



Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



Minutes of a Meeting of Highnam Parish Council held in The Old School on Tuesday 10 July 2018

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

In Attendance: R Hicks (Clerk), and 2 members of the public

Public Forum:

Q asked whether Over Farm is becoming an Entertainment Venue, with comment that events are getting bigger each year; Concern expressed over B4215 closure at Malswick; Report that Gloucester outward bound bus stop at Over is overgrown; Q asked whether cars parked by Recreation Park are using Highnam as Park and Ride.

1. **To receive apologies for absence**

Cllr Davies- TBC meeting; Cllr Awford- TBC meeting; Cllr Moir-injury; Cllr Ashby- away on personal business

2. **To approve Minutes of the Meeting held on 12 June 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**

Cllr Awford was at a meeting at TBC, but provided this report, whilst hoping to join the meeting later; a resurfacing project for Lassington Lane in in design for completion later this year. £7K has been used from my budget for this crucial work. Following a County Council meeting, a working group has been set up to consider annual grass cutting programme; complaints have been received that cutting 2m width strips has an effect on wildlife. All Parishes will be contacted and surveyed for what best suits their area. He added that TBC have received numerous complaints about grass cutting this season, following which Ubico were given additional resources to catch up. Thanks to Clerk for help on recent pelican crossing issue, which is being revisited by Safety Inspector. Thanks were also given for their patience and understanding to all who have been affected by the noisy piling work on Over roundabout, which is now finished.

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

Cllr Davies was at a meeting at TBC, but had supplied a letter for Clerk to present to the meeting; this related to the proposed Oakridge development and would be presented at 11.2 on agenda

7. **To receive Clerks Report -**

Clerk reported that a VAT refund of £2241.22 had been received to bank account

8. **Finance - to approve invoices for payment**

Lloyds Bank a/c			Power	Amount
13 June 2018	Came & Company	L000051	32	£ 549.59
14 June 2018	Mainstream Digital	DD	12	£ 41.81
28 June 2018	Admin Costs	S/o	17	£ 376.23
29 June 2018	PWLB	DD	14	£ 10524.63
10 July 2018	Glebe Gardening	L000052	4	£ 167.00
10 July 2018	One Man Went To Mow	L000053	4	£ 400.00
10 July 2018	HCCT	L000054	19	£ 15.00

Question was asked regarding payments to Came & Co, and PWLB; these were explained; all invoices approved for payment

9. **To receive any update on HCCT Legal Issues**

Constitution is still with Charities Commission; to see if this can be chased

10. **To discuss Highnam Parish Plan Refresh**

This is ongoing; actions are being investigated. A meeting with Bellway Homes has brought a cooperative response to S106 monies being deployed in an alternative manner, better suiting the

needs of PPR; looking for this to be confirmed in correspondence. Resignation of Cllr Ashby is going to make the workload difficult ongoing.

11.1 To receive and comment on Planning Applications:

18/00643/FUL		Smith Cottage Barn, Two Mile Lane, GL2 8DW	Erection of front porch, demolition of shed and erection of detached car port
18/00656/FUL		64 Maidenhall, GL2 8DL	Erection of two storey side and rear extension, 1.5 storey rear extension and altered access

No objection was made to 18/00643/FUL; more time was required to comment on 18/00656/FUL. A later application, 18/00642/FUL, was received after the agenda had been issued; this will be recorded on September agenda and minutes, but considered in due course.

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

Clerk read a letter, provided by Cllr Davies, and referred to at Item 6, from Secretary of State for housing stating that he had 'recovered' this application and that it would now not be decided by Appeals Inspector but by the Minister; this followed an intervention by Mark Harper MP, and extracts of his letter to the Minister were read to the meeting. It was agreed that a note of this latest development should be added to the web site.

12. To discuss NDP Review

Cllrs Welch and Coats had attended an NDP workshop where advice was given to keep Neighbourhood Development Plans under review. It was felt that the Highnam Plan should now be reviewed, and consideration should be given to identifying areas for future housing needs with a long term view, to prevent ad hoc applications being made. Over 500 NDPs have now been made, and a revision to the process encourages Examiners to engage with Parish Councils during the process. It was suggested that a meeting of the Planning Group should consider this matter. A proposal that 'HPC supports the principle of an early review of the Highnam NDP' was put by Cllr Coats, seconded by Cllr Tustin Smith, all in favour.

13. To discuss NHW Coordinator Retirement

Concern was expressed by Council that should this role not be filled there was a risk that the NHW scheme could fail to function, with the obvious risks to the security of households in this village. It was agreed that Council would advertise the post in order to try to find a replacement.

14. To discuss Over Farm activities

A letter is to be sent to TBC to establish what is happening with regard to the Certificates of Continuance regarding activities, and to request a meeting to progress this matter.

15. Bank Reconciliation

Bank Reconciliation June 2018			
Lloyds Account			
Bank Balance at 1 June 2018	£52,608.94	Payments May 2018	£18,264.79
		Outstanding Cheques	£1,004.79
Receipts May 2018	£2,241.22	Restricted funds	£13,040.15
		Available Balance	£35,680.59
		Bank Balance 30 June 2018	£36,660.62
		Petty Cash on hand	£24.76
		Total Balance	£36,685.38

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. The matter of litter clearance on A40 was raised; a letter has already been sent to Glos Highways asking when this will be carried out.

2. It was suggested that a lap top computer be purchased for office use
3. It was suggested that a review of Clerks pay scale be added to September agenda
4. Q was asked how information can be provided to Councillors
5. Q was asked whether railings at footpath Pipers Grove to Oakridge could be altered to better suit pushchair traffic
6. Q was asked about barriers adjacent to footpath from Lassington Lane
7. Q was asked relating to stile from Oakridge to Monkey Back
8. Q was asked about overgrown hedges on footpath Maidenhall to Newent Road
9. Q asked ref. replacement litter bin opposite The Green
10. Report made of footpath opposite The Green being overgrown
11. Church sign was reported as overgrown
12. Complaint was made of road closure signs on footpath
13. Q asked regarding gap in hedge close to Play Park
14. Q asked about availability of Councillor training courses

Meeting closed at 8.35pm

Next meeting : 11 September 2018 at 7.30pm in the Old School Room

Signed _____

Date _____