`     **Highnam Parish Council**

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

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

 **held in The Old School on Tuesday 12 April 2016**

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

 T Talbot

 In Attendance: R Hicks (Clerk), and 9 members of the public

Public Forum:

Q was asked about speeding checks; A only 2 volunteers have come forward to date: Q asked whether rubbish bins could be attached to side of benches; A to be looked at: Q whether footpath could be extended all round Oakridge; A is being considered: Report that there is a broken branch in an Oak tree at top of Wetherleigh Drive which might fall – **Clerk to contact TBC**: Q asked about possible changes to cycle path and Footpath EHM20 to restricted bridleway; A PC is going to object: Q asked about planning request for fence in Brimsome Meadow; A PC have made comment which should ensure it is erected correctly: Q regarding cabin on Oakridge; A it has always been there & belongs to one of the Utility Cos.

 1. Apologies for Absence

None

 2. Approval of the Minutes of the Meeting held on 8 March 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 declared

 4. Dispensations Received

 None needed

 5. County Councillor’s Report

In Cllr Awford’s absence, there was no report

 6. District Councillor’s Report

 Cllr Davies stated that the JCS has now drawn to a close; Inspector is producing her

 report for consultation. He suspects there may be a small increase in no. of houses

 required. Commented on crime in Highnam and referred to a number of arrests

 having been made. He had a call from a resident in Brimsome Meadow, concerned

 that a lamp post close to his property gave easy access to possible burglars; Glos CC

 are looking at moving it. Q was asked when JCS report would be out; A should be

 before year end

 7. Clerks Report

 Clerk reported that a request had been received for support for the Highnam Court

 Run; a donation of £150 was proposed by Cllr Watkins, seconded by Cllr Coats; all in

 Favour. All other matters will come under Agenda headings

 8. Neighbourhood Development Plan

 It was reported that Nick Croft was leaving TBC, and Paul Hardiman was taking over temporarily. The Examiner has now been appointed, and a referendum was likely early Autumn

 9. Speeding

 Clerk reported that information had been provided regarding portable CCTV, with

 costs; discussion concluded that with false plates being used, CCTV would not help

 much. There may also be an opportunity to obtain funds from the Police & Crime

 Commissioner to address speeding; a similar scheme in Rodborough was very

 successful – **Clerk to obtain details regarding costs etc**

10. Capital Projects a. Bus Shelters

 Following a visit to view and discuss the siting of the bus shelter, discussion was

 about possible moving further towards Newent, and the added costs that would be

 involved. A vote was taken; 5 in favour of the site adjacent to the existing hard stand,

 2 against, 1 abstain

 b. Halls Car Park

 A grant has been received from TBC of £2200 towards this project; suggestion was

 made that we ask HCCT and the PCC if they would be prepared to provide support –

 **Clerk to contact.** Vote taken to proceed with project as soon as possible; all in favour

 c. Footpaths

 Waiting quotes for extension of footpath past Williams Orchard towards Park Brake,

 extension up to Allotments and continuation at Brimsome Meadow to bus shelter

 d. Lassington Playing Field – Suppliers are being investigated &

 ballpark costs obtained; it is hoped that outline proposals may be available for June

 meeting. Reparation of trenches to be referred to TBC – **Clerk** **to contact TBC**

 **e.** PCC proposals – After discussion it was agreed to donate £100

 towards the cost of improving the footpath to the Church

 f. Capital Projects Programme Management – A draft Procedure was

 put forward for discussion. Clr Davies pointed out that the Parish Council is the 3rd

 tier of local government, all Councillors are volunteers, and we should not attempt to

 imitate larger Councils and get bogged down, regimented and end up not making

 decisions. An amendment was suggested that the procedure referred only to projects

 with a value exceeding £5000; this was accepted with a vote of 4 in favour, 0 against.

 With the amendment included, the Procedure was accepted with 4 votes in favour, 2

 against

11. Queens 90th Birthday Celebrations

 Highnam WI are to dress the village signs. Clerk reported that Commemorative

 medals are on order

12. Councillor Responsibilities

 All Councillors have taken responsibility for roles, and will respond in those areas

 as necessary

13.Planning Applications

1. To discuss Draft Planning Protocol – this was agreed with 5 votes in favour, 0 against
2. To discuss Draft Strategic Planning Initiatives Mandate – this will enable Council to be proactive; after discussion this was agreed with a vote of 4 in favour, 0 against
3. To discuss Glos CC Application to upgrade a footpath to, and add

a length of Restricted Byway – Cllr Talbot has obtained a large amount of information, and sought help from GAPTC; after discussion it was agreed that Council will object to this Order

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| --- | --- | --- | --- |
| 16/00254/FUL | Mr D Nicholls | 8 Brimsome Meadow,GL2 8EW | Erection of close board fence at rear of property |

No objection, provided fence is inside tree line, follows boundary line and does not encroach on footpath in any way

14. Burglaries

 Clerk had obtained information on portable CCTV installations and costs; after

 discussion it was agreed not to pursue this. A debate on Smart Water was deferred

 to the May meeting to allow more detail to be presented

15. Additional Litter Bins

 Suggestions were put forward for various sites and costs are to be obtained

16. . Finance - to approve invoices for payment

 - to confirm bank statement

 GAPTC

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|  **RBS a/c**  |  Power |  Amount |
| 28 March 2016 | Admin Costs | S/o |  13 | £ 372.49 |
| 12 April 2016 | GAPTC | 000203 |  62 | £ 95.00 |
| 12 April 2016 | GAPTC | 000204 |  62 | £ 170.00 |
| 12 April 2016 | Glebe Gardening | 000 |  4 | £ 182.75 |
| 12 April 2016 | HCCT | 000205 |  29 | £ 280.00 |
| 14 April 2016 | Mainstream Digital | DD |  12 | £ 5.57  |

17.

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| --- |
| **Bank reconciliation March 2016** |
| **RBS Account** |
| Bank Balance at 1 March 2016 | £48,730.69 | Payments March 2016 | £575.42 |
|   |  | Outstanding Cheques | £1,010.83 |
| Receipts March 2016 | £6.38 | Restricted funds | £23,336.06 |
|   |  | **Available Balance**  | £23,871.58 |
|   |  | **Bank Balance 1 April 2016** | £48,161.65 |
|  |  | **Petty Cash on hand** |  £56.82  |
|  |  | **Total Balance** |  £48,218.47  |
| **Restricted funds in RBS a/c** |  |  |  |
| **Project Reserves** | £13,269.25 |  |  |
| **Council Reserves** | £10,000.00 |  |  |
| **NDP Reserves** | -£133.19 |  |  |
| **Fun Day Proceeds** | £200.00 |  |  |
|  | £23,336.06 |  |  |

 18. Residual Items

1. Question was asked as to what more can be done to prevent dog poo depositors! They seem oblivious to notices; suggestion that we could try marking poo deposits

 Meeting closed at 9.09pm

 Next meeting : 10 May 2016 at 7.30pm in the Old School Room

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

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