

## DRAFT

Minutes of the meeting held on Monday 5 October 2009 at 7.30 p.m. in the Village Hall, Hardwicke

### ATTENDANCE

Mr I. Butler (Chairman)

Mrs V. Box

Mr A. S. Clarke

Mrs L-J. Fallows

Mrs T. A. Harrison

Mr D. G. Middle

Mrs D. Mumford

Mr C. J. Newell

Mr A. G. V. Plater

Mr D. L. Welbourne

Two parishioners, Mr G. R. Littleton and Mr D. L. Tomlins (SDC), Mr A. Blackburn (GCC), and the Clerk. Before the meeting opened, presentations were made to the winners of the 2009 Gardens Competition by Mr Middle (in the absence of the Chairman). The Lizzie Prout Cup and gardens tokens were awarded to those winners who were present. Public comment was then invited before the opening of the meeting (none was made). **Apologies** were received from Mrs Oxley. There were no **Declarations of Interest**. The Minutes of the meeting of 7 September 2009, having been circulated, were confirmed as a true record and signed by the Chairman.

### 113/09 **POLICE REPORT/COMMUNITY SAFETY REPORT**

In the absence of PC Mackie or Phil Drew, no reports were received. PC Mackie had been off duty for a while and it was agreed that a letter should be sent to the Neighbourhood Inspector (PI Neil Smith) asking for a meeting with him at his earliest convenience to establish what procedures were in place during PC Mackie's absence, as members had found it frustrating to be unable to obtain a response on reported incidents. It was also noted that CRB clearance might be required before members could view the CCTV footage, and the Clerk was requested to seek guidance on this as soon as possible.

### 114/09 **DISTRICT & COUNTY COUNCILLORS' REPORTS**

Mr Blackburn had a list of road works from Mr Kay at County Highways, and a copy of the Waste Core Strategy which was now out to consultation on the thirteen potential waste sites identified by the County. He had agreed to write a short monthly piece for Hardwicke Matters.

Mr Littleton reported on SDC's council house overspend, a planning application for the first phase of Hunts Grove, procedures on s106 funds held by SDC on the council's behalf, change of leadership at SDC and the recent Severn Voice meeting which had agreed that the A38 should be discussed at the next (March 2010) meeting. He also reported that a motorway services application for Brookthorpe and wind turbines at Nymphsfield and Stinchcombe were pending and that he had attended a Severn Estuary partnership meeting at which presentations on the barrage and on incineration had been made (an incinerator could be built at Avonmouth).

Mr Littleton and Mr Tomlins, who had nothing to add, then left the meeting. Members discussed the s106 funds, the purchase or rental of recreation land, and the County's withdrawal of The Glebe field from sale some years ago. The matter had come up at a Recreation Group meeting and Mrs Box had contacted the Estate asking for a lease on land at Green Lane (she would follow up this matter).

**115/09 MATTERS ARISING FROM THE MINUTES**

111/09 Travellers at Junction 12: the Clerk had notified police, county, highways, Haresfield PC and Highways Agency (who appeared to be dealing with the matter).

111/09 Wall at Play Area: this had been passed to SDC Housing and an inspector had been scheduled to assess the wall. A progress report would be requested.

111/09 Informal meetings: it was agreed to meet on the third Monday of each month at members' homes, the first one to be 19 Oct at the Chairman's.

**116/09 CORRESPONDENCE**

From GAPTC/NALC: Local Council Review, autumn; Update leaflet, Sept; training course dates (Clerk would like to attend networking session 7 Dec, £6 payable to SPC, approved); GAPTC and NALC Annual Report & a/cs; Agenda for GAPTC's AGM 15 Oct (apologies had been sent)

From SDC: details of adoption of BT telephone kiosk (it was agreed not to pursue this); Homeseeker poster for display (Mrs Mumford would put a link on the website)

From GCC: letter on Waste Core Strategy (comments would be made in due course) and recycling leaflet; advice of closure of Haywicks Lane and Sellars Road for resurfacing 5-16 Oct

Glos Police & Chief Constable's Annual Reports; Glos Wildlife magazine; letter from resident of Lloyd Baker Court on problems with the right of way through it (passed to PRoW, and police & Warden informed); Ambulance Service Annual Review; Stroud CAB report and request for donation (to be looked at later); Drama Group request for donation; sample calendar from Village Hall for sale at £3 to raise funds; letter from resident of Dales Wharf (to be forwarded to SDC); request for use of Playing Field for fundraising for youth and community clubs (no objection provided the AFC was consulted); consultation and questionnaires on local democracy (Up for Debate) by email: the meeting at Hardwicke on 19 Sept had not been well attended but had been interesting and all-party consultation on voting reform would take place over the next few years. A request for play equipment had been passed to the Recreation Group.

**117/09 PLANNING MATTERS****Applications**

S.09/1430/COU c/use of barn at Sellars House, Sellars Rd, to live/work unit (no objection provided that the workshop part of the unit would not be a commercial operation involving heavy traffic)

S.09/1601/FUL conservatory at 11 Clover Drive (no obj)

S.09/1612/HHOLD conservatory at 15 Clover Drive (no obj)

S.09/1619/HHOLD revisions at Torridge House, Pound Lane (no obj)

S.09/1690/HHOLD single storey rear ext at Bee Cottage, Bristol Rd (no obj)

**Decisions Notified by the Planning Authority**

S.09/1313/HHOLD exts at 14 Clover Drive (permitted)

**Newsletter on Planning**

SDC's Planning News Sept 09 had given details of small changes e.g. that the planning authority can extend the three-year permission period

Mrs Fallows, Mrs Mumford and Mr Newell left the meeting at this point.

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**118/09 FINANCIAL MATTERS**

The following accounts were approved:

HM Revenue & Customs (PAYE & NIC)	£120.85
Glos. County Council (pension)	£177.13
Clerk salary, Sept	£797.85
Mrs D. M. Edwards, Sept*	£312.00
Post Office Ltd, stamps	£19.08
Moore Stephens, audit	£327.75
Youth Club (payable to Equals) agreed last meeting	£500.00
GPFA annual sub	£50.00
Village Hall hire Aug/Sept	62.00
Clerk's expenses July/Sept	£183.12
Shurdington PC for Clerk course	£6.00
Dale Haines, grass	£320.00
Stroud DC, dog bin emptying 2009/10	£156.77

\* The minimum wage had increased from £5.73 to £5.80 on 1 Oct; Mrs Edwards was on £6/hr and it was agreed to increase this to £6.10 representing an increase of just over 1.5%. She would be asked to request this increase.

**Bank Account**

Mr Plater would visit the Bristol Road branch before the next meeting. A direct debit for Broadband had been set up.

**Audit 2008/9**

The Audit had been completed and advertised. The Auditor's Report was read out (it stated that the fidelity guarantee was inadequate. A letter explaining that the s106 funds were not under the control of the council would be sent in reply.

**Draft Budget 2010/11**

There was insufficient time to consider this so members were asked to consider it and come up with suggestions for the next meeting. The Precept had to be set by the December meeting.

**Half-Yearly Cashflow Summary**

This had been circulated.

**S106 Accounts**

Karen Toole was not available to discuss the use of these accounts, and the matter had been referred to Planning.

**119/09 PARISH MAINTENANCE****Grass cutting**

Mr Haines had submitted a quote for Churchyard cutting next year on the same terms (£160 per cut) unless petrol prices significantly increased. This was accepted.

**Elmgrove Estate Play Area**

Inspection report was signed. The parent of a child which had fallen off the new equipment on 9 Sept had made a claim to the council's insurers. Consideration was given to erecting a notice at the Play Area giving the parish council's name but this would be left for the time being. Consideration was also given to removing the Youth Shelter and all equipment from the Play Area, as they had brought such problems.

**Youth Shelter**

Quotes for paths had been obtained but the council felt that enough had been spent so the matter would not be proceeded with. Removal of the rollers would be requested again.

**CCTV**

ASG would attend the Village Hall to configure the monitor, supply software and make adjustments to the cameras. A further camera was needed. Mr Clarke had obtained a Policy document and advised that nominated members should be appointed to access the data, pending guidance as under item 113 above.

**Ditches**

The Plantation ditch had been cleared, but spoil had been piled on the uphill side.

**Litter**

Empty bottles and cans in Dimore Close, Westbourne Drive and at the Youth Shelter were becoming a problem (Mr Welbourne had removed traces of a plastic fire from the Youth Shelter seat). Members were unwilling to collect rubbish as proposed by Mr Novoth at SDC, until the better weather and lighter evenings (Mr Drew would arrange further meetings with Mr Novoth).

**Churchyard**

A report on the chipped monument had been forwarded to the complainant so that he could take it up with the contractor (who had been advised) if he wished. The goats owned by Mr Clements had been in the Churchyard several times, and the Clerk was requested to write to him concerning the damage and upset they had caused. Fence at Church Green: this needed maintenance so Mr Kent would be asked to coat it with a suitable preservative, and reinstatement of the plastic bollards there would be requested.

**SDC Maintenance**

Stroud DC was still to arrange a site meeting at Dales Wharf to discuss maintenance there.

**Gardens Competition 2009**

The results had been circulated and the marking sheets had been displayed on the Post Office board. The judges and several winners had been unable to attend the presentations.

**120/09 ROADS & TRAFFIC**

Utilities maps had been obtained for possible bollarding of only the top piece at approx £500; Mr Newell would investigate further and formulate a price.

**121/09 JAVELIN PARK**

GlosVAIN had organised a lobby at the County Council meeting on 9 Sept. Consultation on waste strategy would take place during the autumn and the plan finalised in December.

**122/09 REPORTS FROM COUNCILLORS**

Members leaving early, allocation of time for agenda items, 30 mph signs in Pound Lane and the possibility of installing another bin near the bus shelter in Westland Road were discussed.

**123/09 DATE OF NEXT MEETING** was confirmed for Monday 2 November

A meeting of the Finance Committee for quarterly internal audit checks had been held before the start of this meeting.

There being no further business, the Chairman closed the meeting at 10.10 p.m.

Date ..... Signed .....