



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 12 November 2019

Present: Cllrs: M Welch, W Badham, D Davies, Y Watkins, C Coats, A Mathieson

In Attendance: R Hicks (Clerk), Cllr P Awford, Cllr J Smith, Cllr P McLain and 4 members of the public

Public Forum:

It was reported that daffodil bulbs have been planted, mainly in Mary Grove open space; Comment was made regarding confusion around Lassington Reach junction closure during resurfacing works; Safety issues around parking problems at football matches were raised; Comment was made regarding wildflower areas, with a hope that the area opposite Farthing Croft might be restored; Planning applicant offered to answer any questions that Council may have; Over Farm attended to deal with any concerns.

1. **To receive apologies for absence**

Cllr K Emmerson – holiday; Cllr Tustin Smith – family business

2. **To approve Minutes of the Meeting held on 8 October 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**

Cllr Awford reported that Glos CC are looking into legislation regarding Traffic Regulation Orders, primarily for Cheltenham (a TRO can cost around £15K and take 12 months to process); he also referred to recent traffic problems and that flooding was being monitored

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

Cllrs J Smith & P McLain reported that there were grants of up to £15K available for Pocket Parks(relates to rundown/derelict areas), flooding was being closely monitored, Healthcare review has been shelved until early 2020, and TBC will focus on Climate Change and commercial property investment strategy

7. **To receive Clerks Report and Correspondence**

Clerk reported that

- A response has been received from Mr E Keene, and a meeting is to be arranged with his agents
- Pride in our Community letter has been printed and distributed by Cllr Badham
- Various responses had been received regarding the Pride in our Community communication
- Request has been received from Highnam PCC for a grant towards upkeep of The Dell and Churchyard; this will be added to January 2020 agenda

8.1 **To confirm donation to West Glos NHW Association**

Confirmation of an annual grant of £100 was proposed by Cllr Watkins, second Cllr Coats, all in favour

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

Lloyds Bank a/c			Power	Amount
24 September 2019	Postage	Petty Cash	4	£ 3.32
10 October 2019	PKF Littlejohn	Online	16	£ 240.00
14 October 2019	Mainstream Digital	DD	12	£ 1.55
28 October 2019	Admin Costs	S/o	17	£ 418.82
6 November 2019	Wild Highnam	Online	26	£ 125.00
10 November 2019	West Glos NHW Association	Online	26	£ 100.00
10 November 2019	HCCT	Online	19	£ 16.50
10 November 2019	HCCT (Ref Toddler Group)	Online	26	£ 130.00
10 November 2019	M Stock	Online	4	£ 195.00
10 November 2019	One Man Went to Mow	Online	4	£ 0.00

10 November 2019	Perpetua Press	Online	17	£	84.00
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Approved unanimously

9. To receive update on Highnam Parish Plan Refresh

A further meeting with TBC walked the route for the pathway around Highnam, and talks included the Recreation Ground project, where draft papers were handed over. TBC will be leading on Project Management with detailed plans/specifications and tender specs being prepared along with a preferred list of potential contractors. It is hoped that work will begin Spring 2020. Deed of variation on S106 agreement has now been signed and monies are on deposit at TBC, along with an enhancement of £20k; up to £10K has been set aside for Community Groups, max £2K each; 3 bids have been received so far. Volunteer group has dwindled to a hard core of Jo Storey, Adele Beaumont, Michelle Astley, Lucy Grove and Cllr Bill Badham, who are all thanked for their hard work; **MORE VOLUNTEERS ARE NEEDED**

10. To receive and comment on Planning Applications:

1.	19/01003/FUL	Land at Two Mile Lane	Change of use to mixed Equestrian/Agricultural with erection of private menage and barn
2.	19/01045/FUL	38 Maidenhall, GL2 8DL	Two storey side extension, single storey front and rear extension and widen existing drive

1. No objection

2. Comment made regarding size of extension, and possible over development

11. To discuss parking at Recreation Ground and Surgery

1. Parking issues during football matches were raised, where there is no clear solution, with an excessive number of cars parked on the roadside, near accidents and cars parked on grass verges. Various options were put forward; ask Highnam Academy if their car park could be used under supervision, ask for yellow lines to be installed, contact TBC (*Clerk to write to TBC*), invite Highnam FC to Council meeting (*Clerk to contact*)

2. Parking issues in and around the Surgery still exist, and appear are not being dealt with; the recent planning application made reference to parking issues needing to be addressed. Suggestion has been made that if access could be provided, cars could park in Cornflower Way, or staff could park at Highnam Business Park (*Clerk to write to Practice Manager*)

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

Consultations are being organised, and David Crofts is drafting a response to TBC Local Plan

13. To discuss Communications

Suggestion was made that a Facebook platform needs to be considered; also possibly reintroduce a newsletter, add comment to Highnam Academy newsletter with their permission, form a volunteer group to help aged or infirm residents. A Communications Group of Mike Welch, Bill Badham and Charlie Coats is to meet to discuss this matter further

14. To discuss weeds on footpaths in Highnam

The field adjacent to Play Park has not been cultivated for at least two years. It was suggested that Council write to land owner to enquire what future plans he has for this field. Clerk to seek advice before this is done.

15. Bank Reconciliation

Bank Reconciliation October 2019			
Lloyds Account			
Bank Balance at 30 September 2019	£59,893.81	Payments October 2019	£1,058.04
		Outstanding Payments	£0.00
Receipts October 2019	£0.00	Restricted funds	£12,146.34
		Available Balance	£46,690.99
		Bank Balance 31 October 2019	£58,835.77
		Petty Cash on hand	£1.56
		Total Balance	£58,837.33

Restricted Funds

Project Reserves £4,496.07

Council Reserves £7,555.21

NDP Reserves	£0.00
Fun Day Proceeds	<u>£95.06</u>
	<u><u>£12,146.34</u></u>

16. Residual Items

1. Meeting held with Complete Utilities, who will undertake a detailed survey of their works and report back on quality of finishing, colour markings are to be power washed, and matter of junction boxes sited close to properties to be reconsidered
2. BT are to remove phone box at The Green, which has not been used for several years
3. Question asked when road signs on B4215 will be replaced
4. Hedge at Lassington Lane/Lassington Reach junction needs to be cut to provide visibility

Meeting closed at 8.37 pm

Next meeting : 14 January 2020 at 7.30pm in the Old School Room

Signed _____

Date _____