**MINUTES OF THE ANNUAL MEETING OF WHITMINSTER PARISH COUNCIL HELD AT THE VILLAGE HALL, WHITMINSTER ON WEDNESDAY 2ND MAY, 2018.**

**Public Forum**

There were no members of the public present and hence no matters were raised.

**00/05**

**Present**

There were 6 Councillors present including Cllrs Jones (Chairman), Hay (Vice-Chairman), Douglas, Mrs Gilmore, Paynter and Peters.

There were no members of the public in attendance at the start of the meeting, although one member the public was present from later in the meeting for its remaining duration.

District and County Councillor Stephen Davies was present.

**01/05**

**Apologies**

There were no apologies received during or before the meeting but it was understood that Cllr Braidford’s son was unwell and hence this was the likely reason for him being unable to attend

**02/05**

**Declarations of Interest**

There were no declarations of interest made.

**03/05**

**Elections & Appointments**

Election of Chair

It was reported that there had been no nominations received prior to the meeting. As a result Cllr Paynter nominated Cllr Jones and this proposal was seconded by Cllr Hay. Cllr Jones stated that he would be prepared to continue as Chairman for a further year and possibly through to the 2020 elections if elected again in 2019. There were no other nominations and Cllr Jones was duly elected as Chairman unanimously.

Appointment of Vice-Chair

Cllr Jones noted that Cllr Hay had performed the role very well for the past two years and he asked if Cllr Hay would be prepared to continue. He agreed and was duly appointed.

Appointment of Responsible Financial Officer

The Proper Officer was appointed to this role.

Representative to the Whitminster Village Hall & Playing Field Management Committee

Cllr Mrs Gilmore was appointed to this role.

Footpaths Officer

Cllr Paynter was appointed to this role.

Snow Warden

Cllr Peters was appointed to this role.

Watercourse Warden

Cllr Paynter was appointed to this role.

Wards

It was agreed that there would be no change to the wards allocated to each Councillor when it comes to the matter of disseminating information or engaging in consultation.

**04/05**

**Minutes**

The Minutes of the meeting of 4th April, 2018, were approved subject to the following amendments:

07/04 Highways & Byways Other Matters – The second paragraph was changed to read that Cllr Paynter rather than Cllr Jones had received no update on the matter under discussion.

07/04 Highways & Byways Other Matters – Fourth paragraph fourth line changed to read ‘put forward’ rather than ‘pout forward’.

07/04 Highways & Byways Other Matters – Final line removed.

These amendments were made ton a revised copy of the Minutes to those that had been originally circulated by email.

**05/05**

**Matters Arising**

Mobile Post Office – Following on from the last meeting, when Cllr Jones updated Council on the matter and confirmed he had responded in regard to the public consultation, a letter had been received confirming the decision of the service re-opening as a Mobile Outreach Service to operate on Tuesdays between 3pm and 4pm and to be situated in the Village Hall Car Park.

Bush Shelter Bench Seats – It was confirmed that these had been ordered and delivery was expected shortly.

**06/05**

**Police & Community Safety Issues**

Emergency Plan

There was nothing further to report for the time being as the matter had been placed on hold due to the availability of those concerned.

Neighbourhood Warden

A monthly report from Neighbourhood Warden, Andy Beamish, had been received, was briefly considered and would be placed in the correspondence pack for circulation. It was noted that he had been away on holiday up until 17th April.

Other Matters

Cllr Peters informed the meeting that there would be a Neighbourhood Watch Group meeting coming up in the near future. He also went on to say that Officers of the District Council had been out to inspect the area around the garage situated off of The Close where vehicle repairs were being carried out and associated parking issues arose. However, he had heard nothing more from the officers concerned. He understood that research into the ownership of the land and adjacent area was ongoing. On a different point, Cllr Peters stated that there had been standing water on the bend in the road at Packthorne Corner. Cllr Paynter agreed to report the matter as appropriate and Cllr Jones suggested he make contact with David Lesser at Stroud District Council.

It was noted that the next Parish Cluster meeting would take place on 23dr May at the Ebley Mill Council Chamber, 6:30pm.

**07/05**

**Planning**

Decisions to Note

S.18/0330/HHOLD Hillview House, Bristol Road, Whitminster

Two storey extensions, single storey entrance porch and double garage.

Permission granted.

Applications to Consider

S.18/0844/HHOLD Edmores, Bristol Road, Whitminster.

Proposed home office, single storey side extension and new porch.

Council considered this application to be of no detriment to any neighbouring property or the general street scene and therefore supported the application.

S.18/0667/VAR Land at 1 Police Houses, School Lane, Whitminster.

Variation of conditions.

Council resolved to object to this application as a result of the overlooking and loss of privacy issues that would arise as a result of the proposed changes. Council also commented on the handling of the matter by the District Council including the registration of an initial poor and unclear application. It was noted that the site was very small for the now proposed 4 bedroom dwelling and the car parking and garden provision was insufficient. Further comments related to the fact that consent for the original proposed dwelling was only granted on appeal due to the failure of the District Council to determine the matter in a timely fashion.

Other Planning Matters

It was noted that problems were still ongoing with the District Council’s new planning portal.

Details of the implementation of the Community Infrastructure Levy to April 2018 and spending information were circulated along with information on the Stroud District Local Plan Review: Sustainability Appraisal Scoping Report.

Cllr Douglas reported that the large aerial that had caused concern at 25 Paynes Meadow had been removed.

**08/05**

**Highways & Byways**

Footpaths Map

Nothing further to report.

Verge Cutting

Cllr Jones gave an update to include circulating a copy of the contract signed with David Davies, the contractor. The remuneration due from Gloucestershire County Council would allow for at least two cuts of the roadside verges.

Other Matters

It was again confirmed that the perch seats for the bus shelters had been ordered and would hopefully be delivered by the end of the month.

Cllr Paynter had received a response on the footpath issues he had raised with the Public Rights of Way Officer. In respect of the blocked footpath to the side of Whitminster Court, a proposal had been made that the landowner be offered the opportunity to request a diversion to the route of another footpath nearby. Council confirmed that it would not be happy to pursue this option as it would set a precedent for other landowners to behave in a similar fashion. Cllr Paynter was asked to respond requesting that action be taken to get the path re-opened. He had been advised that the other matters reported would also be investigated but it would take some time.

An email was received from a resident of Little Holbury concerning grass cutting in the locality. It was understood that the area of grass in question had recently been cut but a response was to be sent seeking clarification.

County Councillor Stephen Davies was asked to investigate the condition of the footway on the West side of Paynes Meadow and consider it as a potential area for investment using his highways local budget. He agreed to take a look and pass the matter on to the relevant Highways Manager or consider for funding as appropriate.

**09/05**

**Skate Ramp**

Cllrs Paynter and Hay advised that repairs were ongoing and Cllr Jones urged them to make progress as soon as possible. They did confirm that they had investigated the structure further and had taken panels off that had not been removed during previous inspections. As a result their view was that the underlying frame was comparatively sound.

**10/05**

**World War One Commemoration**

Cllr Peters confirmed that he had reported back Council’s favourable views after the consideration of the mock up display board at the last meeting. He confirmed that no display cabinet would be needed and it was noted that it could be attached directly to the metal railings as planned. Further consideration was to be given to the planned work to the War Memorial at the next meeting and the availability of a preferred contractor would be investigated.

**11/05**

**Accounts**

Accounts for Payment

The following accounts were approved for payment:

None.

Potential Purchase of Dog Waste Bin

It was agreed that a general use bin, that could also accept dog waste, would be considered for the area proposed at the Southern end of the Parish. Prices were to be obtained for something suitable to stand at the roadside to facilitate emptying.

Other Financial Matters

The balance at the bank, following the receipt of a precept payment, was £18,971.90

It was agreed that Council would renew its membership of CPRE in due course at a cost of £36.00

A marketing letter was received from Zurich Municipal seeking an opportunity to quote for insurance services at Council’s next renewal

**12/05**

**Correspondence**

The following items of correspondence were received:

The Trow magazine.

Notice of Chartered Parish & Town Council meeting dates – 6th June, 6th September and 5th December, all to be at the GL3 Community Hub.

Letter of introduction from a company that refurbishes traditional telephone boxes – it was noted that nothing further had been heard concerning the fate of the phone box in The Close. This led on to a general discussion concerning the provision of defibrillators that it was agreed would be picked up in the future.

NALC salary briefing document.

Stroud District Council ThE News.

CPRWE diary of events and various magazines.

**13/05**

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

Cllr Davies was also invited to speak at this point in the meeting. He outlined various issues that he felt the Council would be interested in including his proposal that a detailed study be carried out on all matters concerning the A38, usage and safety, along the stretch from the Cross Keys roundabout to Berkeley. He reported that the application for an enlarged gasification plant on the former Moreton Valence airfield had been withdrawn and there was currently no Environment Agency licence in place in any case. He went on to set out details concerning his Local Highways Budget along with a fund for ‘Growing Communities’ for which he would be seeking projects top consider supporting later in the year. Finally, he updated Council on the application for a new football stadium on Land West of Stonehouse at M5 Junction 13 and, although not within the Parish, urged Council to consider making comments at a future meeting.

Cllr Jones had no further District Council matter to add.

**14/05**

**Other Business**

Schoolfield Close Ditch – There was nothing further to report on this matter although Cllr Davies did agree to take the matter up with Mr Tiffney of GCC Highways.

Litter Pick – Cllr Jones confirmed that the Neighbourhood Warden would be prepared to assist with this and, depending on shift patterns, could assist on a weekend. A suggestion was made that the village school could also be involved but no firm decision was made to take this forward.

GDPR – The Clerk advised that GAPTC had issued details of an amendment being proposed by Government to provide an exemption in regard to the activities of small local authorities. The advice was to take no further action for the time being.

Annual Parish Meeting - Thursday 24th May at 7:30pm – the Agenda was agreed.

**15/05**

**Future Agenda Items**

It was agreed that in future items 13 and 14 of this Agenda would be switched in order of consideration.

Litter Picking and the General Data Protection Regulations would be placed on the Agenda for the May meeting.

Cllrs Douglas, Gilmore and Peters gave their apologies as they would not be present for the June meeting.

There being no further business the Chairman declared the meeting closed at 10.08 pm.

 **CHAIRMAN** – Wednesday 6th June, 2018.