GRETTON PARISH COUNCIL

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**Minutes of the meeting of Gretton Parish Council held on**

**Thursday 9th July 2015 in Gretton Village Hall**

PRESENT Councillors John Hurley (Chairman), Peter Marriott, Pat Andrews and Geoff Hanson

IN ATTENDANCE Katherine Noble (Clerk and RFO), Borough Councillor J Day and 3 members of the public.

1. Apologies for absence – Borough Councillor R Allen and County Councillor R Wilson.
2. Declarations of Interest – None.
3. Election of Vice-Chairman – G Hanson was nominated by P Andrews and seconded by P Marriott and was elected as Vice-Chairman. G Hanson signed the Declaration of Office. **RECORD OF VOTING:** All in favour.
4. Minutes – The Minutes of the Annual Parish Meeting and Annual General Meeting held on 14th May were approved and signed.  **RECORD OF VOTING:** All in favour.
5. Matters arising from the Minutes
6. Review outstanding issues;

* G Hanson agreed to follow up on the repairs to the noticeboard.
* The Clerk had contacted Cllr Wilson regarding funding for the repairs to the footpath between Manor Fields and the Royal Oak.
* Mr Davies has agreed to maintain the grass on the triangle and the green, on a voluntary bases.
* The overhanging hedge by the telephone box has been partially cut back, however P Andrews has been unable to contact the occupier of the neighbouring property. Mr Davies will be asked to cut back to the hedge to the boundary wall.
* The insurance quotation from Came and Company was accepted and a 3 year contract with Aviva has been agreed.

P Marriott gave and update on the parish survey action plan. Outstanding items are to be followed up.

1. Action from Internal Audit – The Chairman and Clerk had met to discuss implementation of actions from the Internal Audit report. The Clerk had circulated a list of actions that have started to be implemented. A list of agenda items for the Council cycle had also been prepared.  **RESOLVED:** The action list is approved as an appropriate repose to the actions identified in the Internal Auditors report. **RECORD OF VOTING:** All in favour.
2. Defibrillator update – The British Heart Foundation have requested £400 towards the cost of supplying the defibrillator and request that the equipment is freely accessible and not kept in a security box. As the machine needs to be kept heated this would cause a problem. P Marriott had met with a representative from the Community Heartbeat Trust who also provide defibrillators to local authorities along with the necessary equipment, installation and training at a cost of £1,600. An in depth discussion took place with regards to the most appropriate location for the defibrillator, funding possibilities and the different options for purchasing the equipment.  **RESOLVED:** A defibrillator package offered by the Community Heartbeat Trust is approved at a cost of £1,600. The defibrillator is installed in the porch of the hall, subject to the permission of the GVA.  **RECORD OF VOTING:** All in favour.

2/15-16/04

1. Telephone Box Update – P Andrews confirmed that the purchase had been completed and the signed contract had been received. The phone box should now be added to the asset register. P Andrews suggested the telephone box should house a noticeboard and shelving for a book exchange. A discussion took place regarding fundraising to cover the cost of the repairs and P Andrews agreed to try and arrange the refurbishment at minimal cost.
2. Tewkesbury Borough and Gloucestershire County Council Update

Cllr Day said the Joint Core Strategy was still progressing. There had been changes to the Borough Council’s Planning Committee and site visits now need to take place before the meeting and residents can request to speak at the meetings.

1. Broadband

P Marriott read out an update he had received. The works on the cabinet at Winchcombe exchange have now been completed and the service should be available from September. The Alderton exchange is still on-going and P Marriott agreed to continue to chase.

1. Highway Matters
   1. Flooding/drainage – P Andrews met with Richard Waters from Highways to discuss the on-going problem from the railway bridge, which has now been added to the work schedule to be flushed out. The Chairman raised the issue of water shooting out of the manhole by Inglenook. P Andrews agreed to check the CCTV survey and follow up as necessary.
   2. Village gateways – Mr Rake had circulated a briefing report following his meeting with Richard Waters from Highways, which had confirmed that solid structures would not be authorised and Highways favour the gateways supplied by Glasdon (as those in Alderton). The approximate cost is £1,300, although 50/50 funding is available from Gloucestershire County Council. The Chairman thanks Mr Rake for his report.

The Council agreed that a suite of measures would be required to reduce speeding in the village. Mr Rake agreed to contact other Councils with regards to the effectiveness of the gateways, although he had reported that results are individual to each village. Due to the cost of gateways, this will be revisited during the budget process.

(1 Member of the Public left the meeting at this juncture)

* 1. Speed Camera and Road Sign Update – G Hanson had circulated a report on the data gathered from the VAS signs. Approximately 1,000 cars are speeding through the village every day. It was agreed that the data should be used when reviewing traffic calming measures for the village and the VAS signs will continue to be rotated around the village.

1. Review and Adopt Updated Standing Orders Code of Conduct and Financial Regulations

**RESOLVED:**  The Standing Orders be adopted as circulated.  **RECORD OF VOTING:** All in favour.  **RESOLVED:** The Code of Conduct be adopted as circulated.  **RECORD OF VOTING:** All in favour. **RESOLVED:** The Financial Regulations be adopted as circulated.  **RECORD OF VOTING:** All in favour.

P Andrews said that due to the number of large documents being circulated he was finding it difficult to read them on the screen. The Clerk agreed to post hard copies if required.

1. Stakeholders Meeting

The Chairman had circulated a briefing note regarding arranging a meeting with local business, clubs and organisations in October to find out their views which can be used in the Council’s forward planning process. All agreed this would be a good approach. The Chairman will contact relevant parties to gauge interest and report back to the next meeting.

2/15-16/05

1. Council Contact List

G Hanson proposed that the Council holds a residents contact list, so emails can be sent out with messages and reminders of meetings etc. The Clerk agreed to supply wording for an email to cover Data Protection etc. **RESOLVED:** The Council holds a contact list to be able to email residents information ensuring Data Protection and security of information is paramount.  **RECORD OF VOTING:**  All in favour.

1. Public Participation at Meetings

The Chairman suggested that the public participation section could be moved further down the agenda. Councillors agreed that it should remain at the beginning of the meeting.

1. Planning

15/00678/FUL & 15/00679/LBC – Lynch Farm, Greenway Lane, Gretton

Demolition of existing extensions and erection of one and half storey extension (revised to 13/01065/FUL & 13/01066/LBC – No comments raised.

P Andrews enquired who would be responsible for empty listed buildings that are in a bad state of repair. Cllr Day suggested the Council contact David Steels at Tewkesbury Borough Council, which the Chairman agreed to do.

**Approvals granted by Tewkesbury Borough Council**

None.

**Local planning issues**

Although Gretton is still only subject to infill building as part of the Joint Core Strategy, the Chairman felt that the Council should continue to attend relevant meetings. The Clerk had not been informed of any recent meetings. The Chairman will make enquiries regarding attendance at the consultative groups meetings.

1. Financial Matters
   1. Budget Update – The Clerk had circulated a budget v expenditure update as at 1st July 2015. No concerns were raised.
   2. Payments to be agreed

The following payments had been made since the last meeting;

GRCC £25.00 Cheque 480 Membership renewal

GVA £500.00 Cheque 481 Grass cutting contribution

Broker Network £265.00 Cheque 482 Insurance

BT £1.00 Cheque 483 Purchase of telephone box

**RESOLVED:** the following payments were authorised;

K Noble £63.26 Cheque 484 Expenses

1. Information and Correspondence
   1. Salt requirements for winter maintenance – P Andrews will check the stock and inform the Clerk of the requirements.
   2. Draft CIL charging schedule consultation – P Andrews gave a brief overview of the consultation document and the report was noted.
   3. Lower Stanley Farm Solar Farm Community Fund – The Council had been asked to appoint a representative to attend the liaison group meetings. **RESOLVED:**  G Hanson be appointed to attend the liaison group. **RECORD OF VOTING:** All in favour.
   4. Invitation to a meeting with the Police Crime Commissioner on 9th September – The Chairman and G Hanson will attend if available, but cannot commit at this stage.

The date of the next meeting is Thursday 10th September at 7.00pm

1/15-16/06