AVENING PARISH COUNCIL

**MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON**

 **THURSDAY, 17 SEPTEMBER 2015 at 7.30 pm**

**PRESENT:** Cllr A Slater (Chairman), Cllr D Bendall, Cllr D Conway, Cllr Mrs G Parsons, Cllr E Worsdell

**ALSO IN ATTENDANCE:** Cllr A E Hicks (GCC), Mr P Best (PCC), Mr J Collinson (Projects) and Mrs C Braidwood (Clerk).

**NON-ATTENDANCE**: None

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| **111/15** | **Public Question Time**None |
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| **112/15** | **Police - Monthly Crime And Anti Social Behaviour Report**Noted |
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| **113/15** | **Apologies And Reasons For Absence**Cllr J Catterall (Personal), Cllr J Parsons (Personal), Cllr M Williamson (Personal), Cllr Mrs C Mitchell (Personal) |
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| **114/15** | **Code of Conduct** |
| **114.1/15** | **Declarations Of Interest in Items on the Agenda**Cllr Slater declared an interest in Item 12.2/15 |
| **114.2/15** | **Updates to Members Register Interest (if appropriate)**None |
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| **115/15** | **Matters Arising From The Minutes**  |
| ***Action (CB)*** | **Parking at the Junction with Point Road and High Street**The Clerk reported that Gloucestershire Highways Officers have confirmed that this is a Police issue and the Clerk was requested to take this up with them. |
| ***Action (CB)*** | **Maintenance of Trees on Boundary with Playing Field and Sunground**The Clerk advised that no reply has been received from Gatcombe Estate regarding ownership of the land and the Clerk was requested to check with the Land Registry to identify ownership and also to check that the Playing Field has been registered as owned by the Council. |
| ***Action (CB)*** | **Disappearing Stream**The owner of the Owl House has acknowledged the problem and asked for help from the Council. In the circumstances, the Clerk was requested to obtain a quote from Peter Savage for collecting the clay and delivering it to the site. It was agreed that the Council could facilitate the remedy if the landowner would cover the cost. |
|  | **Brandhouse Farm Gates**The Clerk advised that the installation of the gates across the Highways has been reported to Gloucestershire Highways who is investigating. It was also noted that the landowner has contacted the Council to advise of the installation of the gates. |
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| **116/15** | **To Approve And Sign the Minutes of the Parish Council Meeting held on 20 August 2015****RESOLUTION 42/15**The Minutes were unanimously agreed as a true and accurate record and were signed by the Chairman |
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| **117/15*****Action (TS)******Action (TH)******Action (TH)******Action (TH)*** | **County and District Councillors’ Reports****Cllr J Parsons – District**Unavailable. Report attached.**Cllr A E Hicks – County advised**:* Using Division budget to solve some Highways issues in the Village such as a plan for School to access the play area and may come to the Council in the New Year to request a contribution. Also working on a new design to widen the Lawrence Road / Minchinhampton Road junction to prevent congestion which is safety issue. The Chairman agreed to advise Sue Savage who had raised the issue.
* Following the complaint about the surface of Ash Path, Officers have confirmed that it is a PROW and is safe for pedestrians. It is believed that being used by vehicles has damaged the road surface. GCC are not the owners who may be the residents whose properties access the Path.
* The repair of Star Lane while not brilliant was not bad. It is not a safety issue at the moment and not a responsible need in view of GCC finances.
* Will take back to Highways the condition and bad patching at Nags Head. The job was done badly and the whole patch should have been made good.
* Collapsing Wall in Powis Lane – will chase up.
* Gate across road at Brandhouse Farm – will chase up.

**GCC Devolution -** Intended to make better use of resources in areas such as Police, Health, Fire etc. Gloucestershire and Bristol will be come a joint area**Police -** All front line staff are being issued with computer systems to enable them to file reports on the ground. According to the current prediction, there will still be an improvement on the front line despite cutting numbers of staff. 101 call centre has been successful**Ambulance Service -** Doesn’t have the funding to improve response timescales. The Chairman reported that there was a local incident at weekend of a person with internal bleeding. The Paramedic attended quickly and settled the patient but it took over 4 hours for an ambulance to attend.  |
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| **118/15** | **Chairman’s Report –** As Villager report(Attached) |
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| **119/15** | **Community Issues & Projects** |
| **119.1/15** | **Traffic and Highways** |
|  | **Highways Update** See 117/15 |
| ***Action (EW)*** | **Winter Maintenance**Cllr Worsdell advised that he has experience of salt / grit spreaders and would pass information to the Chairman and the Clerk before the next meeting. |
| ***Action (CB)*** | **Ash Path – Ownership and Overhanging Tree**Following a report that a resident had fallen due to the poor surface of Ash Path the resident had claimed that there is documentary evidence to show that the Parish Council and Gloucestershire Highways own the Path. Enquiries have been made and it has been established that it is a PROW and as such is maintained for use by pedestrians but not vehicles. Gloucestershire Highways considers that whilst the surface is acceptable for use by pedestrians, it has been damaged by vehicular use. In order to determine ownership the Clerk was requested to contact the resident concerned to ask for a copy of the document. |
| **119.2/15** | **Community Issues** |
| ***Action (CB)*** | **Update on Arrangements for the Memorial Hall**Update on Charity CommissionThe Clerk reported that the Trustee and contact details have now been changed to the Parish Council with the Charities Commission. It now remains for the past Accounts to be filed.  |
| ***Action (CB)*** | **Update on Avening Playing Field**Members had been extremely concerned to learn that no Safety Check had been carried out on the play equipment for several years thereby invalidating the insurance cover. In addition, the expected grounds maintenance had not been carried out and contact from the Committee has been intermittent. Therefore, the Clerk was requested to invite the Playing Field Committee to attend the next Parish Council.  |
| ***Action (JC)******Action (JC)******Action (JC)******Action (JC&DB)******Action (JC&EW)******Action (CB)*** | **Updates from Project Manager**See attached.**Memorial Hall Upgrade** * The Project Manager advised that hirers are very interested in the new equipment and it was suggested that he should put an advertisement in The Villager.
* Concrete lintels in Chamberlain room – both of these require replacing and a quotation was presented. However, in view of the cost it was agreed to obtain 2 additional quotes and to include the option of steel lintels. This could be approved by email in view of the closeness of Half Term when it would be most convenient to carry out the work.
* Change to Cleaning Requirements – The Project Manager advised that the cleaners hours need to be increased during term time and that he will discuss the required specification with her.
* Stroud Alarms – Members were advised that the Project Manager and Cllr Bendall would be meeting with the contractor to review requirements. This will include the Council room upstairs and a report will be presented to a future meeting.
* Cllr Worsdell advised that Avening Cinema Group has offered to buy a new light for lighting bar from their profits. The Project Manager will obtain suitable quotes.

Preferred Contractors list – the Clerk advised that a Preferred Contractors Lists should be developed based on contractors previously used and whose work has been approved. This would mean that quotations do not always need to be sought. Finance Regulations must be amended accordingly. |
| ***Action (CB)******Action (DB)*** | **Any Others****Playgroup** Cllr Conway advised that all personnel posts have been filled. There is a new operating Committee with Keith Chapman as Chairman. The Trustees are Mrs E Ind, Mr N Stanton and Mrs K Tew. The Primary Head Teacher is keen for the Playgroup to be successful and remain as a feeder for the Primary School. However, it was noted that attention should to be paid to the business plan in order to survive. It was agreed to invite the Trustees to the November Council meeting to hear about progress and see what assistance is required.**New Residents**Cllr Bendall suggested that in the light of the number of new residents, the Parish Council should communicate with people better. He proposed that a card could be sent to new residents with an information pack. It was agreed that this could be considered at a future meeting. |
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| **120/15** | **Finance** |
| **120.1/15** | **Bank Reconciliation and Budget Status up to 31 August 2015**Noted |
| **120.2/15** | **Bills For Payment (as detailed on Schedule)****RESOLUTION 43/15**It was resolved to pay the Bills on the attached Schedule |
| **120.3/15** | **Grant Application from Avening PCC for Churchyard Maintenance**Mr Peter Best advised:* The fencing with the School has been completed and has improved safety.
* Dry stone walling has also been completed.
* It is a very big Churchyard that requires regular mowing and strimming.
* The Tuesday Volunteer gang has dwindled this year (for various reasons) and there are sometimes only 4.
* Stephen Uzzell has taken up the slack but has to be paid.
* There is a great deal of local pride in the Churchyard, which stands the Village in good stead. It is a green and pleasant area and there has been no increase to the grant request for the last 4 years.
* Mr Best gave an overview of the income of the Church and running costs.

**RESOLUTION 44/15**It was resolved to fulfil the £1,250 grant request this year but there was no agreement to a 3-year arrangement. Members recommended that the PCC should investigate options with the Diocese on the level of contribution to the Common Fund and point out that the Parish Council has retained the Precept at 0% increase.**The Villager*** Has been one of the surplus generating areas and the recent changes (delivery to all households) has been a great success.
* Very close to breaking even but without the PC grant it would be £1,200 down.
* It was noted that there had been a lot of new people coming into the Village and the Villager is a very important means of communication
* There is not sufficient information yet available to put a grant application together and would like to be able to give the Council several options.
* Grant application will follow in due course.
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| **121/15** | **Planning** |
| **121.1/15** | **Response to New Planning Applications** |
|  | **14/05537/FUL Avening Mill Mill Lane Avening Tetbury Gloucestershire GL8 8PD**Change of use of commercial parking area to residential parking, including erection of boundary fence – NEW DETAILS (Boundary Fence) |
| **121.2/15** | **Applications Responded to Since Last Meeting** |
|  | None |
| **121.3/15** | **To Receive Decision Notices**  |
|  | **15/02544/FUL Avening Mill Mill Lane Avening Tetbury Gloucestershire GL8 8PD**Insertion of UPVC double-glazed window to replace defective existing windows (retrospective)Additional Details Issued 15 July 2015Refused 3 September 2015 |
|  | **15/02546/FUL Avening Mill Mill Lane Avening Tetbury Gloucestershire GL8 8PD**Replacement of natural stone tiles with artificial slates. Installation of rooflights (retrospectivePermitted 3 September 2015 |
|  | **15/02657/FUL Former Cart Shed Avening Mill Mill Lane Avening TETBURY Gloucestershire GL8 8PD**Conversion of former cart shed to one dwelling - amended scheme to include changes to fenestration and rooflights in north elevation (retrospective)Permitted 7 September 2015 |
| **121.4/15** | **Planning Correspondence** |
|  | None |
| **121.5/15** | **Tree Works Notifications** |
|  | **15/03812/TCONR Sandford Barn High Street Avening Tetbury Gloucestershire**Works to trees in conservation areas for Field Maple - reduce to approve 1.5m below previous pollard; Sycamores (approx. 14 main trunks) - fell cluster of 4 main trunks nearest the driveIn view of Mr Major’s recent email advising that a tree needs to be cut back on Ash Path, bordering his property, the Clerk was requested to suggest that Mr Major’s contractor carries out the work. |
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| **122/15** | **Correspondence** |
|  | **Flood Meeting – 27 November 2015**Noted |
|  | **Cotswold Tree Wardens meeting – 24 September**Noted |
| ***Action (CB)*** | **CDC Invitation to Town and Parish Council Liaison Meeting**No one is available to attend and the Clerk was requested to check if Cllr Parsons is attending as Ward Member. |
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| **123/15** | **The next Parish Council Meeting will be on Thursday, 15 OCTOBER 2015 in Avening Memorial Hall at 7.30 pm.**  |

There being no further business, the meeting was closed at 21:55