

MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON THURSDAY 18th MARCH 2010 AT 7.30 PM

The following Councillors were in attendance. Cllr J Parsons (Chairman), Cllr M Williamson (Vice Chairman), Cllr T Beardsell, Cllr Mrs C Mitchell, Cllr J Catterall, Cllr Mrs E Oliver, Cllr A Slater.

Also in attendance: Mrs D Cook (Clerk), Julie Wickham (Community Projects Officer at Tetbury Town Council)

The Chairman opened the meeting at 7.30pm.

105/09 PUBLIC QUESTION TIME

No members of the Public were present.

It was **RESOLVED** to vary the agenda to deal with item 3. Presentation from the Community Projects Officer at Tetbury Town Council.

106/09 PRESENTATION FROM COMMUNITY PROJECTS OFFICER AT TETBURY TOWN COUNCIL RE TETBURY PARTNERSHIP

The Tetbury Partnership had been developed over the last five years. It came from the development of the Market Town's Healthcheck. This was a long process finding evidence of the current state of the town and then putting all of this together in one document (Tetbury Healthcheck). This has gone on to be used as the basis to show evidence of need in funding applications. It was important to get the views of many of the residents, especially those who don't tend to attend public meetings. The Council ran events/stands/questionnaires at the Tetbury Flower Show and town market to speak with as many people as possible.

Tetbury TC used GRCC and GMTF to help them develop the healthcheck and then to set the priorities for work for the council. There had been some deviation from this dependent upon funding availability etc. The action plan was now being reviewed.

Tetbury often now used grantsnet and the GCC websites for funding guidance as to which funds were available. They had also used Maiden to find information to prove need for certain things eg to show areas of deprivation and therefore that funding would be appropriate.

The Chairman thanked Julie Wickham for her time and she left the meeting at 8.10pm.

107/09 PCSO REPORT & CRIME AND ANTISOCIAL BEHAVIOUR

The PCSOs has sent apologies. The monthly crime report was noted. The theft of a charity tin from a commercial premises and window of a property being smashed were noted.

There had been other instances of antisocial behaviour in the village. It appeared to be the same group of youths as in previous months. The Clerk would publish the police 0845 telephone number in the Villager again. People would be encouraged to phone and report matters.

Signed.....Chairman/Presiding Officer

Date: 15th April 2010

PC Paul Bowman from the Mobile Police Station had been in contact with Cllr Parsons regarding the MPS. The Clerk had written to Spt Woodhall at Stroud to express support for the MPS and the PCSO's and to ask that levels of policing do not decline.

108/09 APOLOGIES AND REASONS FOR ABSENCE

Cllr Mrs G Parsons (personal)

109/09 TO ACCEPT THE ABSENCE OF CLLR MRS G PARSONS FOR A FURTHER PERIOD OF 3 MONTHS FROM MARCH 2010 TO JUNE 2010

It was **RESOLVED** to accept the absence of Cllr Mrs G Parsons for a further period of 3 months from March 2010 to June 2010.

110/09 DECLARATIONS OF INTEREST

Cllr Jim Parsons declared an interest in all planning matters because of his position as District Councillor sitting on the Planning Regulatory Committee at CDC.

111/09 ACCEPTANCE AND SIGNING OF MINUTES OF MEETINGS HELD ON THURSDAY 18th FEBRUARY 2010

It was **RESOLVED** to accept and sign the minutes of the meeting held on Thursday 18th February 2010.

112/09 MATTERS ARISING FROM THE MINUTES

It was noted that the new editors of the Villager magazine had been appointed. Jane Archer and Nicholas Winkfield would work with the outgoing editor Kathleen Lindesay on the April edition. The bumper issue of the Villager would be put back until about September. The Clerk would write to Kathleen Lindesay to say thank you for her work editing the magazine over the previous 11 years.

Ash Path would be inspected by the Pathways team on 15th April and they expected work to be undertaken shortly after that.

The Clerk advised that she had been appointed Chairman of Gloucestershire and South Gloucestershire Branch of Society of Local Council Clerk's for the next year.

113/09 TO SET DATE FOR ANNUAL PARISH MEETING AND ANNUAL MEETING OF THE PARISH COUNCIL

The Annual Parish Meeting will take place on Monday 10th May 2010. The Annual Meeting of the Parish Council will take place on 20th May 2010.

114/09 VILLAGE HALL

Cllr Mrs E Oliver reported that the windows were due to be replaced at the Hall shortly and the gates were being replaced by the school.

There was a dedicated number to phone for hall bookings. This would be publicised.

115/09 PLANNING

115.1/09 New Planning Applications

10/00662/FUL	Avening Primary School, High Street, Avening, GL8 8NF Proposal: Erection of a footbridge over the stream. Councillors had no objection to the application but queried the materials to be used for the webbing/mesh (presumably a safety feature) as the current material did not appear to be in keeping with
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Signed.....Chairman/Presiding Officer

Date: 15th April 2010

	the area.
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115.2/09 Decisions Received

Council noted the decision below.

09/03590/FUL	10 High Street, Avening, GL8 8LU Proposal: Replacement of four windows to front Date decided: 26 February 2010 Decision: Application Permit
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116/09 TREE WORKS

116.1/09 Tree Felling Licence

Council noted the application for a felling licence (below) but did not respond to the application. The deadline for comments had passed. Only a small area of the land was in the parish of Avening.

10/00746/FUL	Gatcombe Wood, Avening Proposal: Felling Licence Consultation - FLA/018/325/09-10
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116.2/09 Tree Works Decisions

These application types were for information purposes only and were not open to consultation. Council noted the decision listed below.

10/00978/TCONR	Hill House, 7 - 9 Tetbury Hill, Avening, GL8 8LT Proposal: Pollard Silver Birch down to 20-25 feet. Tree is situate in garden by the road Date decided: 16 March 2010 Decision: Application Permit
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116.3/09 Local Government (Miscellaneous Provisions) Act 1982

Application for Street Trading Consent – Winstones 10/00590/STICEY

The Council had no objection to the application but noted the current licence details as the ice cream van usually visited the village at around 11am. It was noted this would now be between 12-7pm.

117/09 FINANCE

117.1/09 Budget Status and Balance at Bank

The current balance at bank was £4,837.69 with £19,130.49 now in the deposit account with projected expenditure and year end balance as set out on the monthly budget sheet.

117.2/09 Bills for Payment

It was **RESOLVED** to approve the following bills for payment:

▪ Clerk’s Salary less Income Tax plus Expenses	£615.87
▪ HMRC (Jan to March)	£75.44
▪ GAPTC (standing orders part 1)	£28.70
▪ GAPTC (annual membership)	£218.50
▪ J. A. Wickham(mileage - CPO Tetbury)	£5.60
▪ Spatial Tech (UK) Ltd (Parish Online Mapping)	£47.00

117.3/09 To approve the following cheques/payments issued at/since the last meeting

It was **RESOLVED** to approve the following cheques/payments issued at/since the last meeting:

- Avening Youth Club £274.95

Signed.....Chairman/Presiding Officer

Date: 15th April 2010

117.4/09 To carry out internal audit for 2009/10

Cllrs T Slater and J Catterall carried out the financial internal audit.

It was considered prudent, even though there were no members of the public present, that in view of the business to be discussed, the meeting should be placed in closed session.

It was therefore unanimously RESOLVED that the meeting move into closed session under the terms of The Public (Admissions to Meetings) Act 1960 as the business to be discussed included sensitive information and dealt with staff conditions of service which could be prejudiced by being in the public domain at this time, in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

117.5/09 Amended Budget Figures and Workplan for 2010/11

An outline was given by the Clerk and the matter would be looked at in detail at April's Council meeting. A Special Resolution was signed by three Councillors to allow the matter to be discussed again.

117.6/09 Opening of Bank Account for Reserves

The Clerk advised that the Council's financial commitments were increasing and money was being held for various projects. It was **RESOLVED** to look into a separate account to keep at least emergency reserves separate.

117.7/09 First Registration of areas of Parish Council owned land and to consider revised legal costs

This matter was deferred as the Solicitor was awaiting advice from the Land Registry before advising us of costs.

117.8/09 Adoption of Phone Boxes

It was noted the Council had received confirmation from Central Networks that the MPAN agreement had been cancelled. No further information had been received.

117.9/09 To consider amending grasscutting contract to include an area in the churchyard

The PCC had been in contact to ask if an area of grass at the Churchyard could be included on the Parish Council's grasscutting contract and the Parish Council make a grant to the PCC towards the cutting costs. It was **RESOLVED** to obtain a quote from the grasscutting contractor and look at the issue in April.

117.10/09 Grant Applications

117.10.1/09 Grant application for Village Hall Memorabilia Project

This matter was deferred as the residents who wished to carry out the project had not been able to attend the meeting.

118/09 PARISH PLAN/COMMUNITY PROJECTS

118.1/09 Provision of Post Office in the Village – response from Post Office Ltd

A response had been received from Post Office Ltd. In the meantime the Clerk had spoken to the field manager for the area and had been advised that Post Office Ltd looks

for a site for a new permanent post office (if as stand alone, the set up costs are higher than if as part of a community venture eg, a shop). If they cannot locate one they look for a suitable room to run a post office from a few hours a week (someone from post office ltd sets up a computer system for a few hours). If this cannot be achieved they look at the mobile post office, but this is a very busy service. The Clerk advised the field manager that the council would assist in looking for a premises if the Post Office wished as the Council had local knowledge of people and places to ask.

118.2/09 Traffic and Highways:

118.2.1/09 Dog fouling problems on Old Hill and surrounding area

The roads around Old Hill and surrounds had been cleaned by GCC street cleaners. Therefore the dog fouling situation had improved as it had all been cleaned away. The Clerk would cancel the Environmental Warden's visit on 24th March and arrange another time when the problem starts increasing again.

Cllr Mrs C Mitchell left the meeting at 9.10pm.

118.2.2/09 Update on possible bus service to Nailsworth

The Tetbury Dial a Ride service was offering a bus to Tetbury on a Thursday morning. They were allowed to run with 2 people and they had now secured the 2 bookings they needed to run the bus.

The Clerk had spoken with the GCC transport officer for the area. Short term, they would look at the timetabling of current bus services as they could amend times slightly of the bus leaving Minchinhampton so that it could provide a link to Nailsworth for the Avening Bus when it arrived in Minchinhampton. GCC were currently undertaking a review of bus services in the Stroud area and they would take into account a request for a bus to Nailsworth. The results of their review would be available July/ August 2010. GCC confirmed that the bus services carrying schoolchildren were closed contracts so it was not possible to utilise them.

Councillors had noted a Cotswold Green bus travelling through Avening to Tetbury with "out of service" on it. The Clerk would mention to GCC.

118.3/09 Avening working in partnership

Following Julie Wickham's talk, this matter was deferred.

118.4/09 Memorial Hall Memorabilia

This matter was deferred.

118.5/09 The Villager

This had been dealt with under agenda point 8, minute number 112/09 above.

118.6/09 Contacting the Community & Emergency Planning – working with others

The Council would work with Cherington PC and Tetbury Upton PC on an emergency plan. In the first instance Avening PC would host an evening where Councillors from the three PCs would meet and have an initial discussion about the plan. The Clerk would arrange a date and venue.

118.7/09 Mapping Structures in the Parish

The payment to Parish Online was about to be made and the Council would then have access to the online service.

118.8/09 To set a date for the Village Spring Clean

The 15th May 2010 was agreed as the date of the next Spring Clean. The Clerk would arrange the kit from CDC, advertising posters and a note in the Villager.

118.9/09 Gatcombe Horse Trials 2010 – to approve donation of the expected 18 tickets

It was **RESOLVED** to donate the 18 tickets from the organisers of the Gatcombe Horse Trials to local groups for prizes. They would be split into pairs and half given to the Church fete for the raffle and half to the Hall for the Scarecrow trail day.

119/09 POLICIES AND PROCEDURES

119.1/09 To Adopt Standing Orders with the amendments as set out in red

It was **RESOLVED** to adopt new Standing Orders with the amendments as set out in red.

119.2/09 To adopt draft Press Policy as required in Standing Orders

It was **RESOLVED** to adopt the draft Press Policy as per the requirements for a press policy in the new standing orders.

119.3/09 To adopt new Grievance and Disciplinary Policies

This matter was deferred.

119.4/09 To confirm details of the grant to be paid to the Memorial Hall Committee towards the advice of the Surveyor on the Village Hall lease. If necessary, to suspend standing orders and approve that the grant of £1,000 to the Memorial Hall Committee towards a Surveyor's fees can be carried over into the financial year 2010/11.

The Clerk queried with Council the wording of minutes in the meeting of April 2009 where it was set out that the £1000 annual grant to the Hall Committee was to be used towards the cost of the Surveyor. The Clerk queried whether it was the annual grant that was being referred to or whether there had been a misprint. The Clerk reminded Councillors that the minutes once signed, are a true record of what was agreed in the meeting. Councillors considered the matter and confirmed that they meant that the £1000 annual grant for 2009/10 (just paid out at February's meeting) was to be used towards the cost of the Surveyor contracted to advise on the Lease of the Hall, currently being drafted by GCC.

120/09 CORRESPONDENCE FOR ACTION

- Response to Police re MPS and PCSO's – this had been raised under agenda point 2, minute number 107/09 above.

**The Next Meeting of Avening Parish Council will be held on
Thursday 15th April, 2010 at 7.30 pm
At Avening Memorial Hall**

There being no further business the meeting was closed at 9.40pm