**MINUTES OF THE MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE VILLAGE HALL, WHITMINSTER ON WEDNESDAY 7TH JUNE, 2017.**

**Public Forum**

There were no issues raised by the member of the public who was present.

**00/06**

**Present**

Cllrs Jones (Chairman), Hay (Vice-Chairman), Braidford, Douglas, Mrs Gilmore, Paynter and Peters.

The Clerk was also present together with one member of the public.

**01/06**

**Apologies**

There were no apologies recorded.

**02/06**

**Declarations of Interest**

The Clerk confirmed that a copy of Cllr Braidford’s Declaration of Interest forms had been forwarded to Stroud District Council (S.D.C.) and duly recorded. The Clerk had also investigated whether there was an updated version of the Standards of Conduct and Ethics guidelines and it had been confirmed that the 2011 (amended 2013) version remained current. A full copy had been received from SDC so to highlight any minor changes that had been made and this had been circulated by the Clerk.

**03/06**

**Minutes**

The Minutes of the meeting of 3rd May, 2017, were approved without amendment.

**04/06**

**Matters Arising**

Bus Service Route 62

No response had been received from Mr Carr at Gloucestershire County Council (G.C.C.) and the Clerk was to follow up.

Website

Cllr Hay was still requiring some biographical material from Cllr Douglas and he agreed to liaise with him to assist in putting this together. Information would also be useful in respect of the church and footpaths.

30 MPH Notices

It was noted that the repeater speed limit signs in School Lane were still in need of attention and Cllrs Hay and Paynter confirmed that they would take action

World War 1 Project

There was a discussion over potential contractors to produce the relevant interpretation board to summarise the results of this project and the production of an appropriate casing. Quotes for elements had previously been received from Broxap and Shelley Signs. Cllr Peters advised his preference would be to use a local supplier and he introduced the name of Steve Roberts. He advised he would forward contact details for the Clerk to investigate.

**05/06**

**Police & Community Safety Issues**

An email update had been circulated from PCSO Michael Trebble. There had been no crimes recorded in Whitminster that featured but there were various reports of persons with vehicles, mainly vans, acting suspiciously. However, Cllr Mrs Gilmore informed the meeting that her water butt had recently been stolen.

An agenda had been received and circulated for the Joint Cluster Group meeting that had taken place on 31st May along with the Minutes of the previous meeting.

Cllr Peters circulated details of the Crimestoppers Ambassador scheme.

Cllr Jones reported that Neighbourhood Warden, Andy Murray, had been alerted to a suspicious man in a van who had been closely looking at properties but nothing came of this report.

Cllr Peters informed the meeting that new Neighbourhood Watch signs were being erected and passed some general comments concerning dog fouling.

The Clerk reported that he had written to Inspector Brian Clifford at Stroud Police Station asking what action was proposed in light of the recent speed survey conducted in School Lane.

The Clerk also advised that he had been in touch with SDC concerning the current role and status of Watercourse Wardens. He was informed that it was no longer an active scheme but that did not prevent individual parishes from monitoring their localities and taking direct action or reporting matters as appropriate.

Finally, under this item, Cllr Jones raised the subject of the skate ramp and requested he be permitted to ask Mr Woodard to paint the area repaired following the last incidence of vandalism. This was agreed.

**06/06**

**Planning**

Decisions to Note

S.17/0563/OUT Land off School Lane, Whitminster, Glos.

Residential development of up to 60 houses.

Refused.

Cllr Jones advised that he thought a decision had been reached in respect of the extension to an existing barn at Walk Farm. However, no notice had been received.

Applications to Consider

It was noted that further proposed plans had been developed concerning traffic arrangements for the application at Grove End Farm. This included an ‘island’ and realignment of the carriageway to further encourage vehicles exiting Grove Lane onto the A38 to turn left as per the Road Traffic Order. This was in accordance with Council’s request and its support of the scheme on that basis had previously been confirmed.

Other Planning Matters

Concerning the new barn that had possibly been built at Hurst Lodge, off School Lane, without planning permission and which had been discussed at the previous meeting, Cllr Jones thanked those that had supplied more information and he had copied Council in on his correspondence with the SDC Senior Enforcement Officer who was investigating.

**07/06**

**Highways & Byways**

A copy of the GCC Local Highways Guide was received and circulated.

Correspondence was received form Frampton Country Fair concerning the event taking place on 10th September and giving general information as well as advising that the usual traffic management procedures would be in place.

Cllr Jones had previously circulated an update concerning his efforts relating to the Holbury Crescent ‘roundabout’. As reported, a case was being developed for it to be redesigned and efforts were being made to keep lorries from parking on the grass.

Cllr Paynter informed the meeting that he had inspected some of the village footpaths and a number of issues raised previously remained outstanding. Cllrs Peters and Paynter sought to illustrate the locations of various issues on the plans provided by the Clerk. However, it was agreed that it would be best to provide accurate footpath reference numbers and Cllr Paynter was to forward details to the Clerk between meetings for him to pass on to the GCC Public Rights of Way Department.

Cllr Hay advised that he had reported an occurrence of fly tipping and it was thought that further rubbish had been deposited in Grove Lane.

It was noted that after Cllr Jones reported the matter to the local highways contact the hedge to the property opposite the village school had been cut back.

Comments had been made concerning a caravan located in the A38 North-bound lay-by that appeared to be being lived in. Cllr Jones had referred the matter to the relevant officer at SDC.

Discussion ensued concerning the issues surrounding the use of a garage in The Close for an apparent car repair business and resulting access and car parking difficulties. The scope expanded to include the car parking spaces off of Vaisey Field that were understood to be communal for use by certain residents but which were being monopolised. Cllr Jones agreed to investigate with SDC if there were any planning enforcement issues concerning the current use and also if there were issues relating to the access over what was considered to be SDC amenity land. It was also agreed that Cllr Jones would raise the matter with the Neighbourhood Warden to investigate and meanwhile the Clerk would contact Bromford Housing Association regarding the activities taking place on the driveway of one of their properties.

The hedge adjoining Schoolfield Close was raised and considered to be in need of attention and tidying up. Cllr Jones advised that he may make contact with Cottesway Housing Association or pass on email contact details for the Clerk to pursue.

**08/06**

**Accounts**

Accounts for Payment

The following accounts were approved for payment:

Clerk’s fees and expenses Expenses incurred on behalf of Council £2,646.21

T W Hawkins & Sons Grass cutting £935.29

GAPTC Membership £213.95

Shelter Store Bus shelter benches £204.00

Other Financial Matters

Revised GAPTC Financial Regulations were circulated.

Details of the 2017-2018 Transparency Grant aid scheme was received.

The Clerk presented to Council the Annual Accounts/Audit papers that were duly approved.

**09/06**

**Correspondence**

Clerks & Councils Direct.

Details of GRCC Neighbourhood Development Plan event.

Notice of CPRE Gloucestershire Branch AGM.

Notification of a temporary closure of the Hempsted Household Recycling Centre for works.

The Trow Magazine.

Details of the Gloucestershire Charter Group meeting taking place 7th June.

Information on the Parish Lift scheme and associated correspondence – a meeting had been attended by Cllr Jones.

Copy correspondence from Cllr Jones to ex County Cllr Tony Blackburn thanking him for his efforts on behalf of the village now following his retirement as County Councillor.

Notices of General Election.

Fields in Trust AGM notification and newsletter.

**10/06**

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

Cllr Jones touched on the car sharing/village lift scheme meeting that he attended and circulated some leaflets he had to hand. He went on to comment on a recent email from Mike Hammond, SDC Officer, concerning attendance and the future merit of the Cluster Group Meetings. It was noted that the Parish is usually represented and find the forum to be useful. Cllr Jones then supplied a note concerning the various members and committees of SDC to be circulated.

**11/06**

**Future Agenda Items**

No matters were raised.

**12/06**

**Other Business**

Cllr Hay made those present aware that there was a vacancy for a Dinner Lady at the Village School.

Cllr Jones commented that in due course it would be appropriate to pursue the newly elected County Cllr Stephen Davies to seek a share of his local highways budget and use of the Lengthsmen scheme if they continue.

There being no further business the Chairman declared the meeting closed at 9.14 pm.

**CHAIRMAN** – Wednesday 5th July, 2017.