



Lassington Oak

# Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



LOTTERY FUNDED

## **Minutes of a Meeting of Highnam Parish Council held in The Old School on Tuesday 13 February 2018**

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

**In Attendance:** R Hicks (Clerk), Cllr. P Awford and 1 members of the public

### **Public Forum:**

Chairman opened meeting by pointing out that one agenda item was to be discussed in camera, so at that point members of the public present would be asked to leave the meeting.

Concern was expressed regarding traffic light failures at A40/B4215 junction; Q was asked whether the footpath around the village will be extended to complete the circuit; Q whether Council will consider building further bus shelters Newent bound by Highnam Stores & PO, and Gloucester bound opposite Brimsome Meadow

### **1. To receive apologies for absence**

None

### **2.1 To approve Minutes of the Meeting held on 9 January 2018**

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

### **2.2 To approve Minutes of the Extraordinary Meeting held on 25 January 2018**

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

### **3. To Coopt Councillor**

Candidate not present; move to March meeting.

### **4. Members of the Council are invited to declare any interest they may have in the business set out below**

Cllr Watkins at agenda item 14.1, 18/00097/FUL

### **5. To allow dispensations**

None requested

### **6. To receive County Councillor's Report**

Cllr Awford reported that he was working up to Director level with Glos Highways regarding traffic light failures at A40/B4215 junction; he will report lack of adequate warning signs. Glos CC have a budget meeting tomorrow, when a rise of 2% on Council Tax is anticipated. Extra money will be forthcoming for road resurfacing, and it is expected that work will be done at the top of Lassington Lane.

### **7. To receive District Councillor's Report**

Cllr Davies reported that he had attended a seminar on new Data Protection Legislation; all Borough Councillors have signed up to the new Register. He also reported that plans to build 435 houses at Churchdown are in doubt following concerns over the availability of school places; a decision has been deferred to the next Planning meeting.

### **8. To receive Clerks Report -**

Clerk reported that as requested he has contacted Highnam Academy regarding production of a new village map to incorporate Lassington Reach. Arrangements have been made for a PCSO to provide training in the use of Speed Guns to volunteers to start collecting information regarding speeding in the village. Contractors working for Western Power Distribution will be starting work on trees affecting power lines in the Parish with work on Oakridge from Johns Wood to Recreation Park, and on the Fenton Estate and Highnam Court land.

### **9.1 Finance - to approve invoices for payment**

Lloyds Bank a/c			Power	Amount
15 January 2018	Mainstream Digital	DD	12	£ 1.38
28 January 2018	Admin Costs	S/o	17	£ 376.23
13 February 2018	Glebe Gardening	L000016	4	£ 119.00
13 February 2018	HCCT	L000017	19	£ 35.00
13 February 2018	Parish Council Websites	L000018	16	£ 145.00
13 February 2018	Knights Professional	L000019	31	£ 3017.66

### **9.2 To agree appointment of GAPTC Internal Auditor**

All agreed – Clerk to make arrangements

9.3 To decide on Wildflower Survey

A payment of £100 for a wildflower survey was proposed by Cllr Talbot, seconded by Cllr Moir, all agreed

9.4 To Discuss Grant to NHW

A further grant of £100 was proposed by Cllr Coats, seconded by Cllr Talbot, all agreed.

10. To Readopt Code of Conduct

Proposed Cllr Ashby, seconded Cllr Moir, all agreed.

11. To discuss HCCT Legal Issues

Chairman offered a vote of thanks to HCCT Trustees for their work around this issue, and to Cllr Coats for his input. Cllr. Watkins reported that the rewritten constitution had been agreed, and now needed to be voted on, with responsibility being moved away from Trustees. Proposed by Cllr Coats, seconded by Cllr Talbot that this be approved, all in favour. Further costs up to around £4K were anticipated, and Cllr Watkins offered thanks to Martyn Ridge and Cllr Coats for their efforts on this matter. Formal approval from halls users was being sought as required.

12. To discuss Highnam Parish Plan Refresh

An update had been circulated to Councillors, attached. The volunteers are enthusiastic and keen to be involved. It is hoped that a meeting with TBC and Bellway can be arranged where it can be agreed to modify the conditions for S106 monies. The full plan is still being worked on, and actions are being prioritised

13. To discuss Communications

A lot more information is now being added to web site, and Facebook is being used to direct people to the site; Twitter is also being looked at. The idea of a Members only area on the web site is being considered.

14.1 To receive and comment on Planning Applications:

18/00097/FUL	Mr/Mrs Sedgeman	12 Poole Ground, GL2 8NA	Single storey rear extension
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There were no comments or objections to this application

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

This item and 14.3 were taken together

14.3 To Discuss Budget for Oakridge Appeal Defence – to be discussed in camera

Rule 6 application has been agreed, which means that Highnam PC can present at the appeals hearing. The Appellants modified statement of case must be submitted by tomorrow. TBC and the Appellant have both appointed Barristers, and the Appellants are asking for hearing to be extended to 6 days and the date to be put back. TBC have to submit their statement of case by 28 February, HPCs' case to be submitted by 7 March. Meetings are being arranged to ensure no overlap or contradiction in cases. Cllr Coats will front HPC case at hearing. HPC have approached 3 consultants, with a view to using their services to support our case. Costs were discussed; it was proposed Cllr Watkins, seconded Cllr Ashby, all in favour that funds would be moved into reserves to be available for appeal costs. Comment was made that if this appeal is lost, this application could be the first of many!

15. To discuss Over Farm activities

No response has yet been received from TBC – *Clerk to contact TBC*

16. Bank Reconciliation

Bank Reconciliation January 2018			
Lloyds Account			
Bank Balance at 29 December 2017	£50,257.96	Payments January 2018	£732.86
		Outstanding Cheques	£0.00
Receipts December 2017	£0.00	Restricted funds	£15,798.12
		<b>Available Balance</b>	<b>£33,768.82</b>
		<b>Bank Balance 1 February 2018</b>	<b>£49,525.10</b>
		<b>Petty Cash on hand</b>	<b>£41.84</b>
		<b>Total Balance</b>	<b>£49,566.94</b>

Restricted Funds

Project Reserves £8,269.25

<b>Council Reserves</b>	£6,540.00
<b>NDP Reserves</b>	£893.81
<b>Fun Day Proceeds</b>	£95.06
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	£15,798.12
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17. Bus Shelters

Work will commence on the bus shelter at layby near Horse Chestnut tree between The Range and Maidenhall, adjacent to lamppost no. 61 in April 2018

18. Residual Items

1. Reminder that Snow Warden should be discussed on a future agenda
2. Annual Parish meeting date to be publicised; point was made that the date set is day before Good Friday
3. Question asked about letter received referring to works to be carried out by Complete Utilities?

Meeting closed at 8.51pm

Next meeting : 13 March 2018 at 7.30pm in the Old School Room

Signed \_\_\_\_\_

Date \_\_\_\_\_