale on behalf of the SPAN magazine with regard to Council's donation of £200:00. A letter of thanks had also been received from the Chief Executive of Great Western Air Ambulance for Council's donation of £50.00. Correspondence had also been received from Duncan Willoughby of Sue Ryder thanking Council for considering making a donation and expressing his understanding that a sum had been given to the Cotswold Care Hospice instead. However, he wished to inform Council that the two hospices provide differing car and hoped he might be able to address Council on the work undertaken by the Hospice at some future date.

The Clerk had requested the tax base figure but had been informed that it was not yet available due to potential changes in local government finance. It was also noted that the setting of the precept may be deferred until the February meeting. A further information session on the new finance arrangements was being organised by the District Council on 14th January and all Parish Councillors were encouraged to attend if possible.

A letter had been received from T W Hawkins advising that their costs for grass cutting for the coming year would be held once again in accordance with the prices charged in 2011. On this basis it was agreed that they should be awarded the work for a further season.

09/01

Village Hall & Playing Field

Mrs Honor Jones had forwarded a copy of an email correspondence with Mr Gregory of the County Council confirming that work to fill and compact potholes in the Playing Field car park would be undertaken by D E Spencer & Sons and the cost would be met 50:50 between the Management Committee and the County Council

Fields In Trust Designation

The Clerk had been seeking to register a charge in respect of the Playing Field relating to the Fields In Trust designation that had been sought by the Management Committee. It had become apparent that the designation would severely impinge on the current and future value of the asset causing impairment and the Clerk raised concerns that the documentation had been signed by the Chairman and Vice-Chairman as a deed out of meeting and when both would hold a conflict of interest that

should be declared. Furthermore, it was noted that the designation had not been formally discussed or agreed at a meeting of the Parish Council, although it the Council had been aware as a result of reports given by Mrs Jones on behalf of the Management Committee. A paper was presented to the meeting setting out the benefits of the designation and the Clerk highlighted the nature of the restrictions that would apply. After some discussion it was agreed that the matter would be formally resolved and all present were in favour of this. Retrospective consent was given for the signature of the deed on behalf of Council as the holder of the registered title and the Clerk was instructed with proceeding to register the charge/deed of dedication at Land Registry.

Heads of Terms for proposed new long lease to Management Committee

Heads of Terms had been drafted by the Clerk in relation to formalising the relationship between the Parish Council and Management Committee (and the Management Committee's occupation of the Playing Field and Village Hall) through the grant of a long leasehold interest. The Clerk had received feedback from and had provided clarification to Mrs Jones, on behalf of the Management Committee, and in light of the agreement to proceed with the Fields In Trust dedication and various other matters further revision would be required. Consideration would also need to be given to the future arrangements concerning grass cutting, insurance and other costs. Suggestions such as the payment of a reverse premium were considered along with the Council paying an agreed maintenance charge to the Management Committee to assist the Committee in providing the various facilities to the village. It was agreed that all Councillors would give further careful thought to the matter and it would be considered at a future Parish Council meeting.

10/01

Correspondence

The following items of correspondence were received:

A paper on school admissions forwarded by the Clerk to Arlingham Parish Council in connection with the activities of Severn Voice.

An email from Gloucestershire County Council informing Council that a consultation on Devolved Major Local Transport Funding was ongoing.

CPRE Field Work magazine.

Update from Neil Carmichael MP on rural broadband and other issues.

Notes of the first meeting of the Stroud District Local Strategic Partnership Meeting.

SDC survey on playing pitch/outdoor play space – it was agreed that this would be completed and returned by Cllr Jones.

A request for an article on Careline and support for older and vulnerable residents to be placed in SPAN – the Clerk had referred this on as appropriate.

An update from Jon Shaw of Arlingham PC regarding on-going discussions with the Environment Agency concerning flood defences.

Website statistics for the month of December.

11/01

Chairman's Items & District Councillor's Report

Cllr Jones informed Council on various matters being dealt with by the District Council including the progress of the Cotswold Canal restoration, flood risk management schemes, a review of A38 speed limits and the proposed appointment of Mrs Lyn Ireland as a new co-ordinator for the Severn Voice group of parishes. Cllr Jones advised that most of his matters had been addressed under other agenda items. He also advised that he may be unable to attend the February due to a District Council commitment and hence gave his apologies in advance.

12/01

Other Business

It was noted that Mr Lyes of Mayview Bungalow had informed Cllr Jones that he intended to attend the meeting to draw to Council's attention an issue with flooding to the rear of his property. However, he did not attend and it was agreed that the Council's Watercourse Wardens, Cllrs Hughes and Paynter, would investigate the matter between meetings and report directly to the District Council if necessary. The Clerk advised that he had written to the Government Oil Pipeline agents on the matter of the route and ownership where it passes through the playing field and a response was awaited.

13/01

Agenda Items for the next meeting

None were advised during the course of the meeting

There being no further business the Chairman declared the meeting closed at 10.09pm.

CHAIRMAN – Wednesday 6th February, 2013.