

EASTINGTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on 11th May 2010 in the Eastington Methodist Hall

1. **To elect Chair:** Andrew Niblett was proposed as Chair by Cllr Hill, seconded by Cllr Simmons, carried unanimously. Cllr Niblett signed the Declaration of Acceptance of Office.
2. **To elect Vice-Chair** Andrew Cozens was proposed as Vice-Chair by Cllr Hill, seconded by Cllr Hadley, carried unanimously.
3. **To note Attendance and Apologies for Absence:** In attendance were Cllrs Niblett (Chair), Cozens, Stephens, Simmons, Hadley, Souster; Hill, Edwards; Mary Gribble (Clerk). 2 members of the public were present (Colin Frith and Robert Powell). Apologies were accepted from County Councillor Tony Blackburn and PCSO Liz Ward.
4. **Chairman's Announcements:** Chair read a report submitted by PCSO Liz Ward. Matters covered included incidents of anti-social behaviour that have been dealt with, and one theft.
5. **Declarations of interest in items on the agenda:** None
6. **Approval of the Minutes of the last meeting:** Approval of the Minutes of the previous meeting was proposed by Cllr Hadley, seconded by Cllr Simmons, and carried. The Minutes were signed as a fair record.
7. **To review outstanding actions from previous meetings:** Recent actions are well-advanced. It was noted that some older actions need to be closed.
8. **To consider changes to the order of business:** None requested

The meeting was adjourned at 7:15 for members of the public to speak.

Chair passed on remarks from Cllr Blackburn thanking Eastington Parish councillors for their work over the past year, and congratulating the council on its efficiency.

The meeting was reconvened at 7:20

9 Resolutions

- 9.1 **Verification of officers and representatives to the EPC committees:**
 - Planning:** Chair Cllr Simmons, supported by Cllrs Hadley, Hill and Cozens
 - Roads and Transport:** Chair Cllr Souster, supported by Cllr Hill
 - Footpaths:** Chair Cllr Edwards, supported by Cllr Hill
 - Finance:** Chair Cllr Hadley, supported by Cllr Hill
 - Burial Ground and Churchyard:** Chair Cllr CozensCllr Hill proposed the above Committees, seconded by Cllr Cozens and carried.
- 9.2 **Verification of officers and representatives to the EPC working groups**
 - Maintenance of Village Greens and Churchyard:** Cllrs Hill and Edwards
 - Canal:** Cllrs Hill and Hadley
 - Eastington Community Project:** Cllr Cozens
 - Core Strategy:** The Planning Committee
 - Village Hall:** John Darwent
 - Nastend Conservation Area:** Chris Bates
 - Community Environment Projecty:** Colin StudholmeCllr Hill proposed the above working groups, seconded by Cllr Cozens and carried. The Allotments Working Group was deleted.
- 9.3 Chair proposed that Robert Powell be appointed to the post of Responsible Financial Officer for Eastington Parish Council, at starting salary at point 20 on the salary Scale of the Society of Local Council Clerks, Part-time Clerks, effective from 7th May 2010. Carried unanimously.
- 9.4 Cllr Cozens proposed the advertisement of the Casual Vacancy in the Eastington Community News. Seconded by Cllr Hill, carried unanimously.
- 9.5 **Finance**
 - 9.5.1 Chair thanked Colin Frith and Clerk for the huge amount of work that has gone into the preparation of the year end accounts.
An update was heard: It was noted that the accounts exclude the Charlie BullockTrust Fund. The internal auditor has signed off the accounts and the Annual Return. Her written report will follow.

Signed
Chairman/Responsible Officer

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Items of her advice to be acted on immediately:

- Include a copy of the monthly accounts in the Minute Book.
- Take advice before funds are issued from the Charlie Bullock Fund. It may be the case that there may be a requirement for the funds to be used on capital projects only as the funds arose from the sale of land.
- Arrange an early review of accounts and procedures this financial year.

Chair signed the year end accounts, confirming that the accounting statements are approved by the Council, and that the annual governance statement is approved by the Council.

- 9.5.2 Cllr Cozens proposed approval of the repairs to the bus shelter, to be undertaken by Trevor Gardiner at a cost of £333.00 and that the cost of the repairs to be claimed from Allianz (excess of £125 on the policy). Seconded by Cllr Simmons. Carried unanimously. [Local Government (Miscellaneous Provisions) Act 1953, s4; Parish Councils Act 1957, s1]
- 9.5.3 There was discussion of a grant request towards the cost of repairs to Blunder Lock. Chair proposed that a grant under the Power of Wellbeing of £250 be made, to be used only for the lock repair, and to be conditional on Stonehouse Town Council also making a grant towards the lock repair. Carried.
Action: bring back to agenda later in financial year to review.
- 9.5.4 Approval of accounts for payment. The schedule was distributed prior to the Meeting. A copy of the schedule is attached to the signed copy of these Minutes. Cllrs noted that cheques are for:
- Clerk's salary and expenses
 - Katrina Naphine for expenses incurred in the Parish Plan process
 - Subscription to SLCC
 - Severn Trent water bill for the standpipe at the Burial Ground
 - Alan Loveridge for grass cutting (3 cuts of all areas)
 - Eastington Methodist Church for hall hire April EPC meeting
 - Vital Signs for warning signs for the pond and allotments
 - AON for EPC annual insurance.
- Chair proposed approval of these accounts for payment. Carried.
- 9.6 **Planning**
- 9.6.1 Cllr Simmons proposed approval of application S.10/0622/HHOLD Ashleaze, Alkerton. Erection of a single storey extension, front porch and a new garage door. Seconded by Cllr Hill, carried.
- 9.7 **Health & Safety**
- 9.7.1 Chair proposed that a health and safety policy for the pond be initiated, to include:
- A statement of risk at the pond
 - An operating policy and risk assessment of the pond
 - To document the on-site review between EPC, representatives from the school, Stroud Valleys Project and Esther Collis (GCC).
- Carried unanimously.
- 9.8 **Nastend Conservation Area**
- 9.8.1 Cllr Simmons proposed that this Council writes to SDC and MP regarding the delay in the process to achieve Conservation Area status. Seconded by Cllr Hill, carried.
Action: Clerk to write to SDC and MP
- 9.9 **Bus Shelter on A38**
- 9.9.1 The provision of a bus shelter on the A38 was discussed. Cllr Stephen proposed that enquiries are made of GCC regarding the feasibility. Seconded by Cllr Hadley, carried.
Action: Clerk to write to GCC to enquire about the possibility of a shelter in this position
- 9.10 **Telephone Kiosk at Victoria Drive**
- 9.10.1 Cllr Hill proposed that this Council asks BT to repair the kiosk. Seconded by Cllr Souster, carried.
Action: Clerk to write to BT
- 9.11 **Allotments**
- 9.11.1 The use of the allotments field as a venue for SDC's chipping service events was discussed. It was agreed the practicalities need to be investigated prior to approval.
Action: Clerk to arrange a site meeting with SDC, Cllr Cozens and Allotments Society Chair.

Signed
Chairman/Responsible Officer

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12 Updates

10.1 Roads & Transport:

The traffic calming issues at Alkerton were discussed. It was agreed it may be necessary to ask Cllr Blackburn to assist with our request to have the street light opposite Green Farm replaced. It was noted that the illuminated warning sign is engulfed by a tree. The warning signs for the Playgroup have not yet been provided by GCC.

Cllr Hill agreed to ask the new landlord of the Kings Head about using his side car park for visitors to the centre of the village.

Cllr Hill reported that speed gun readings show little change since the installation of the speed cushions. The speed gun has now been returned. He suggested the purchase of a speed gun and hi-viz jackets to enable the campaign to continue.

10.2 Parish Plan:

The parish plan organisers will present at the meetings of village organisations. The 'first birthday party for the Eastington Community Centre' scheduled for Sunday 19th September, will be the final event of the parish plan process.

Any other business

Cllr Cozens suggested the venue of meeting of this Council be moved to the Eastington Community Centre.

The meeting closed at 9:30

Notice: The next meeting of Eastington Parish Council will be on Tuesday 8th June 2010. 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 Wednesday 2nd June 2010.

Signed

Chairman/Responsible Officer

Date