

**MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON THURSDAY 17<sup>th</sup> JUNE 2010 AT 7.30 PM**

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

Also in attendance: Mrs D Cook (Clerk)

**21/10 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

Cllr M Williamson signed the Declaration of Acceptance of Office of Chairman.

**22/10 PUBLIC QUESTION TIME**

No members of the Public were present.

Cllr Mrs E Oliver arrived at 7.40pm.

**23/10 PCSO REPORT & CRIME AND ANTISOCIAL BEHAVIOUR**

The PCSO's had sent apologies as they were attending a panel meeting. No monthly crime report was received.

**24/10 APOLOGIES AND REASONS FOR ABSENCE**

none

Cllr Mrs G Parsons arrived at 7.45pm.

**25/10 ACCEPTANCE AND SIGNING OF MINUTES OF MEETING HELD ON THURSDAY, 20<sup>th</sup> MAY 2010.**

It was **RESOLVED** to accept and sign the minutes of the meeting held on Thursday 20<sup>th</sup> May 2010.

**26/10 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. He did not vote.

Cllr Mrs E Oliver declared a personal interest in the planning application appeal at the parcel of land at Powis Lane/Old Hill.

Cllr Jim Parsons declared a prejudicial interest in the Queen Matilda Day grant funding application (agenda point 11.8.4).

Cllr Mrs C Mitchell declared a prejudicial interest in the Queen Matilda Day grant funding application (agenda point 11.8.4).

**27/10 MATTERS ARISING FROM THE MINUTES**

GCC Transport Manager had been in contact regarding the bus to Nailsworth. He confirmed that they were not able to provide a solution at this time, but were looking into changes to some of the other services in the Stroud area following their review and this might mean some changes that would allow for an interconnecting bus.

Signed.....Chairman/Chairman of the Meeting/Presiding Officer

Date: 15<sup>th</sup> July 2010

**28/10 CO-OPTION OF A NEW COUNCILLOR**

No-one had applied for or enquired about the position. The Council would continue advertising.

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 for agenda point 9.

**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, legal advice and contracts which could be prejudiced by being in the public domain at this time, in accordance with the Public Bodies (Admissions to Meetings) Act 1960.**

**29/10 VILLAGE HALL**

It was **RESOLVED** to give the Clerk delegated powers to liaise between the management committee and Solicitor to give/take instructions on any daily management issues in the lease.

The Parish Council noted the continued delay.

**30/10 PLANNING**

**30.1/10 Planning Applications**

10/02031/FUL	Ayres Cottage, 41 High Street, Avening, GL8 8NF <b>Proposal:</b> Erection of single storey rear conservatory The Council confirmed that it had no objections to the application
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**30.2/10 To ratify the following planning decisions taken since last meeting**

It was **RESOLVED** to ratify the following planning decisions taken since the last meeting.

APP/F1610/A/ 10/2126558/W F	Appeal re erection of a two storey cottage at Land Parcel Corner of Powis Lane and Old Hill, Avening, Glos The Parish Council objected for the same reasons as before. It was noted that a decision was not expected from the Planning Inspectorate before 21 <sup>st</sup> September 2010.
10/01590/FUL	Pike House, 55 High Street, Avening, GL8 8NF <b>Proposal:</b> Erection of a first floor side extension, installation of a dormer window and erection of 1.2m high boundary wall and railings Following further enquiries of CDC the Council confirmed that it had no objections to the application.

**30.3/10 Decisions Received**

The following decisions were noted:

10/01304/FUL	79 The Sunground, Avening, GL8 8NW <b>Proposal:</b> Conversion of the existing house into two flats and erection of a two storey side extension <b>Date decided:</b> 13 May 2010
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	<b>Decision:</b> Application Permit
10/01447/FUL	Strada View, High Street, GL8 8NF <b>Proposal:</b> Erection of single storey side extensions and the installation rooflights <b>Date decided:</b> 24 May 2010 <b>Decision:</b> Application Permit
10/01590/FUL	Pike House, 55 High Street, GL8 8NF <b>Proposal:</b> Erection of a first floor side extension, installation of a dormer window and erection of 1.2m high boundary wall and railings <b>Date decided:</b> 07 June 2010 <b>Decision:</b> Application Permit
10/01749/FUL	1 Old Hill, Avening, GL8 8NR <b>Proposal:</b> Construction of external stairs, and insertion of two rooflights and window on east elevation of detached garage <b>Date decided:</b> 11 June 2010 <b>Decision:</b> Application Permit

**30.4/10 Tree Works Notices**

10/02175/FORST FLA/018/6/10-11	Forestry Commission Grant Scheme Application at Land Parcel Ruggers Green Wood And Oldfield Wood West End Avening. Felling Licence Consultation. Trees subject to Tree Preservation Order. The Parish Council had sent a letter asking the Forestry Commission to make a site visit.
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**30.5/10 Tree Works Decisions**

The following decisions were noted.

10/01771/TPO	<b>Location:</b> 38 Sandford Leaze, GL8 8PB <b>Proposal:</b> TPO 2 A. 1 Silver Birch at the front Reduce the height and spread to near the previous reduction points to leave a well-balanced and shaped crown. Lightly thin the crown and remove deadwood. Lightly crown raise to clear from the pavement and adjacent trees/shrubs. <b>Date decided:</b> 24 May 2010 <b>Decision:</b> Application Permit
10/01585/TCO NR	Coach House, Avening House, High Street, GL8 8NH <b>Proposal:</b> T1 Large Beech - crown raise all round to a height of approx 8m but retaining the limb with the swing. Limb with the swing reduce side branch over paved area, prune branch back from the house a little. Branches over the roof reduce by up to 50% . Remaining crown spread reduce by approx 25-30%. Lightly thin the crown and remove deadwood. T. 2 Large Horse Chestnut alongside T. 1. Crown raise as T. 1. reduce crown spread over the roof and front garden as T 1 and shape. Lightly thin the crown and remove deadwood. <b>Date decided:</b> 21 May 2010

Signed.....Chairman/Chairman of the Meeting/Presiding Officer

Date: 15<sup>th</sup> July 2010

	<b>Decision:</b> Application Permit
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**31/10 FINANCE**

**31.1/10 Budget Status and Balance at Bank**

The current balance at bank was £4,958.66 with £32,134.60 now in the deposit account with projected expenditure and year end balance as set out on the monthly budget sheet.

**31.2/10 Bills for Payment**

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

▪ Clerk's Salary less Income Tax plus Expenses	£567.07
▪ APFA (annual grant)	£2,000
▪ PCC (Villager annual grant)	£200
▪ PCC (grasscutting at the churchyard annual grant)	£500
▪ PCC (additional grasscutting at churchyard)	£250
▪ HGM Ltd	£655
▪ Graham Merricks (internal audit)	£125
▪ Cotswold District Council (printing walks brochure)	£80.37
▪ HMRC	£120.85

**31.3/10 Chairman's Financial Review Form 2009/10**

The Chairman reviewed and signed the annual financial review form for 2009/10.

**31.4/10 To discuss opening of bank account for reserves/money held**

The High Interest Fixed Term account had been opened with £10,000. The account would run for 6 months until December 2010. It would earn £50.14 in interest.

**31.5/10 Adoption of Telephone Boxes**

This matter was deferred as nothing further had happened.

**31.6/110 Update on First Registration of Council land.**

The Clerk went through the Solicitors enquiries and asked for assistance in marking up maps showing boundaries of the Hall and Ash Path.

**31.7/10 To advise of VAT refund in the sum of £486.83**

The Clerk advised receipt of the VAT refund in the sum of £486.83.

**31.8/10 Grant Applications**

**31.8.1/10 Grant application from Avening Playing Fields Association for repair of wall at Playing Fields**

This matter was deferred as nothing further had been heard from APFA as to whether their insurance would cover the repair.

**31.8.2/10 To approve the release of grant money for cycle track project to Avening Playing Fields Association in the sum of up to £1,000**

This matter was deferred as the funds had not yet been requested by APFA

**31.8.3/10 To approve release of grant money to the PCC for additional grasscutting at the churchyard for the 2010/2011 financial year in the sum of £250**

It was **RESOLVED** to approve the release of the grant money to the PCC for additional grasscutting at the churchyard for the 2010/2011 financial year in the sum of £250.

**31.8.4/10 Grant Application from PCC (Queen Matilda Day Committee) for Queen Matilda Day in September 2010.**

Both Cllrs Mrs C Mitchell and J Parsons declared a prejudicial interest. They were present for the discussion, but were not present for the vote.

It was **RESOLVED** unanimously to award the sum of £600 to the PCC for the purposes of Queen Matilda Day 2010.

**31.8.5/10 Grant application from Gloucestershire Chest Fund Ltd**

It was **RESOLVED** to not award any funding for this application as the budget had already been set for the current financial year.

**31.9/10 Annual Grants**

**31.9.1/10 To approve annual grant to Avening Playing Fields Association in the sum of £2,000**

It was **RESOLVED** to approve the annual grant to APFA in the sum of £2,000 for the financial year 2010/11.

**31.9.2/10 To approve annual grant to PCC in the sum of £200 for the Villager magazine**

It was **RESOLVED** to approve the annual grant to the PCC in the sum of £200 for the Villager magazine.

**31.9.3/10 To approve annual grant to PCC in the sum of £500 for the grasscutting at the churchyard**

It was **RESOLVED** to approve the annual grant to the PCC in the sum of £500 for the grasscutting at the churchyard.

**31.9.4/10 To approve annual grant to the Memorial Hall in the sum of £1,000**

This matter was deferred as up to date annual accounts to the year end December 2009 had not yet been provided.

**31.10/10 To consider provision of new Parish Council noticeboards in village**

There was not enough room on Parish Council noticeboards. The Clerk was authorised to obtain quotes for new noticeboards for the hall. One would be a PC noticeboard and the other a community noticeboard. The sizing would be similar to the current board at the shop for the PC board and double board for the community board.

**31.11/10 To consider addition of Councillors Group Legal Protection (Standards Committee) to the Parish Council Insurance**

After discussion and considering the advice of CDC (where the standards board took place locally), the insurance was considered unnecessary and it was **RESOLVED** to not take out this additional insurance cover.

**32/10 Parish Plan/Community Projects**

**32.1/10 Traffic and Highways**

The usual annual visit from County Highways to review the highways in the village was in the process of being arranged.

**32.2/10 Avening working in partnership**

The working group had met and had formulated some ideas/plan of action. This would be presented at the July Parish Council meeting.

**32.3/10 Memorial Hall Memorabilia**

Some old photographs had been collected. The Clerk was expecting some more shortly.

**32.4/10 Contacting the Community & Emergency Planning**

The first meeting of the Emergency Plan group will be held on 29<sup>th</sup> June, 7.30pm in the Cross Inn. Cherington and Tetbury Upton PCs were due to attend.

**32.5/10 Ash Path Creation Order update**

All matters had now been completed. There may be one final invoice due from GCC for advertising of the order. The file will remain open for the time being.

**32.6/10 Play Rangers Sessions at the Playing Field**

The first session in half term had been a success and the sessions through the summer were being advertised.

**33/10 POLICIES AND PROCEDURES**

**33.1/10 To Adopt New Standing Orders with the amendments as set out in red**

It was **RESOLVED** unanimously to adopt the new standing orders with the amendments as set out in red.

**34/10 CORRESPONDENCE FOR ACTION:**

- CPRE local AGM invite – this was noted
- Cotswold District Council letter re parish council meetings – this was noted

**The Next Meeting of Avening Parish Council will be held on  
Thursday 15<sup>th</sup> July, 2010 at 7.30 pm  
At Avening Memorial Hall**

**There being no further business the meeting was closed at 9.20pm**

**CONFIDENTIAL MINUTES**

**29/10 VILLAGE HALL**

The queries that had been raised by the Solicitor re use of hall on bank holidays and situations where there were persistent breaches by either party or persistent lateness in vacating the hall on time had been referred to the management committee for comment. The management committee were responsible for the daily running of the hall and needed to make these decisions.

The wording was to be Monday to Friday, during official school terms (so excluding bank holidays and inset days). Breaches should be referred to arbitration if the parties could not agree.

The Solicitor was still waiting for the precedent lease from GCC. He had enquired several times but a suitable precedent was not forthcoming. The Clerk advised that she was waiting until Monday and if a suitable precedent had not been forwarded by GCC legal team, she would raise the matter with the County Councillor again.

It was **RESOLVED** to give the Clerk delegated authority to refer day to day management situations re the lease to the hall committee and relay their instructions to the Solicitor. This should stop additional delays on matters that the Parish Council were not entitled to make a decision on as Custodian Trustees.

The following additional matters were raised:

- It was raised that there was the possibility of using the reading room (during school hours) in future and what the situation was with the lease as potential users would have to cross land leased to the school and use the toilets that were also leased to the school.
- It was queried what the situation was re damage committed by the school.
- It was queried what the arrangement was with fire insurance (were the school insuring for this also?).

The Clerk would check the files held and take advice as necessary.