



Highnam Parish Council



Lassington Oak

Highnam ~ Linton ~ Over ~ Lassington

Minutes of a Meeting of Highnam Parish Council

held in the Gambier Parry Hall on Tuesday 11 May 2021

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

In Attendance: R Hicks (Clerk), and 7 members of the public

1. Election of Chairman

Two candidates had put themselves forward, Cllrs Tustin Smith and Coats

Cllr Tustin Smith nominated by Cllr Welch, seconded Cllr Keene; 3 votes in favour

Cllr Coats nominated by Cllr Badham, seconded Cllr Emmerson; 4 votes in favour

Cllr Coats was duly elected, and took the Chair for the meeting

Upon taking the Chair, Cllr Coats said that on behalf of Council he would like to record a vote of thanks to Cllr Welch for his hard work, diligence and capable Chairmanship over the last 6 years.

2. Election of Deputy Chairman

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

Cllr Tustin Smith was duly elected as Deputy Chair

Public Forum – these items were noted

Disappointment/dissatisfaction was expressed with Annual Parish Meeting; Q's were asked why £240 was spent mowing wildflower patches and harvesting the seeds, why Council paid for a contractor to gain a weed spraying licence, whether EWG minutes could be added to web site, problems were reported as existing with stiles in Lassington Lane and at Monkeyback, and complaint made regarding hedgehog signs stuck on lamp posts etc.

Complaint that car park at Surgery has not been repaired as promised. Report that wildflower seeds are available at 11 Maidenhall, that EWG have taken over management of Butterfly Crescent, and concern expressed regarding concrete pillars built at Grafton House, Lassington Lane.

3. To receive apologies for absence

Cllr Smith – holiday

Mrs J Badham

4. To approve Minutes of the Meeting held on 13 April 2021

The minutes have been circulated to all Councillors, and were agreed to be an accurate record of the meeting. They were signed by the Chair.

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 required

7. To receive County Councillor's Report – Cllr P Awford

Cllr Awford was not present and not provided a report; he has been engaged with the recent County Council elections and has been restricted with his involvement

8.. To receive Borough Councillor's Report – Cllrs J Smith & P McLain

This is a brief report, following on from the monthly regular reports you receive from Jill and Paul your Borough Councillors. Throughout the last year one or both of us have endeavoured to attend you

Parish Council meetings, and sent or verbally gave you a report on activities of interest going on in Tewkesbury Borough area. We have also been available to many Parishioners to help with their concerns and give advice. We have been a support to our Parish Councils and clerks, providing a valuable link to TBC. The monthly regular reports from us are in addition to the ones you receive from Pete Edgar at TBC and the Press releases from the Communications Department, that go to your Parish Clerks. It has been a busy year for the Council, supporting and administrating varies Businesses and individuals with help and Grants. This continues with the Council focusing on economic and social recovery, and looking at lessons learned. There are now Restart grants in addition to help the Borough encourage people out and to visit the area. This will help boost Tourism and hospitality in Tewkesbury Borough Area. TBC are in the early stages of a planning review by the Transform Working Group. We will feedback as soon as we know more. We will be monitoring and engaging in the process. This will be helped by returning to the offices in the near future. We have welcomed communications within the Ward and hope to continue with this liaison in the coming year.

9.. To receive Clerks Report and Correspondence

Clerk reported that problems have been experienced accessing audit forms, but work was almost complete on external audit submission.

10.. Finance –

i. To approve invoices for payment

14 April 2021	R D Hicks (Zoom)	Online	17	£	14.39
15 April 2021	Highnam Players (S106)	Online	31	£	2000.00
28 April 2021	Admin Costs	S/o	17	£	547.95
13 May 2021	GAPTC	Online	31	£	195.00
13 May 2021	Wild Wood Carving	Online	4	£	6000.00
13 May 2021	SLCC	Online	31	£	144.00
13 May 2021	Mark Stock	Online	4	£	104.00
13 May 2021	Parish Council Websites	Online	17	£	210.00
13 May 2021	SLCC	Online	31	£	12.00
13 May 2021	John Malukas	Online	4	£	117.00

Approved

ii. To receive and note Internal Audit Report

Report was provided to Councillors 27/04; Proposed Cllr Coats, second Cllr Welch, all in favour

iii. To approve AGAR Part 1 ; Proposed Cllr Tustin Smith, second Cllr Welch, all in favour

iv .To approve AGAR Part 2 ; Proposed Cllr Tustin Smith, second Cllr Welch, all in favour

v. To approve Accounts for 2019/20 (Receipts and Payments Report provided) ; proposed Cllr Welch, second Cllr Tustin Smith, all in favour

i. To discuss and decide on Highnam Scouts request for financial help

Proposed Cllr Welch, seconded Cllr Badham a grant of £500 be given to Scout Group; 4 in favour, 3 abstentions

ii. To discuss/decide on PCC request for Grant

Proposed Cllr Welch, seconded Cllr Tustin Smith a grant of £300 be made to PCC, all in Favour

12. To receive and comment on Planning Applications

1. 21/00429/FUL	Linton Lodge, Newent Road, GL2 8DF	Partial demolition to facilitate raising of floor level and roof
2. 21/00490/FUL	Pool House, Two Mile Lane, GL2 8DW	Erection of two front dormer extension and changing windows and doors

There were no objections to either application

13. To discuss Maisemore Solar Farm

Discussion led to remark that we should be in favour of Green energy, but we needed to see details of the scheme as it appears that the view from Monkeyback could be spoilt. Comments were made regarding the cycle path to Maisemore

14. To discuss NDP Review

Almost 300 survey forms had been returned, with 16 coming from younger residents; the Planning Group will be considering the responses, whilst taking account of the flaws. It is anticipated that the way forward will be discussed at the June Council meeting, followed by Public Open Events for further comment. A response has been sent to M7Planning regarding their proposals, and comments provided to TBC. All residents are encouraged to respond to M7Planning. Work still

continues related to the Churcham proposals. Q's were asked whether survey link was still available on web site, and how problems will be taken into account

15. To discuss Butterfly Area

This has now been taken over by EWG, who will have responsibility moving forward

16. To receive i. update on Parish Plan Refresh

Footpath specification has been finalised and will be going to tender within 2 wks

ii. update on expenditure to date

An update has been provided to Councillors; following criticism of some EWG work, comment was made that the EWG plan was submitted to Council and approved, including the wildflower patches. The sculptures are to be incorporated into a nature trail, with possibly another sculpture by cycle track and a bench at Lassington Reach

17. To discuss - i. - Footpaths

Discussion decided that this needs to be monitored going forward. Comment was made regarding a sign ahead of Over Roundabout, now removed, that was across cycle path and restricting vision for drivers

ii. - Doctors

Comment made regarding car park issues not yet having been addressed

iii. - Signs

Comment made that a sign at Oakridge which had been replaced, was not stable, and appeared not to have been set in concrete. Q asked who is responsible for advertising signs at roadside

iv - Fly Tipping

Bank Balance <u>at</u> 1 March	48,183.52	Payments March	3300.21
		Outstanding Payments	0.00
Receipts March	4108.66	Restricted Funds	<u>24,473.27</u>
		Available Balance	<u>24,548.38</u>
		Bank Balance at 31 March	48,991.97

Q asked again reference tipping above Over Farm Market; this has been reported to TBC Environmental Health but no report back yet received – *can Cllrs Smith or McLain establish what is happening at TBC*

v. - Bins

Money is available for bins at Lassington Reach, but decision is needed on location.

EWG have discussed 'Character' waste bins being installed, possibly at Mary Grove and Play Park, to encourage young children to 'Bin it'. A proposal is to be put to June PC meeting.

18. To discuss HCCT

A favourable report was made to APM. Plans for the Old School improvement are moving forward, with funding available. It is expected that work will start soon, which may affect the access to Parish Office.

19. Bank Reconciliation

Bank Reconciliation March 2021

Lloyds Bank Account

		Petty Cash	<u>29.68</u>
		Total Balance	<u>49,021.65</u>
<u>Restricted Funds</u>			
Council Reserves	10,000		
Project Reserves	10,000		
NDP Reserves	4,378.21		
Fun Day Proceeds	<u>95.06</u>		
	<u>24,473.27</u>		

20. Residual Items

1. Clerk was thanked for his 9 years of service, with comment that he will be missed
2. Broken stiles have been reported, but it is unclear who is responsible for which stile. Q asked whether a detailed map could be drawn up to identify ownership.
3. HGNS – a meeting group was suggested to advise residents of this scheme

Meeting closed at 8.27pm

Next meeting 8 June 2021 at 7.30pm in the Gambier Parry Hall

Signed

Date