



# Highnam Parish Council



Lassington Oak

Highnam ~ Linton ~ Over ~ Lassington

## Minutes of the Virtual Meeting of Highnam Parish Council

held on Tuesday 12 January 2021

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

In Attendance: R Hicks (Clerk), Cllrs P Awford, and 1 member of public

### Public Forum:

No points raise

1. To receive apologies for absence  
None
2. To approve Minutes of the Meeting held on 10 November 2020  
The minutes have been circulated to 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  
Cllr Keene at Item 10. 2
4. To allow dispensations  
None requested or required
5. To receive County Councillor's Report – Cllr P Awford  
Firstly , Happy New Year , I trust it improves for us all. Obviously sadly , yet again we suffered from considerable flooding impact from the heavy rain on the 23<sup>rd</sup> and 24<sup>th</sup> of December which led to highway delays and closures with the A417 being impacted for a week and of course the serious disruption caused by the 24 hour problems on our section of the A40. I raised the issues at the Environment Scrutiny Budget Meeting on the 7<sup>th</sup> of January and have secured a Environment Scrutiny Panel to look at the impacts on both infrastructure and homes and businesses and will obviously report back from that. I also sit on Adult Social Care where it is fair to say that demand continues to grow particularly given Covid , however , the County Council continues to meet the challenges Locally , I am confident the grant to the Highnam Community Group will be confirmed this week , a little bit of New Year cheer with £4000 from the Growing our Community Fund which I was delighted to support. I worked closely over the Christmas and New Year period with both the GCC Emergency Services and the out of hours team at TBC where some rescue work was needed to get residents to Safety, my thanks to them and SARA who also responded. The recovery continues as yet again the area has taken some time to drain , I have highlighted the issues to the Environment Agency and continue to seek the funding for improvements in the river network. Now is the time as they start their 6 year programme with a doubling of funding through DEFRA
6. To receive District Councillor's Report – Cllrs J Smith & P McLain  
Happy New Year to you all!  
A seminar took place last week to give councillors a Service Position Statement at TBC. It was an update of all the areas of work covered by the Council. Including departmental secondments to areas of highest pressure. All the different Covid support packages that the council administer were mentioned for information. The information for Parishioners to apply for any of these can be found on line. Happy to send the presentation out to interested Parish Councils. There has been a lot of unfortunate flooding in our ward, prior to Christmas due to the heavy rain, and a few days later due to the rivers bursting their banks. Several people had their homes badly affected. Can we ask Parish Councils to identify flood issues within your Parishes and let us know? This can then be formally raised with TBC, so they are aware where they need to improve their performance. Refuse collections are hoped to continue as normal. There has been some issues with bins not being

collected on the due day, due to flood water in certain areas. In these cases the bins have been collected later in the week and residents are asked to just leave their bins out if they are missed. There has been some staff sickness due to the virus, but they are trying to maintain normal services. Crime figures have reported to have dropped during the Covid pandemic. Officers busy enforcing Covid rules and regulation, and enforcing breaches, of which there have been a few. Everyone is encouraged to stick to the Covid rules, settling good examples to others. Gloucester Hospitals Trust as you all know is nearly up to capacity. Several patients are being treated at home in a virtual ward.

7. To receive Clerks Report and Correspondence

Clerk reported that a spreadsheet had been drawn up for HGNS use; this is now no longer required as they have their own bank account, and the grant of £1000 from Council has been paid to them, together with £721 received from Highnam PCC on their behalf

We are still waiting for details of a bank account for payment of the agreed grant to Stauntons Hill for tree planting; this has been chased several times, so until they provide the details this is held waiting action. We have also advised them that ash trees are available from GCC Highways, as part of an Ash Dieback Project.

8 Finance –

i. To approve invoices for payment

16 November 2020	Mainstream Digital	DD	17	£	0.74
16 November 2020	Glebe Gardening	Online	4	£	166.25
16 November 2020	PKF Littlejohn	Online	16	£	240.00
16 November 2020	R D Hicks (Zoom)	Online	17	£	14.39
28 November 2020	Admin Costs	S/o	17	£	547.95
01 December 2020	John Malukas	Online	4	£	78.00
14 December 2020	Mainstream Digital	DD	17	£	39.59
15 December 2020	Perpetua Press	Online	4	£	69.00
15 December 2020	Guy Shankster (Weed Killer)	Online	4	£	62.58
15 December 2020	Glos CC (Lassington Lane Gate)	Online		£	189.00
15 December 2020	R D Hicks (Zoom)	Online	17	£	14.39
15 December 2020	R D Hicks (Frame D Davies)	Online	17	£	26.99
28 December 2020	Admin Costs	S/o	17	£	547.95
29 December 2020	PWLB	DD	14	£	10,524.63

A Q had been asked of a Cllr regarding payments to Glebe Gardening and OMWTM, which has been answered many times. Both are contracted to Highnam PC for specific tasks.

Payment of invoices approved

ii. To approve 2021/21 budget recommended by Finance Committee

Approval proposed Cllr Coats, seconded Cllr Tustin Smith, all in favour

iii. To confirm Precept at £40,000, recommended by Finance Committee

Approval proposed Cllr Coats, seconded Cllr Tustin Smith, all in favour

9. To approve and adopt grant giving policy

Approval proposed Cllr Coats, seconded Cllr Nicol, all in favour

10. To receive and comment on Planning Applications

1.	20/01130/FUL	Pool House, Two Mile Lane, GL2 8DW	Erection of two storey front extension & dormers to new first floor
2.	20/01037/FUL	Linton Farm, GL2 8D	Construction of all weather farm track

No objections

11. To discuss NDP Review

- i. A comment was made that Policies are being changed to include land around Oakridge; also that an application to Locality for funding for NDP costs has been rejected, but further application may be possible. The TBC Local Plan Examiner has published questions for comment before making a report. Cllr Awford reported that a Govn't Inspector viewing a planning application at Gotherington has deemed TBC Land Supply to be 1.82 yrs, which creates problems with aggressive developers swamping the Borough with applications. Cllr Emmerson commended the work of the NDP group and proposed, seconded Cllr Coats, that Council supports the general thrust and direction of the Suite of Policy Objectives, and supports them being put forward for a public consultation exercise. 7 in favour, 1 abstention

- ii. Cllr Coats proposed, seconded Cllr Tustin Smith that Council object to inclusion of 3 sites in Highnam outside Oakridge being included in TBC Local Plan. Q was asked how this differed from another site being considered by Planning Group for inclusion in NDP; A that no decision has been made yet on that matter. The proposal was carried with 3 in favour and 5 abstentions.
  - iii. An interim report, currently being finalised, has been received from David Crofts on the FOD Churcham initiative. This report will form the objection of the local Parish Councils group to the initiative. Cllr Coats proposed that the report be adopted, seconded Cllr Emmerson, all in favour
12. To receive update on Parish Plan Refresh  
TBC are producing paperwork to enable tenders to be sought. We are still waiting to receive licence for EWG sculptures
13. To discuss overgrown hedges/footpaths  
Three sites have been initially identified as needing attention. Proposed Cllr Badham, seconded Cllr Coats that a letter be sent asking for remedial action to be taken; all in favour – *Clerk to action*
14. To discuss HCCT  
Discussion took place on HCCT relationship with PC; Q asked what are HCCT Terms of Reference; Q asked whether PC should be provided with periodic updates. Additional Councillor required to join Trustees
15. Communications  
Free from Gluten van will be at Astmans Farm on 1<sup>st</sup> Thursday each month  
Reported that Tewkesbury Borough News is randomly distributed; this being looked into by TBC. The suggestion that the proposed footpath route be publicised was put on hold until it is confirmed as final  
A suggestion was put forward that Cllr Keene take on the role of Flood Warden, as one of the main people directly affected by flooding. Cllr Awford reported that photos of the flooding at A40/B4215 junction have been sent to Highways England by GCC Highways for action
16. Bank Reconciliation

## Bank Reconciliation December 2020

### Lloyds Bank Account

#### 17 Residual Items

- 1 Add Brimsome Meadow to bus shelter footpath extension (previously approved by Council) to

<i>Bank Balance at 1 December</i>	63,815.97	<i>Payments December</i>	11,442.54
		<i>Outstanding Payments</i>	0.00
<i>Receipts November</i>	721.00	<i>Restricted Funds</i>	<u>16,524.55</u>
<i>(on behalf of HGNS)</i>		<i>Available Balance</i>	<u>36,463.85</u>
		<i>Bank Balance at 31 December</i>	52,984.84
		<i>Petty Cash</i>	<u>3.56</u>
		<i>Total Balance</i>	<u>52,988.40</u>
<u><i>Restricted Funds</i></u>			
<i>Council Reserves</i>	4,496.07		
<i>Project Reserves</i>	7,555.21		
<i>NDP Reserves</i>	4378.21		
<i>Fun Day Proceeds</i>	<u>95.06</u>		
	<u>16,524.55</u>		

- request for quotation on footpath project
- 2 Q asked how many properties had been affected by recent flooding A four or five
  - 3 Who is responsible for flooding caused by water run off from Rodway Hill Golf Club
  - 4 Council has been waiting in excess of 6 months for a report from TBC Planning Enforcement
  - 5 Lassington Reach issues are still not resolved regarding bins/sign/grounds

Meeting closed at 8.50pm

Next Meeting 9 February 2021 at 7.30pm by Zoom

Signed .....

Date .....