

## MINSTERWORTH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday, 9 February 2015, in Minsterworth Village Hall.

### PRESENT:

Councillors - R Blowey  
R Crisp  
R Few - Chairman  
N Garbutt  
S King  
T Pearson  
C Thomas  
County Councillor Awford  
Councillor Davies  
Mrs F Wallbank – Clerk

Parishioners: 4

**1 APOLOGIES:** None

**2 MINUTES OF THE MEETINGS** held on Monday, 12 January 2015 were agreed and signed.

**3 DECLARATION OF INTEREST:** None

### 4 COUNTY COUNCILLORS REPORT:

- Agreeing the budget at the next full Council meeting

### 5 BOROUGH COUNCILLORS REPORT:

- Apologised for not attending the last two Parish Council meetings but otherwise engaged with the TBC plan.
- TBC plan due to be signed off the next day.
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### 6 PUBLIC COMMENT (MAX 10 MINUTES):

### 7 PLANNING

**7.1 Applications:** None

### 7.2 Decisions

**7.3 Appeals/Appeal Decisions/Site Inspections: Parcel 7710 Hygrove Lane, Minsterworth:** Informal hearing on 19.2.15 to be held at the TBC offices scheduled to last for 2 days. The Chairman said that he would attend. Councillor Garbutt suggested taking some photos of the access lane to highlight how narrow the road is.

**7.4 Enforcement:** Nothing to report

### 8 FINANCIAL MATTERS

#### 8.1 Accounts for payment and receipts:

Mrs F J Wallbank –

|   |              |        |                   |
|---|--------------|--------|-------------------|
| Salary 1-28 February 2015                     | 337.96       |        |                   |
| Less Tax for February                         | <u>33.40</u> | 304.56 | Cheque No: 101265 |
| Inland Revenue                                |              | 33.40  | Cheque No: 101266 |
| Minsterworth Village Hall:<br>Meeting 12.1.15 |              | 28.60  | Cheque No: 101267 |

Machine Mart: Equipment for flood  
resilience scheme refund due to  
Councillor Garbutt

1226.71  
VAT 224.96

1451.67  
**£366.56**

Cheque No: 101268

**Total:**

**Receipts:**

**Total:** **£0.00**

**8.2 Financial Statement** for the month ended January 2015 was circulated – contents noted.

**8.3 The Villager – “Future”:** Councillor Pearson reported that the Village Hall Trustees have considered the situation regarding The Villager at length at their last two meetings and have decided that they should no longer subsidise its cost. Over the last 10 years or so they have subsidised it to the extent of some £1500. The Trustees are prepared to continue with the present arrangements for the next 2 months ie to the end of March. The current edition is 28 pages at a cost of £80 per month and if reduced to 24 pages this would cost £70 per month or 20 pages £60 per month. Councillor Pearson said he had met with the Vicar and Yvonne Jones and it would be too ambitious for the Parish Magazine and The Villager to be amalgamated.

It was agreed that the Parish Council would cover the cost of printing The Villager for a year and then review at a cost of £70 per month but they would require an input. (Councillor Thomas abstained from voting). Currently the Parish Council make a donation to the Parish Hall towards the cost of the production of The Villager totalling £400. Councillor Pearson would keep the Parish Council updated.

**8.4 Review of Financial regulations:** Defer to March meeting

**8.5 Review of Internal Audit system and appointment of internal auditor for 2014/15:** The Councillors confirmed that they were entirely happy with the internal audit system in place and agreed to employ the services of Shirley Fowler to carry out the “external” internal audit.

## **9 MATTERS ARISING:**

### **9.1 Highway Matters:**

**Manhole Cover:** Richard Waters reported that due to very heavy rainfall he had noticed a number of manhole chambers surcharging. Generally these have been STW chambers but some were Highways storm water systems which were struggling to cope with the sheer volume of water. If the system has now stopped surcharging then, if its Highways its likely to be due to a capacity issue but if its still surcharging then there may be a blockage which needs to be removed.

**Overgrown Footways:** Richard Waters reported that the footway would be sided-back kindly funded by Councillor Awford.

**Downs Bridge:** The weeds have still not been cleared from the drain outlets and this is causing ponding.

**A48 Surface:** Some holes have been filled in. However there are still two bad potholes outside the stoneyard.

**Potholes:** Outside High Cross Farm. Safety Inspector will visit and inspect.

**Watery Lane:** Richard Waters had asked the contractor to revisit the site. Repairs have been carried out satisfactorily.

**Over Roundabout:** Highways Agency are progressing with roundabout works. There was traffic chaos one Saturday but the HA have confirmed that the same situation would not arise.

**9.2 Affordable Housing Scheme:** A meeting had taken place with Rooftops who are at the point of submitting a planning application in the very near future. Slightly changed the design of the houses of little and a meeting has been arranged with the Village Hall Trustees.

**9.3 Service Village Forum:** Last month Councillor Pearson attended a Forum meeting. Several Councillors are aware of 5 sites in The Village that landowners have put forward but not all sites have been included. The Borough Plan is up available for consultation as from 27 February to 13 April 2015. Minsterworth has been tasked to provide 33 new homes.

**9.4 Village Greens:** Councillor Garbutt had circulated a quantity of paperwork regarding the

processes that need to be followed should the situation arise with illegal encampments of travellers. Councillors would read through paperwork and discuss at the March meeting. They are happy for the paperwork to be disseminated to other Parish Councils once agreed.

**9.5 Theft of Litterbin at Hygrove:** The Chairman reported that the litterbin had been stolen from the bus shelter at Hygrove. It was agreed to monitor to see if a replacement bin is required.

**10 CORRESPONDENCE:**

**10.1 TBC: Planning Enforcement Seminar Monday, 16 February 6pm:** No Councillors were able to attend.

**11 MATTERS RAISED FOR NOTIFICATION:**

**Village Resilience:** Put on the March agenda.

**Mystery Film and Fish and Chip Supper:** Friday, 27 February – tickets available.

**12 DATE FOR NEXT MEETING:** Monday 9 March 2015 at 7.30pm

The meeting closed at 8.30pm.