

# **EASTINGTON PARISH COUNCIL**

Email: [clerk@eastington-pc.gov.uk](mailto:clerk@eastington-pc.gov.uk)

## **Minutes of the Council Meeting held on 9<sup>th</sup> November 2017 at 7.00pm in Eastington Village Hall**

- 1 Attendance and apologies for absence** In attendance Cllrs Bullock (Chair), Bomberg, Chatterley, Corrie (Vice-Chair), Farnden, Loveridge, Simmons and Wells. There was 3 members of the public. Also present Parish Clerk Mrs J Shirley. Apologies received from District Cllr Davis and District Cllr Jones. Absent: Cllr Cozens.
- 2 Declarations of interest in items on the agenda.** Cllr Loveridge declared an interest in item 9.10. Cllr Bomberg declared a personal interest in item 7.2 (due to proximity of a proposed development site) and item 9.4 (CCTV at OHMGC).
- 3 Chairman's announcements:** None.
- 4 Approval of the Minutes of the Council meeting held on 12<sup>th</sup> October 2017:** RESOLVED to accept the minutes.
- 5 Outstanding actions from previous meeting:** (March 2017) Item 8.2 Lorry Watch volunteer day to be arranged by Cllr Chatterley. (April 2017) Item 9.2 Clerk to seek consent from various Alkerton-central locations for possible defibrillator installation. (October 2017) Item 9.2 Clerk is arranging a specification for the vehicle entrance before seeking 3 quotes.
- 6 Changes to the order of business.** None.

The meeting was opened up for Public question time.

Mr Low commented on item 7.2 (Local Plan Review): the review will take place every 5 years and wanted EPC to be aware this would be an ongoing process. Mr Low explained that there are six proposed sites in Eastington for EPC to comment upon and noted that the site at Swallowcroft was dismissed through planning appeal. There is a site at the Smith's depot on Claypits Road which Mr Low felt should be refused. The site at Alkerton Green Farm is identified in the SALA as having high sensitivity to development but one field has been included in the Local Plan Review as potential for 30-40 houses. There are three sites in the north of the parish: one small plot next to the Chipmans Platt roundabout for 20 houses or a care home; this site could be supported for a care home only as this is an identified need in the district. The other two sites are the Ecotricity site at junction 13 and an extension to the West of Stonehouse development to the north into Standish.

Mr Hayward noted that Molly Cato (MEP) is visiting the parish and William Morris College, organised by Keep Eastington Rural.

Mr Low also spoke with Barry Wyatt (Director of Development Services at SDC) and they are very keen on the distributed strategy for employment land and should not need to develop employment land at junction 13.

Mr Hayward met with Mark Russell (Planning Strategy at SDC) who felt that motorway junctions could be developed.

**To receive a report from District Councillor John Jones:** Cllr Jones was unable to attend the meeting and emailed a report to the Clerk which was read out to the meeting. The Subscription Rooms is not a "done deal", although the recommendation put forward by the cross party group looking into the future of the Sub Rooms has been leaked to the public. There is a public drop in event on Saturday morning, 18<sup>th</sup> November, at the Rooms, for the General Public to look at the various proposals and make comments. Following that, a SDC Members briefing will take place on 23<sup>rd</sup> November. A special meeting of Strategy and Resources Committee will be held in early December, when a decision will be made, or a recommendation put forward to full Council to decide.

Signed .....

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Garden Waste renewal should be able to be done by either telephone or online now, the cost of the service has increased to £39 p/a, comparing favourably with both Gloucester and Cheltenham at £42 p/a. It is hoped to be able to bring in a Direct Debit system for renewing the Garden Waste scheme soon.

The Bulky Waste collection service can also now be booked over the phone, as well as online. If there are any small cul-de-sacs, or “hammerheads” on any housing estates in the Village where the mechanical road sweeper can’t or won’t get to, please contact Mark Graham at SDC who will arrange for leaves and debris to be removed from there by hand.

## 7. Planning

7.1 To note planning decisions made by Stroud District Council:

S.17/1420/OUT – 24 Alkerton Road: Construction of a two storey three-bedroomed detached house. PERMIT 24/10/17

7.2 Cllr Bomberg gave feedback from the Local Plan Review Cluster meeting attended on 31<sup>st</sup> October. The Council discussed the Local Plan Review “Issues and Options” document. Councillors will prepare answers and meet as a full council on Thursday 23<sup>rd</sup> November at 6pm to decide on consultation response. **Action: ALL.**

7.3 To consider the following planning applications:

Application No:	Address	Details	EPC Comments
S.17/2354/CPL	Northend House Nupend	Rear single storey extension with internal remodelling of the kitchen	SUPPORT
S.17/2384/AGR	Leahug Farm Nupend	Erection of steel framed barn on existing hard standing area	SUPPORT
S.17/2343/HHOLD	Osborne House Bath Road Frocester	Change of use of Coach House & erection of glass extension to the Coach House, new gates & entrance	NO COMMENTS (FROCESTER PARISH)
S.17/2331/OUT	Land adjoining Oldbury Lodge, Pike Lock Lane	New hotel and pub	Concerns about transport. A transport consultant has been appointed to assess the traffic implications. Application to be considered at the meeting on 23 <sup>rd</sup> Nov when transport report received.

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## **8. Groups / Meetings / Reports**

- 8.1 Cllr Corrie gave a verbal update from the Getting Around Group. One grit bin needs topping up for the winter and one grit bin needs to be replaced with a new bin. There are lots of leaves on pavements which need to be cleared. All the issues will be raised with Highways at the quarterly meeting with Highways which is taking place on 16<sup>th</sup> November.
- 8.2 Cllr Wells gave a verbal update from the Churchyard & Burial Ground Group; Cllr Wells will prepare an annual plan of monthly inspections.
- 8.3 The Council received the notes of the latest meetings of the Strategic Planning Working Group for information.
- 8.4 The Council received the minutes of the recent Planning Committee meeting for information.
- 8.5 The Council received the report from the Neighbourhood Warden for information.

## **9. Finance / Procedures**

- 9.1 The Council received an update on the 2017/18 accounts including bank reconciliation. Cllr Corrie reported that the quarterly checks of the finance and systems controls had been completed on 8<sup>th</sup> November with no issues.
- 9.2 The Council approved the payment of Clerk's expenses for October 2017 which will be paid with November payroll.
- 9.3 The Council received the Clerk's timesheet for October 2017 and agreed the payment of 15 hours overtime. Cllr Corrie as Chair of Resources outlined a proposal to employ someone on a casual basis to do the more routine tasks that would free the Clerk up for the more complex matters that are causing an increase in work hours.

Cllr Bomberg left the meeting.

- 9.4 The CCTV annual maintenance contract was agreed at a cost of £650+VAT; it was noted that OHMGC has offered to contribute half the cost. **Action: Clerk to raise the purchase order.**

Cllr Bomberg rejoined the meeting.

- 9.5 The Council reviewed the quotes for the skate area fencing, noting that only two quotes had been received despite the Clerk requesting more over the past months. It was agreed to proceed with the timber post style fence. **Action: Clerk to raise the purchase order.**
- 9.6 The 3-year Strategic Plan and budget for 2018/19 was reviewed; the proposed vehicle entranceway for the burial ground was added into the strategic plan. The draft budget for 2018/19 will be considered again at the December meeting.
- 9.7 The Council reviewed the following policies and agreed amendments:
  - Community Engagement Policy
  - Complaints Policy
  - Equality Policy
  - Information Security Policy (Cllr Chatterley suggested the Council make use of a password manager – to be considered another time)
  - Training Policy.
- 9.8 The Council noted that the Data Protection Policy will be reviewed in the New Year to accommodate the General Data Protection Regulations coming into effect May 2018.
- 9.9 The Council received the Clerk's report on the General Data Protection Regulations and noted the actions required by the Council. It was agreed that the Clerk will be the designated Data Protection Officer supported by Cllr Chatterley. **Action: Clerk to add the purchase of a fire-proof filing cabinet to the next agenda.**

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9.10 The Council approved the accounts for payment, schedule circulated prior to meeting:

Invoice Date	Payee	Details	Net Amount	VAT	Gross Amount	Budget
<b>ONLINE PAYMENTS</b>						
05/11/17	HMRC	PAYE & NI payments to HMRC for Oct 2017	£292.78	£0	£292.78	Parish Admin
24/10/17	Broxap Ltd	Litter/Recycling bin	£554.95	£110.99	£665.94	Roads&Trans
05/10/17	Bibby Factors Manchester Ltd	2 x bus shelters plus installation	£6999.00	£1399.80	£8398.80	Bus Shelter+Grant
21/10/17	Water Plus	Standtap for burial ground	£29.39	£0	£29.39	Severn Trent
25/09/17	Abbey Loos Ltd	Portable Toilet for Snakey Lane Play Park	£23.00	£4.60	£27.60	Grant Funding
30/10/17	Alan Loveridge	Grass cutting October 2017 (£1165) Grave markers (£360) High Path (£80) Pond (£50)	£1655	£0	£1655	Grounds Maint, C&BG, R&T, Ecology
<b>CHEQUES</b>					0	
27/10/17	Salaries & Expenses	Payroll Oct 2017 & Expenses & Sept 2017	£1459.89	£0	£1459.89	Parish Admin
23/10/17	Anita Sach	Locum Clerk Services	£55.25	£0	£55.25	Parish Admin
17/10/17	County Signs (Glos) Ltd	Snakey Park sign & notice board	£155.00	£31.00	£186.00	Grant Funding
<b>DIRECT DEBITS:</b>					0	
24/10/17	NEST	Pensions for October 2017	£107.60	£0	£107.60	Parish Admin
22/10/17	Vodafone	Parish Mobile	£33.52	£6.70	£40.22	Parish Admin
<b>TOTAL</b>					<b>£12918.47</b>	

Cllr Chatterley and Cllr Corrie will authorise the BACS payments for November.

## 11 Correspondence

- 11.1 The Council received a list of correspondence received for information.
- 11.2 The Council considered the proposed speed limit change on Grove Lane and it was agreed that the Council to request the whole of Grove Lane to be 30mph. It was noted that the village gateways will need to be updated by Highways.
- 11.3 The Council agreed to the proposed waiting restrictions on Grove Lane.
- 11.4 The Council discussed names for the Land West of Stonehouse development as requested by the developer; Great Oldbury and Great Oldbury Fields were put forward. Cllr Bomberg suggested proposing family names of those killed in World War I as road names. **Action: Cllr Bomberg to email the list to the Clerk.** Councillors will email any additional suggestions for road names to the Clerk.
- 11.5 The Council considered the consultation on councillor disqualification and agreed the following responses: (1) Yes. (2) No. (3) No. (4) Not whilst the order is current. (5) No. (6) Changes could go further and introduce sanctions against councillors that are in breach of the code of conduct.

Meeting closed 9pm.

**Notice: The next meeting of Eastington Parish Council will be on Thursday 14<sup>th</sup> December 2017. 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 9am on Wednesday 6<sup>th</sup> December 2017.**

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