

Hardwicke Parish Council

699

Minutes of the Annual General Meeting held on Tuesday 8 May 2007 at 7.00 p.m. in the Village Hall, Hardwicke

ATTENDANCE

Mrs J. Storton
Mrs T. A. Harrison
Mr A. J. King
Mr D. G. Middle

Mr C. J. Newell
Mrs G. E. Oxley
Mrs J. D. Paul
Mrs R. L. Smith

Mr G. R. Littleton (SDC)(at the end of the meeting), and the Clerk. **Apologies** were received from Mrs Fallows, Mrs Hunt, Mr Jones and Mr Tomlins (GCC). No **Declarations of Interest** were made. The meeting had been called half an hour early in order to comply with Audit requirements.

51/07 **AUDIT 2006/7**

The meeting approved the Financial Committee's review of internal auditing processes carried out at its last meeting. Members also considered and approved updated documents on financial procedures, risk assessments for the Play Area and the Churchyard, Register of Assets, a draft Receipts & Payments account and comparison with last year's audited accounts and Annual Return, and the other contents of the Audit File including schedules of pension, PAYE and NIC payments, insurance details and Playscheme and Parish Plan accounts. Mrs Smith joined the meeting while these appraisals were being carried out, and Mr Newell and Mrs Paul arrived after approval had been given (to which they agreed).

52/07 **ELECTION OF CHAIRMAN AND VICE CHAIRMAN**

Mrs Storton was proposed and seconded; there being no other nominations, she was duly elected. She would sign a Declaration of Acceptance of Office before the next meeting. In Mr Jones' absence he was re-elected Vice Chairman.

53/07 **MINUTES**

The Minutes of the meeting of 2 April 2007, having been circulated, were confirmed as a true record and signed by the Chairman.

54/07 **MATTERS ARISING FROM THE MINUTES**

35/07 Ditches in Green Lane etc: Mr Middle would meet with Mr Portlock on 16 May to discuss the various maintenance matters which had been discussed.

41/07 Suggested route for Bus service 14 along the A38, not visiting Hardwicke: the council would comment that this would disadvantage passengers, particularly elderly ones.

48/07 Goods Vehicle Operator's Licence: since a valid objection could only be made by persons directly affected, the council agreed to drop the matter as it appeared that the Traffic Commissioners would take their concerns into account. Mr Littleton was later asked to look into this matter.

55/07 **COMMUNITY SAFETY REPORT**

Andy Foster had forwarded his Report, which had the pieces on Hardwicke in italics.

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56/07 **APPOINTMENT OF REPRESENTATIVES, WARDENS & COMMITTEES**

The following were appointed:

Village Hall Committee	Mrs Harrison
Police Representative	Mrs Oxley
Public Transport Representative	Mrs Smith
Equals Representative	Mrs Paul

Wardens:

Grass	Mr King & Mr Middle
Flood	Mr Middle
Litter	All councillors
Play Area	Mrs Paul
Footpaths	Mrs Fallows
Snow	Mrs Fallows
Trees	Mr Middle
Notice Boards	Mrs Paul

Committees:

Churchyard:	Mrs Hunt, Mrs Storton, Mrs Fallows, Mrs Smith, Mr Middle
Planning:	Nearest councillor and two others
Finance:	Mrs Storton, Mrs Paul, Mrs Smith, Mrs Hunt
Roads & Maintenance:	Mr Middle, Mr Newell, Mr Jones, Mrs Storton

57/07 **CORRESPONDENCE**

From GAPTC/NALC: Rural Regeneration newsletter; Local Council Review, May; details of Village Agents and advice that the one appointed for Elmore, Christine Lingard, would also work in Hardwicke

From SDC; Affordable Housing newsletter; Cotswolds Canals Action Plan; notice of availability of SDC Rural & Community Investment Scheme 2008/9 (applications to be in by 13 July)

From GCC: Roads bulletins; advice that two maple trees would be removed from Dimore Close as they would grow too tall (but Highways would replant in the autumn); Parish Profile from seminar 6.3.07 and advice on telephone scams; Minerals & Waste Strategy update

Notice of next PCCM 8 May in Tuffley; papers from David Drew MP on rural communities; Volunteers Week 1-7 June in Stroud; revised Model Code of Conduct copied to all (the Clerk would contact SDC to see whether there were plans to adopt "en bloc" as at Tewkesbury BC); Clerks & Councils Direct, The Clerk and The Playing Field magazines

58/07 **PLANNING MATTERS****Applications**

S.07/0771/FUL 2-storey ext at Oak House, Pound La (no obj)

S.07/0810/FUL 2-storey side ext, single storey rear ext, 5 Springdale Close (no obj)

S.07/0884/FUL front porch at The Gables, Bristol Rd (no obj)

S.07/0900/FUL side ext at 15 Clover Drive (no obj)

Decisions

- S.07/0170/COU c/use field in Pound Lane for cricket (permitted)
 S.07/0405/FUL ext. at 35 Westland Rd (permitted)
 S.07/0419/FUL ext. at Barn at Green Farm (permitted)
 S.07/0420/FUL Fencing at Unit D, Quedgeley West (permitted)
 S.07/0425/FUL garage at Pillar House, Bristol Rd (permitted)
 S.07/0444/FUL 2-storey ext. at Roley Cottage, Green Lane (permitted)
 S.07/0536/TPO remedial works to oak tree at Quedgeley West (permitted)
 S.07/0570/FUL Ext. at The Firs, Elmgrove Rd West (permitted)

Local Plan

The Hunts Grove development had been permitted on 24 April, including a revised layout for the A38 junction. Glos City Council had lodged an appeal with GOSW against the decision and it was agreed that the parish council should not meet with Highways to discuss the junction layout or Mr Longmuir to discuss possible benefits to the parish until the position was clearer.

59/07 **FINANCIAL MATTERS**

The following accounts were approved:

Inland Revenue (PAYE & NIC)	£79.70
Glos. County Council (pension)	£108.02
Clerk salary, Apr	£635.67
Mrs D. M. Edwards, Apr	£139.10
Post Office Ltd	£15.60
RoSPA inspection	£77.55
TW Hawkins SGMS, spike, roll, prune	£276.13
Hardwicke Village Hall Committee, Mar	£29.25
SDC for litterbins at bus stops	£155.10
SDC for Warden Scheme	£800.00
Lloyd Baker 1992 Settlement East, rent of The Close*	£176.25
Moonbeam, churchyard grass April	£270.00

* The new lease would probably start from September after which time the Rangers would pay it but if earlier the costs would be refunded in proportion.

Requests for Donation

GCAB anniversary appeal (outside the parish), and enquiries from MOMS group and Scout Group for help with coach travel to summer camp. Both would be sent an application form.

Precept

Half the precept (£14,000) had been received from SDC.

Audit 2006/7

Procedures had been approved at the start of the meeting

60/07 **PARISH MAINTENANCE****Elmgrove Estate Play Area**

Inspection report was signed; there had been vandalism over the holiday but nothing needed urgent repair. The RoSPA inspection report 12 April indicated that some of the items did not comply, and that the council should provide a litter bin and various signs. Since there was a litter bin and signs would be vandalised, the council did not feel these matters were important, but RoSPA had also said that the wetpour surfacing needed attention and this would be done.

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Playing Field & The Close

SGMS had spiked and rolled the field; it was agreed that the contractor should apply fertiliser when necessary. Improvements to showers at the Village Hall were discussed.

Churchyard and Cremation Area

The contractor and his bricklayer had met with council members to discuss the wall on 24 April. It had been agreed to use concrete blocks with the front in fair-faced blockwork with matching coping stones, and "pillars" of an extra course of blocks at each end and in the middle to break up the stretch of plain wall, all the rest as previously agreed. The estimate of £3300 plus labour had still not been properly itemised and the council noted that alternative quotes had not been sought but accepted that using the existing contractor was probably the best option. Mr Middle had been keeping on eye on the groundworks, which were nearly completed. Clearance of Church Green ditch was discussed.

Playscheme

The ladies had agreed to run the Scheme at £150 each, with the council to pay the volunteers (whose numbers would depend on numbers of children attending). The Scheme was booked for 20-24 Aug, with registration to take place on 14 July in the lounge at the Village Hall from 10 to 12. It was not yet clear whether payment would be made at the time of registration.

61/07 ANNUAL PARISH ASSEMBLY

The Chairman would be unable to attend so the Vice Chairman would be asked to take the chair. David Drew MP and several others had accepted invitations to attend the meeting. A draft Agenda had been circulated and would be amended. The Chairman had received letters concerning the provision of a pharmacy, which would be brought up at the Assembly.

62/07 TRAFFIC MATTERS

Mr Middle had spoken to Mr Tomlins concerning speeding traffic in Church Lane.

63/07 REPORTS FROM COUNCILLORS

Mr King gave notice of his intention to resign, but he agreed to decide, with the Football Club, when matches should be postponed. The site at Sticky Lane was discussed, as the council was not happy with lack of action by enforcement officers. There was a blocked stile on ASH17 at The Close; areas of Dales Wharf which had been missed from SDC's maintenance contract were now included; kerbside recycling teams had been damaging grass and the boxes. The Clerk would write a piece for Hardwicke Matters asking parishioners to clean up the village for the Bledisloe Cup. Graffiti in the wooden bus shelter would be removed, and potholes in Elmgrove Road East would be reported.

64/07 DISTRICT COUNCILLOR'S REPORT

Mr Littleton reported on various matters which had already been covered in this meeting, the diversion of ASH19 at the new Plantation storm drain, and the Hunts Grove application. He explained the problems of enforcement at the Sticky Lane site and would do what he could to find out more.

65/07 DATE OF NEXT MEETING was confirmed for 7.30 p.m. on Monday 4 June 2007.

There being no further business, the Chairman closed the meeting at 9.55 p.m.

Date Signed