



# Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



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

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

In Attendance: R Hicks (Clerk), Cllr Awford and 1 member of the public (part-time)

Public Forum:

No members of the public were in attendance when the meeting opened

1. To receive apologies for absence  
None
2. To approve Minutes of the Meeting held on 9 October 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  
Cllr Coats declared on Item 11.1 (neighbour), but asked to speak generally at this item
4. To allow dispensations  
Dispensation allowed for Cllr Coats to speak at Item 11.1
5. To receive County Councillor's Report  
Cllr Awford reported that he had complained to Glos Highways that they had not responded to HPC request for a site meeting in Highnam to highlight various issues; Clerk will be Emailing details. A list of various road closures for works has been issued; Lassington Lane works are on that list and will cover the length of the lane to Lassington Tower; these works will take place in 2019. Some TBC members had a recent tour of UBICO works. In answer to a question, the new incinerator at Javelin Park will take waste from other areas as it will be a 24/7 operation.
6. To receive District Councillor's Report  
Cllr Davies reported that there has been considerable change at TBC, with a planning upheaval and new officers coming in. There has been a talk on 'City Gathering' involving Cheltenham, Gloucester and Tewkesbury Councils. Also, reference was made to the future possibility of a 'Garden Village' in the Deerhurst area should housing land at Ashchurch not become available.
7. To receive Clerks Report -  
Clerk reported that the list of proposed road works referred to by Cllr Awford had been received and would be put on the PC web site in due course
- 8.1 Finance - to approve invoices for payment

Lloyds Bank a/c			Power	Amount
14 October 2018	Mainstream Digital	DD	12	£ 0.35
28 October 2018	Admin Costs	S/o	17	£ 418.82
13 November 2018	Emorsgate Seeds	L000070	4	£ 104.00
13 November 2018	Boston Bulb Co	L000071	4	£ 50.00
13 November 2018	HCCT	L000072	19	£ 35.00
13 November 2018	Glebe Gardening	L000073	4	£ 55.00
13 November 2018	S Hopkins	L000074	4	£ 247.00

Invoices approved

- 8.2 To discuss and approve Proposed Budget for 2019/20

Clerk reported that Finance and Scrutiny committee had met and recommended to Council budget which had been circulated, together with recommendation that Precept request be maintained at £40k for the next financial year. Proposed by Cllr Watkins, seconded by Cllr Coats that this be agreed; all in favour.

9. To receive any update on HCCT Legal Issues  
No response yet from Charities Commission.
- 10.1 To receive update on Highnam Parish Plan Refresh  
Work is being done on priorities and costings, with the goal of bringing a plan to Council in February 2019
- 10.2 To approve potential expenditure relating to S106 conditions rewrite

This rewrite involves cost by both TBC and Bellway Homes of possibly £500; it was proposed Cllr Coats, seconded Cllr Watkins that costs up to £500 be approved, all in favour

11.1 To receive and comment on Planning Applications:

18/01027/FUL		12 Stoney Field, GL2 8LY	Erection of rear conservatory
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There are no objections to this application, but it is felt that concerns of over development altering the character of the village might need to be considered in the NDP update.

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

The Ministers' decision is awaited, and expected by 4 January 2019

12.1 To receive an update on NDP Review

Nothing further to report; on hold until early 2019

12.2 To discuss and decide on appointment of Mr D Crofts as NDP Consultant

It was reported that Mr Crofts' advice on Oakridge appeal had been invaluable, and that he could provide support through the updating progress, leading to a smooth approval of a rewritten NDP. It was proposed by Cllr Coats, seconded by Cllr Tustin Smith that this appointment be approved, all in favour.

13. To discuss Over Farm activities (17/01291/CLE)

Clerk reported that two telephone messages had been received from the Planning Officer, but attempts to make contact had been unsuccessful despite messages being left and the offer of a call to his home being made. Cllr Davies would have words at TBC.

14. To discuss and decide on seats in bus shelters

It was suggested that there was a need for a simple bench seat to be provided. After discussion a proposal by Cllr Coats, seconded by Cllr Tustin Smith was made that a seat be fitted to all bus shelters; all in favour.

15. Bank Reconciliation

<b>Bank Reconciliation October 2018</b>			
<b>Lloyds Account</b>			
Bank Balance at 1 October 2018	£51,746.13	Payments October 2018	£1,428.26
		Outstanding Cheques	£0.00
Receipts October 2018	£0.00	Restricted funds	£13,040.15
		<b>Available Balance</b>	<b>£37,428.83</b>
		<b>Bank Balance 31 October 2018</b>	<b>£50,444.22</b>
		<b>Petty Cash on hand</b>	<b>£24.76</b>
		<b>Total Balance</b>	<b>£50,468.98</b>

**Restricted Funds**

**Project Reserves** £4,496.07

**Council Reserves** £7,555.21

**NDP Reserves** £893.81

**Fun Day Proceeds** £95.06

£13,040.15

16. Residual Items

1. HCCT meeting is to be held on 15 November, all are welcome.
2. It was reported that some panelling is loose on the new bus shelter by The Range.
3. A report was made that some road signs are overgrown and damaged.
4. A report that the cycle path is badly overgrown was made
5. Concern expressed that footpath from Surgery towards Lassington Reach runs out
6. Comment made that village sign at The Green is partially obscured by tree.

Meeting closed at 8.15pm

Next meeting : 8 January 2019 at 7.30pm in the Old School Room

Signed\_\_\_\_\_

Date \_\_\_\_\_