

MINSTERWORTH PARISH COUNCIL

Minutes of the Meeting of the Minsterworth Parish Council (MPC) held on 09 Jan 23 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: 3

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

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

3. **MINUTES OF THE PREVIOUS MEETING.** The minutes of the MPC meeting held on 12th Dec 22 had been circulated and were accepted as a true record.

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

5. **BOROUGH COUNCILLOR REPORT.**

5.1 Cllr P Mclain provided a report, please see attached.

6. **PUBLIC COMMENT** There was no public comment.

7. **MATTERS ARISING.**

7.1 Village Hall: Andrea Holder has retired from Chair, and Sarah Mchale is the new Chair, with Emma Clack as Vice Chair. Many thanks to Andrea for her years of service to the Village. Ritchie Hudson has joined the committee as a new Trustee.

2022 was a good year for the hall financially, with many improvements made, and we have weddings and other events booked for 2023.

Discussions have started for a Coronation event on the w/e of 6/7 of May 2023, and possibly for the 80th anniversary of D Day landings in June 2024. A request was made for permission to use the Beacon. **Council agreed.**

A joint recruitment event with the Harvey Centre is being held 15th February to try to encourage more residents to fill some of the current vacancies.

7.2 Minsterworth Park: Cllr S Ingham received an e-mail from Mary Goodenough (TBC Funding) mentioning CIL money due to MPC and if our plans were to use the funds for the park. MPC were unaware of any CIL money due. Cllr S Ingham was given a contact of Paul Hardiman and will follow up.

7.3 Harvey Centre/MFSF: Following the approval of the warm Space grant the Harvey Centre will be open on Wednesdays from 11/01 – 25/02. Steps are being investigated, with some positive responses for a post office service to be established on Wednesdays, plus a dry cleaning collection service

7.4 Highway Matters:

7.4.1 Grit Bin on Church Lane. Blue plastic drums were allocated at various locations. Top of Church lane, beside 30mph sign, top of Bury Lane, junction of Pound Land/Watery Lane and Cornham Lane sign, outside of the Highcross House.
Action: Cllr R Blowey would write an article for The Villager with locations and to remind residents only a small amount it required. Clerk to send details to Highways with 'what3words'.

7.5 PROW: Cllr Ingham reported the following:

- No response received from Environment Agency on areas of responsibility and grass cutting policy therefore a follow up email was sent.
- The path EMW8 from the A48 to the church had been cleared by a working party; the ditch had been cleared and water was now flowing through it. GCC have now agreed to fully clear the ditch in their annual schedule.
- Following a letter from a resident about gates on footpaths being left open. Cllr Ingham spoke to GCC PROW about signs for gates. The only signs they provide are 'close gates' It was agreed this were not appropriate **Action: Cllr R Blowey to write an article for The Villager.**

7.6 Welcome Leaflet. Cllr C Thomas confirmed the final version had been completed and ready to be produced. No further amendments were suggested, and Cllr C Thomas was thanked for her efforts. A copy would be added to the PC website

7.7 Anti-Social Behaviour (ASB). Letters had been sent to TBC and the PCC following agreement of the content. A response have been received from the PCC and circulated to Parish Council. All agreed that the response was positive and the action points were encouraging. Council agreed to respond with a recommendation to follow up in 3 months or if further escalation of issues arise. A face to face meeting would be considered if appropriate with the follow up. **Cllr R Blowey requested permission to forward the response to landowners. All agreed. Action: Chairman to forward letters and write a response. Clerk to follow up in 3 months**

8. Minsterworth Road Safety – Update.

8.1 Village Gates. Gates have been ordered. A meeting with Max Kelly confirmed the appropriate location. However there is some confusion following correspondence from Max Kelly to Paul Gould requesting a maps of intended location. Cllr Powell to forward earlier email correspondence. **Action: Cllr R Thomas will follow up with Max Kelly.**

8.2 Community Speed Watch Camera CSWC's. Cllr R Thomas discussed the issues regarding completing additional (and possibly unnecessary) forms to apply for the funding, due to processes changing. A telephone conversation has been planned for Friday 13th January where she will know more information.

8.3 Additional road safety signs on the lower lane. Cost of signs £15. **Action Clerk to order.**

9. Financial Matters:

9.1 Financial statement to end Dec 22. The Clerk had circulated the account sheet ahead of the meeting; there had been no unexpected expenditure, and the balance of the

accounts at the start of Jan was £17,147.34

9.2 Proposed Expenditure for Jan 23. The proposed expenditure for Jan had been circulated before the meeting and included the following:

Ser	Item	Expendi- ture	Income	Comment
1	Clerk Salary (incl tax) - Jo	700.01		4 weeks and 2 weeks paid of Dec
2	Clerk Salary (incl tax) - Paul	466.70		Last pay December
4	Parish Magazine Printing	175.00		Paid
5	Village Hall Hire	25.00		
6	Bank Charges	8.00		January meeting
7	Playground Inspection	130.00		Approx 2022 charge was £126
TO- TAL		1504.71	0.00	

The cost of the playground inspection was added from last years budget and the clerk questioned why the inspection was not completed by TBC? The land is owned by GCC.
Action Clerk to check if this cost could be covered by GCC due to the land being owned by them.

9.3 Precept for FY 23/24 - MPC agreed to increase the precept by 10%, as this is the current rate of inflation, an costs are expected to rise by this amount, thus taking the precept to £12,133.00

9.4 Proposal for ring fenced reserves - It is recommended that the general council reserves should be 3-12 months of annual expenditure, as recommended in Governance & Accountability for Small Authorities. MPC agreed to ringfence reserves at £6000, followed by increasing of £2000 every year for 2 years until the reserves reach £10,000. **Proposed Cllr R Blowey, seconded by Cllr S Ingham 4 in favour 3 against. Motion approved.**

9.5 MPC Financial Regulations – Deferred to February 2023 meeting.

10. Planning

10.1 Applications

22/01264/FUL – Hawthorn House, Main Road. Construction for 4 dwellings following approval of a PIP appeal. It was agreed that MPC would object TO this application. There were concerns raised to the size and number of houses and the proposed drainage system being a soakaway, since soakaways do not work well on the heavy clay soils of Minsterworth. It was also noted this application is outside of the revised settlement boundary.

10.2 Decisions: None.

10.3 Appeals: None.

10.4 Planning Enforcement Investigation TBC – alleged alterations to a listed building without consent at Old Pound Farm, Watery Lane. Notification only.

12. Correspondence

12.1 Arlingham solar farm application has been withdrawn.

12.2 Land at Hygrove Lane, street naming consultation A response was received from Cheltenham Borough Council accepting the two suggestions from MPC 'Parlour Lane' and 'Barn Lane'. They will be put forward to the committee for consideration. The end date for the consultation is 9/01/23.

13. Matters Raised for Notification.

13.1 Cllr R Blowey mentioned the Ash Dieback free trees will be delivered on the 17/01/23. Residents who had ordered trees will be informed.

13.2 an area of verge outside of Sharnbrook and owned by GCC Highways is being used to park vehicles. It was suggested that GCC be contacted to cut back the hedges and remove the unpermitted vehicles. **Action – Clerk to email GCC for the removal of the vehicles and cutting the hedge for improved road visibility.**

13.3 Gloucester docks talk at Minsterworth Village Hall on the 27/01/23. £5 per ticket. Tickets can be purchased online or e-mail Cllr R Blowey.

14. Date for Next Meeting:

13th February 2023 at 7pm in the Minsterworth Village Hall.

The meeting closed at 9.21pm.

Signed:

Date: