**MINUTES OF THE MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE VILLAGE HALL, WHITMINSTER ON WEDNESDAY 5th JUNE, 2019.**

**Public Forum**

The Chairman welcomed the Parish Councillors and member of the public in attendance at the meeting.

There was one member of the public present who was given an opportunity to speak but wished to raise no issues.

**00/06**

**Present**

There were 7 Councillors present including Cllrs Jones (Chairman), Hay (Vice-Chairman), Braidford, Douglas, Mrs Gilmore, Paynter and Peters.

There was 1 member of the public in attendance throughout the meeting.

**01/06**

**Apologies**

None.

**02/06**

**Declarations of Interest**

Cllr Hay advised that he had a tenuous business relationship with Forest Green Rovers Football Club that should be noted if the matter of the planning application for the proposed stadium on land East of the motorway junction be discussed later during the meeting.

It was noted that the District Council had requested updated Register of Members’ Interests forms be completed and a pro-forma would be circulated for completion prior to the July meeting at which they would be collated.

**03/06**

**Minutes**

The Minutes of the meeting of 1st May, 2019, were approved without amendment.

**04/06**

**Matters Arising**

Trees on District Council amenity land in The Close

It was noted that no response had been received from Rozelle Jachowicz on this matter following initial correspondence. A further email had been sent earlier in the week but a response remained outstanding. Cllr Peters wished to speak on this matter and advised that he hoped that ‘people would get letters about issues’, that he wished for the ‘bad working of the tree’ to be addressed and the ‘lack of tree’ to be resolved. A discussion ensued concerning vehicles parking on grassed areas. Cllr Peters stated that he felt byelaws should be enforced. The topic of a Laburnum tree that had been planted to replace a Cherry was raised along with a concern that it might be poisonous but it was understood to be a non-poisonous variety.

The conversation then continued to include the fact that no CIL payments had as yet been received from developments ongoing or completed within the village. This did no seem to relate to any Matter Arising however it was noted that details of any CIL receipts would need to be listed on the Parish Website in due course

Parish Records

A receipt had been received from Gloucestershire County Council Archives Department acknowledging receipt of Meeting Minutes, including Minutes of Annual Parish Meetings, for the period 1992-1999 referred to as Covering Dates 1992-2001.

**05/06**

**Police & Community Safety Issues**

Emergency Plan

There was nothing further to report.

Neighbourhood Warden

There was no report or any other update received from the Neighbourhood Warden but it was noted that this should not be expected as Wardens had been asked to spend the maximum amount of time possible out patrolling rather than completing paperwork or written reports. However, Cllr Jones did agree to try and encourage the Warden to call in briefly at Parish Council meetings when time permits.

Defibrillator

It was noted that the Whitminster Inn had supposedly organised a fundraising effort but no funds had been received by the Parish Council. It was agreed that the costs of equipment would be revisited and the matter considered further at the next meeting.

Other Matters

The next Joint Cluster meeting was confirmed as scheduled for Wednesday 26th June at 6:30pm. The Agenda was provided along with the Minutes of the last meeting. The next meeting thereafter would be on Wednesday 27th November 2019 at 6:30pm in the Council Chamber.

It was noted that domestic bonfires had been a recent matter of contention in the village and the shop had recently been broken into.

**06/06**

**Planning**

Decisions to Note

None.

Applications to Consider

S.19/0690/FUL Wharf House, Bristol Road, Whitminster, Glos.

Conversion of workshop to provide holiday let accommodation

As this would have no noticeable impact on neighbours, would make use of an existing building and would promote economic activity within the parish the Council resolved to support this application.

S.19/1040/HHOLD The Old Stables, Hyde Lane, Whitminster, Glos.

Two storey extension to rear of property.

Council considered this application and felt it to be in keeping with adjacent properties and of no detriment to the local character and on this basis resolved to support the proposal.

S.19/0896/TPO TPO482, School Lane, Whitminster, Glos.

Works to raise crowns of 3 no. Sycamore trees.

This application required comment between meetings. Council had been consulted by email and telephone before resolving to raise no objections.

Stroud District Local Plan Review

Nothing further to report.

Other Planning Matters

S.16/0034/OUT Proposed New Football Stadium West of M5 Motorway Junction 13

Council was notified that this application would be considered by the Development Control Committee on 12th June and it was agreed that Cllr Paynter would attend to represent the views from the Parish in objection. The time allocated for this purpose had been increased from 3 to 6 minutes. The Ward Councillors covering the parish would also be allowed to speak and Eastington Parish Council had been in touch lobbying those that had previously objected to the scheme to attend the meeting.

Finally, on the matter of planning, Council was pleased to note a revised application for the proposed business units at Grove End Farm. The amended drawings indicated a single storey terrace of units to the front of the site rather than two-storey structure previously intended. Council still had reservations concerning the proposed materials and an invitation to comment further was awaited.

**07/06**

**Highways & Byways**

Footpaths Map & Footpath Issues

Nothing further to report by Cllr Paynter for the time being as he planned to review the routes following the conclusion of matters concerning the proposed re-routing of footpaths to allow for the canal restoration works. On this point it was noted that the proposed diversion onto the new towpath had been agreed. No response had been received from the County Council Public Rights of Way team concerning other footpath issues. It was agreed that a letter should be written to Barrington Estates concerning the need to spray out crops on the route of a footpath crossing their land. Cllr Paynter agreed to provide the footpath number and other details after the meeting.

Other Matters

Cllr Jones informed the meeting that he had conducted a tour of the village with the Area Highways Supervisor. He had confirmed that Schoolfield Close was not adopted as indeed had Mr Tiffney from the County Council, via Cllr Davies. However, information relating to the verge and ditch at the front of the site was not clear and was being considered further. Repair work had been carried out in Hyde Land following water damage. A letter would be sent to the relevant householders regarding an overhanging tree in Hyde Lane as well as the various overgrown hedges in the parish that had been considered at previous meetings.

Cllr Douglas commented that a contractor carrying out work in Paynes Meadow had caused damage, most likely as a result of the support legs from a skip lorry or delivery lorry. This pavement had been recently resurfaced. Cllr Jones agreed to follow this up with the Area Highways Supervisor.

It was noted that the grass verges in the Parish had recently been cut by Council’s contractor, Mr Davies.

Following comments made at the end of the last meeting concerning increased through traffic use of Hyde Lane, Cllr Hay advised that he had sought to update details relating to Hyde Lane, as being a single carriageway, on OpenStreetMap that feeds through to various navigation applications.

**08/06**

**Skate Ramp**

Cllrs Hay & Paynter provided an update on the repair work that they had undertaken and outlined the further repairs they had planned for the uprights that had now been purchased and were ready to fit.

Cllr Braidford confirmed that he was dealing with the lose bolts to the other equipment and it was noted that the play equipment was all being inspected weekly on behalf of the Whitminster Village Hall & Playing Field Management Committee. An application for grant funding for the proposed new outdoor gym equipment had been submitted to the Urbaser fund. Cllr Jones also circulated email correspondence he had entered into with the Village School seeking the views of local schoolchildren as to the type of equipment preferred to replace the existing ramp.

**09/06**

**Accounts**

Accounts for Payment

The following accounts were approved for payment and cheques issued between meetings:

GAPTC Annual membership £221.99

Post Office Stamps and Special Delivery item £53.07

CPRE Membership £36.00

Cllr Paynter Timber for skate ramp repairs £131.02

D J Davies Agric. Contractor Verge cutting £207.35\*

\*Approved at meeting but to be paid between meetings on receipt of invoice.

Audit

The Annual Governance and Accountability Return 2018/2019 and supporting accounts were reviewed, adopted by Council and duly signed by the Chairman. Council resolved that as its gross income and gross expenditure were both below £25,000 it met the qualifying criteria and wished to certify as exempt from a limited assurance review.

It was noted that Council’s reserves had not increased in line with expectations and the budget agreed at the start of the year had not been adhered to due to unplanned expenditure most particularly relating to works to the Village War memorial to commemorate the anniversary of the end of the First World War. Concern was thus voiced as to whether a reserve could ever be achieved sufficient to replace the skate ramp without other unbudgeted expenditure detracting. It was agreed that a more focused approach would prove necessary and that the funding for any replacement skate ramp would be considered again at the next meeting when the cost of loan funding would also be reviewed.

Other Financial Matters

The balance at the bank was reported as being £22,050:41 .

**10/06**

**Correspondence**

The following items of correspondence were received:

Trow magazine.

CPRE 2019 Diary of Events.

Notice of the Chartered Parish & Town Council Meeting scheduled for 5th June and minutes of the last meeting.

Information on the Guideposts organisation and a request for details of any local newsletter (already passed on).

**11/06**

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

The Chairman had no issues to raise that had not been considered elsewhere on the Agenda.

Following the AGM of Stroud District Council of 16th May various Committee Chairs and other appointments had been made and Cllr Jones’ notes detailing those appointments as well as information on the recent Corporate Peer Review were read out and circulated.

**12/06**

**Other Business**

Javelin Park Community Liaison Group Update – Cllr Mrs Gilmore had nothing more to report other than to advise that the new facility was due to open on 30th June.

**13/06**

**Future Agenda Items**

None.

There being no further business the Chairman declared the meeting closed at 9.20 pm.

 **CHAIRMAN** – Wednesday 3rd July, 2019.