

## Minsterworth Parish Council

Minutes of the Meeting of the Minsterworth Parish Council (MPC) held on 12<sup>th</sup> June in Minsterworth Village Hall , commencing at 7.00pm.



**PRESENT:** Councillors R Blowey, S King, C Thomas R Thomas and P Mclain.

J Badham – Clerk

N Powell – Zoom

Parishioners: 4

1. **Apologies.**

Apologies received from Councilor's S Ingham, N Garbutt and J Smith.

2. **Declaration of Interests.**

None received.

3. **Minutes of the Parish Council meetings held on 10<sup>th</sup> May 23**

Minutes were distributed prior to the meeting. One slight amendment corrected.  
Minutes were received and approved.

4. **County Councillor Report.**

Key points of the report as follows:

- High cost of placements for - and number of - looked after children. GCC therefore looking to enter the market.
- High % of contract and agency staff working in children's social care.
- Development of Family Hubs
- Highways Transformation Programme including a review of work streams to focus on the approach to potholes, minor works and comms. Find and fix 'dual repair' gangs will focus (where practical) on doing entire roads so that teams doing safety defects will also identify and fix non-safety defects at the same time. Jet patching to be trialled on dedicated areas.
- Mowing programme has been brought forward.
- Meeting with the Highways Manager later this week
- 130,006! Trees planted in the 22/23 season. I'm aware of a number that have been vandalised. Lots more trees available for next season - More land and partners welcome for new initiatives.

The Parish Council asked if Councillor P Mclain would follow up with Highways due to conflicting advice on supplying 'roundells' and the misunderstanding of the speed camera. **Action: Clerk to ask if Max Kelly of Highways would like to attend a meeting.**

5. **Borough Councillor's Report.**

No report received.

6. **Public Comment.**

No public comment.

7. **Matters Arising:**

7.1 Village Hall.  
Car Boot sale held was successful.

7.2 Minsterworth Park.

Clerk spoke with GCC and confirmed there is no negotiation on the lease for the park.

**Action: Clerk to follow up on date for the park inspection. This has been booked however no date has been set. Council agreed to register the park as Community Asset.**

7.3 The Harvey Centre / Minsterworth Free School Foundation.  
No report.

7.4 Highway Matters.  
No report

7.5 Public Rights of Way (PROW).  
Signs to be supplied for the footpath EMW 7 running along the riverbank, stating no cyclists.

7.6 Generators  
**Council to agree on the mode of generators and costs. Action Defer to July meeting.**

## 8. Minsterworth Road Safety

8.1 Repositioning of speed camara.  
Following conflicting advice the council has now received correct information on the location of the speed camara and will reposition in due course. Councillor R Thomas proposed a increase of 60mph to the speed limit. Its been identified by another council that the solar power battery does not last very long if taking multiple pictures. The council agreed to increase the threshold to 60mph .

Cllr N Powell suggested we purchased a more expensive camara from the CIL money. **Action Councillor Thomas was going to check the cost.**

8.2 Village gates east of end village and roundels.  
Cllr Blowey will be meeting with Max Kelly of Highways to sign off the village gates. Following approval the council will add two more flower troughs be side the west end gates.

8.3 Pedestrian signs along lower lane.  
Walking group recommended area for the signs, however the council felt there were too many suggested. Council agreed in four locations, Pound Lane, Bury Lane, Watery Lane and Church Lane. Action – Cllr Blowey to discuss with Max Kelly

## 9. Financial Matters:

9.1 Council to accept the Financial statement to end May 23.

	April	May
HSBC Reserves	9444.86	3407.28
HSBC Current Ac- count	746.88	18592.96
<b>Open Balance</b>	<b>£10,191.74</b>	<b>£22,000.24</b>
Income	16184.82	14159.21

Total	26376.56	36159.45
Expenditure	4376.32	13837.62
<b>Closure Balance</b>	<b>£22,000.24</b>	<b>£22,321.83</b>
HSBC Reserves	£18,592.96	£8,378.05
HSBC Current Account	£3,407.28	£13,943.78
Ring Fenced Funds	£2,304.53	£2,304.53
<b>Balance</b>	<b>£22,000.24</b>	<b>£22,321.83</b>

## 9.2 Council to accept expenditure for May 23

Date	Item	Expenditure	Income	Power to Spend	Comments
09-May-23	402209 81456938 INTERNET TRANSFER		12143.06		Transfer from Reserve Acc
09-May-23	SYSTEMS FORCE IT INVOICE NO 46229	54		38	Issues with Laptop
09-May-23	HMRC PAYE/NIC	47.8			
09-May-23	GAPTC MINSTERWORTH	127.48		57	Membership
09-May-23	Joanne Badham Stationery	20.06		55	Folder, dividers and labels
16-May-23	AGP GARDEN SERVICE MPC 1778/1779	145		28	
16-May-23	BHIB LCO02175	582.12		32	Insurance
16-May-23	RW Blowey Stationery	6.19		55	Paper for chairman's report
22-May-23	TOTAL CHARGES TO 30APR2023	10			Bank Charges
30-May-23	ICO FIRST PAYMENT	35		4	Data Protection
30-May-23	J M BADHAM CLERK WAGES	463.53		13	
<b>Total</b>		<b>1491.18</b>	<b>12143.06</b>		

### Villager

Date	Item	Expenditure	Income	Comments
09/05/2023	Katie Panting	£30.00		Stamps
09/05/2023	Printing	£173.38		
16-May-23	TL AUTOMOT S LTD 052310		74.25	
18-May-23	HOLLEY RICHARDSON AD Holley Clare		13.75	
<b>Total</b>		<b>£203.38</b>	<b>£88.00</b>	

9.3 Council to approve proposed expenditure for June and July 23.

**Minsterworth Parish Council - Proposed Financial Actions -June 23**

Ser	Item	Expendi- ture	In- come	Power to spend	Comment
1	Clerk Wages	463.53		13	
2	HMRC	47.8			
3	PMP Printing	188.75		37	Villager Printing
4	Bank Charges	8.00			
5	Bank Interest		12.00		
6	AGP Garden Ser- vices	120.00		28	Grass Maintenance Play
7	AGP Garden Ser- vices	25.00		28	Churchyard Strimming
<b>TO- TAL</b>		<b>853.08</b>	<b>12.00</b>		

**Minsterworth Parish Council - Proposed Financial Actions -July 23**

Ser	Item	Expendi- ture	In- come	Power to spend	Comment
1	Clerk Wages	463.53		13	
2	HMRC	47.8			
3	PMP Printing	188.75		37	Villager Printing
4	Bank Charges	8.00			
5	Bank Interest		12.00		
6	AGP Garden Ser- vices	80.00		28	Grass Maintenance Play
7	Hire Village Hall	40.00		29	
<b>TO- TAL</b>		<b>828.08</b>	<b>12.00</b>		

**10. To consider matters relating to year end accounts, external audit and the Annual Governance and Accountability Return (AGAR)**

- (a) To receive and approve the 2022/23-year end accounts
- (b) To approve Section 1 of the Annual Governance & Accountability Statement
- (c) To approve Section 2 of the Annual Governance & Accountability Statement
- (d) To confirm the dates for the exercise of public rights

**Action Defer to July meeting as audited accounts have not been completed.**

**11. New planning applications for consideration**

- 11.1 23/00458/FUL Erection of detached garage building to front of existing dwelling, western boundary treatments and entrance gates LOCATION: Highbury Main Road, Minsterworth. The parish council comments remain unchanged from the previous response. Planning protocol is to look at each application independently. Therefore referring to other planning applications goes against the process set by the planning department. **Object.**

22/01104/FUL Residential development of 40 no. dwellings (Class C3); vehicular and pedestrian access; landscaping; drainage attenuation and other associated works LOCATION: Elms Farm, Main Road, Minsterworth. The council **does not object** to the planning and welcomes the development reduction from 40 to 37 properties and preserving of the farm barn. However we have raised concerns, including suggesting a further reduction in the number of houses, which can be found on the planning portal .

23/00433/PIP Permission in Principle for residential development of up to four dwellings. LOCATION: Hawthorn House, Main Road, Minsterworth. This is a planning in principle. Council have made comments the current plan is inaccurate, it is outside the settlement boundary, access onto the highway is poor, concerns over increased flooding in Watery lane and the foul drainage. Council has asked the above be taken into consideration if awarding a PIP.

11.2 Decisions:

22/01025/FUL Erection of two storey extension to existing outbuilding currently used for ancillary accommodation (Annexe) LOCATION The Dinney Main Road Minsterworth. PERMIT

11.3 Appeals: None to date.

**12. Code of Conduct**

Code of Conduct was approved and been adopted. **Action Clerk add to website and forward to all Councillors.**

**13. Article for Villager 'Role of the Parish Council in Planning Applications'**

Amendments were suggested by Cllrs. Action: Cllr Blowey to re-circulate and defer to July meeting for discussion and approval.

**14. Correspondence.**

- Children's park update
- £1000 Grant application for benches has been submitted.
- Response regarding drainage at 'Seven Acres' **Action: Clerk to circulate to all Councillors.**

**15. New Agenda Fomat**

Council to discuss new format for the agenda. **Defer to July meeting.**

**16. Residual Items**

Postage Proxy Voting written in the standard orders was misinterpreted by the Clerk. The 'written' voting was referring to voting on a particular item on the agenda and not when a Councillor was not present at a meeting.

Councillor Blowey received complaint correspondence following a posting of a message advising residents there was an open day for the new development at the 'Wildflower Meadow'. As this message was sent as a resident and not as his role as a Councillor, Cllrs agreed that it was in order.

**Date for Next Meeting: Monday 11<sup>th</sup> July 2023 7pm in the Minsterworth Village Hall.**

Meeting closed at 9.33pm.

Signed: .....

Date: .....

DRAFT