



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 10 September 2019**

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

In Attendance: R Hicks (Clerk), Cllr J Smith, and 3 members of the public

Public Forum:

Parish Council were thanked for ordering further supplies of daffodil bulbs; Suggestion was made for advance of £200 at agenda item 14; Q asked whether there was any update on Over Farm planning application 19/00461/FUL; Q asked of District Cllr. why TBC have withdrawn free Permitted Planning rights in the main village of Highnam, but other areas still have those rights; Concern expressed over brambles etc. overhanging footpaths, and verge creep narrowing footpath widths; Q asked regarding donation of £2002.78 given to PC in 2016 by Western Power.

1. To receive apologies for absence

Cllr K Emmerson – holiday; Cllr P Awford - holiday

2. To approve Minutes of the Meeting held on 12 July 2019

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 declared

4. To allow dispensations

None requested or necessary

5. To receive County Councillor's Report

There was no report in Cllr Awfords' absence

6. To receive District Councillor's Report

Cllr Jill Smith reported that JCS has gone to next stage with a few amendments, one being removal of green belt land at Shurdington, TBC are 4th best in country for recycling, and are looking at ways to improve further and become more green. Glos Care Services Trust have merged with 2gether NHS Foundation Trust working together to better serve the needs of the population

7. To receive Clerks Report and Correspondence

Clerk reported on actions from July meeting:

- B4215 overgrown hedges had been reported and actioned
- Glos Highways had been informed of faded road markings in Highnam
- Glos Highways were asked to carry out an inspection of footpaths and report back; report had been made that no Highnam footpaths were in need of repair or other attention
- An unsafe fence had been repaired at rear of 3 The Range
- Pavement parking had been reported to Police, but nothing had been heard back
- Verge cutting of footpath from The Green towards Rodway Hill Golf Club has not been done yet, although it is promised soon (Done before minutes were completed)
- Brief report was given of productive meeting held with Over Farm regarding their planning application for change of use; it is anticipated that application will be revised
- Two letters had been received requesting financial assistance. Request from Wild Highnam would be on October agenda; the other from Highnam Parent and Toddler group would be discussed at Item 9 on this agenda

8. Finance - to approve invoices for payment.

Lloyds Bank a/c			Power	Amount
15 July 2019	Mainstream Digital	DD	12	£ 0.34
28 July 2019	Admin Costs	S/o	17	£ 418.82
1 August 2019	GAPTC	Online	16	£ 205.75
8 August 2019	M White	Online	17	£ 65.00
8 August 2019	HCCT	Online	19	£ 16.50
8 August 2019	M Stock	Online	4	£ 117.00
8 August 2019	One Man Went to Mow	Online	4	£ 234.00

14 August 2019	Mainstream Digital	DD	12	£	2.17
28 August 2019	Admin Costs	S/o	17	£	418.82
12 September 2019	Loop Scorpio	Online	12	£	64.50
12 September 2019	GPFA	Online	23	£	50.00
12 September 2019	M Stock	Online	4	£	143.00
12 September 2019	S Hopkins	Online	4	£	149.50
12 September 2019	Proactive	Online	16	£	136.80

Approved unanimously

8.2 Workplace Pension Provision

Clerk reported that employers are obliged to offer a Workplace Pension to employees; as the only Parish Council employee, Clerk reported that he declined this offer, and had made a declaration to Pensions Regulator accordingly.

9. To Discuss and Decide on support for Highnam Parent and Toddler Group

Discussion revealed support in principle, but with no specific amount requested, proposal was made that Council pays their Hall hire costs for 3 months @ £65/month i.e.£195

10. To receive update on Highnam Parish Plan Refresh, and decide on forward action

Report was given of meeting held with TBC Property & Assets Team, where there was a 'Can do approach'. It appears that TBC have received some S106 monies, but details were unclear, and the signed agreement is still awaited. Discussion was had as to how works could be carried out (Briefing note included with minutes setting out four options). There are 3 main projects, Footpath, Recreation Ground and Environmental Works. It is hoped that works may start early 2020. Concern was expressed regarding arrangements with TBC for future maintenance being met; it was stated that money would be specifically set aside for that purpose, but agreement needs to be ensured on that point. A proposal was made by Cllr Coats that we use TBC to take responsibility for the project work; this was seconded by Cllr Watkins, all in favour.

11. To receive and comment on Planning Applications:

1.	19/00706/FUL	12 Long Field, GL2 8LT	Erection of two storey side and rear extension, and new front porch
2.	19/00766/FUL	3 The Range, GL2 8NL	Single storey side and rear extension
3.	19/00236/FUL	Land adjacent to Roseville, Over Bridge, GL2 8DB	Erection of new building, extension to existing building, additional landscaping & drainage works, and creation of new attenuation pond

1 & 2 No objection

3 Comment made that this development falls outside NDP permitted development, but is not objected to

12. To discuss and decide on forward action on NDP Review

Group are now looking to move forward in earnest. Consultations are being arranged to identify ideas, concerns and aspirations; this will take around 12 months. It will now be possible to engage with the Examiner before committing any plan; Locality have been contacted regarding possible funding. There has been a rumour regarding a potential future planning application. A short term view is to be sought regarding ideas to modify existing plan as a safety measure, whilst continuing work on a new plan. Comment was made that a statement that Community Centre was divorced from the village was not fair. Report made that Highnam Cricket Club have been given notice to quit. Comment was made that TBC are looking to build 500 houses/yr to 2031, which could mean 50 houses/yr for the combined service villages.

13. To discuss and decide on relocation of Village Sign at The Green

It was agreed that Clerk and Cllr Badham will look at this and confirm proposed location with Mrs Cook, before arranging for sign to be resited

14. To discuss and decide on cash advance for Environmental Work Party Group

A proposal by Cllr Watkins that an advance of £200 be provided was seconded by Cllr Coats. All in Favour

15. To discuss weeds on footpaths in Highnam

Report has been made of weeds on footpaths, primarily concerning the rear boundaries of properties. There is also a problem with weeds in gutters and on frontages. After discussion, it was agreed that a leaflet would be drawn up for delivery to all residents with a theme of 'Pride in the Community'

16. Bank Reconciliation

Bank Reconciliation July 2019
Lloyds Account

Bank Balance at 30 June 2019	£53,414.69	Payments July 2019	£11,458.49
		Outstanding Payments	£0.00
Receipts July 2019	£0.00	Restricted funds	£12,146.34
		Available Balance	£29,814.74
		Bank Balance 31 July 2019	£41,956.20
		Petty Cash on hand	£4.88
		Total Balance	£41,961.08

Restricted Funds

Project Reserves	£4,496.07
Council Reserves	£7,555.21
NDP Reserves	£0.00
Fun Day Proceeds	£95.06
	<u>£12,146.34</u>

Bank Reconciliation August 2019			
Lloyds Account			
Bank Balance at 31 July 2019	£41,956.20	Payments August 2019	£1,059.24
		Outstanding Payments	£0.00
Receipts August 2019	£0.00	Restricted funds	£12,146.34
		Available Balance	£28,755.50
		Bank Balance 31 August 2019	£40,896.96
		Petty Cash on hand	£4.88
		Total Balance	£40,901.84

Restricted Funds

Project Reserves	£4,496.07
Council Reserves	£7,555.21
NDP Reserves	£0.00
Fun Day Proceeds	£95.06
	<u>£12,146.34</u>

17. Residual Items

1. Comment was made concerning the proposed Fish and Chip van at The Range, and the need for the layby to be empty

Meeting closed at 8.37 pm

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

Signed _____

Date _____

