`     **Highnam Parish Council**

 **Lassington Oak Highnam ~ Linton ~ Over ~ Lassington**

**Minutes of a Meeting of Highnam Parish Council**

 **held in The Old School on Tuesday 10 May 2016**

 Present: Cllrs: M Welch, D Davies, M Moir, C Coats, C Shuttleworth, & A Smith

In Attendance: R Hicks (Clerk), Cllr P Awford and 2 members of the public

1. To elect a Chairman

Cllr Welch was proposed by Cllr Davies and seconded by Cllr Smith – all voted in favour

Cllr Davies was proposed as Vice Chairman, seconded by Cllr Moir – all voted in favour

Public Forum:

Thanks we offered for the medals given to all Litter Pickers; Complaint was made about the road surfaces in Maidenhall/Lassington Lane; concern was expressed about a fence in Long Field/ comment was made about the number of signs on the side of the A40 from Highnam traffic lights to Over Farm

 2. To receive apologies for absence

Cllr Talbot

 3. To approve Minutes of the Meeting held on 12 April 2016

 The minutes were received by the Chair and signed as an accurate record.

 4. Members of the Council are invited to declare any interest they may have in the

 business set out below

 None declared

 5. To allow dispensations

 None needed

 6. To receive County Councillor’s Report

Cllr Awford reported that the Highways budget had seen a small increase; a new scheme (Lengthsmen Scheme) is being introduced and Councils are asked to submit details of work needed; reference was made toA417 and cycle path to Maisemore; also double white lines missing close to Highnam traffic lights; Highnam Academy have asked if a disabled drop off point could be provided close to the School; reference was made to the possible implications of Cotswold District going to Oxford under Devolution proposals

 7. To receive District Councillor’s Report

 Cllr Davies stated that although Council Tax had been increased this year, TBC was

 still one of the 5 lowest in the country; he also reported that all trees in Highnam had

 now been numbered and recorded

 8. To receive Clerks Report

 Clerk reported that TBC had delivered a copy of all documents related to our NDP

 submission, which is held in Parish Office for viewing; with regard to speeding, we

 are still waiting for information from Rodborough; Some quotes have been received

 for footpaths, others are expected soon; HCCT will donate £500 towards the cost of

 resurfacing Halls Car Park, no response yet from PCC; Highnam Academy have

 reported problems regarding parking around the school areas at drop off/pick up

 times; an update has been received on NHW, where there are only 3 areas not now

 covered

 9. To discuss Capital Projects

 Proposals for Playing Field are coming together, costs have been received and a

 meeting is being arranged with TBC. It is expected that a full proposal can be put to

 July Council meeting

 10. To discuss Burglaries/Crime

 It was agreed to hold this for July meeting so that Cllr Watkins can provide

 information on Smart Water; however there have been at least 5 arrests now in

 connection with the break-ins in Highnam and surrounding areas

 11. To discuss purchase of additional Litter Bins

 This item was held over to next meeting in Cllr Talbots’ absence; costs are estimated

 at around £400-450 each

 12.To receive and comment on Planning Applications

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| --- | --- | --- | --- |
| 16/00330/FUL | Mr/Mrs G Babbage | Springfields,Lassington Lane,GL2 8DH | Two storey rear extension,dormer windows to existing roof, new garage/car port |
| 16/00438/FUL | Mr/Mrs Badham | 4 Micklemead,GL2 8NF | Extension to garage to provide store  |
| 16/00179/FUL | Ms R Lugg | 12 Long Field, GL2 8LT | Retention of high fence along public footpath |
| 16/00464/APP | Mr R Daldry, c/o Urban Aspects | Timberyard, Two Mile Lane, GL2 8DW | Layout,scale.external appearance of buildings |

It was agreed to support 16/00330/FUL and 16/00464/APP; to raise no objection to 16/438/FUL; but to object to 16/00179/FUL on the grounds that it is not in keeping with the open plan aspect of the village design, and differs from other fences within the village. Suggestion made that the height should be reduced, and that checks should be made to ensure the applicant owns the land on which it is erected.

13. Finance - to approve invoices for payment

 - to approve 2015/6 accounts for submission to Audit

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| --- | --- | --- |
|  **RBS a/c**  |  Power |  Amount |
| 28 April 2016 | Admin Costs | S/o |  13 | £ 372.49 |
| 3 May 2016 | Postage | Petty Cash |  47 | £ 16.20 |
| 10 May 2016 | Came & Co | 000207 |  16 | £ 472.48 |
| 10 May 2016 | Highnam Cricket Club | 000208 |  20  | £ 150.00 |
| 10 May 2016 | Tower Mint | 000209 |  S107 | £ 534.36 |
| 10 May 2016 | Highnam PCC | 000210 |  20 | £ 100.00 |
| 10 May 2016 | GPFA | 000211 |  62 | £ 25.00 |
| 10 May2016 | HCCT | 000212 |  29 | £ 15.00 |

 Invoices were approved

 Cllr Coats proposed, Cllr Moir seconded, all in favour that accounts be approved

14.

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| **Bank reconciliation April 2016** |
| **RBS Account** |
| Bank Balance at 1 April 2016 | £48,161.65 | Payments April 2016 | £1,859.49 |
|   |  | Outstanding Cheques | £182.75 |
| Receipts April 2016 | £19,697.00 | Restricted funds | £23,836.06 |
|   |  | **Available Balance**  | £42,020.97 |
|   |  | **Bank Balance 29 April 2016** | £65,999.16 |
|  |  | **Petty Cash on hand** |  £40.62  |
|  |  | **Total Balance** |  £66,039.78  |
| **Restricted funds in RBS a/c** |  |  |  |
| **Project Reserves** | £13,269.25 |  |  |
| **Council Reserves** | £10,000.00 |  |  |
| **NDP Reserves** | £366.81 |  |  |
| **Fun Day Proceeds** | £200.00 |  |  |
|  | £23,836.06 |  |  |

 15. Residual Items

 1. Support was added to the earlier remarks regarding signage between Highnam

 traffic lights and Over Farm Market

1. Comment was made that it was good that Councillors are getting more involved
2. Question was asked whether the Highnam Parish Plan 2007 -2017 needs to be

 refreshed or has it been overtaken by NDP. This will be listed for discussion later

 this year

 Meeting closed at 8.06pm

 Next meeting : 14 June 2016 at 7.30pm in the Old School Room

 Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_