`     **Highnam Parish Council**

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

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

 **held in The Old School on Tuesday 13 October 2015**

Present: Cllrs: M Welch, Y Watkins, & C Coats

In Attendance: R Hicks (Clerk), Cllr P Awford(part-time) and 5 members of the public

Public Forum:

Q asked whether holes in Halls car park can be repaired; Q asked about possible repair of Oakridge sign at Junction with Maidenhall – **Clerk to contact TBC**; J Storey informed Council that she had bought and planted some daffodil bulbs, but was waiting for supply from R Head; J Storey informed that she had applied protective coating to benches in Mary Grove open space; Q asked whether a rubbish bin could be provided in Mary Grove open space

 1. Apologies for Absence

Apologies were received from Cllrs Davies, Moir & Davis

 2. Approval of the Minutes of the Meeting held on 8 September 2015

 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

Cllr Awford reported that Devolution bid was now in; he referred to a meeting held at TBC to try to coordinate services to Highnam; had discussed with Highways random phasing of traffic lights on A40 ( this had also been reported by Clerk - Highways England promised to investigate ); he referred to hold ups on A48 due to accident, and locals having difficulty accessing their properties.

 6. District Councillor’s Report

 In Cllr Davies’ absence Cllr Awford reported that the JCS Inspector was back, and

 was looking at sites for building; 2 developments in Maisemore would exceed their

 requirement for development by 25%

 7. Clerks Report

 Clerk reported that all actions arising from September minutes had been actioned;

 some would be specifically referred to at appropriate Agenda item

 8. Workplace Pensions

 No action is possible now until after June 2016; to be dealt with then

 9. Neighbourhood Development Plan

 M Heenan has reported that he believes that we are nearing acceptance by TBC of the plan

10. Service Villages

 TBC have changed allocations again, with no consultation!; Highnam now allocated

 129, up from 108. Infrastructure spending could be required should this increase

 Again – **Clerk to write to TBC**

11. William Andrews Foundation- to agree Appointment of five Trustees

 Council approved the appointment of all five Trustees; Mrs S Humble, Mrs J Smith,

 Mrs S Smith, Mrs J Dole and Col E Felton

12. Highnam Fun Day

 Council welcomed offer from Mrs S Shuttleworth to take over running of Highnam

 Fun Day – offer was very much appreciated – **Clerk to arrange contact with**

 **Mrs K Cudby and provide information**

13. Devolution

 GAPTC are watching this with interest; Cllr Coats has offered to monitor this for

 Council

14. Bus Shelters

 Concern was raised by resident over siting of this bus shelter; Licence will be

 required from TBC for path extension

15. Footpaths

 Clerk obtaining quotes

16. Halls Car Park

 HCCT have indicated that they would be able to make small contribution to cost; an

 alternative type of construction was suggested, in order to reduce cost; further work

 needed

17. Councils Model Publication Scheme

 After discussion, it was decided that current Publication Scheme provided easy, adequate access to information and does not need to be changed

18.Planning Applications

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| --- | --- | --- | --- |
| 15/00959/FUL | Mr M Firth | 5 Popes Meade, GL28LH | Single storey rear extension |
| 15/00409/FUL  | Over Farm Solar | Over Farm, GL2 8DB | Amended application for solar farm project |
| 15/01012/FUL | MR&Mrs A Willcock | 4 Blacksmiths Ground, GL2 8NB | Conservatory |
| 15/00989/FUL  | Dr H Clark | 9 Canal Way, GL2 8BY | Install glass balustrade around existing flat roof |
| 15/01078/FUL | Mr D Smart | Linton Farm,GL2 8DF | Construction of stone fgarm track from existing access point on A48 towards Linton Farm |
| 15/01077/FUL | Mr D Roberts | 54 Maidenhall, GL2 8DL | Single storey side & rear extension to extend kitchen dining room and provide additional bedroom & en-suite |

 Council to reiterate objection to 15/00409/FUL

 All other applications – no objection

19. Finance - to approve invoices for payment – approved

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| --- | --- | --- |
|  **RBS a/c**  |  Power |  Amount |
| 14 September 2015  | Mainstream Digital | DD |  12 | £ 40.86 |
| 28 September 2015 | Admin Costs | S/o |  17 | £ 372.49 |
|  2 October 2015 | Clerk Expenses | PettyCash |  3 | £ 13.57 |
| 12 October 2015 | GAPTC | 000178 |  62 | £ 285.00 |
| 12 October 2015 | Loop Scorpio | 000179 |  9 | £ 114.00 |
| 12 October 2015 | Grant Thornton | 000180 |  6 | £ 240.00 |
| 12 October 2015 | Guy Shankster | 000181 |  4 | £ 210.00 |
| 12 October 2015 | HCCT | 000182 |  19 | £ 268.00 |
| 12 October 2015 | GPFA | 000183 |  23 | £ 50.00 |

20.

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| **Bank reconciliation September 2015** |
| **RBS Account** |
| Bank Balance at 28 August 2015 | £46,751.62 | Payments September 2015 | £1,864.53 |
|   |  | Outstanding Cheques | £250.00 |
| Receipts September 2015 | £19,056.20 | Restricted funds | £23,659.77 |
|   |  | **Available Balance**  | £40,106.05 |
|   |  | **Bank Balance 28 August 2015** | £63,943.29 |
|  |  | **Petty Cash on hand** |  £72.53  |
|  |  | **Total Balance** |  £64,015.82  |
| **Restricted funds in RBS a/c** |  |  |  |
| **Project Reserves** | £13,269.25 |  |  |
| **Council Reserves** | £10,000.00 |  |  |
| **NDP Reserves** | £390.52 |  |  |
| **Fun Day Proceeds** | £0.00 |  |  |
|  | £23,659.77 |  |  |

21. Residual Items

1. PCC have asked if Council will favour a directional sign, to be erected opposite the entrance to Halls; also for permission to add Highnam Church to existing Community Halls sign – **Cllr Watkins to raise with HCCT**
2. Question asked whether Highways can be asked for signage to reduce risk of collision at mini roundabout – **Cllr Awford to speak to Glos Highways**
3. Problem of anti-social behaviour in Church car park raised; HCCT considering barrier with key pad to stop access

 The meeting closed at 8.35pm

 Next meeting : 10 November 2015 - 7.30pm in Old School Room

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

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