

## Minsterworth Parish Council

Minutes of the Meeting of the Minsterworth Parish Council (MPC) held on 9<sup>th</sup> October 2023 in Minsterworth Village Hall , commencing at 7.00pm.



**PRESENT:** Councillors R Blowey, N Powell, N Garbutt, S King, C Thomas and R Thomas.

J Badham – Clerk  
Cllr J Smith  
Parishioners: 2

Public Forum (max 15mins) – Members of the public may make representations, ask questions and give evidence at a meeting in respect of the business on the agenda by invitation of the chair.

No comments from the public.

**1. To receive apologies for absence.**

The Chair opened the meeting. Apologies for absence received from Cllr P McLain.

**2. To receive any declarations of interest from Members.**

Cllr C Thomas and R Blowey are on the Coronation Committee.

**3. To Allow for Dispensation.**

None received.

**4. To approve minutes if the meeting held on 11<sup>th</sup> September 2023**

The minutes had been circulated and were accepted as a true record.

**5. To receive County Councillor Report**

No report.

**6. To receive Borough Councillors Report**

Please use link to view the report from Minsterworth Website.

<https://minsterworthparishcouncil.org.uk/wp-content/uploads/2023/10/TBC-Report-Oct-23-1.pdf>

**7. Financial Matters:**

Financial Report were distributed prior to the meeting.

- 7.1 Council to accept the Financial statement to end September.  
Council accepted the report and approved.  
Full report can be viewed on the website by following the link.

<https://minsterworthparishcouncil.org.uk/wp-content/uploads/2023/10/2023-to-2024-Finance-Report-.pdf>

- 7.2 Council to approve proposed expenditure for October.  
Council approved the proposed expenditure for October as detailed below.

Ser	Item	Expendi- ture	Income	Power to spend	Comment
1	Clerk Wages	463.53		13	
2	HMRC	47.8		13	
3	PMP Printing	188.75		37	Villager Printing
4	Bank Charges	8.00			
5	Bank Interest		10.00		
6	AGP Garden Services	80.00		28	Grass Maintenance Play area.
7	Hire Village Hall	40.00		29	
<b>TO- TAL</b>		<b>828.08</b>	<b>10.00</b>		

## 8. Planning

- 8.1 New planning applications for consideration. None to date
- 8.2 Decisions. Non to date
- 8.3 Appeals: None to date.

## 9. A48 Road Safety

- 9.1 Update on CSWC and Council to agree by resolution to continue with letters to speeding vehicles at a cost of £390 per year.  
Approved unanimously by council.

- 9.2 Update Road Safety Group meeting.  
Cllr R Thomas distributed an update prior to the meeting.  
Roger and Ruth accompanied Ian Brooks and Nigel, who are both involved in an A48 safety campaign focused primarily at the west end of Minsterworth, at a meeting with Mark Harper on Friday 22nd September.  
Our own accident log (compiled by Ruth) indicates that it is the west end of the village which has the higher proportion of accidents.

It was a good opportunity to link up the work of the Parish Council with the work of their safety campaign, to highlight residents' concerns about antisocial driving in the village.

We pointed out to Mark Harper that we were concerned about the speed of some vehicles along the road, the danger to residents trying to enter and leave their properties, and the lack of safe crossing places, meaning that elderly residents especially are reluctant to use public transport.  
We referred briefly to our own speed camera data, and to the fact that Highways have yet to come forward with any of their own positive ideas.

Mark Harper has agreed to both convene and attend a meeting with Highways and the P Council in an attempt to move things forward, which we felt was a very positive step

- 10. Neighbourhood Development Plan (NDP)**  
Council agreed unanimously to defer any decision on a Minsterworth NDP until the new Local Plan for Tewkesbury, Cheltenham and Gloucester had been updated, as we were advised that the weight given to NDP's might change in future.
- 13. Standing Orders**  
Council agreed unanimously to review the MPC Standing order and forward amends to Clerk for approval at November meeting.
- 14. Parish Council Correspondence**  
Council went to vote 3 for and 3 against. Chair used casting vote, therefore the proposal was approved and correspondence can be sent by Councillors copying in Clerk.
- 15. Councillors Emails and Contact details.**  
15.1 Council to discuss ending the use of private emails for parish work and providing designated PC email address for each councillor and agree by resolution.  
The proposal was unanimously approved by council.  
15.2 Council to discuss publishing contact details and agree by resolution.  
Council agreed councillors email address will be published on the website once set up. Action: Clerk add to website.
- 16. Emergency Generators**  
Cllr Steve King will forward costs to clerk and this will be discussed at the November meeting.
- 17. Correspondence. (Clerk Report)**  
– Councillor Advocacy Scheme, Council nominated Councillor Nigel Garbutt.
- 18. Ham Green and Calcot Green**  
Council agreed a working group to be set up. **Action: Councillor S King and Councillor C Thomas agreed to discuss and provide a plan for November meeting.** Clerk reminded Council members of non council can be co-opted on to the group. **Action: Clerk to add to November agenda and write to Chris King.**
- 19. Code of Conduct**  
Cllr R Blowey reminded councillors to be careful on how we conduct ourselves at meetings.
- 20. Coronation Bulb Planting**  
Council agreed to contribute toward the planting of bulbs in front of the Village gates.
- 21. Residual Items.**  
– Cllr Blowey will write to TBC in respect of the suitability of the village hall as a polling station.  
– The Councillor vacancy will be included in the Villager for November.  
– Council agreed to send Cllr P Mclain a copy of the Villager every month.

**Meeting closed at 20.58hrs**

**Signed: .....**

**Date:** .....

**Date for Next Meeting: Monday 13<sup>th</sup> November 2023 7pm in the Minsterworth Village Hall.**