



Lassington Oak

Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



Minutes of the Virtual Meeting of Highnam Parish Council **held on Tuesday 12 May 2020**

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

In Attendance: R Hicks (Clerk) and Cllrs J Smith and P McLain

Public Forum:

No members of the public had requested an invitation to this meeting

1. To receive apologies for absence

Cllr Mathieson - Medical

2. To approve Minutes of the Meeting held on 21 April 2020

The minutes have been viewed by all Councillors, and were agreed to be an accurate record of the meeting. They will be signed by Chairman in due course.

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 or necessary

5. To receive County Councillor's Report

Cllr Awford had not provided a report for the meeting

6. To receive District Councillor's Report

Cllr J Smith reported that Ubico are now collecting Garden Waste, and dealing with backlog; also making Bulk Waste collections, which need to be booked. Emergency Community Fund grants are still available. Business advice and grant schemes can be found on TBC website. Community Support and coordination of Help Hub is available if required, and many food parcels have been delivered to vulnerable groups. Requests for Council Tax reductions continue to increase. Planning applications are still being processed, albeit more slowly, but no site visits are being made.

Cllr McLain added that Environmental Health Officers carried out business closure checks during the bank holiday weekend, and have also made sure that premises selling alcohol are correctly licenced. Customer Service have been providing Proof of Life certificates to residents with overseas pensions.

7. To receive Clerks Report and Correspondence

Clerk reported that Cllr Derek Davies had decided to retire. As a consequence, there will be an election at June meeting for Deputy Chair; candidates should put themselves forward for consideration.

8.1 Finance – to approve invoices for payment

17 April 2020	HCCT	Online	19	£	16.50
28 April 2020	Admin Costs	S/o	17	£	418.82
13 May 2020	Mark Hughes	Online	4	£	150.00
13 May 2020	Mark Stock	S/o	4	£	104.00
13 May 2020	John Malukas	Online	4	£	273.00

Payment of invoices approved

8.2 To approve 2019 – 20 Receipts and Payments summary

This was approved unanimously

8.3 To discuss and decide on support for Covid 19 Coordination Group

Details have been provided to the Support Groups of TBC fund providing support.

Gratitude was expressed to Highnam Stores and Post Office and Over Farm Market for their support to the local community.

9. To approve revised Standing Orders

Standing Orders had been revised at Paragraph 1b to allow for meetings to be held remotely due to the Coronavirus Pandemic; these were approved unanimously for adoption

10. To receive update on Highnam Parish Plan Refresh

TBC are still working on the two main projects, and it is hoped that a Zoom meeting can be arranged to finalise details.

11. To receive and comment on Planning Applications:

1.	20/00333/FUL	27 Farthing Croft, GL2 8EQ	First floor side extension over existing garage
2.	20/00374/FUL	South Lawn, Newent Road, GL2 8DB	Erect double garage to replace existing single garage

There were no objections to either application

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

Planning Group held Zoom meeting, and a report has been provided to Councillors. A response is awaited from Matt Barker, TBC who has been finalising TBC Local Plan. A recommendation was that David Crofts be asked to help; this was agreed Nov 19. There is a need to ensure that NDP fits with Local Plan. With regard to Gladmans it is felt that we need to be flexible and maintain a contact. An expression of gratitude for the work of Planning Group was made. Cllr Welch proposed, seconded Cllr Coats that an avenue of communication with Gladmans be kept open; all agreed. Q asked when draft NDP might be ready and when we will know whether it fits with TBC Local Plan

13. To discuss Communications

Suggestion made that residents be asked to cut back hedges etc. overhanging footpaths. Draft to be submitted for publication on website and social media initially

14. To discuss and decide action on Bus Shelters

It was proposed Cllr Coats, seconded Cllr Tustin Smith that the plinth at the bus stop next to Recreation Park should be extended; all agreed

15. Bank Reconciliation

Bank Reconciliation April 2020			
Lloyds Account			
Bank Balance at 1 May 2020	£42,749.14	Payments April 2020	£4,501.59
		Outstanding Payments	£0.00
Receipts April 2020	£21,103.01	Restricted funds	£12,146.34
		Available Balance	£47,206.78
		Bank Balance 30 April 2020	£59,350.56
		Petty Cash on hand	£2.56
		Total Balance	£59,353.12

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>

16. Residual Items

1. Question was asked whether we know the current figure for Land Supply in Tewkesbury Borough
2. Q asked about replacing litter bin on A48, cost approx.. £400. This was agreed at Nov 19 meeting
3. Q asked as who is current Chair of Highnam FC
4. Q asked how Cllr Mathieson is following heart attack, and for best wishes to be sent
5. Q asked about prospective new Councillor, Bill Nicholl

Meeting closed at 8.08pm

Next meeting : 9 June 2020 at 7.30pm via Zoom

Signed _____

Date _____

