`     **Highnam Parish Council**

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

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

 **held in The Old School on Tuesday 8 November 2016**

 Present: Cllrs: M Welch, D Davies, T Talbot, S Adcock , A Smith and V Tustin Smith(after cooption)

In Attendance: R Hicks (Clerk), and 6 members of the public

Public Forum:

 Concern was raised that road markings for the Maidenhall bus stop have not been replaced since the resurfacing – **Clerk to contact Glos Highways**. Concern was raised over the proposed access to Lassington Lane Development; it was explained that plans have been reviewed, revised and this process will continue until agreement is reached on the best outcome. Lack of publicity regarding the NDP was raised; this will be addressed; other concerns were raised over a lack of knowledge in the village and detail not being communicated. The density of housing on the Lassington Lane Development was raised, together with further concerns regarding this and the proposed Oakridge Development. Concern was also expressed regarding Over Farm activities.

 1. To receive apologies for absence

Cllrs C Coats, M Moir, Y Watkins and Cllr P Awford

 2. To Co-opt Councillor

 Mrs Valerie Tustin Smith had offered herself for nomination as a Parish Councillor and her

 resume had been circulated to all Councillors for consideration. Proposed by Cllr A Smith

 and seconded by Cllr D Davies, all were in favour and Mrs Smith was invited to join

 Highnam Parish Council

 3. To approve Minutes of the Meeting held on 11 October 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

 5. To allow dispensations

 N/A

 6. To receive County Councillor’s Report

 Cllr Awford offered his apologies in case of being delayed at other meetings, and there was no

 report

 7. To receive District Councillor’s Report

 Cllr Davies reported on the current situation with JCS; further work has been required due to

 disagreements over housing allocation and sites, causing delay of some months. MOD site at

 Ashchurch has been withdrawn for sale at this time, which will have some knock on effect

 8. To receive Clerks Report

 Clerk reported a. a VAT refund of £1667 has been received

 b. a problem exists in TBC which has led to Highnam PC not receiving

 notification of three planning applications in 2016 to date; this is being investigated by TBC

 for remedial action

 c. Annual accounts and rent have been received from Allotment Association

 d. Order for purchase of additional litter bins approved by Council has now

 been placed

 9. To discuss Legal Issues

 This item will be moved to January agenda

10. To discuss Capital Projects – Recreation Park

 This project has now been expanded to include all green areas that might be used for leisure,

 and is being supported by A Goode at TBC. The proposed workshop has been pushed out to

 early 2017, and advice is being sought for funding sources other than S106 monies. Some

 minor spend may be necessary and it was agreed that this would be in order.

11. To discuss NDP

 NDP Referendum will be held on 24 November 2016. Notices are being put out to reach the

 widest audience. A Facebook page has been set up and has already received over 250 views.

 Neighbourhood Watch have agreed to allow their network to be used to help circulate

 information. Suggestion was made that a leaflet be produced for delivery to each household;

 this is to be organised

12. To discuss HCCT

 In Cllr Watkins absence it was not possible to discuss the detail, but Chairman reported that it

 was known that HCCT are seeking other volunteer Trustees. If anyone would either like to

 volunteer, or knows of possible volunteers, please contact Cllr Watkins

13.To receive and comment on Planning Applications

|  |  |  |  |
| --- | --- | --- | --- |
| 16/01155/OUT | Mr/Mrs D Kent | Land adjoining the Timberyard, Two Mile Lane, GL2 8DW | Outline application for erection of a single dwelling and access |
| 16/00858/APP | Ms R Powell | Bellway Homes, Bristol, BS 32 4RZ | Reserved matters associated with outline permission granted on application 14/00583/OUT |

16/01155/OUT - is objected to as this is agricultural land

16/00858/APP – is being considered for a formal response to be submitted

It was pointed out to Council that other areas in Highnam are being targeted by Developers

14. Finance - to approve invoices for payment

|  |  |  |
| --- | --- | --- |
|  **RBS a/c**  |  Power |  Amount |
| 14 October 2016 | Mainstream Digital | DD |  12 | £ 0.79 |
| 16 October 2016 | Postage | Petty Cash |  | £ 13.20 |
| 28 October 2016 | Admin Costs | S/o |  13 | £ 376.23 |
| 8 November 2016 | Grant Thornton | 000238 |  6  | £ 240.00 |

15. Bank Reconciliation

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| --- |
| **Bank reconciliation October 2016** |
| **RBS Account** |
| Bank Balance at 30 September 2016 | £59,484.33 | Payments October 2016 | £1,402.02 |
|   |  | Outstanding Cheques | £25.00 |
| Receipts October 2016 | £4,367.18 | Restricted funds | £18,936.12 |
|   |  | **Available Balance**  | £43,515.79 |
|   |  | **Bank Balance 1 November 2016** | £62,449.49 |
|  |  | **Petty Cash on hand** |  £27.42  |
|  |  | **Total Balance** |  £62,476.91  |
| **Restricted funds in RBS a/c** |  |  |  |
| **Project Reserves** | £8,269.25 |  |  |
| **Council Reserves** | £10,000.00 |  |  |
| **NDP Reserves** | £366.81 |  |  |
| **Fun Day Proceeds** | £300.06 |  |  |
|  | £18,936.12 |  |  |

 16. Residual Items

1. The map at Oakridge bus stop is in need of replacement
2. Top end of Lassington Lane floods after heavy; this has been previously reported but no action has yet taken place
3. TBC have removed the Coordinator for Litter Pickers; this has probably been dealt with by Cllr Davies
4. Reports have been received of pollution in a ditch close to Williams Orchard

 Meeting closed at 8.36pm

 Next meeting : 10 January 2017 at 7.30pm in the Old School Room

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

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