



Highnam Parish Council



Lassington Oak

Highnam ~ Linton ~ Over ~ Lassington

Minutes of the Virtual Meeting of Highnam Parish Council

held on Tuesday 13 October 2020

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

In Attendance: R Hicks (Clerk), Cllr P Awford, R Keene

Public Forum:

Over Farm reported that they are waiting for planning approval on their application 19/00461/FUL; TBC Planning Enforcement Officer has visited but no report has yet been made. They are waiting for comment on a proposed Countryside Adventure

1. To receive apologies for absence

Cllr Watkins - illness

2. To approve Minutes of the Meeting held on 8 September 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 reported that since his last report the B4215 Highways work has been completed on the section that falls in our Division and I trust the disruption over the night time closures are justified in the quality of the work. However, more work continues further along the network into next week which I hope matches the same high standard. The Council are aware of the growing campaign to re-visit the A417 scheme that failed in a bid in 2015, I raised this issue at the Joint Scrutiny Meeting on the Local Transport Plan. I was pleased to sign off the bid for the tree planting scheme at Over which has now been accepted. I am also keen to invest funding from my dedicated Growing our Communities funding to local Groups and can use it for Covid 19 support networks, I am aware of the growing Highnam network and am happy to support an application. My environmental work continues, supporting both GCC and the EA around both tree planting and cleaning up our rivers, the latter following a motion to the County Council over rising concerns around river pollution. I do take an active interest in development control given the amount of development taking place in the Highnam Division, particularly to the North of Gloucester and its impacts on the drainage networks. I do sit on the Adult Social Care Scrutiny Committee and look forward to working with Sarah Scott when she takes up the role of Director in the New Year. Sarah is of course well known given her lead through Covid as the Director of Gloucestershire Area Health. It is obviously quite different to work virtually but meetings continue to take place, Members are getting used to these platforms and GCC meetings continue to be available live on YouTube and are retained on the GCC website for those who wish to see them. Feedback suggested that a favourable response on the roadworks, although closing the A417 and B4215 at the same time was puzzling. HGNS have been in touch and their application will be looked at favourably. Cllr Awford is also aware of FOD housing plans, which will be subject to consultation if included in their strategy.

6. To receive District Councillor's Report

Cllr J Smith reported that a briefing was given to members on a White Paper – Radical Planning Reform 2020 and what is proposed in the future, and to give feedback as a Council. At present planning lacks transparency and is too complicated. The Paper aims to speed up process and increase land availability for homes. User experience should be better. Autumn White Paper on the Council

structure and reforms has been shelved until January. Gloucestershire to remain as it is at present as it's working. Accident and Emergency temporary structure in the two main General Hospitals is to remain as it is until the end of March 2021. This will enable better services during the second spike and the addition of Winter Pressures. This structure is providing best delivery of services for patients and staff. TBC currently very busy, as staff being deployed to other areas within the Council that are requiring support during the on-going pandemic. Parish Councils and parishioners are requested to be mindful of this when services are slower than would be expected. Government have launched a new payment scheme for those on low incomes who are unable to work while self-isolating.

7 To receive Clerks Report and Correspondence

Clerk reported that a recent survey of Parish Councils showed that 85% of Councils continue to hold meetings virtually, as recommended by NALC. Stauntons Hill have been chased to provide landscaping details for their planned tree planting, but to date none have been received. With regard to activities at Over Farm, TBCs Planning Enforcement Officer has finally responded, but no report has yet been produced, no decisions or actions have been taken. Arrangements continue to be made for the repositioning of the Village Sign at The Green, with the cooperation of the Fenton Estate; agreement has been reached with GCC Transport Officer to replace the existing bus stop with the village sign, and to use that post to situate the bus stop sign and timetable. We also have confirmation from GCC Highways that the proposed position for the Village sign does not present a road safety crash hazard. TBC have agreed to replace the existing dog waste and litter bins with a combined bin to reduce street furniture. We are waiting on a delivery date for the new post. English Heritage have passed the decision regarding locating a plaque on the Old School building to commemorate the service of Derek Davies to the Conservation Officer at TBC, who has agreed that it can be mounted on the wall to the left side of the entrance door. I would suggest that a small ceremony, limited to 6 persons, is organised as soon as possible for Derek Davies in order to present the certificate and unveil the plaque.

8. Finance

1 – to confirm and approve Clerk arrears of salary April 2019 – March 2020

Approval proposed Cllr Coats, seconded Cllr Tustin Smith, all agreed

2 – to confirm and approve Clerk new pay scale and arrears of salary April 2020 to date

Approval proposed Cllr Coats, seconded Cllr Tustin Smith, all agreed

3 – to approve invoices for payment

10 September 2020	Mark Stock	Online	4	£	117.00
10 September 2020	HCCT	Online	19	£	44.00
10 September 2020	R D Hicks (Zoom)	Online	17	£	14.39
14 September 2020	Mainstream Digital	DD	12	£	40.21
14 September 2020	R D Hicks (Engraving Studios)	Online	17	£	27.95
28 September 2020	Admin Costs	S/o	17	£	418.82
28 September 2020	John Malukas	Online	4	£	227.00
28 September 2020	Mark Hughes	Online	4	£	240.00
28 September 2020	P Rossiter	Online	10	£	410.25
14 October 2020	R D Hicks (Arrears 2019-20)	Online	17	£	1376.40
14 October 2020	R D Hicks (Arrears 2020)	Online	17	£	774.78
14 October 2020	Parish Council Websites	Online	4	£	410.00
14 October 2020	Mark Stock	Online	4	£	91.00
14 October 2020	John Malukas	Online	4	£	189.00
14 October 2020	Brock Vaccination (EWG)	Online	19	£	240.00
14 October 2020	Lucy Grove (EWG)	Online	19	£	46.50
14 October 2020	J Smith (Frame)	Online	17	£	16.99
14 October 2020	Mainstream Digital	DD	12	£	1.03
14 October 2020	R D Hicks (Zoom)	Online	17	£	14.39

Payment of invoices approved, with Q regarding Brock Vaccination (EWG grass cutting)

9 To adopt revised Standing Orders

Adoption proposed Cllr Coats, seconded Cllr Tustin Smith, all agreed

10 To Discuss Grant Giving Policy

Suggestions were made for further minor changes to the draft; these are to be added and draft sent to Councillors for consideration, with a view to adoption at November meeting

11 To receive update on Parish Plan Refresh

Oakridge footpath can proceed as a permitted development, planning approval not needed, and GCC approval is not required. Monthly updates are being received, and a further meeting to discuss

Playing Field project is set for Thurs 15/10. Q asked whether plan can be viewed; copy to be supplied to Clerk for circulation.

12 To discuss Over Farm Activities

Nothing further to add at this time

13 To receive and comment on Planning Applications

There were no planning applications received this month

14 To discuss NDP Review

Govt Planning White Paper is being looked at by Planning Group, and could affect NDP; Future developments could be zoned; it is important that NDP is completed first. Virtual meeting is being arranged with Matt Barker. Forest of Dean Council are proposing a significant development of up to 5000 houses in Churcham area; it will be subject to consultation. There appears to be no provision for community infrastructure. i.e. schools, doctors, retail, employment; there would be a significant effect on local traffic. Churcham PC are talking to neighbouring Parishes in order to set up an working group, and are launching a petition. Cllr Coats proposed, seconded Cllr Smith that Highnam PC endorse this initiative and engage with the group, all in favour. Highnam Farm are not now engaging with Gladmans. NDP consultations are concluded, ready for a full presentation to Council; date to be arranged. Confirmation has been given that meeting can proceed after risk assessment is carried out. Comment that TBC may see FOD proposal positively due to their lack of sufficient land supply

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

Clerk advised meeting that a grant of £2500 was being provided by GCC, but no landscaping plans had yet been received. Discussion referenced that this is private land, and questioned whether it would be open to Highnam residents if so desired – *Clerk to enquire of Residents Association*

16 To discuss parking at FC Highnam events

This will be an ongoing problem. Cllr Emmerson proposed that each Councillor can up with one possible way to deal with this matter; seconded by Cllr Nicol, Voting was 2 for,3 against; motion lost. An alternative proposal by Cllr Coats listed 4 suggestions; 1. FC Highnam to encourage local participants to walk to the Park; 2. FC Highnam to contact away teams to advise that parking is limited, and to adopt car sharing where possible; 3.FC Highnam to use cones to create passing places, and to leave sufficient pull in space for buses; 4. PC to put up No Parking signs to stop parking on verges. Seconded Cllr Smith, 3 for, 1 against; motion carried

17 Bank Reconciliation

Bank Reconciliation September 2020
Lloyds Bank Account

Bank Balance at 1 September	50,125.78	Payments September	1,539.62
		Outstanding Payments	0.00
Receipts September	20,000.00	Restricted Funds	16,756.34
		Available Balance	51,832.38
		Bank Balance at 30 September	68,586.16
		Petty Cash	2.56
		Total Balance	68,588.72
<u>Restricted Funds</u>			
Council Reserves	4,496.07		
Project Reserves	7,555.21		
NDP Reserves	4610.00		
Fun Day Proceeds	95.06		
	16,756.34		

18 Residual Items

- 1 Free from Gluten fish and chips will be at Astmans Farm on Friday 23 October
- 2 When is presentation to Derek Davies?
- 3 Can we chase Complete Utilities regarding Gigaclear remedial work?
- 4 Can PC promote the initiative to prevent flooding of A417, agreed in April '20?
- 5 Can we get copies of EWG proposals for distribution?
- 6 Can we follow promotion on tidying hedges and footpaths?
- 7 New gate has been fitted at Mary Grove to Lassington Lane footpath
- 8 Litter pick has been arranged by EWG for Sunday 18/10
- 9 Litter and Dog Waste bins have still not been provided for Lassington Reach

- 10 Details of Anti-Social Behaviour contacts to be put on PC Website
- 11 Surveyor for Fenton Estate was working in Oakridge/Park Brake area on 25/9
- 12 Comment made regarding poor appearance of extention to Doctors Surgery, and question whether parking improvements are to happen

Meeting closed at 8.43

Next meeting : 10 November 2020 at 7.30pm via Zoom

Signed _____

Date _____