

**MINUTES OF THE ANNUAL MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE WHITMINSTER VILLAGE HALL, WHITMINSTER AT 7.30 PM ON WEDNESDAY 2<sup>nd</sup> OCTOBER, 2013.**

**00/10**

**Present**

Cllrs Jones (Chairman), Mrs Gilmore (Vice-Chair), Mrs Coleman, Douglas, Hay and Hughes. The Clerk was also present. There were no members of the public in attendance.

**01/10**

**Apologies**

An apology was received and accepted from Cllr Paynter as well as County Councillor Blackburn. Cllr Douglas apologised for failing to send his apology to the last meeting.

**02/10**

**Declarations of Interest**

It was agreed that as the Parish Council representative on the Whitminster Village Hall and Playing Field Management Committee Cllr Mrs Gilmore would not need to declare an interest at this meeting or in the future in this respect. Cllrs Jones and Douglas did declare an interest in relation to Agenda Item 4 (iii) concerning the Village Hall & Playing Field.

**03/10**

**Minutes**

The Minutes of the September meeting of the Parish Council were signed as a true record subject to two typographic amendments within 07/09 and 08/09.

At this point in the meeting Cllr Mrs Coleman advised that she was unable to open email attachments and the Chairman and Clerk advised that if she was copied in on email traffic that she was interested in and would like to review that attachments they would provide hard copies if necessary if she were to advise.

**04/09**

**Matters Arising**

**First World War Centenary**

The availability of Heritage Lottery Fund grants to help communities mark the centenary of the First World War had been highlighted by Neil Carmichael MP at a previous meeting. Whilst it had been re-affirmed that the Village War Memorial (situated on District Council land) remains the responsibility of the District Council it was agreed that there was no reason why Council could not assist in its upkeep by seeking grant aid. As instructed the Clerk had obtained grant application forms with a view to applying for funding to re-lay the paving slabs around the memorial to resolve the on-going weed problem. Cllr Jones was awaiting a quotation for the work from the contractors soon to be working on the skate ramp and had contacted the District Council to obtain permission to carry out improvement works. Meanwhile the Clerk had written to the village school to see if the school would like to be involved in some form of commemoration or alternative project.

**Neighbourhood Wardens – Community Work**

Cllr Jones reported that he would be meeting with Neighbourhood Warden Phil Drew the following day to put final plans in place regarding the refurbishment of the bus shelters. Village Hall & Playing Field

The Clerk reported that he was waiting to hear back from Barbara Pond of GRCC with details relating to the specialist solicitor she had recommended to Mrs Jones in connection with issues concerning the playing field and Fields in Trust along with the relationship between the

Management Committee and Parish Council. It was also noted that the Clerk had been passed a copy of the Management Committee's Charity Scheme.

#### Henry Withers Close

The Chairman reported to the meeting that Mrs Cleaver of The Close had been in contact with Mr Turberville of Bromford Living and had received the same promise that work would be carried out to the conifers to the rear of the development but still not work had been done. It was agreed to monitor the situation until the next meeting. It was noted that the District Council had carried out work to trees in The Close.

**05/10**

#### **Police & Community Safety Matters**

It was noted that the Neighbourhood Warden's reports had been circulated around Council by email. No report or crime figures had been received from the police. Cllrs Mrs Gilmore and Coleman had attended the Cluster Group meeting and raised issues regarding parking enforcement. The Enforcement Officer present was not interested in pursuing the matter and advised that where there are no designated parking restrictions it is a matter for the police. Cllr Jones reminded those present of the Panel Meeting taking place the following Thursday and Cllr Mrs Coleman agreed that she would attend and raise the issue of car parking again and ask that it be included as a SARA action point. Cllr Jones commented that he thought the traffic management for Frampton Country Fair had worked well but it may be useful in the future for 'no waiting' cones to be placed in School Lane. Cllr Jones also suggested that comment should be made in SPAN regarding the need for residents to keep footpaths clear and cut back hedges as well as the contacts for reporting suspected cases of Ash Die Back. Cllr Hay reported that the litter bin in School Lane had been knocked over and Cllr Jones agreed to follow up the matter.

**06/10**

#### **Planning**

##### Decisions to Note

S.13/1566/HHOLD Severndale, School Lane, Whitminster, Glos.  
Construction of a new garage roof to form storage space above.

Permission granted.

S.13/1412/FUL Attwoolls, Whitminster, Glos.

Extension of existing tent storage area and creation of attenuation pond.

Permission granted.

##### Applications to Consider

None.

##### Village Design Statement

It was reported that the document was being proof read and a further open day was organised for the following Sunday.

##### Other Planning Matters

Cllr Jones reported that the application concerning Whitminster Inn was not being referred to the Development Control Committee as in actual fact it was understood that consent already existed for various elements of the proposal.

Council's invitation to attend the Development Control Committee to comment on application S.13/0636/OUT – 1 Police Houses, School Lane, Whitminster – had been set aside as an appeal for non-determination had been submitted and it was thought likely that the application would no longer be considered by the Committee.

Notification was received of changes to the appeal system for small commercial and advertisement applications.

**07/10**

**Highways & Byways**

The Chairman advised that 2 no. street lights had recently been repaired and it was noted that work done to the Eastington end of Grove Lane was already beginning to break apart. County Councillor Tony Blackburn had confirmed that he wished for the some of his allocated repair budget to be spent on patching and surface dressing Hyde Lane and costings were being obtained. He was also following up his request for work to be done to the A38 South bound lay-by following his discussions with Cllr Coleman. Information was received on the Mid Cotswold Trails Tracks and Trails evening. A response had been received from Mrs Teesdale in reply to Council's letter concerning certain stiles and gates but Council was unclear as to the following steps. Therefore it was agreed that the matter would be considered at a future meeting when Cllr Paynter would be present.

**08/10**

**Accounts**

Accounts for Payment

Stroud District Council	£300.00	Contribution towards Neighbourhood Warden.
Agreed following further discussion and at this revised cost.		
Poppy Appeal	£50.00	Donation – wreath to be provided.

General Overview

The bank balance had been confirmed at £11,592.31 prior to the presentation of the above cheques. The final 50% instalment of the precept was received in the sum of £6,000:00.

Skate Ramp

The work had been ordered for the repair of the skate ramp by Greenfields at a cost of £1,160.00 plus VAT. Progress of the work had been delayed as the wrong type of running boards had been initially delivered.

**09/10**

**Correspondence**

The following items of correspondence were received:

Website statistics for the month of August.

ThE News from SDC – circulated by email.

Letter from the Environment Agency acknowledging Council's response to the Severn estuary Flood Risk Management Strategy consultation.

Letter and information from Neil Carmichael MP concerning the Stroud Festival of Engineering 2013.

Consultation notification on a 'Review of polling districts, polling places and polling stations' in the Stroud District.

Severn Voice meeting agenda.

Update from Neil Carmichael MP on his work in the Valleys and Vale during the summer months.

GRCC Affordable Housing newsletter.

Chartered Parishes Group meeting notes.

Your Hospice – Cotswold Care Hospice newsletter.

Clerks and Councils Direct.

**10/10**

**Chairman's Items & District Councillor's Report**

It was agreed that Cllr Hughes would take over litter picking duty for the coming month and would retrieve the litter picker from Cllr Paynter.

Cllr Jones reported on the meeting of Severn Voice. There had been a good turnout to hear Severn Trent explain what they had been doing to avoid the problems experience in 2007 with flooding and the interruption of the water supply. Highway safety in relation to Fretherne Bridge was also discussed along with the proposals for areas of prime responsibility for local schools. The matter was being progressed with a letter to the relevant cabinet member at the County Council. The next meeting of Severn Voice would be hosted by the Parish Council on 24<sup>th</sup> March 2013 in the Village Hall at 7:30pm. Cllr Jones went on to report on Schoolfield Close and a site meeting that he stumbled across and he was able to confirm that it looked likely that the ditch would now be piped as originally agreed, the gate into the playing field would be installed and all other issues resolved. He had sent an email to Oxboode Housing Association asking for tenancy details to identify if local people had been successful but not reply had been received and the Clerk advised that he had not received a response to his earlier correspondence regarding the various issues either. On District Council matters it was reported that further work may be carried out to the Stroud Leisure Centre changing rooms, the cost of subsidising the Subscription Rooms appeared to be reducing and at the upcoming District Council meeting it was likely that the Conservative Group would put forward a motion to explore the possibility of creating a unitary authority to access efficiencies.

**11/10**

**Other Business**

Cllr Douglas raised concerns regarding the speed of cars in Paynes Meadow and the use of electric scooters within the village and it was agreed that both matters would be raised at the Panel Meeting taking place the following week.

**12/10**

**Future Agenda Items**

None.

There being no further business the Chairman declared the meeting closed at 8.54pm.

**CHAIRMAN – Wednesday 6<sup>th</sup> November, 2013.**