



Lassington Oak

Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



Minutes of a Meeting of Highnam Parish Council held in The Old School on Tuesday 14 November 2017

Present: Cllrs: M Welch, D Davies, M Moir, C Coats, K Ashby, Y Watkins and V Tustin Smith

In Attendance: R Hicks (Clerk), Cllr. P Awford and 4 members of the public

Public Forum:

Report made that path across central reservation in Maidenhall needs attention; also low hanging tree branches in same vicinity; Q asked again whether it had been possible to get more daffodil bulbs for planting;

1. To receive apologies for absence

Cllr T Talbot - illness

2. To approve Minutes of the Meeting held on 10 October 2017

The minutes were received by the Chairman and signed as an accurate record of the previous meeting.

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

None required

5. To receive County Councillor's Report

Cllr Awford reported that he had visited Highnam together with Rhodri Grey from GCC Highways to identify gutters and drains in need of weed clearance. He confirmed that the outstanding jobs in Highnam (Barn Ground and Cycle Path) have been finished. Work has been going on related to flood defences in the area. GCC contracting and its transparency is under review

6. To receive District Councillor's Report

Cllr Davies referred to the Boundary Commission report; there are no changes for Highnam; this now has to be approved by Parliament, and will be in force from May 2019. The Service Village requirement in the JCS is being fulfilled. Weed clearance is badly needed around the bollards at the mini roundabout, and some closes have been ignored when GCC carried out weed clearance in the village. The A40 is disgraceful, and it is proving difficult to get Highways England to do anything to improve matters.

7. To receive Clerks Report -

Clerk reported that complaint to Lloyds Bank had been upheld and charges were to be refunded; however they had been applied again and further contact has been necessary. The ponding issue at Barn Ground has been dealt with, we just need some heavy rain to ensure that the issue is resolved, and the Cycle Path has been cut back (too late, but ahead of promised schedule). Wildflower Group have made suggestion of a survey, and this has been passed to PPR group for consideration. Further contact has been made with TBC on Over Farm issues; details to be reported at Item 15.

8.1 Finance - to approve invoices for payment

| Lloyds Bank a/c | | | Power | Amount |
|------------------|-------------------------------|--------|-------|-----------|
| 16 October 2017 | Mainstream Digital | DD | 12 | £ 0.18 |
| 28 October 2017 | Admin Costs | S/o | 17 | £ 376.23 |
| 14 November 2017 | University of Glos | 000004 | 16 | £ 1365.00 |
| 14 November 2017 | Loop Scorpio | 000005 | 12 | £ 64.50 |
| 14 November 2017 | T Talbot | 000006 | 16 | £ 51.99 |
| 14 November 2017 | Andrew Marcham | 000007 | 15 | £ 420.00 |
| 14 November 2017 | GAPTC | 000008 | 16 | £ 95.00 |
| 14 November 2017 | Glebe Gardening | 000009 | 4 | £ 284.75 |
| 14 November 2017 | HCCT | 000010 | 19 | £ 48.00 |
| 14 November 2017 | Grant Thornton | 000011 | 16 | £ 270.00 |
| 14 November 2017 | Knights Professional Services | 000012 | 31 | £ 2232.00 |

8.2 - to approve payment of additional hours as required for Clerk

A proposal by Cllr Moir that additional hours be paid as necessary on submission of a timesheet for

those hours was seconded by Cllr Coats, and agreed by all Councillors.

9. To consider and adopt revised Standing Orders

These are still being worked on, and will be completed for approval at January meeting.

10. To discuss HCCT Legal Issues

Cllr. Watkins reported that a further meeting has been arranged to progress this matter.

A quote is being obtained for the necessary work to remedy the issue with the Parish Room kitchen, which is Parish Council responsibility; it is anticipated that the repair will be completed mid 2018.

11. To discuss Highnam Parish Plan Refresh

Cllr. Coats reported that three schematic groups have been set up headed by a Councillor; meetings will be arranged and actions will be prioritised. A draft Plan is to be agreed and submitted to Council for approval in January 2018. Talks are ongoing with TBC over fund drawdown, and a method has to be agreed for works on TBC land. The plan is taking shape for final agreement.

12. To discuss Communications

Cllr. Talbot is reviewing the final details for a new noticeboard; a group has been organised to move the website forward, and work is going on to get all local group details on this site before moving on to other matters. The old site will now be taken down to avoid confusion.

13.1 To receive and comment on Planning Applications:

| | | | |
|--------------|------------|-----------------------------|---|
| Licencing | Mr M Ozer | 3 Dora Walk, GL1 4PP | Street Trading application for A417 near Hartpury |
| 17/01113/FUL | Mr M Jones | 4 Williams Orchard, GL2 8EL | Front Porch Extension |

There were no objections to either of the above applications

13.2 To receive information related to application for development on land south of Oakridge

(16/00486/FUL)

A meeting has been arranged with TBC 15 November 2017 to discuss collaboration on the appeal, and forward plans. TBC are appointing a barrister, and appeal is likely to be held early 2018. If necessary, an extraordinary Council meeting will be called to discuss this matter. Q was asked whether an update will be put on website; it was suggested that care needs to be exercised regarding the publishing of information, although local objectors need to be prepared to make their objections known.

14. To discuss Highnam Academy Sign at Oakridge

Concern was raised over PC responsibilities should an accident occur involving this sign; Clerk advised that he had spoken with Headmaster, who had sought permission from Glos Highways for the sign, and received no objection. Advice had been given that TBC should have been consulted as sign was on TBC land, and PC should have been kept informed.

15. To discuss Over Farm activities

A report was given of correspondence with TBC, asking whether enforcement actions were going to be taken, now that the promised Certificates of Lawfulness had not been received as promised, and enquiring about involvement in application for change of use. It was reported to meeting that Winter Wonderland has been advertised.

16. Bank Reconciliation

Has been supplied to all Councillors; there were no questions

17. Bus Shelters

A proposal to build a bus shelter at layby near Horse Chestnut tree between The Range and Maidenhall, adjacent to lamppost no. 61, was proposed by Cllr Watkins, seconded by Cllr Moir with all in favour. Quotes will now be obtained.

18. Residual Items

1. Question was asked about improvements to top of Lassington Lane
2. Comment was made regarding request for survey for wildflower project
3. Report was made of overgrown conifer and shrubs on footpath in Popes Meade
4. Enquiry was made regarding the noise bund being built near Wharf House, Staunton Hill
5. Question about speed monitoring – *Volunteers are needed to undergo training and carry out speed checks to provide evidence*
6. Clerk to put request in Link entry for website information to be sent to Cllr Ashby
7. Flood Warden – in the absence of any other volunteer, it was proposed by Cllr Ashby, seconded by Cllr Moir that Council take up Cllr Coats offer to take on this role; all agreed.

Meeting closed at 8.24pm

Next meeting : 9 January 2018 at 7.30pm in the Old School Room

Signed _____

Date _____