

Highnam Parish Council
Highnam ~ Linton ~ Over ~ Lassington



Highnam Parish Council Meeting

Gambier Parry Hall: Tuesday 17th January 2023

Present: Cllrs C Coats, M Welch, V Tustin Smith, B Harding, P Dyche, J Smith and W Badham.

In Attendance: 6 members of the public.

Public Forum – Members of the public may make representations, ask questions and give evidence at a meeting in respect of the business on the agenda by invitation of the chair.

The Chairman welcomed the public and invited members to raise matters of interest.

- Old School funding, how is the council going to respond to the low response of the leaflet drop from residents. Many residents do not know about the Old School and concerns in raising the precept to pay for funding to restore in this financial climate is not favourable. There has been no communication with residents apart from the leaflet, why is there no mention on the PC Facebook page? Response: PC share the disappointment in the response from the leaflets and the PC worked with Highnam Community Centre Trust (HCCT) in creating the leaflet and arranging a public drop in session in the Parish Rooms for residents. The public works loan which initially was for £90K funding has been reduced to £70k following the PC agreeing to contribute and raise funds from S106 monies.
- The hazardous crossing at Lassington Lane was raised with local MP Mark Harper and he has met with residents from Lassington Reach. It was agreed the crossing was dangerous. Residents from Lassington Reach paid for a mirror to be installed. Concerns were raised about the hedge which is obstructing pedestrians vision when crossing.
- Residents are using the road due to grass verge and no footpath outside 9 Maidenhall. Are there are plans to implement a pathway?
- Previously mentioned bus shelter, however no information on location. Chairman response, 'bus shelters are on tonight agenda to discuss'.

1. To receive apologies for absence

Cllrs P McLain, P Awford, R Keene and B Nicol.

2. To Approve Minutes of Meeting held on 8th November 2022

Proposed Cllr P Dyche, Seconded Cllr M Welch.

Minutes approved.

3. Members of the Council are invited to declare any interest they may have in the business set out below.

None declared

4. Request for dispensations, Declarations of Interest, Gifts and/or Hospitality

No request was made.

5. To receive County Councillor’s Report

No report.

6. To receive Tewkesbury Borough Councillor’s report

See attached and published on website

7. To receive Clerk’s Report and Correspondence.

- Request was received from a resident to plant a tree in memory of her late husband.
Action: Clerk to discuss with TBC on process.
- Bus shelter roof on the A40 requires attention. **Action:** Clerk to obtain a quote.
- £1,000 has been received from TBC to open up a ‘warm space’. £500 towards heating/electric and £500 for supplies/resources.
- Public Works Loan application for the Old School has been submitted. Electronic copies have been requested and sent.

8. Financial Report

- i. To approve November and December invoices.

07/11/2022	PFK Littlejohn	BACs	360.00
07/11/2022	John Malukus	BACS	450.00
11/11/2022	Clerk WFH allowance	BACs	246.00
14/11/2022	Clerk Back date Pay	BACS	416.00
21/11/2022	Clerk Wages	SO	714.48
14/11/2022	PATA Payroll	BACS	52.70
21/11/2022	Barclaycard Payment	DD	78.88
30/11/2022	Currys Laptop Cover	DD	7.20
06/12/2022	GAPTC Training	BACS	35.00
06/12/2022	HCCT Room Hire/Storage	BACS	155.00
14/12/2022	Mainstream Digital	DD	44.10
19/12/2022	HCCT Room Hire/Storage	BACs	130.00
19/12/2022	M S Stock Grounds Maintenance	BACS	234.00
20/12/2022	Clerk Wages	SO	766.48
22/12/2022	Barclaycard Payment	DD	402.18
29/12/2022	PWLB	SO	10,524.63
30/12/2022	Currys Laptop Cover	DD	7.20

- ii. To receive Bank Reconciliation

Bank Balance at 01/11/22	£59,213.56
Payments November	£2,324.26
December	£12,298.59
Receipts November	£168.94
December	£1,000
Total Balance 31/12/22	£45,759.65

Restricted Funds

Council Reserves	£11,500.00
Project Reserves	£9,802.00
Jubilee Funds	£2,264.82

Total £23,566.82

Money available £22,192.83
Petty Cash £24.07

- iii. Council to discuss and agree budget for 2023/24 - Attached draft Budget set out in the draft minutes of the Audit, Finance and Governance.
- iv. Council to agree precept for 2023/24.
Council agreed by resolution the 2023/24 precept will be £52k. Proposed Cllr Harding and seconded Cllr Tustin Smith. 1 abstention. Approved.
- v. To give in principle consideration to the three proposed projects set out in the above minutes for further feasibility work.
Four projects were proposed:
 - New Bus Shelter
 - Grit Bins
 - Develop/landscape land between Parish Room and Gambier Parry Hall
 - Dishwasher for Gambier Parry Hall**Approved in principle and further feasibility work on each project to now be undertaken. Proposed Cllr Welch, seconded Cllr Badham.**

9. To receive and comment on Planning Applications

22/01103/FUL September Lodge Two Mile Lane Erection of single storey, two bay garage.

No objection Proposed Cllr Badham, seconded Cllr Tustin Smith

TBC Planning decisions: 22/0111/FUL 17 West Field Permit 22/12/22
22/1046/FUL 9 Popes Meade Permit 09/01/22

10. Land Associated with Community Halls

Last year the area between Gambier Parry Hall and the Parish Room was cleared. The parish council received correspondence from PCC as land owners. They were grateful the area was cleared, however expressed concerns the area was unusable. Permission was granted for the parish council to landscape and make accessible for users of the village halls.

The Finance, Audit and Governance Committee proposed project for 2023/24 budget. Mentioned above 8 (v,).

11. Parish Plan

An update report from Cllr Coats on the Lassington recreation ground project was circulated. Consideration in the budget to include maintenance of equipment, with funds to be ringfenced. Cllr Coats and Cllr Badham have met with TBC. **Proposal to go ahead by Cllr Badham, seconded Cllr Welch. 4 approved, 1 abstention. Motion approved.**

12. Update Old School and Funding

Council waiting for decision on the Public Works Loan application. No update.

13. NDP and Planning Committee Update

Deferred to February meeting.

14. Financial Regulations

The Financial Regulations were circulated prior to the council meeting for adoption.

Following recommendation from the internal audit the Finance, Audit and Governance Committee reviewed the Financial Regulations 2019.

Proposed Cllr J Smith, seconded M Welch, all in favour. Approved for adoption. Action: Clerk add to website.

15. Residual Items

- No village link article was submitted this month due to council moving meetings to the third Tuesday of the month.
- The refurbishment of telephone box to a library, waiting for weather to improve so the base can be installed.
- **Environmental Working Group.** Working parties have been clearing John's Wood and the Butterfly Crescent of brambles and blackthorns and improving the access. There are only 2 sessions remaining due to the nesting seasons.
- Support from the Pay Back Scheme to clear the woods near the allotments. Thanks to Higham FC for ongoing support.
- TBC have been spraying some of the road signs. The two in Maidenhall are broken, Cllr Badham is dealing with the issue with TBC, Cllr Smith mentioned she will also escalate with GCC.
- Cllr Badham asked if money could be available to purchase chippings for the pathways through the woods. **Action: Clerk add to February meeting.**

Actions from previous meeting

- Concerns raised about disposal of garden waste from residents' gardens being left on open land. **Action Clerk, Add to agenda for February meeting.**
- Maps and Public Rights of Way. It was agreed to laminate the proposed plan and add to the notice boards and Council website. **Actioned**, however the maps are too large for the noticeboards, how would the council like to go forward making these available?

Meeting closed @ 20.36hrs

Signed.....

Date.....

Chairman Cllr Charlie Coats

Next meeting: 21st February 2023