



# Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



## Minutes of a Meeting of Highnam Parish Council held in The Old School on Tuesday 11 September 2018

Present: Cllrs: M Welch, B Badham, C Coats, D Davies and Y Watkins

In Attendance: R Hicks (Clerk), and 5 members of the public

Presentation by Martin Hutchings, GRCC Rural Housing Enabler: Mr Hutchings told the meeting that GRCC had been engaged by Terra Strategic on a commercial, neutral and independent basis to carry out a housing needs survey. An anonymous paper survey on housing needs is to be delivered to every household in the Parish. The survey is in two parts and GRCC is hoping that everyone will complete and return the survey. An introductory letter is likely to be sent out first to advise of the imminent arrival of the survey, and after the results have been analysed the Parish council will be asked to publish the results on their web site

### Public Forum:

Q asked whether Parish Council will provide more daffodil bulbs for planting this year; Q asked whether dog bins will be provided on Lassington Reach, and whether this might be a Planning Condition; Mr and Mrs D Kent spoke to say that they owned a field in Two Mile Lane, and were going to be applying for planning permission to erect a barn in this field for equestrian use; drawings were provided; a complaint was made that correspondence relating to a hedge in Lassington Lane had not been responded to, details of correspondence were read to the meeting.

#### 1. To receive apologies for absence

Cllr Awford- in Shrewsbury for meeting; Cllr Tustin Smith - holiday

#### 2. To approve Minutes of the Meeting held on 10 July 2018

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

#### 5. To receive County Councillor's Report

None available in Cllr Awfords absence

#### 6. To receive District Councillor's Report

Cllr Davies reported that TBC were in the process of updating their lists of voters ahead of elections due to be held in 2019. He also reported that major refurbishment had been carried out on TBC offices, and asked anyone experiencing problems with TBC telephone systems to contact him with details

#### 7. To receive Clerks Report -

Clerk reported that a new 5 year contract had been agreed with Mainstream Digital at an increased rate of 1p/month. He also reported that Annual Audit has been returned without comment.

#### 8.1 Finance - to approve invoices for payment

Lloyds Bank a/c			Power	Amount
16 July 2018	Mainstream Digital	DD	12	£ 0.94
16 July 2018	Proactive	L000055	16	£ 136.73
23 July 2018	R D Hicks (Laptop)	L000056	16	£ 259.97
28 July 2018	Admin Costs	S/o	17	£ 376.23
01 August 2018	HCCT	L000057	19	£ 15.00
01 August 2018	Wyebone Ltd	L000058	4	£ 253.01
01 August 2018	TBC	L000059	4	£ 158.40
01 August 2018	Estcourt Planning	L000060	31	£ 480.00
14 August 2018	Mainstream Digital	DD	12	£ 1.85
21 August 2018	One Man Went to Mow	L000061	4	£ 104.00
21 August 2018	West Glos Association	L000062	26	£ 100.00
21 August 2018	SBS Backups	L000063	16	£ 50.00

28 August 2018	Admin Costs	S/o	17	£	376.23
11 September 2018	One Man Went to Mow	L000064	4	£	104.00

8.2 To discuss and decide Clerks Pay Scale

Clerk left the meeting for this item.

After discussion the meeting decided that Clerk should be moved to NALC Scale SCP 22

9. To receive any update on HCCT Legal Issues

Still waiting for response from Charities Commission

10. To discuss Highnam Parish Plan Refresh

Following Parish Councillor resignations, the group has been reformed as Parish Plan Implementation group; 11 volunteers attended the last meeting. The original 25 actions have now been reduced to 8 for action, some of which do not need expenditure. Following Bellway Homes agreement to vary the conditions for the S106 monies, Cllr Coats proposed, seconded by Cllr Watkins that a start is made with the Oakridge footpath. 3 voted in favour and 2 abstained.

11.1 To receive and comment on Planning Applications:

18/00636/FUL		Timbryard, Two Mile Lane, GL2 8DW	Variation of planning permission 16/00464/APP to change approved plans
18/00642/FUL		47 Maidenhall, GL2 8DJ	Erection of two storey front,side and rear and single storey front and rear extensions
18/00710/FUL		2 Gordon Close, GL2 8LL	Erection of single storey and two storey rear extension
18/00721/FUL		7 Park Brake, GL2 8EJ	Single storey rear extension
18/00643/FUL		Smiths Cottage Barn, Two Mile Lane, GL2 8	Erection of front porch,demolition of existing shed and erection of detached car port
18/00792/FUL		10 Little Lancarridge, GL2 8EN	Erection of single storey lean-to canopy to side elevation
18/00898/FUL		58 Maidenhall, GL2 8DL	Erection of single storey rear extension

Clerk explained that there were no objections to the above applications, but that TBC had sought comment on 18/00721/FUL

11.2 To receive information related to appeal against refusal of development on land south of Oakridge (16/00486/FUL)

As a result of changes to the NPPF (National Planning Policy Framework) all three parties to the appeal have provided further commentary to the Inspector who now has until 28<sup>th</sup> September to submit his report to the Secretary of State for Housing and Local Government for determination; his decision is awaited.

12. NDP Review

The council's Planning Group have met to determine the scope of the review and have set a realistic timeframe in which to progress this.

13. To discuss Over Farm activities

A response is awaited from TBC.

<b>Bank Reconciliation July 2018</b>			
<b>Lloyds Account</b>			
Bank Balance at 1 July 2018	£36,660.62	Payments July 2018	£1,886.94
		Outstanding Cheques	£167.00
Receipts July 2018	£2,241.22	Restricted funds	£13,040.15
		<b>Available Balance</b>	<b>£21,516.04</b>
		<b>Bank Balance 31 July 2018</b>	<b>£34,698.43</b>
		<b>Petty Cash on hand</b>	<b>£24.76</b>
		<b>Total Balance</b>	<b>£34,723.19</b>

**Restricted Funds**

<b>Project Reserves</b>	£4,496.07
<b>Council Reserves</b>	£7,555.21
<b>NDP Reserves</b>	£893.81
<b>Fun Day Proceeds</b>	£95.06

£13,040.15

<b>Bank Reconciliation August 2018</b>			
<b>Lloyds Account</b>			
Bank Balance at 1 August 2018	£34,623.18	Payments August 2018	£1,276.45
		Outstanding Cheques	£689.01
Receipts August 2018	£0.00	Restricted funds	<u>£13,040.15</u>
		<b>Available Balance</b>	<u><u>£19,717.58</u></u>
		<b>Bank Balance 31 July 2018</b>	£33,421.98
		<b>Petty Cash on hand</b>	<u>£24.76</u>
		<b>Total Balance</b>	£33,446.74

**Restricted Funds**

<b>Project Reserves</b>	£4,496.07
<b>Council Reserves</b>	£7,555.21
<b>NDP Reserves</b>	£893.81
<b>Fun Day Proceeds</b>	<u>£95.06</u>
	<u><u>£13,040.15</u></u>

15. **Residual Items**

There were no residual items

Meeting closed at 8.22pm

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

Signed \_\_\_\_\_

Date \_\_\_\_\_