

# EASTINGTON PARISH COUNCIL

Email: [eastingtonparishcouncil@gmail.com](mailto:eastingtonparishcouncil@gmail.com)

## **Minutes of the Annual Meeting held on 10<sup>th</sup> May 2016 at 7.00pm in Eastington Methodist Hall**

- 1 **Attendance and apologies for absence** In attendance Cllrs Bullock (Chair), Corrie, Allen, Loveridge, Bomberg, and Cozens. There were 9 members of the public. Also present District Councillor John Jones and District Councillor Stephen Davies and County Councillor Lesley Williams. Apologies received from Cllr Simmons.
- 2 **Councillors signed** declarations of Acceptance of Office and received Register of Interests forms to complete.
- 3 **Election of Chair and receive Chair's Declaration of Acceptance of Office:** Cllr Bullock nominated Cllr Corrie seconded by Cllr Loveridge. Cllr Bullock was unanimously elected as Chair for the ensuing year.
- 4 **Election of Vice-Chair:** Cllr Allen nominated Cllr Corrie seconded by Cllr Loveridge. Cllr Corrie was unanimously elected as Vice-Chair for the ensuing year.
- 5 **Councillors appointed to Committees / working groups / external bodies as follows:**
  - a. **Planning Committee:** Cllrs Bullock, Corrie, Loveridge, Bomberg, Simmons
  - b. **Strategic Planning Working Group:** Cllrs Bomberg, Simmons
  - c. **Resources Group:** Cllrs Corrie, Allen, Loveridge, Bullock
  - d. **Getting Around Group:** Cllrs Corrie, Allen, Bullock
  - e. **Churchyard and Burial Ground Group:** Cllrs Allen, Simmons, Bullock
  - f. **Friends of Snakey Lane Park Group representatives:** Cllrs Loveridge, Bullock
  - g. **Neighbourhood Development Plan Steering Group:** Cllrs Bullock, Corrie, Allen
  - h. **Flood Prevention Group representative:** Cllr Allen
  - i. **Canal Consultative Working Group representative:** Cllr Corrie
  - j. **Community Land Trust representative:** Cllr Bomberg
  - k. **OHMG representative:** Cllr Bullock
  - l. **Village Hall representative:** Cllr Bullock
  - m. **The Eastington Allotments Society representative:** Cllr Corrie
  - n. **Appeals & Hearing Panels:** All councillors
- 6 **Declarations of interest in items on the agenda.** Cllr Loveridge declared a pecuniary interest in item 14.8 (schedule of payments).
- 7 **Chairman's announcements** – None.
- 8 **Approval of the Minutes of the Council meeting held on 12<sup>th</sup> April 2016:** RESOLVED to accept the minutes.
- 9 **Outstanding actions from previous meeting:** Item 6: new TPO request, Clerk to follow-up and copy in Cllr Davies. Item 7.3: Blanch & Clutterbuck Charity, the Clerk will continue to administer the charity estimated to be approximately 2 hours work per year once all the account signatories have been updated. Item 10.8: Flood warning signs still to be purchased. Item 11: The Old Badger has raised £600 over the bank holiday weekend towards the defibrillator project.
- 10 **Changes to the order of business.** Councillors agreed to bring forward agenda item 15 Skate Park update.
- 11 The Council received an update from Friends of Snakey Park regarding the skate park project. It is hoped the skate ramps will be constructed of concrete as this is longer-wearing. There were questions about safety and it was confirmed that the equipment is annually checked by RoSPA and also receives monthly inspections.

Signed .....

- 57 -

Date .....

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Cllr Williams asked if the skate park has been costed yet; the Group indicated that they have an indicative budget of £50-60k. Cllr Williams has a small allocation of Active Youth money that could be used and will discuss with the Snakey Park group.

Cllr Loveridge proposed that the Parish Council agrees to the requests from Friends of Snakey Park to work with the group to purchase the skate park, insure and budget annually to maintain the equipment in the same way the Council does for the Play Park. This was seconded by Cllr Bomberg. All in favour.

**To receive a report from County Councillor Lesley Williams:** Cllr Williams attended the quarterly Highways meeting with the Parish Council and noted that there were no dates against the agreed actions and will follow this up with Highways. Two Rivers now has some social housing in Eastington at Swallowcroft. There has been a Government u-turn on requiring all schools to become Academies. Local Transport Plan has been published. Cllr Williams was pleased to hear that Eastington is planning to purchase defibrillators and noted that the Rotary Club contributed towards the one in Stonehouse. Cllr Loveridge asked why Eastington is not included in the reduced rate bus transport to college; Cllr Williams was not aware and requested Cllr Loveridge to email the information to Cllr Williams to find out.

Cllr Cozens expressed his concerns at the lack of communication between County Highways and the Parish Council as to maintenance plans for the parish. Cllr Williams suggested that the Parish Council contact the County Council portfolio holder for Highways which is Cllr Vernon Smith. There was a discussion on the provision of Village Gateways, the lack of road surface maintenance and the use of the roads by heavy vehicles.

**To receive a report from the District Councillor Stephen Davies:** Eastington parish is now part of the Severn Ward which has two District Councillors. The first meeting of the new District Council is Thursday 19<sup>th</sup> May. Cllr Bomberg noted the planning application for land north of Alkerton Road has gone to appeal for non-determination. Cllr Bullock requested that Cllr Davies find out if this could be a public hearing rather than written representations. Cllr Bomberg asked why the application was not determined within the time period; Cllr Davies will make enquiries.

The meeting was opened up for Public question time.

Mr Low asked for an update on the enforcement action at Millend Mill. The Parish Council has received no updates from the Enforcement Officer; Cllr Davies will follow-up.

Mr Low circulated prior to the meeting a paper on Eastington Community Land Trust and ran through the main points. The CLT currently has 40 members, and there will be a public meeting in July to update the parish on the CLT and everyone is welcome to attend and become members. Cllr Allen noted that the CLT intends to ask the Parish Council to take out a loan on behalf of the CLT; this is one option considered by the CLT, they are also looking at other options. Cllr Jones asked if the rural housing site will be inside or outside the development boundary; Mr Low responded that the site will be outside the development boundary to meet the criteria of an exception site. Mr Low ran through a brief summary of the Housing Needs Survey and that the registered provider will be Aster Homes. Cllr Bomberg noted that there are people on the Love Eastington Facebook group that are seeking rented homes within the parish and offered to promote the CLT on the Facebook group.

## **12. Groups / Meetings / Reports**

12.1 The Council received a verbal report from the Resources Group and one of the items to consider is a change of meeting venue which may involve a change of meeting day and will provide further information in due course. The Clerk's annual Appraisal was carried out in April. Cllr Allen and Cllr Corrie carried out the quarterly internal financial checks using the GAPTC template, they noted that

Signed .....

- 58 -

Date .....

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the finances are well organised and there were no issues.

- 12.2 The Council received a report from the Getting Around Group circulated prior to the meeting and the Council had no further comments. Cllr Allen thanked Cllr Williams for her offer to put her 2016/17 money towards funding some of the Village Gates when the design has been agreed.
- 12.3 The Council received a report from the Churchyard and Burial Ground Group circulated prior to the meeting and Cllr Allen highlighted a desire to install row markers in the burial ground to make it easier for families to identify plot locations. The Council agreed that the Group should research and cost up options.
- 12.4 No report received from the Strategic Planning Working Group
- 12.5 The Council received a report from The Eastington Allotment Society circulated prior to the meeting.

## 13 Planning

- 13.1 The Clerk and Cllr Allen gave an update on the NDP; the independent examination of the NDP has concluded with 20 recommendations from the examiner. Stroud District Council's Environment Committee will meet in June to consider the recommendations and will decide if the NDP can proceed to Referendum on 11<sup>th</sup> August 2016.
- 13.2 The Council agreed the wording of the motion to put to GAPTC's AGM "*as a small rural parish council, Eastington PC request that GAPTC urge the Government to demonstrate a commitment to protect rural living through sensitive countryside planning laws*". **Action: Clerk.**
- 13.3 The Council considered the consultation from Stroud DC regarding Community Infrastructure Levy, it was noted that CIL payments to Parish & Town Councils are not mentioned in the consultation documents. Councillors were invited to send additional comments to the Clerk.
- 13.4 The Council considered the planning application S.16/0607/FUL – John Stayte Services – to erect four commercial units. There were no objections.

## 14 Finance

- 14.1 The Council authorised the Clerk to renew the parish council insurance with Came and Company at a cost of £692.05 which is due on 1<sup>st</sup> June 2016.
- 14.2 The Council reviewed the inventory of land and assets.
- 14.3 The Council reviewed the list of direct debits.
- 14.4 The Council reviewed the Council's bankers and authorised signatories, and instructed the Clerk to remove ex-councillors from the banking mandate. **Action: Clerk.**
- 14.5 The Clerk circulated an update on 2016/17 budget versus spend, and bank reconciliation as at 30<sup>th</sup> April 2016.
- 14.6 The Council received the internal auditors report on the year-end accounts 2015/16 and noted the amendment to staff costs/payments totals. The Council approved the amended yearend figures for submission to the external auditor.
- 14.7 The Council approved the payment of Clerk's expenses for April 2016 at £49.60 and these will be paid with the May payroll.
- 14.8 The Council approved the accounts for payment, schedule circulated prior to meeting:

Payee	Details	Amount	Budget
Salaries & Expenses	March 2016 Expenses agreed 12/04/16 processed through Payroll plus April 2016 Salary	£1201.35	Parish Admin
Post Office Ltd	PAYE & NI payments to HMRC for April 2016	£260.95	Parish Admin
Muriel Bullock	March 2016 Expenses agreed 12/04/16	£25.00	Parish Admin
Severn Trent Water Ltd	Burial Ground stand tap	£19.28	STW
Playsafety Ltd	Annual Playground Inspection	£134.40	Playground
IAC Audit & Consultancy	Internal Audit 2015-16	£222	Audit

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- 59 -

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Ltd			
Troy Hayes Planning Ltd	Ecotricity Planning Application response	£3176.52	Planning
Staples	Stationery	£25.37	Parish Admin
Chambers Builders Ltd	Church Bridge Repair	£654.00	C&BG
Alan Loveridge	April Grass cutting (£1135) Churchyard Elder & Ivy removal (£100)	£1235	Grasscutting
NEST	Pensions for March 2016	£104.75	Parish Admin
Vodafone	Parish Mobile	£48.99	Parish Admin
		<b>£7107.61</b>	

## Receipts:

HMRC VAT refund £1752.48

14.9 The Council noted the Clerk's timesheet for April 2016

14.10 The Council received a briefing paper on the Solar Farm grant funding and the Council authorised the Clerk to promote the Council's grant schemes in the Eastington Community News. **Action: Clerk.**

14.11 The Council RESOLVED that it meets the eligibility criteria to adopt the General Power of Competence.

14.12 The Council agreed that Cllr Allen, Cllr Bullock and Cllr Cozens will attend the "Being a Better Councillor" Course on 28<sup>th</sup> June. **Action: Clerk.** Cllr Cozens to check his availability and confirm to the Clerk.

15 Cllr Corrie gave an update regarding cleaning and maintenance of the village milestones. A quote has been received to maintain one milestone at a cost of £50. The other milestone on Bath Road may not be a milestone as it marks the old salt route. A quote has been received to clean and maintain Alkerton Cross of approximately £1000 but the company would want a sample of the stone to test before undertaking cleaning. It was agreed to maintain the one milestone at a cost of £50. **Action: Cllr Corrie/Simmons.**

## 16 Correspondence

16.1 The Council received a list of correspondence received for information.

## 17. Separate Business

*Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of:*

The Council consented to the request from the Clerk to undertake employment outside of Eastington PC.

**The meeting closed at 9pm.**

**Notice: The next meeting of Eastington Parish Council will be on Tuesday 14<sup>th</sup> June 2016. Anybody with an item they wish to bring to the attention of the Council, should forward details, in writing, to the Clerk to the Parish Council, no later than Monday 6<sup>th</sup> June 2016.**

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- 60 -

Date .....