

**Minutes of the Annual Parish Council Meeting held on 9th May 2019 at 7.00pm
in Eastington Village Hall**

- 1 **Election of Chair and receive Chair's Declaration of Acceptance of Office:** Cllr Loveridge nominated Cllr Bullock, seconded by Cllr Corrie. Cllr Bullock was unanimously elected as Chair for the ensuing year. Cllr Bullock signed the Declaration of Acceptance of Office.
- 2 **Election of Vice-Chair:** Cllr Loveridge nominated Cllr Corrie, seconded by Cllr Bomberg. Cllr Corrie was unanimously elected as Vice-Chair for the ensuing year.
- 3 **Terms of Reference for the various committees and working groups were approved. Councillors appointed to Committees / working groups / external bodies as follows:**
 - a. **Churchyard and Burial Ground Group:** Cllrs Corrie, Farnden, Wells
 - b. **Getting Around Group:** Cllrs Chatterley, Farnden, Wells
 - c. **Appeals & Hearing Panels:** All councillors
 - d. **Planning Committee:** Cllrs Bomberg, Corrie, Farnden, Simmons, Wells
 - e. **Resources Committee:** Cllrs Bomberg, Corrie, Farnden, Loveridge.
 - f. **Strategic Planning Working Group:** Cllrs Bomberg, Corrie.
 - g. **Canal Consultative Working Group representative:** Cllr Corrie
 - h. **Community Land Trust representative:** Cllr Chatterley
 - i. **OHMG representative:** Cllr Simmons
 - j. **Village Hall representative:** Cllr Loveridge
 - k. **The Eastington Allotments Society representative:** Cllr Corrie
 - l. **Friends of Snakey Lane Park Group representative:** Cllr Loveridge
 - m. **Substitute members** (as per Standing Order 4d(v)) appointed for Committees/Working Group absences: Cllrs Bomberg, Bullock, Chatterley, Corrie.
4. **Attendance and apologies for absence** In attendance Cllrs Bullock (Chair), Bomberg, Chatterley, Corrie, Farnden, Loveridge, Simmons and Wells. **Apologies** noted from County Cllr Williams **Absent** Cllr Cozens **Also present** Clerk Mrs J Shirley, Planning Clerk Mrs K Hayes, District Cllr Davies, District Cllr Jones and 2 members of the public.
5. **Declarations of interest in items on the agenda** Cllr Loveridge declared an interest in item 12.17 (Finance).
6. **Chairman's announcements** Cllr Bullock expressed thanks to the members of staff and councillors for all their work over the past year. Cllr Bomberg added that he'd like thanks minuted for contractor AJ Loveridge for the work on the Alkerton Cross roundabout.
7. **Approval of the minutes of the meeting** held on 11th April 2019. It was proposed by Cllr Loveridge, seconded by Cllr Wells and Council RESOLVED to accept the minutes of 11th April 2019.
8. **To review outstanding actions from previous meeting:** None.
9. **Changes to the order of business** None

The meeting was adjourned for members of the public to address the council.

Member of the public wished to thank the Clerks and Council for all the work carried out in the past 12 months.

Report from the County Councillor – no report.

Report from the District Councillors – Cllr Jones reported on the District Council meeting on 23rd April approved the purchase of former Salvation Army hostel for conversion to homeless accommodation for families needing emergency accommodation. A member of public asked how the facility will be staffed; Cllr Jones clarified that it will not be managed by the District Council, likely that a charity will be appointed to manage the facility.

Signed

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10. Planning

10.1. Council considered the following planning applications:

Application No:	Address	Details	EPC Comments
S.19/0784/HHOLD	Compton Bungalow Spring Hill	Proposed single storey extension	No objections
S.19/0718/P14J	Unit 2 Chappell Engineering Brunel Way	Install solar panels on roof of building	No comments
S.19/0831/REM	Phase 3B Land West of Stonehouse	Reserved matters for primary infrastructure	No objection but request retention of ditch and hedge opposite the bus layby for the school.

10.2. Council received a report on an enforcement-related matter reference Olivers Orchard. Councillors expressed concern about the language used in the Enforcement Officer's email to residents stating that the works taking place are not development and Stroud DC will not be taking enforcement action. Councillors shared concerns about the possible burying of waste materials. The Planning Clerk outlined how the works at the site do constitute development due to permitted development rights having been removed by a previous planning application, and the laying of a track is development. It was resolved that a response would be sent to the Enforcement Officer outlining how Council believes this to be development as per the Planning Clerk's report; it was further resolved that a complaint would be made to Stroud DC about the tone and language of the Enforcement Officer's email. **Action: Clerk/Planning Clerk.**

10.3. Council noted that S.16/0043/OUT football stadium application will be determined by SDC on 12th June. The Chair invited District Cllr Davies to update the Council on the Members' meeting with Ecotricity regarding the application. It was clarified that the planning application is for a 5,000 seat stadium and a further application would be required to install additional seating. There are separate meetings taking place regarding the land where the canal will hopefully be restored and being looked at separately from the stadium application. The road by the stadium will be dual-carriaged. There could be a planning condition to ensure the stadium is built as designed. Stroud DC discussed having high parking charges to encourage people to use public transport, but concerns raised that this would result in cars being parked on side roads at Great Oldbury. The site will not be used for other events without additional planning consents. The stadium would not be available local teams. Traffic will be managed with traffic lighting system to release traffic as it starts to back-up towards the motorway. New Lawn is proposed to be used for 100% affordable housing. **Cllr Corrie proposed that the Planning Committee be delegated authority to appoint our Planning Consultant up to a maximum budget of £3,000 to represent the Parish Council at the Development Control Committee meeting on 12th June (recognising that Committees are limited in Financial Regulations to a maximum of £1,000 for expenditure). Cllr Bomberg seconded the proposal and it was agreed by all. It was therefore RESOLVED. Action Clerk/Planning Clerk.**

10.4. Council noted the following planning decisions issued by Stroud District Council:

- S.19/0453/HHOLD – Parkfield House, Alkerton. Single storey rear extension. Permitted 25/04/19.
- S.19/0688/MINAM – Lake House, Churchend. Approved 25/04/19

District Cllr Davies left the meeting.

11. Groups / Meetings / Reports

- 11.1 Cllr Chatterley gave a verbal update from the Getting Around Group; Highways confirmed it would not be invoicing the Parish Council for the installation costs of the village gateways (estimated £4,000). The HGV weight limit signage will have the "except for access" part removed to discourage HGV drivers going through the village. Victoria Drive will be resurfaced, and the pavement from Kings Head to Snakey Lane will be resurfaced, no timescales known at this stage. Road markings will be done by the school to improve road safety in that area. The Lengthsmen scheme will be used again in 2019/20. Cllr Corrie suggested the use of the Payback Scheme via Stroud District Council for minor works in the parish.
- 11.2 Cllr Wells gave a verbal update from the Churchyard & Burial Ground Group; the burial ground is looking very

tidy now that the grasscutting has restarted.

11.3 Council reviewed and agreed the draft Annual Report 2018/19 for presentation at the Annual Parish Meeting.

District Cllr Jones left the meeting.

12. Finance / Procedures

12.1 Council approved the latest bank reconciliations and budget versus spend report for the 2019/20 accounts.

12.2 Council approved the payment of expenses for April 2019.

12.3 Council received the staff timesheets for April 2019.

12.4 Council reviewed and re-adopted the Standing Orders (last review October 2018, no recommended amendments).

12.5 Council reviewed and re-adopted the Financial Regulations (last review May 2017, no recommended amendments).

12.6 Council reviewed and re-adopted the Code of Conduct (last review May 2017, no recommended amendments).

12.7 Council approved the list of direct debits.

12.8 Council reviewed the Council's bankers and authorised signatories with no changes. Cllr Chatterley highlighted a risk he has identified with the online banking in that he can select his business accounts to transfer money from/to the parish council account. The Clerk noted that the authorisation controls should prevent that from happening and suggested a controlled test. **Action: Cllr Chatterley.**

12.9 Council approved the updated inventory of land and assets

12.10 Council received the annual play inspection report and authorised the Clerk to arrange repairs as outlined in the report. Cllr Farnden noted that the bar above the slide needs some padding as children have hit their heads on it. **Action: Clerk to check item.**

12.11 Council agreed to membership of the Stroud Road Safety Group and contribute £250. **Action: Clerk.**

12.12 Council considered the insurance quotes and selected Zurich at a cost of £839.22 per year on a 3 year deal with effect 1st June 2019. **Action: Clerk.**

12.13 Council received the internal audit report for 2018/19 and noted that internal finance checks need to be carried out 4 times a year (1 achieved in 2018/19).

12.14 Council approved the Annual Governance Statement for 2018/19.

12.15 Council approved the Accounting Statements for 2018/19.

12.16 Council considered installation of kissing gates at footpath EEA46 and EEA70; Council agreed to purchase and install kissing gate at footpath EEA70 (Bath Road). Council deferred making a decision regarding kissing gate for EEA46 (north west side of M5) as it is believed to be the same location where the canal will be restored. **Action: Clerk.**

12.17 Council ratified the payments made between meetings:

Invoice Date	Payee	Details	Net Amount	VAT	Gross Amount	Budget
25/04/19	Salaries & expenses	Salaries & expenses for April 2019	£1842.52	£0	£1842.52	Admin

12.18 Council approved the accounts for payment:

Invoice Date	Payee	Details	Net Amount	VAT	Gross Amount	Budget
ONLINE PAYMENTS						
05/05/19	HMRC	PAYE & NI April 2019	£399.13	£0	£399.13	Admin
25/04/19	GAPTC	Internal Audit 2018/19	£233.10	£0	£233.10	Audit
24/04/19	Caloo Ltd	Repairs to log traverse	£282.00	£56.40	£338.40	Play Park
30/04/19	AJ Loveridge	Ground maintenance April 2019 incl work to Alkerton Cross roundabout	£1495.00	£0	£1495.00	Grounds Maint
02/04/19	Eon	Electricity supply for Nupend phone box 2019/20	£44.16	£2.21	£46.37	Phone box
09/04/19	Midland Forestry Ltd	Tree maintenance churchyard	£1768.00	£353.60	£2121.60	Trees
08/04/19	Leslie Lipton Ltd	Retention for skate park	£1423.75	£284.75	£1708.50	Skate Park

Signed

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	(trading as Freestyle)					Grants
18/04/19	Playsafety Ltd	Annual park inspections	£196.50	£39.30	£235.80	Play Park
DIRECT DEBITS/STANDING ORDERS						
30/04/19	Nest Pension	Pensions April 2019	£111.72	£0	£111.72	Pensions
24/05/19	Vodafone	Office mobile April 2019	£32.45	£6.49	£38.94	Admin
		TOTAL			£6728.56	

Cllrs Corrie and Chatterley will approve the online payments.

13. Council received a list of the previous month's correspondence for information.
14. Council noted the venue for the Annual Parish Meeting is the Kings Head House Hotel in the boardroom.
15. Council discussed the 125th anniversary of the parish council (4th December 2019).

Meeting closed at 8.50pm.

Notice: The next meeting of Eastington Parish Council will be on Thursday 13th June 2019. 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 5th June 2019.