



Lassington Oak

Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington

Minutes of a Meeting of Highnam Parish Council held in The Old School on Tuesday 8 March 2016

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

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

1. Neighbourhood Watch

Neighbourhood Watch Co-ordinator, Mr S Doyle was invited to address Council in light of the recent burglaries. He reported that a man had been arrested and was in custody. However, 2 youths have since been seen climbing the fence of an unoccupied house-Police were called, and everyone is reminded to be vigilant and take precautions. 189 properties in Highnam have no NHW coordinator. Mr Doyle is looking to retire and would like a volunteer to take over his role.

Public Forum:

Further questions were asked about the Brimsome Meadow bus shelter; a site visit is to be organised

2. Apologies for Absence

Cllr A Smith

3. Approval of the Minutes of the Meeting held on 9 February 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. Dispensations Received

None needed

6. County Councillor's Report

Cllr Awford reported that a plea by Glos CC had resulted in £2m of extra funding, which is to be dedicated to Highways works. He referred to the recent flooding of A417, resulting in road closure. There is to be a meeting with Highways and local MP to discuss future management of closures following concerns expressed by local businesses. The likelihood of road level being raised to eliminate the risk of future flooding is not likely before c2030. Glos Highways are to keep up with patching of surfaces in Maidenhall

7. District Councillor's Report

Cllr Davies stated that the various authorities are starting to work together, and congratulations are in order as it appears to be achieving results. He also reported that TBC are working with Govt on devolution, and reported in some detail on changes being considered. There is talk of Cotswolds being linked to Oxford, and not being part of Gloucestershire

8. Clerks Report

Clerk reported on actions from last Minutes:

- Fallen tree had been reported, but unsure whether action had been taken
- Tipping above Over Farm was not on Over Farm land
- Flooding in Lassington Lane appeared to have been dealt with

Also, that a request had been received from Glos Chest Fund for a grant-this would not normally be supported. He reported that SLCC are making changes to its constitution, so that Councils cannot be considered to be funding 'Trade Union Activities'. Renewal of GAPTC membership is due

9. Neighbourhood Development Plan

- a. Following a meeting to discuss comments, which were mainly supportive with a few constructive suggestions, a meeting is arranged with TBC to agree final document to be sent for Inspection, and then the required referendum.
- b. Some discussion was held regarding choice of Inspectors; Cllr Coats nominated MrNMCGurk, Seconded Cllr T Talbot – 4 in favour, 3 abstained; carried

10. Speeding

Waiting for signs from Highways, via Cllr Awford; he will progress

11. Capital Projects a. Bus Shelters

Site visit to be arranged, following further representation from home owner. Quotes to be obtained for extension of existing footpath to bus shelter. Suggestion was made that Council should consider future sites for prioritisation etc

b. Halls Car Park

Grant applications are under way; Council agreed that if funding received, Clerk to inform HCCT so that work can be planned in

c. Footpaths

Waiting quotes – after discussion and until the concept document regarding the playing field had been subject to more discussion, it was agreed to hold consideration of further extension toward allotments, but obtain quotes for extension of footpath past Williams Orchard towards Park Brake

d. Lassington Playing Field – Draft proof of concept document submitted for discussion and debate including the following matters:

- i. Highnam FC – proposal for improvements; comment made that before any further work is considered, remedial work already requested should be carried out – **Clerk to contact TBC to progress, with costs if possible**
- ii. MUGA – costs to be obtained
- iii. Problems with parking at football matches

It was agreed that further consultation was needed and a revised document would be submitted for discussion

With regard to issues with parking, consideration to be given to traffic calming in this area – **Cllr Awford to discuss with Glos Highways**

12. Queens 90th Birthday Celebrations

Highnam WI have suggested ‘dressing’ the village signs

Information has been received from Tower Mint of a Commemorative Medal for Schools and Councils – it was agreed that Highnam PC will give a medal to each child at Highnam Academy; also to each litter picker

13. Councillor Responsibilities

Councillors were asked to consider the list of responsibilities, and put their names forward – response to be sent to Clerk

14. Planning Applications

16/00152/FUL	Mr A Farr	9 Park Brake, GL2 8EJ	Erection of 4 x 3m log cabin
16/00180/APP	Mrs A Oldham	Fir Tree Bungalow, Over, GL2 8DB	Reserved matters application for erection of 4 detached dwellings pursuant to outline consent 13/00891/OUT

16/00152/FUL – no objection

16/00180/APP – original consent was for chalet bungalows. Concern to be expressed over changes

15. Finance
- to approve invoices for payment
 - to confirm bank statement
 - to appoint Internal Auditor – all in favour of appointing through GAPTC

RBS a/c			Power	Amount
28 February 2016	Admin Costs	S/o	13	£ 372.49
8 March 2016	GRCC (NDP)	000199	16	£ 300.00
8 March 2016	GAPTC	000200	57	£ 498.33
8 March 2016	Glebe Gardening	000201	4	£ 103.00
8 March 2016	HCCT	000202	29	£ 15.00
14 March 2016	Mainstream Digital	DD	12	£ 38.93

16.

Bank reconciliation February 2016			
RBS Account			
Bank Balance at 1 February 2016	£50,487.24	Payments February 2016	£1,124.61
		Outstanding Cheques	£149.00
Receipts February 2016	£0.00	Restricted funds	£23,636.06
		Available Balance	£25,002.45
		Bank Balance 1 March 2016	£48,730.69
		Petty Cash on hand	£56.82
		Total Balance	£48,787.51

Restricted funds in RBS a/c

Project Reserves	£13,269.25
Council Reserves	£10,000.00
NDP Reserves	£166.81
Fun Day Proceeds	£200.00
	<u>£23,636.06</u>

17. Residual Item

1. A request was made for a Draft Procedural Guideline for Capital Projects to be considered by Council – to be added to April agenda
2. HCCT reported that checks for asbestos in Community Buildings had shown they were safe; proposals for Old School being considered
3. Concern raised about Highnam Surgery, and non availability of appointments
4. Clean for the Queen – an event is being organised for litter pickers
5. Suggestion that 3 additional litter bins are needed – to be added to April agenda

Meeting closed at 9.20pm

Next meeting : 12 April 2016 at 7.30pm in the Old School Room

Signed_____

Date _____