



Lassington Oak

Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



Minutes of a Meeting of Highnam Parish Council held in The Old School on Tuesday 13 June 2017

Present: Cllrs: M Welch, D Davies, M Moir, C Coats, T Talbot and V Tustin Smith

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

Public Forum:

Q was asked when ponding issue at Barn Ground would be dealt with; this is planned to be corrected by GCC this year; Clerk will try to get date. It was reported that cycle path to Over Farm is badly overgrown; Cllr Awford would attempt to address; Clerk will also report. Report was made of Tarmac lorries using Oakridge to leave Lassington Reach Development; to be reported to Bellway Homes, together with complaints of dirt/mud on Lassington Lane. Q was asked why in light of recent attempts to obtain planning permission for land outside Oakridge, Parish Council does not investigate trying to purchase all land outside Oakridge, to gain control and protect against developers

1. To receive apologies for absence

Cllr. Y Watkins – no reason given

2. To approve Minutes of the Meeting held on 9 May 2017

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 reported

4.. To allow dispensations

None applied for

5.. To receive County Councillor's Report

Cllr Awford thanked the Parish Council for their good wishes following his recent health problems, and reported that he is making a steady recovery. He reported that he is reducing his workload. £150m is to be made available for Highways, and he is hoping to be able access some of those funds. Trying to get Highways England to cut grass on A40; now has a contact name. reference was made to the poor Ofsted report issued on Glos CC Child Care

6. To receive District Councillor's Report

Cllr Davies reported that he has been trying to contact Glos Highways, and is still waiting on a callback; he has also gone back to TBC reference the Pilot scheme that was supposed to coordinate services between the various authorities. Details of a TBC Funding Fair were passed over. Cllr.Coats commented that the grass cutting situation has been getting worse over the last 3 years. I was agreed that PC should send a strong letter of complaint to Highways England; Cllr.Awford will share contact details

7. To receive Clerks Report -

Clerk reported that there was little to report that was not included on agenda, except that the Annual Return has been sent to Grant Thornton for audit approval, and a request had been received from Highnam Heritage for a further grant

8.1 Finance - to approve invoices for payment

RBS a/c			Power	Amount
15 May 2017	Mainstream Digital	DD	59	£ 0.76
28 May 2017	Admin.Costs	S/o	53	£ 376.23
13 June 2017	Loop Scorpio	000265	9	£ 59.50
13 June 2017	R H Train (Life Project)	000266	40	£ 60.00
13 June 2017	Highnam Heritage Group	000267	26	£ 700.00
13 June 2017	West Glos. Neighbourhood Watch	000268	26	£ 100.00
13 June 2017	Knights Professional Services	000269	31	£ 1620.00
13 June 2017	GAPTC	000270	57	£ 186.30
13 June 2017	Came & Company	000271	32	£ 492.93
13 June 2017	HCCT	000272	29	£ 15.00
13 June 2017	Glebe Gardening	000273	28	£ 208.25

13 June 2017	Parish Council Websites	000274	67	£	480.00
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8.2 To receive and approve Insurance Renewal – Clerk explained that this was the third year of a 3 year contract with Came & Co at a fixed price – Proposed Cllr. Moir, second Cllr. Talbot, all in favour

9. To discuss HCCT Legal Issues

In Cllr. Watkins absence there was no update, but Clerk reported that a cheque has been written for work to date

10.1 To receive update on Highnam Parish Plan Refresh

Cllr. Coats reported that around 250 surveys had been returned; no immediate pattern was noted. TBC were unable to help with the analysis of responses, but advised Glos Uni. Would. If Council agreed, work could be started immediately, with a draft report by 7 July, and a meeting to discuss arranged for 10 July. Council could then be updated on 11 July. Plan is to have draft plan by Sept/Oct. 27 people have said they may be prepared to get involved. Prize Draw was done by members of public present; winners were Mr I Beaton, Brimsome Meadow, Mrs C Wood, Williams Orchard and Mr & Mrs C Phillips, Newent Road

10.2 To discuss and decide on Survey Analysis Costs

GRCC were not able to offer a quote; Glos Uni. quoted £2.75/questionnaire (£687.50) and £450 for a report, plus a further cost for a detailed report; it was felt that the detailed report could be done in house. A proposal to accept these costs made by Cllr. Coats was seconded by Cllr. Moir, all in favour. Suggestion was made that PC report back to Parish thanking them for their support, and making them aware that reports are now being analysed

11.1 To discuss Communications

Chairman commented that new website is clean and easy to access. New website is now live, but old web site is still being maintained for now; attempts are being made to get a link set up to take a visitor from the old to the new web site; work continues to finalise content

11.2 To consider Notice Boards, design, size and price

Clerk has obtained prices and specifications from 3 suppliers, but details are needed regarding size, construction, location and siting. Cllr. Coats thought this was detailed in a report from Sally Adcock and will forward it.

12.1 To receive and comment on Planning Applications:

17/00563/FUL	Mr J Evans	1 Home Farm Cottage, GL2 8DW	Proposed extension to existing cottage
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There are reservations on this application; suggestion was that TBC planning should consider its size and location, and seek views of others in close proximity

12.2 To receive information related to application for development on land south of Oakridge (16/00486/FUL)

No signs yet of an appeal, although it is still considered likely; they have until mid September to appeal. Planning will contact Cllr. Davies to notify if appeal is received. Clerk reported that letter to TBC reference possible appeal has not yet received a reply

13. To discuss Bus Shelters

TBC have been asked whether planning permission is required; waiting an answer. Cllr. Coats asked what location; advised that as agreed at May meeting, The Range

15. To discuss Wildflower areas and Highnam Wildlife.

Clerk reported that wildflower areas were set up as an experiment, and have been dealt with by him and Glebe Gardening; however it is not within Clerks' Contract of Employment, and decision needs to be made whether these areas are to be continued, extended or abandoned, and who is going to be responsible for them. Should be included in likely Parish Plan, and may have volunteers to take on responsibility. Existing areas have been reseeded this year

16. Bank Reconciliation

Has been supplied to all Councillors

17. Residual Items

1. Clerk apologised to meeting; there should have been an 'Item 14' on agenda, which would have been 'Further request from Highnam Heritage for grant', but this had not been included. Q was asked about requests for grants being revisited so soon after an award was made; it was pointed out that current Standing Orders do not prohibit this, but are currently under revision. This item will be on July agenda. It was pointed out to Cllr. Coats that he should not speak on this matter, as under Members Code of Conduct it was considered that he had an interest, being a friend of Highnam Heritage Chairman, and his wife being shown as a member of the group. He was further advised that he should have declared an interest at May meeting. Cllr. Coats refuted this, and stated that he would take advice.

Meeting closed at 8.38pm

Next meeting : 11 July 2017 at 7.30pm in the Old School Room

Signed _____

Date _____