



Lassington Oak

# Highnam Parish Council

Highnam ~ Linton ~ Over ~ Lassington



LOTTERY FUNDED

## **Minutes of the Virtual Meeting of Highnam Parish Council held on Tuesday 21 April 2020**

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

**In Attendance:** R Hicks (Clerk) and Cllr J Smith

**Public Forum:**

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

1. To receive apologies for absence

Cllr Davies – trouble entering meeting

2.1 To approve Minutes of the Meeting held on 10 March 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.

2.2 To reapprove minutes of the Meeting held on 14 January 2020

A payment to PWLB was missing from Item 9.1, Finance-to approve invoices for payment; the amended minutes were approved

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 TBCs work continues, a lot of it remotely. Regular reports/updates are being issued. Domestic waste is being collected, but the Garden Waste collections have had to be suspended due to staff shortages caused by Covid19. If Coronavirus is suspected in a household, all waste should be double bagged and not put out for collection until 72 hours later. Funding is available for Support Groups during the crisis through the Emergency Community Fund. Planning applications are still being processed, albeit more slowly, but no site visits are being made.

7. To receive Clerks Report and Correspondence

Clerk reported that:

- Legislation had been passed to enable Parish Council meetings to be held remotely; Standing Orders will be updated to reflect this and presented for Council approval
- The new Parish Council notice board has been delivered and erected outside Highnam Stores and Post Office
- TBC have confirmed that they are responsible for cutting the grass central reservation area opposite Highnam Stores and Post Office, on a 3 week schedule

8.1 Finance – to approve invoices for payment

16 March 2020	Mainstream Digital	DD	12	£	40.40
28 March 2020	Admin Costs	S/o	17	£	418.82
14 April 2020	Mainstream Digital	DD	12	£	0.84
16 April 2020	GAPTC	Online	23	£	573.74
16 April 2020	Highnam PCC	Online	19	£	1103.01
16 April 2020	Proactive	Online	16	£	83.88
16 April 2020	Town & Parish Council Websites	Online	4	£	50.00
16 April 2020	Harry Stebbings Workshops	Online	16	£	2254.80

Payment of invoices approved

9. To receive update on Highnam Parish Plan Refresh

Item 12 has been amalgamated with this item, being part of the Parish Plan. An update has been

circulated ahead of this meeting. Funds have been increased to £256K. Lassington Wood/Recreation Park project will need planning consent from TBC; Soft testing has produced an estimated cost for footpath around £130K, and this will need planning consent and approval by Glos CC. A comfort letter had been provided to HCCT regarding a Grant of £40K towards the Old School renovation, and suggestion that this may have to be cut back brought comment that this could lead to resignations of Trustees. A suggestion that expenditure on the footpath be limited to £100K, which a reduction in its length if necessary, was refuted from the Chair, as this is residents main priority, was followed by debate which concluded that priorities would be set and agreed, and that Project 1(Footpath) should definitely be completed. It was proposed by Cllr Coats, seconded by Cllr Tustin Smith that priorities should be 1. Footpath; 2. Recreation Ground; 3. Old School; 4. Local Groups; 5. Environmental Group; 6. Dell Project . This was approved with 1 vote against

10. To receive and comment on Planning Applications:

1.	20/00149/FUL	9 Wetherleigh Drive, GL2 8LW	Revised plans for erection of Garden Store/Outbuilding
2.	20/00324/FUL	September Lodge, Two Mile Lane, GL2 8DW	Erection of two storey rear and side extension

Comments were made regarding Item 1 regarding the size of the structure and neighbours concerns, which will be entered on the TBC Planning Portal, and there were no objections to Item 2

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

Planning Group are almost at point of having a plan to put forward, but need input from TBC before presenting to Council for approval. Best way to achieve this needs to be considered, with possibility of a socially distanced face to face meeting.

12. To approve funding allocation for the Old School renovation

This item was amalgamated with item 9

13. To discuss Communications

Question was asked regarding future issues of the Link; there will be none in the immediate future. It was also asked and agreed that the updated programme for the Parish Plan would be put on website.

14. To decide on response to A417 lobby

Debate considered whether it would be better to focus on getting improvements to B4215. Point was made that all other local villages effected by A417 closures had supported this lobby. Proposal was made by Cllr Coats, seconded by Cllr Emmerson, approved with 2 votes against

15. Bank Reconciliation

<b>Bank Reconciliation March 2020</b>			
<b>Lloyds Account</b>			
Bank Balance at 29 February 2020	£43,422.36	Payments March 2020	£872.16
		Outstanding Payments	£0.00
Receipts February 2020	£198.94	Restricted funds	£12,146.34
		<b>Available Balance</b>	<b>£30,605.36</b>
		<b>Bank Balance 31 March 2020</b>	<b>£42,749.14</b>
		<b>Petty Cash on hand</b>	<b>£2.56</b>
		<b>Total Balance</b>	<b>£42,751.70</b>

**Restricted Funds**

**Project Reserves** £4,496.07

**Council Reserves** £7,555.21

**NDP Reserves** £0.00

**Fun Day Proceeds** £95.06

**£12,146.34**

16. Residual Items

1. Question was raised whether some enquiry could be made with regard to footpath extension from Lassington Reach towards Surgery

2. Comment was made regarding suspension of Garden Waste collections
3. Suggestion was made that PC should express public thanks for the work of the Covid support groups organised through NHW, Church and Covid 19 Coordination Group.

Meeting closed at 8.21pm

Next meeting : 12 May 2020 at 7.30pm via Zoom

Signed \_\_\_\_\_

Date \_\_\_\_\_