

MINSTERWORTH PARISH COUNCIL

Minutes of the Meeting of the Minsterworth Parish Council (MPC) held on 13th February 2023 in Minsterworth Village Hall, commencing at 7.00pm.

PRESENT:

Councillors - R Blowey – Chair
N Powell
N Garbutt
S Ingham
C Thomas
R Thomas
S King
J Badham - Clerk

Parishioners: 6

1. **APOLOGIES.** The Chair opened the meeting. Apologies for absence had been received from Cllr P Awford and Cllr J Smith.

2. **DECLARATION OF INTEREST. None Declared.**

3. **MINUTES OF THE PREVIOUS MEETING.** The minutes of the MPC meeting held on 09th January 2023 had been circulated and were accepted as a true record.

4. **COUNTY COUNCILLOR REPORT.** No report.

5. **BOROUGH COUNCILLOR REPORT.** No report.

6. **PUBLIC COMMENT**

- With no Neighbourhood Development Plan in place, what steps are the council taking to ensure CIL money is being obtained?
- How in the future is the parish council communicating major decisions that are likely to affect the village and impact villagers. For example the boundary settlement and Elms Farm Development. Cllr Blowey replied the council discussed at great length the settlement boundary and there was a lengthy consultation over many years. Articles were placed in the Villager, alongside minutes from council meetings. For Elms Farm there was an opportunity for the public to attend a presentation held at the village hall with the developers, at the beginning of a Parish Council meeting.
- All comments can be viewed on Tewkesbury Borough Council planning portal on the Elms.
- There is a lack of communication to residents. It was acknowledged that improvements could be made and council will be discussing later in the meeting.

7. **MATTERS ARISING.**

7.1 Village Hall: A recruitment event at the Harvey Centre is being held 15th February. Wednesday 22nd National Village Week. Radio Gloucestershire will be attending the Harvey Centre to interview two residents.

7.2 Minsterworth Park: No report

7.3 Harvey Centre: As mentioned above a recruitment event is being held on the 15th February. The warm spaces grant funding has been successful, council would like to send a 'well done' to all involved. The lower part of the playground/car park are having flood

lights being installed.

7.4 Highway Matters: Cllr Ingham raised the proposed hatched area to be implemented if the Elms farm development progressed, as this would impact on access to the Harvey centre. We are waiting further information which has been sought. There is a dip in the road in Watery Lane where a service pipe crossed the road. Report to Highways.
50mph sign at the east end of Severn Bank dual carriageway is missing. Cllr Thomas to report to Highways

7.5 PROW: Response from the Environmental Agency on areas of responsibility and grass cutting policy was lengthy, but they were uncommitted to anything and it was clear that this was their final say on the matter. It was decided parish council will not continue to follow up.

7.6 Responsibility of repairing broken stiles was raised. Landowners are responsible for repairing, therefore it was agreed that a letter should come from PROW requesting the landowner to repair the stile or asking if they would prefer the parish council working party to repair. **Action: A procedure to be written on how to deal with broken stiles was suggested.**

7.8 Severn Bore: An evening 5* Bore is happening in September of this year which will bring many visitors to the area, when it is dark. Parking needed to be arranged to minimize disruption. Various options for the parking, village hall car park will be open and the church carpark. The church will be organising refreshments and a BBQ. **Action: Clerk to organise grant for toilets, 22, 23 and 24th March and 2, 29th September.**

8. Minsterworth Road Safety

8.1 Village Gates. Gates are due to be installed imminently. Correspondence was received from Highway Legal Agreements on the relocation of the 'Minsterworth' sign currently adjacent to Elver Close. Council agreed to continue with installation of the gates as they have already been delivered. **Action Clerk to reply to GCC advising them of the agreed location of the gates.**

8.2 Community Speed Watch Camera CSWC's. The form has been completed with acknowledgement it has been received. The November Teams meeting was cancelled and no date set for a replacement, Cllr Thomas will follow up. Implementation of an operating policy and a nominated person to deal with data collected to be considered. Cllr R Thomas suggested she would be happy to be the nominated person. **Proposer Cllr Blowey, second Cllr King.**

8.3 Nick Evans Police and Crime Commissioner has agreed to attend the April meeting. **Action: Clerk to include an article in the next Villager.**

8.4 A48 Safety Group has written to the MP, Head of Highways, District Councillors, Chair of Road Safety Partnership and the Cabinet Lead. Many letters have been written by residents with positive responses. Cllr J Smith has received letters and these have been forward to the clerk. **Action: Clerk to distribute letters to councillors.**

9. Financial Matters:

9.1 Financial statement to end Jan 23. The Clerk circulated the account sheet ahead of the meeting. There had been no unexpected expenditure and the balance of the accounts at the start of January was £15898.81 Expenditure was £946.03 with Income £474.20. It

was noted there was incorrect figures for the end and beginning of the month. **Action: Clerk to check figures and return to council with explanation.**

9.2 Proposed Expenditure for Feb 23.

Ser	Item	Expenditure	Income	Comment
1	Clerk Salary (incl tax)	500.00		
2	Parish Magazine Printing	173.48		
3	Village Hall Hire	25.00		
4	Bank Charges	8.00		
TOTAL		706.48	0.00	

9.5 MPC Financial Regulations – Deferred to March 2023 meeting.

10. Planning

10.1 Applications

22/01362/FUL Apple Tree Inn, Main Road, Minsterworth. change of use from public house to two residential dwellings. Approve Council would however like to point out that the plans are confusing due to the description of rooms within. The marking of the boundary of the land on plans is incorrect and we would propose this to be checked.

22/01388/FUL 3 bedroom bungalow next to Apple Tree. Objection
New build with no information on foul water or drainage. Large dwelling on very small piece of land and not within the settlement boundary. The ecological survey would need revisiting especially as the Apple Tree Public House has been empty for many years. The design is out of keeping within the Curtilage of a listed building.

22/01349/FUL Change of use from agricultural land to residential and erection of out building. Former Ham Green Cottage, Pound Lane. Support Application. Proposer Cllr Thomas, second Cllr King.

22/01277/FUL Technical details pursuant to ref 20/01281/PIP Erection of 8 dwellings and associated vehicular access. This planning has approval in principle, however council would like to raise the fact that there is no public sewerage system, no soak away and due to past issues with drainage there are no plans to deal with foul drainage. The plans show no detail of the brick and render which is a feature of the houses, council would like to see a more detailed plan.

10.2 Decisions: 22/00991/FUL Retrospective permission to installation of garden building. 5 Elver Close, Minsterworth. PERMIT.

10.3 Appeals: None to date.

12. Correspondence

12.1 Correspondence was received from Peter Johnson, TBC Environmental Health regarding the caravan site licenses. **Action: Clerk to distribute the correspondence. Deferred to next meeting to allow time for councillors to comment.**

12.2 Article for the Villager: Council agreed the clerk would write an article for the monthly villager following a parish meeting. There is a tight turn around however clerk agreed this could be achieved. Article would be circulated to councillors for comment prior

to submitted. Trial period of 3 months.

13. Matters Raised for Notification.

- Lane closure and traffic signals on northbound A48 approach to Highnam roundabout on the A40. Three way signals at night 16/02 -20/02 this is work for street light maintenance
- The Annual Parish Meeting of Council date was confirmed for Wednesday 10th May.
Action: Clerk to invite the PCSO's.
- Village Hall agreed to contribute to the stolen generators. To be added to the March meeting for discussion.
- Building at the Hawthorns has commenced however the planning has not been agreed on the dwellings. **Action Clerk to raise with Planning Tewkesbury Council Planning.**
- **Dates:**
Big Breakfast 25/02/23 11am-1pm at Village Hall
Film, Fish and Chips 23/02/23
Tony Conder presenting a talk on the Severn Bore on 28/04/23, at Village Hall

Date for Next Meeting: 13th March 2023 at 7pm in the Minsterworth Village Hall.

The meeting closed at 9.01pm.

Signed:

Date: