



Lassington Oak

Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



LOTTERY FUNDED

Minutes of the Virtual Meeting of Highnam Parish Council **held on Tuesday 9 June 2020**

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

In Attendance: R Hicks (Clerk), W Nichol, Cllrs J Smith and P Awford

Public Forum:

No members of the public had requested entry to this meeting

1. To receive apologies for absence

Cllr Mathieson - Medical

2. To elect Deputy Chair

Cllr Tustin Smith was proposed by Cllr Welch, seconded by Cllr Coats, all in favour

3. To approve Minutes of the Meeting held on 12 May 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.

4. To Coopt Parish Councillor/s

Applications had been received from Mr Bill Nichol, and subsequently also from Cllr Jill Smith. Resumes for both candidates have been circulated to Councillors. It was proposed Cllr Badham, seconded Cllr Welch, all in favour, that Mr Nichol be co-opted to Council; it was proposed Cllr Coats, seconded Cllr Tustin Smith, all in favour that Cllr Smith be co-opted to Council. Both were welcomed to the meeting. Their co-option means that we have a full complement of Councillors

5. Members of the Council are invited to declare any interest they may have in the business set out below

None

6. To allow dispensations

None requested or necessary

7. To receive County Councillor's Report

Cllr Awford reported that the major work on the B4215 from the A40 junction up to the mini roundabout will be carried out at night and will necessitate road closures from the 17th of August until the 21st of August. This will mean that Two Mile Lane will become the local diversion route and he will try to ensure heavy goods use is minimised and adequate advance signage is in place. He stated that he intended to ensure that pot holes were repaired prior to this work. Issues around the Highways grass cutting schedules have been raised, and the advice is that when all visibility splay work is finished Gloucestershire Highways will commence the Annual verge cutting. It is expected this will be July into August as only one cut is proposed, however, many Parish Councils now have licences from Highways to use their own contractors to carry out their own regime. Is this be something we could possibly take forward given the concerns around footways in particular where growth impedes use? Cllr Awford also wanted to pay tribute to Derek Davies for his work over many years on both Borough and Parish Councils. A suggestion was made that something more tangible be considered as a tribute to Derek Davies – Clerk was asked to contact Mrs Davies to pursue ideas.

8. To receive District Councillor's Report

Cllr J Smith reported that TBC continue to provide all services, although the majority of Officers are still working from home, with a safe number attending the Council Offices daily. TBC have been working on a recovery plan which is going to Executive Committee on 10 June. Most calls to the Hub are about food parcels, and Community Groups still provide support. Severn Trent are asking water users to be mindful, as usage has significantly increased in the hot weather. Parish Councils are being asked to promote good neighbourhoods following complaints regarding noise pollution and bonfires. Requests for Council Tax reduction continues, up 80% on normal

9. To receive Clerks Report and Correspondence

Clerk reported that claim for VAT refund had been processed into our bank account, together with a refund of an overpayment to GAPTC. The Internal Audit was now complete, with a few recommendations. Paperwork can now be completed in order to submit to External auditing. A request

for financial help had been received too late to be included on this agenda; This was from Stauntons Hill residents for tree planting on the bund. Cllr Awford reported that Glos CC were committed to tree planting, and may be able to help

10.1 Finance – to approve invoices for payment

28 May 2020	Admin Costs	S/o	17	£	418.82
10 June 2020	Mark Stock	Online	4	£	182.00
10 June 2020	John Malukas	Online	4	£	273.00
10 June 2020	R D Hicks (Locks for Play Park)	Online	4	£	13.93

Payment of invoices approved

10.2 To discuss exceptional payment (£234) to One Man Went to Mow

This has arisen following a change to contract where TBC are carrying out the work. Proposed Cllr Coats, seconded Cllr Tustin Smith, all in favour that this be paid

10.3 To approve AGAR Part 2

Copies of the AGAR, together with Receipts and Payments summary and March bank reconciliation had been provided to Councillors ahead of the meeting for examination. Proposed Cllr Coats, seconded Cllr Tustin Smith, all in favour that the AGAR Part 2 be approved

11. To receive update on Highnam Parish Plan Refresh

TBC Assets team have been working on other matters, but a site meeting has been arranged for Thursday; an update will be provided to July Council meeting to finalise details.

12. To receive and comment on Planning Applications:

1.	20/00418/FUL	19 Poole Ground, GL2 8NA	Single storey side and rear extension
2.	20/00271/FUL	Linton Court, Linton Farm, GL2 8DF	Erection of agricultural building on site of existing glasshouse (to be demolished)

There were no objections to either application

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

There was no progress to report regarding the Gladmans proposal. A Zoom meeting has been held with TBC Planning. The TBC Local Plan is now out for examination, but aspects are of concern particularly the inclusion of three potential sites off Oakridge. The draft NDP will be assessed to ensure it is in general conformity with the TBC Local Plan. We have been advised that NDP will not be able to go to referendum before 6 May 2021, but if it is prepared and accepted in principle by TBC prior to this date, it should carry weight if required. A comprehensive response had now been received from Matt Barker at TBC which is being considered. David Crofts will be asked to analyse the Borough Plan. Locality have approved a grant for 60% of NDP costs so far. Q was asked about TBC land supply figure, but comment is that it continually changes. Also, as a designated Service Village, a view was expressed that Highnam should not be expected to take another large tranche, although this would not prevent speculative planning proposals being promoted..

14. To discuss Waste Bins and Stiles

A suggestion was put forward that the litter and dog waste bins in Mary Grove open space be moved to a more accessible location; there was no support for this idea. A plan to replace a stile on Lassington Lane has been ongoing since early 2019, with no progress; the stile is on private property – *Clerk to contact owner of Newlands to discuss*. Concern was also voiced at 60mph speed limit on Lassington Lane; Cllr Awford will speak to Glos Highways. The matter of cars parked near Surgery and Nursery was also of concern

15. To discuss Communications

With an impending Interim Link due to be published, it was asked whether Council entry could be put on website

16. Bank Reconciliation

Bank Reconciliation May 2020			
Lloyds Account			
Bank Balance at 1 May 2020	£59,350.56	Payments May 2020	£1,155.82
		Outstanding Payments	£0.00
Receipts May 2020	£150.29	Restricted funds	£12,146.34
		Available Balance	£46,201.25
		Bank Balance 31 May 2020	£58,345.03
		Petty Cash on hand	£2.56

Total Balance

£58,347.59

Restricted Funds**Project Reserves** £4,496.07**Council Reserves** £7,555.21**NDP Reserves** £0.00**Fun Day Proceeds** £95.0617. **Residual Items**

1. Fly tipping on A48 has been reported

Meeting closed at 8.23pm

Next meeting : 14 July 2020 at 7.30pm via Zoom

Signed _____

Date _____