`     **Highnam Parish Council**

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

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

 **held in The Old School on Tuesday 11 October 2016**

 Present: Cllrs: M Welch, D Davies, M Moir, C Coats, T Talbot, S Adcock & Y Watkins

In Attendance: R Hicks (Clerk), Cllr P Awford and 4 members of the public

Public Forum:

 A statement was made that the Lassington Lane development resembled Kingsway, with narrow roads, no frontages, and parking issues; comment thanking those responsible for getting the road repairs carried out in Maidenhall; Q asked whether the plans for Lassington Lane had been finalised; A that they have been referred back to the developer by TBC

 1. To receive apologies for absence

Cllrs A Smith

 2. To approve Minutes of the Meeting held on 13 September 2016

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

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

 business set out below

 None

 4. To allow dispensations

 N/A

 5. To receive County Councillor’s Report

 Cllr Awford reported that it was planned that the majority of the Over roundabout works will

 be carried out at night; however there will have to be some closures on A417 but this is not

 due to happen until 2018; Rhodri Grey, GCC Highways will be in Highnam on Friday 14/10

 to look at footpaths and additional road repairs; problems with funding shortages in NHS were

 referred to, but it is not anticipated that there will be any effect on services; there have been

 discussions on measures to alleviate flooding problems, and any problems with drainage

 should be referred to Cllr Awford who will attempt to resolve them

 6. To receive District Councillor’s Report

 Cllr Davies reported that JCS Inspector has almost finished her deliberations, and TBC, Glos

 and Cheltenham plans will be submitted on 25/10. They will be approved if found to meet the

 requirements; TBC are developing their strategy for 2017-21, and are encouraging provision

 of houses for rent; Problems have been experienced in Lassington Wood with paths and steps

 being damaged by quad bikes and BMX bikes, but matters are in hand to deal with this

 7. To receive Clerks Report

 a. Clerk reported that annual accounts for 2015/6 have been approved by Grant Thornton, the

 Councillor vacancy has been advertised, grant of £2200 towards car park work has been

 received, also £500 from HCCT, and contact with Glos CC Highways is awaited to enable

 work to be started on footpath extensions

 b. Discussion was invited on TBC proposal for an Environmental Warden; it was pointed out

 that this would be to deal with dog fouling, and other issues including fly tipping and litter.

 After discussion, it was proposed by Cllr Watkins, seconded by Cllr Coats that this proposal

 of an Environmental Warden is supported , but that the responsibility for funding belongs to

 TBC; all were in favour.

 8. To discuss Capital Projects

 a. Playing Field – A comprehensive discussion document had been produced and circulated to

 all councillors, with ideas for future leisure improvements for Highnam. Views are sought on

 the concept, without debating the detail. Cllr Moir asked to be involved, and suggested that

 needs of the older youth needs to be considered. Input will be sought from potential users.

 Council was in favour of moving this project forward.

 9. To discuss NDP

 Highnam NDP is now almost complete following inclusion of the Examiners

 recommendations. The Referendum date is due to be announced this week, and a simple

 majority is sought; Highnam PC is seeking a vote in favour, and assuming this was the result

 of the referendum, the NDP would then go back to TBC for acceptance and inclusion in their

 Plans.

10. To discuss Communications

 Cllr Talbot was congratulated on his initial work on this matter. A review document was

 circulated suggesting that distribution of information to a wider audience was necessary, and

 considering how that might be achieved. Thoughts included improved efficiency, possibly a

 website upgrade and the use of social media. Use of GRCC and GAPTA resources was put

 forward. It was proposed by Cllr Watkins, seconded Cllr Moir that this project is moved

 forward; all were in favour

11.To receive and comment on Planning Applications

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| 16/00432/FUL | Mr N Leney | 4 The Green, GL2 8DQ | Single storey extension to dwelling & alterations to existing conservatory  |
| 16/00918/FUL(amended) | Mr/Mrs Osborne | 1 Long Field, GL2 8LT | Erection of new garden shed and new fence in alternative position. Part change of use to be included with private amenity space |

16/00432/FUL – no objection

16/00918/FUL – object on grounds that this encloses amenity space and is against TBC Open Plan Planning guidelines

12. Finance - to approve invoices for payment

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| --- | --- | --- |
|  **RBS a/c**  |  Power |  Amount |
| 14 September 2016 | Mainstream Digital | DD |  12 | £ 39.55 |
| 16 September 2016 | T Talbot | 000232 |  5 | £ 10.94 |
| 28 September 2016 | Admin Costs | S/o |  13 | £ 376.23 |
| 11 October 2016 | Glebe Gardening | 000233 |  4 | £ 110.50 |
| 11 October 2016 | Loop Scorpio | 000234 |  12 | £ 57.00 |
| 11 October 2016 | HCCT | 000235 |  29 | £ 265.00 |
| 11 October 2016 | Glebe Gardening | 000236 |  4 | £ 212.50 |
| 11 October 2016 | Tops Plants | 000237 |  45 | £ 54.00 |

13.

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| **Bank reconciliation September 2016** |
| **RBS Account** |
| Bank Balance at 1 September 2016 | £41,688.25 | Payments September 2016 | £960.47 |
|   |  | Outstanding Cheques | £275.75 |
| Receipts September 2016 | £18,756.55 | Restricted funds | £15,296.12 |
|   |  | **Available Balance**  | £43,953.08 |
|   |  | **Bank Balance 30 September 2016** | £59,484.33 |
|  |  | **Petty Cash on hand** |  £40.62  |
|  |  | **Total Balance** |  £59,524.95  |
| **Restricted funds in RBS a/c** |  |  |  |
| **Project Reserves** | £4,629.25 |  |  |
| **Council Reserves** | £10,000.00 |  |  |
| **NDP Reserves** | £366.81 |  |  |
| **Fun Day Proceeds** | £300.06 |  |  |
|  | £15,296.12 |  |  |

 14. Residual Items

 1. Cllr Watkins asked if HCCT could be put on November agenda

 2. It was asked whether some work could be done on clearing weeds around the village

 Meeting closed at 8.42pm

 Next meeting : 8 November 2016 at 7.30pm in the Old School Room

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

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