

Minsterworth Parish Council

Minutes of the Meeting of the Minsterworth Parish Council (MPC) held on 11th September 2023 in Minsterworth Village Hall , commencing at 7.00pm.



PRESENT: Councillors R Blowey, S Ingham, S King and C Thomas

J Badham – Clerk

Cllr J Smith

Cllr P McLain

Parishioners: 6

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.

- Bury Lane problem with pot holes and resident requested the PC to ask Highways for the road to be resurfaced. Cllr Blowey replied they are aware of the ongoing issues and will raise with Highways. Cllr P McLaine explained the new technique implemented by Highways of jet blasting and contractors using their initiative in filling holes that may not have been reported. Residents are encouraged to report using the highways portal.

1. To receive apologies for absence.

The Chair opened the meeting. Apologies for absence had been received from Cllr N Garbutt, R Thomas and N Powell.

2. To receive any declarations of interest from Members.

None Declared.

3. To Allow for Dispensations.

None Declared.

4. To approve minutes if the meeting held on 10th July and 2nd August 2023

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

5. To receive County Councillor Report

Cllr P McLain

Gloucestershire County Council are piloting a road safety initiative. This is aimed at designated drivers who are not drinking alcohol. You can apply for a lanyard that displays you are a designated driver and you benefit from a free drink. If anyone would like on please contact Cllr P McLain.

The council are cracking down on illegal vapes. You may have seen the coverage on the shops in Southgate Street that had been targeted.

Three schools in Gloucestershire have been set up as Special Schools. Brockworth, Stroud and one due to open in Abbeydale.

Councillor's has been allocated £35-£40K in budget under the 'County Build Back Better' project. This is to support venerable communities and to encourage engagement in young adults/children. If the PC is aware of any projects or initiatives requiring funding of £1 to £1.5k please contact Cllr P McLain.

6. To receive Borough Councillors Report

Cllr J Smith

Tewkesbury Borough Council has a new more user-friendly website, that it is recommended people look at, for all the information they need from the Council. There is still a helpline for those who are not so familiar with a computer. The web address is www.tewkesbury.gov.uk

Planning for the Tewkesbury Garden Town is progressing with more public consultation and say, in what they would like to see. Affected Parishes/ Parish Councils have all had Alistair Cunningham, the CEO and Richard Stanley, Leader of Council attend their meetings for public engagement sessions and provide communication.

The Carbon Reduction Annual Report was presented to the Executive committee, with a four year action plan. The large solar canopy over the Council car park is working well and an Air Source Heating installation upgrade will occur later this year to replace an old boiler at the Council offices. The action plan also begins to look at waste collection and their fleet of trucks, and the rollout of more electric charging points. Ambition may be hampered by the resources available.

Gloucestershire Resources and Waste Strategy was agreed. It was also suggested a new working party was set up at TBC to look at reducing waste collections and ways to educate and improve the recycling rates, and small food bin waste collections (as only about 50% of these are put out).

TBC won the Council of the Year award, in the Southwest Energy efficiency awards. They also were Highly Commended as Landlord of the year and also Commended for large scale projects.

7. Financial Matters:

7.1 Council to accept the Financial statement to end July and August

Date	Item	Expenditure	Income	Power to Spend	Comments
07-Jul-23	Play Inspection MIN22976	138		52	
15-Jul-23	AGP GARDEN SERVICE MPC 1945	40		28	
15-Jul-23	PATA MPC0004	75.8		53	Payroll Admin
18-Jul-23	AGP GARDEN SERVICE MPC 1911	120		28	
22-Jul-23	TOTAL CHARGES TO 30JUN2023	8			
28-Jul-23	Joanne Badham Clerk Wages	463.53		13	
01-Aug-23	Proactive Business INV608109	22.74		54	A4 Paper
01-Aug-23	HMRC PAYE/NIC CUMB 475PQ001752492107	47.8		13	

915.87

Villager

Date	Item	Expenditure	Income	Comments
15-Jul-23	PARISH M PRINTING INV 10418	188.75		
Total		£188.75	£0.00	

Date	Item	Exp	Income	Power to Spend	Comments
07-Aug-23	AGP GARDEN SERVICEMPC	-117.5		28	
14-Aug-23	GLOUCESTERSHIRE CC		£3,000.00		Village gates Re-fund
22-Aug-23	TOTAL CHARGES TO 31JUL2023	-8			
23-Aug-23	GAPTC MINSTERWORTH	-35		62	
23-Aug-23	HMRC PAYE/NIC	-48			
23-Aug-23	Abbey Loos 66649 & 51	-180		50	
23-Aug-23	RW Blowey Chairman	-18.5		45	Plants
23-Aug-23	INTERNET TRANSFER	-3000			Village Gates
07-Aug-23	TEWKESBURY BOROUGH	440	£440.00		Grant for benches

-2967 £3,440.00

Villager

Date	Item	Expenditure	Income	Comments
07/08/2023	Katie Panting Stamps	-37.5		
01/09/2023	Advert		132.00	
18/08/2023	Advert		30.00	2 Cqs
23/08/2023	Printing	-210		
Total		-£247.50	£162.00	

7.2 Council to approve proposed expenditure for September

Minsterworth Parish Council - Proposed Financial Actions -September 23

Ser	Item	Expenditure	Income	Power to spend	Comment
1	Clerk Wages	463.53		13	
2	HMRC	47.8		13	
3	PMP Printing	188.00		37	Villager Printing
4	Bank Charges	8.00			
5	Bank Interest		10.00		
6	AGP Garden Services	120.00		28	Grass Maintenance Play
7	Village Hall Rent	20.00		29	
TO-TAL		847.33	10.00		

August Bank Balance

Reserves Account £11707.58
Current Account £8399.95
Income £3602.00
Expenditure -£3654.50
Closing Balance £20055.03

8. Planning

- 8.1 New planning applications for consideration
23/00677/FUL Hawthorn House. Technical Details Consent for the construction of 4 dwellings. (Following Permission in Principle ref: 23/00433/PIP).

Council did not support this application due to plans submitted being incomplete, insufficient details on drainage, visibility for vehicles on exiting the estate and the size of the road potentially making refuse collections etc unsafe.

- 8.2 Decisions
5 Elver Close application withdrawn.

- 8.3 Appeals: None to date.

9. A48 Road Safety

- 9.1 Update speed camera.
- Reports will be made available on the Website.
 - Within the report was a request to continue with sending letters to speeding drivers at an annual cost £390 per year. **Action: Clerk to add as an agenda items for October meeting.**
 - written article to be included in The Villager and other parish magazines - Approved.
 - VAS was mentioned as something to look into in the future.

- 9.2. Roundells by Village gates.
Roundells (red 50mph signs on the road) beside the village gates were rejected by Highways as there is no change of speed limit.

- 9.3. Pedestrian signs along lower lane. All proposed locations had been sent to Max Kelly, but Highways had no funding until April 2024

- 9.4. Speed camera warning signs.
- Waiting Highways to supply.

Road Safety Group has set up a meeting with MP Mark Harper. Cllr R Blowey asked if Council would approve his attendance, all in favour. Council asked would Cllr R Thomas be attending and proposed using the PC accident risk log **Action: Cllr R Blowey will speak to Cllr R Thomas.**

Cllr R Blowey suggested an article to be included in The Villager encouraging all accidents to be reported and an incident number provided. All accidents will then be included in data providing a clearer picture of the incidents.

10. Neighbourhood Development Plan (NDP)

Council to discuss and consider a NDP for MPC by resolution.

Cllr J Smith suggested the council wait for the draft copy of the Joint Core Strategy being conducted by TBC, GCC and Cheltenham. Nevertheless there is another approach the council can take and that is to implement a Village Design Statements, VDS. Further information needed

11. Village Hall Notice Board

Council to agree to contribute 50% towards refurbishment of the village hall notice board 50% (=) £335.

Suggestion for part of the notice board be locked for Parish Council correspondence. Proposer Cllr R Blowey, seconded Cllr S Ingham. All in favour. Approved

12. Rural Primary School

Council to discuss and approve by resolution to write regarding concerns over the low number of available spaces at rural primary schools.

Cllr S King commented in principle a good idea, but commented that when Minsterworth Primary School was closing there was no backing from Parish Council. Proposer Cllr R Blowey, seconded Cllr S Ingham. **Action: Approved to support,**

13. Standing Orders

Council to agree to adopt Model Standing Orders by resolution.

Proposer Cllr C Thomas, seconded Cllr S Ingham to review chapters 1 and 2 at next P Council meeting

14. Parish Council Correspondence

Council to agree by resolution all correspondence to be sent through Clerk.

Deferred to October meeting.

15. Emergency Generators

Council to agree on the type of generators to purchase.

Deferred to October meeting. Action: Cllr S King to investigate costing of small generators.

16. Correspondence. (Clerk Report)

- Playground inspection has been signed off for inspection until next year. This will be happen automatically. All work has been completed from suggestions on the previous report.
- Two picnic tables have been ordered for the play area.
- Work has commenced on registering the play area as a Community Asset.
- Councillors Emails and Contact Details. **Deferred to October meeting.**

17. Residual Items.

- Management of Ham Green and Calcot Green for October meeting.
- Coronation Committee to purchase bulbs for planting adjacent to the village gates.
- BBQ 29th September at 7pm for Severn Bore.
- so far 3 residents have responded for whip trees from the Ash Dieback project.

Date for Next Meeting: 9th October at 7pm in the Minsterworth Village Hall.

Meeting closed at 9.21hrs

Signed:

Date: