



Highnam Parish Council



Lassington Oak

Highnam ~ Linton ~ Over ~ Lassington

Minutes of the Virtual Meeting of Highnam Parish Council

held on Tuesday 8 September 2020

Present: Cllrs: M Welch, V Tustin Smith (Part-time), C Coats, K Emmerson, W Nicol and Y Watkins

In Attendance: R Hicks (Clerk), Cllr P McLain, R Keene and A Webber

Public Forum:

There were no matters raised at this point

1 To receive apologies for absence

Cllr Mathieson – Medical, Cllr J Smith-Ashleworth PC, Cllr W Badham-holiday, Cllr P Awford-AshleworthPC

2 To approve Minutes of the Meeting held on 14 July 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 To approve Minutes of the Meeting held on 24 July 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 Members of the Council are invited to declare any interest they may have in the business set out below
None

5 To allow dispensations

None requested or necessary

6 To receive County Councillor's Report

Cllr Awford reported that sadly this meeting clashes with Ashleworth Parish Council who are attempting a Social Distanced meeting that he is to attend. He is sure that the long awaited upcoming highways work will be welcomed despite the overnight closures The work is to take place commencing on the 17th of September till the 22nd and will mean closure from 19.00 until 7.00 over the five nights Full details are available on the Gloucestershire Highways website , local signage and Social Media on both Facebook and Twitter This work is essential given the current state of the highway from the A40 junction up to the Oakridge roundabout It has been brought forward with a considerable proportion of my Highways Local budget being used to get it on the highways programme and I know will be welcomed by those who have raised concerns over many months Obviously I am happy to take on any concerns about the work and of course will be monitoring the progress throughout Following this work , similar overnight work will take place on the A417 through Maisemore which will mean some traffic will divert through Highnam whilst that is carried out I am awaiting the application from those promoting tree planting at Staunton's Hill and am very supportive of the scheme We are getting used to the new normal, tomorrow will see a full County Council Meeting online and likewise County Planning on Thursday As always I am happy to pick up any issues raised at the meeting and my apologies for not being online this evening

7 To receive District Councillor's Report

Cllr J Smith reported that a climate change and carbon reduction audit and action plan has been agreed by full Council; agreement now given for detailed work and feasibility studies to commence in relation to carbon reduction options in the action plan. Gloucestershire economic growth joint committee, has been granted an extension of 18 months until 31st March 2022. Some good work has emerged with regards to planning in the County, improving Gloucestershires' economy and to help with the recovery from Covid 19 Golden Valley Development – supplementary Planning Document (406 pages) was approved and adopted. This will be used as part of the planning and development process, and use the results to review policies and practices if necessary. These and the above reports

can be found in detail on TBC website. Citizens Advice Bureau reported back to Overview and Scrutiny Committee. As a result all Parish Councils will be written to, to highlight their services and where they can be accessed. In particular rural areas were not aware they could access these services. It will also be circulated in Parish Matters. The replacement litter bin on A48 should have now been fitted. Cllr McLain added that there is an ongoing investigation into commercial waste collection, the recommendations of the recent peer challenge review as they relate to recruitment and retention of planning and legal officers at TBC, the community grant process remains open for applications, and environmental health officers have been out with the police monitoring hospitality and leisure venues regarding Covid-19 compliance.

8 To receive Clerks Report and Correspondence

Clerk reported that the Parish Council web site is now compliant with Website Accessibility Regulations, and the latest minutes and agenda have also been made compliant; posts should also be compliant now. The agreed recognition awards for Derek Davies have been ordered; location for the plaque needs to be agreed. Finally, Cllr Alan Mathieson has suffered some setbacks in his recovery from ill health, and has decided that he should resign as Parish Councillor. Council wished to send him best wishes for his recovery.

9 Finance – to approve invoices for payment

28 July 2020	GAPTC	Online	4	£	195.00
28 July 2020	Admin Costs	S/o	17	£	418.82
14 August 2020	Mainstream Digital	DD	12	£	0.47
14 August 2020	Mark Stock	Online	4	£	104.00
14 August 2020	John Malukas	Online	4	£	169.00
14 August 2020	Evo Design (HHG-S106)	Online	19	£	396.00
28 August 2020	Admin Costs	S/o	17	£	418.82

Payment of invoices approved

10 To receive update on Parish Plan Refresh

Oakridge footpath alignment and route have been agreed, a contractor shortlist drawn up and a survey is underway, endeavouring to avoid GCC land but there will need to be one application for a drop kerb. Indicative costs are within budget, and efforts are being made to reduce the timescale, but it is likely that this will go well into 2021. It is hoped that work can start early next year. A meeting is due to be held regarding the Recreation Ground improvements. Q was asked about the footpath surface; the draft specification can be supplied

11 To discuss Over Farm Activities

There are no fundamental objections to Over Farm plans to diversify. TBC Planning Enforcement are looking into matters raised concerning new buildings on site; there has been no information provided from them yet. *Clerk to contact*

12 To receive and comment on Planning Applications

1. 20/00268/FUL	Highnam Sports Club	Siting of metal shipping container to provide storage
2. 20/00663/FUL	3 Cross Hands Cottage, Newent Road, GL2 8DG	Two storey side extension, single storey rear extension and detached double garage
3. 20/00707/FUL	14 Turners Close, GL2 8EH	Conversion of attached garage to room
4. 20/00714/FUL	36 Farthing Croft, GL2 8EQ	Variation of Condition 3 of 16/01232/FUL to render front extension
5. 20/00768/CLE	The Lodge, Lassington Lane, GL2 8DB	Certificate of lawfulness to demonstrate The Lodge has been occupied in breach of an agricultural occupancy condition for a continuous period in excess of 10 years

There were no objections to these planning applications

13 To discuss NDP Review

Planning Group have been doing a lot of work, drawing up a comprehensive suite of policies, and have reconnected with My Neighbourhood Planning. An informal presentation will be made to Parish Council as soon as is feasible. Dialogue continues with Matt Barker at TBC; flaws and inconsistencies with TBC Local Plan have been pointed out. A public consultation will follow

14 To discuss Communications

Cllr Badham had provided notes to Councillor, but discussion was deferred until Cllr Badham was present

15 To discuss and agree support for Tree Planting at Stauntons Hill

Clerk advised meeting that a request for £1500 towards this project was sought. *Clerk asked to*

establish what grants had been applied for elsewhere, and to obtain the Landscaping Plans.

16 To discuss and agree support for Highnam Good Neighbour Scheme

The Highnam Good Neighbourhood Scheme was put forward as a good initiative resulting from the Covid19 Pandemic, as a continuation of a group set up to help those in need of support during the crisis; it fits in with the Parish Plan. Q was asked whether the request for funding was one off for set up costs, or whether it might be a continuing cost; A was that there would be ongoing costs, but it would be hoped that fund raising would cover some of these. It would be necessary for HGNS to provide accounts to Parish Council to demonstrate good stewardship. It was proposed Cllr Coats seconded Cllr Nicol, that a grant up to £1000 be provided; there was 1 abstention. *Clerk to draw up a Granting Policy for Council consideration*

17

Bank Reconciliation July 2020			
Lloyds Account			
Bank Balance at 1 July 2020	£52,286.04	Payments July 2020	£1,783.55
		Outstanding Payments	£0.00
Receipts July 2020	£0.00	Restricted funds	£16,756.34
		Available Balance	£33,748.71
		Bank Balance 31 July 2020	£50,502.49
		Petty Cash on hand	£2.56
		Total Balance	£50,505.05

Restricted Funds

Project Reserves	£4,496.07
Council Reserves	£7,555.21
NDP Reserves	£4,610.00
Fun Day Proceeds	£95.06
	<u>£16,756.34</u>

Bank Reconciliation August 2020			
Lloyds Account			
Bank Balance at 1 August 2020	£50,502.49	Payments August 2020	£1,088.29
		Outstanding Payments	£0.00
Receipts August 2020	£711.58	Restricted funds	£16,756.34
		Available Balance	£33,748.71
		Bank Balance 31 August 2020	£50,125.78
		Petty Cash on hand	£2.56
		Total Balance	£50,128.34

Restricted Funds

Project Reserves	£4,496.07
Council Reserves	£7,555.21
NDP Reserves	£4,610.00
Fun Day Proceeds	£95.06
	<u>£16,756.34</u>

18 Residual Items

1. Can we find out what Over Farm future plans are – Chairman suggested a meeting would be arranged

Meeting closed at 8.13pm

Next meeting : 13 October 2020 at 7.30pm via Zoom

Signed _____

Date _____