AVENING PARISH COUNCIL

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

**THURSDAY, 17 MARCH 2016 at 7.30 pm**

**PRESENT:** Cllr A Slater (Chairman), Cllr D Bendall, Cllr Mrs C Mitchell, Cllr Mrs G Parsons, Cllr J Parsons and Cllr M Williamson

**ALSO IN ATTENDANCE:** Mrs Christine Howells, Mr J Collinson (Projects) and Mrs C Braidwood (Clerk).

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| **31/16** | **Visitors**  **Mrs Christine Howells** offered to help with catering for the Queen’s Birthday tea.  See Item 41.2/16 |
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| **32/16** | **Public Question Time**  None |
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| **33/16** | **Police - To Receive Monthly Crime And Anti Social Behaviour Report**  None |
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| **34/16** | **Apologies And Reasons For Absence**  Cllr J Catterall (Personal) and Cllr Tony Hicks (GCC) |
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| **35/16** | **Code of Conduct** |
| **35.1/16** | **Declarations Of Interest in Items on the Agenda**  Cllr Slater – Item 42.2/16 |
| **35.2/16** | **To Receive Updates to Members Register Interested (if appropriate)**  None |
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| **36/16** | **Matters Arising From The Minutes** |
| ***Action: JC*** | **Grit / Salt Spreader and Shed**  The Clerk confirmed that the Spreader is now with the Chairman.  The Project Manager advised that the issue with the shed being constructed to the incorrect size is still unresolved but a meeting is to take place tomorrow when it is hoped that a solution might be found. |
|  | **Posts on Grassed Area on corner of Lawrence Road**  The Clerk advised that the contractor has been put on hold until Cllr Worsdell has had an opportunity to investigate underground services on the site. |
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| **37/16** | **To Approve And Sign the Minutes of the Parish Council Meeting held on 25 February 2016**  **RESOLUTION 12/16**  The Minutes were agreed as a true and accurate record and were signed by the Chairman |
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| **38/16** | **County and District Councillors’ Reports**  Cllr Hicks’ report was distributed (Attached)  Cllr Parsons reported that CDC is looking into a unitary arrangement with West Oxfordshire Council. A review will be carried out by an external organisation and it is expected that further information will be available in June. |
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| **39/16** | **Chairman’s Report (Attached)**  Nothing further to report |
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| **40/16** | **Recruitment of New Clerk**  It was reported that a good response has been received to the advertisements and a shortlist has been put together. Interviews will take place on 5 April. |
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| **41/16** | **Community Issues & Projects** |
| **41.1/16** | **Traffic and Highways** |
| ***Action: CB***  ***Action: CB***  ***Action: CB*** | **Drains Clearing and CDC Councillors’ Environmental Allocation**  It was noted that Highways has confirmed that drain clearing must be done by their own contractor on their instruction. It was agreed to escalate the matter to Cllr Tony Hicks requesting more frequent cleaning particularly at Mays Lane where the drains always flood during rain.  **Request to Temporarily Move PROW at Brandhouse**  **RESOLUTION 13/16**  It was unanimously resolved to refuse support to temporarily move the PROW and to point out that it is the builders’ responsibility to ensure the safety of the site and users of the PROW.  **Brandhouse Farm – new vehicular routes**  The Clerk was requested to provide a plan of the site for Cllr Mrs Parsons to mark the new vehicular routes. Cllr Parsons agreed to liaise with CDC Planners. |
| **41.2/16** | **Community Issues** |
|  | **Avening Memorial Hall Committee - Report from Cllr E Worsdell**  Not available |
| ***Action: CM***  ***Action: CB*** | **Queen’s 90th Birthday Celebrations**  **RESOLUTION 13/16**  Cllr Mrs Mitchell advised that there is to be School trip to London on Sat 11June and, therefore, it was agreed to move the event to the previous weekend and hold the tea party on Sunday, 5 June 3.30 – 5.30 pm. It was noted that the bunting would already be in place for the activities the following weekend. She further advised that she has arranged for a Magician to entertain and that she would ask Princess Royal to present the medals to the children.  Cllr Mrs Mitchell would develop budget for consideration at the next meeting and, in the meantime, the Clerk would supply the Chairman and Cllr Mrs Mitchell with information relating to the medals so that an order could be placed as soon as possible. |
| ***Action: JC*** | **Project Manager’s Report (Attached)**  School Kitchen – discussions to reach a solution are likely to take some time. However, the intention is to enclose the kitchen in a 30-minute firebox.  The Roof is deteriorating particularly on the exposed side and it was recommended that a full building survey by a chartered building surveyor be carried out. It was agreed that the Council is responsible for the structure of the building and that a holistic approach is preferred. Some Members recollected that a full survey was carried out in approx. 2007 and it was agreed that the Project Manager would make enquiries with the surveyor in Nailsworth. It was also noted that GCC should have carried out a survey before doing major refurbishment. |
| ***Action: CB*** | **Community Emergency Plan**  Ms Ellie Green had contacted the Council with an offer to become a First Responder. Members welcomed the proposal and it was agreed to put her in touch with Cllr Worsdell and for the Clerk to investigate training and provision of such a service. |
| ***Action: CM*** | **Village History Display – Cllr Mrs C Mitchell**  The Clerk confirmed that Mr Venning is reluctant to take on additional projects due to health problems and would welcome the involvement of local residents. He had confirmed that Mrs Ann Brick has all of his research on a memory stick. Cllr Mrs Mitchell agreed to contact Mrs Brick and seek other local help. |
| ***Action: CB*** | **Annual Village Meeting**  It was agreed to hold the Annual Village meeting on Saturday, 7 May at 10.30 am in the Memorial Hall and to follow previous years format. |
| ***Action: CB*** | **The Villager – Mr Peter Best**  **RESOLUTION 12/16**  Members noted that the grant request is the same as last year. Proposed: Cllr A Slater and Seconded : Cllr M Williamson and unanimously agreed to a donation of £1,250. It was further agreed to pass on the Council’s thanks for the way the Villager has been managed during the past year. |
| ***Action: AS*** | **Villager(s) of the Year 2016**  It was agreed to launch the search for a winner in the Chairman’s Villager article. |
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| **42/16** | **Finance** |
| **42.1/16** | **Bank Reconciliation and Budget Status up to 28 February 2016**  **RESOLUTION 13/16**  It was unanimously resolved to approve the Bank Reconciliation. |
| **42.2/16** | **Bills For Payment (Schedule Attached)**  **RESOLUTION 14/16**  It was unanimously resolved to approve payment of the bills detailed on the Schedule. |
| **42.3/16** | **To Consider Donation Request from Corinium Talking News**  **RESOLUTION 15/16**  It was unanimously resolved to make a donation of £50. |
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| **43/16** | **Planning** |
| **43.1/16** | **New Planning Applications** |
|  | **16/00452/LBC Hanslo House 3 Point Road Avening Tetbury Gloucestershire GL8 8LY**  Replacement boiler and insertion of flue to the rear wall of the house  No Objections |
|  | **15/05254/FUL 18 Star Lane Avening Tetbury Gloucestershire GL8 8NT**  Two-storey side extension and single storey garden room to rear  Additional Information  No Objections |
| **43.2/16** | **To Note Applications Responded to Since Last Meeting**  **None** |
| **43.3/16** | **To Receive Decision Notices** |
|  | **15/05254/FUL 18 Star Lane Avening Tetbury Gloucestershire GL8 8NT**  Two-storey side extension and single storey garden room to rear  Permitted 7 March 2016 |
| **43.4/16** | **To Consider Planning Correspondence** |
|  | **15/02544/FUL Avening Mill Mill Lane Avening Tetbury**  Description of development: Insertion of UPVC double-glazed window to replace defective existing windows (retrospective)  Application Reference: 15/02544/FUL  Appellant’s name: Abbey Trust (UK) LLP  Appeal Reference: APP/F1610/W/16/3145382  Appeal start date: 1st March 2016  The Parish Council objects to the UPVC windows at Avening Mill.  The Mill is a major building that dominates the nearby Conservation Area.   Although non-designated, the Mill is a heritage asset and in order to comply with Section 7 of the NPPF any development must reflect local character and history as well as locally used materials.  The use of UPVC does not comply with Policies 14 and 42 of the Cotswold District Local Plan in terms of being detrimental to the character and setting of the building as well as local distinctiveness.  The use of UPVC is a complete contrast to the original, are out of character with surrounding buildings of a similar age and do nothing to enhance this small rural Village. |
| **43.5/16** | **To Receive Tree Works Notifications**  None |
| **43.6/16** | **To Consider Any Other Urgent Planning Applications or Correspondence Received Since Publication of the Agenda** |
|  | **16/00891/FUL 11A High Street Avening Tetbury Gloucestershire GL8 8LU**  Erection of a live/work unit (Variation of conditions 2, 12 and 13 of appeal decision APP/F1610/A/14/2211813 (13/03106/FUL) to allow for the substitution of revised plans and to enable parking and manoeuvring to be provided within the application site)  The Parish Council strongly objects to this application for the following reasons:   * The site is in a Conservation Area and occupies a very prominent position near to the junction of High Street with Point Road and on the main route through the Village. * The Application appears to be so fundamentally changed from the original that it is in fact a new application and should be considered as such. * It is inappropriate to have such a large wall to the rear of the property at the cost of garden that, in reality, will not address the access issue. * The design has a garage in the middle of the building that would require an extremely steep drive to accommodate the turning area. * There is deep concern about the position of neighbours particularly those above the site in terms of safety and access. * The revised vehicular proposal is unrealistic and the measurements and diagrams of the access splay appear to be incorrect and misleading. * Parts of the site are registered as part of 11 High Street and should not be included in the application. * The internal levels of the development are unclear. |
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| **44/16** | **Correspondence** |
|  | **CDC Briefing Note – Unitary**  Noted |
|  | **CDC Press Release – Council Tax Freeze**  Noted |
|  | **CDC Press Release – Rural Broadband**  Noted |
|  | **GCC – Cotswold Unitary Bid – FAQ’s**  Noted |
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| **45/16**  ***Action: CB*** | **Councillors**  **Queen’s Birthday – 21 April 2016**  Cllr Mrs Mitchell advised that, by kind permission of Rev Celia Carter, a Bonfire is to be lit at the top of the ridge on Park Farm by the Council Chairman. This will be followed by a cake being cut. It is requested that there are no dogs.  **Cllr Mrs G Parsons** requested that the gates on the entrance to the Village from Tetbury are treated and the vegetation cut back.  **Land at Sunground**  Cllr Parsons advised that the access strip has been sold by CDC to GCC as GCC have access across the strip in perpetuity and would have to give any future owners right of access. He confirmed that it remains an exception site and, therefore, it is guaranteed that any development must include an element of affordable housing. |
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| **46/16** | **The next Parish Council Meeting will be on Thursday, 28 April 2016 in Avening Memorial Hall at 7.30 pm.**  **All Are Welcome** |

There being no further business, the meeting was closed at 8.45 pm