`     **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:

 Q asked about further supply of daffodils; these are in transit. Concern expressed over design

 of new housing development off Lassington Lane. Concern raised about TBC granting

 planning permissions contrary to Highnam Open Plan Estate policy. Q asked about money

 spent on wildflower areas, and concern raised about daffidils being planted that are not native

 to UK. Q asked whether each Councillor has written to TBC with comment on Lassington

 Lane development. Chairman responded by advising that PC is looking to be involved with

 TBC in discussing the detail of Plans

 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 Amey were having a performance review tomorrow. Gloucester CC

 Highways are to carry out further improvements at Over Roundabout, after the Elmbridge

 Court improvements have been completed; a public event will be held in Highnam on

 Thursday 22 September 2016 with details of the proposed works. Improvements are then

 likely to be carried out on Longford r/about. Concerns had been raised over the new farm

 track on the A48, but have been checked by Planning Enforcement and found to comply

 6. To receive District Councillor’s Report

 Cllr Davies reported on the progress of JCS; this is now at an advanced stage and a revised

 version is being produced to include changes made based on evidence heard and

 recommendations by Inspector, has to be approved by Inspector before it can be voted on by

 the three Councils. If JCS is not completed by March 2017, it could be taken over by

 Government. Q was asked whether housing numbers are likely to be increased; A this has

 already happened. Q whether Service Villages will be required to take more houses; A no. Q

 will TBC Local Plan be moved forward soon; A this will happen when JCS has been

 approved. Q is TBC Chief Exec. Taking action to deal with Planning problems; A Yes, action

 has been taken to resolve problems in due course

 7. To receive Clerks Report

 Clerk reported that Cllr C Shuttleworth had resigned due to work commitments, creating a

 vacancy on Council; TBC have been informed and the appropriate notices are awaited in

 order to be able to advertise the vacancy. A notice of a potential safety problem had been

 received concerning the tyre swing at the Play Park; this has been checked, and found to have

 the necessary safety feature included

 8. To discuss Capital Projects

 a. Playing Field - After discussion and visits to other projects, a draft proposal is being

 produced, and should be available for the October meeting of Council

 b. Footpaths – TBC have now confirmed that work can go ahead as a ‘permitted

 development’ . Glos CC to be contacted before work can commence

 9. To discuss NDP

 Highnam NDP is being considered by TBC at a full Council meeting on 20 September 2016;

 if approved it will be put forward for a referendum which has to be held before 13

 December 2016. It was reported that TBC have provided a great deal of help and assistance

 in finalising the Plan with Examiners recommendations included

 10. To discuss purchase of additional Litter Bins

 Quotation has been obtained for £614.29. It was proposed by Cllr Y Watkins, seconded by

 Cllr M Moir, all in favour, that we proceed with installation at the following locations

1. Layby by Playing Field on Oakridge
2. Bus stop/Layby opposite The Green
3. Open space behind Mary Grove

11.To receive and comment on Planning Applications

|  |  |  |  |
| --- | --- | --- | --- |
| 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

|  |  |  |
| --- | --- | --- |
|  **RBS a/c**  |  Power |  Amount |
| 14 September 2016 | Mainstream Digital | DD |  12 | £ 39.55 |
| 16 September 2016 | T Talbot | 000232 |  | £ 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. It was asked that a vote of thanks be recorded to Cllrs Coats and Talbot for putting up the

 speed limit signs

 2. Q was asked whether we could obtain the use of some radar speed guns

 3. Q was asked about using social media for distribution of information – a meeting is arranged

 for 28 September to discuss this

 Meeting closed at 8.42pm

 Next meeting : 11 October 2016 at 7.30pm in the Old School Room

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

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