

Agenda Information pack 8th July 2024

8.1 Financial Statements – See attached Spreadsheet

8.2 Approve payments for July and August 2024 – See attached Spreadsheet

10.2 – Highways correspondence Tue 02/07/2024 09:53

Good morning,

Thank you for your enquiry.

We have raised a siding out job to remove the overgrown vegetation from the footway from opposite the junction to Oakle street to where the dual carriageway ends. We currently do not have a date as to when these works are to be done but please rest assured it is in the programme to be done soon.

I have also raised a community maintenance job to trim back the vegetation along the footway next to the dual carriageway section. This will be complete when and if resources allow.

Kind Regards,

Area Highways Representative – Winchcombe

Highways & Infrastructure, Gloucestershire County Council

10.3- Auto speed watch information email – *Email received Mon 01/07/2024 06:23*

GCC Highways is eager to help you address the number of high-end speeds that have been identified through the CSW+ programme. Impactful signage plays an important part in that it is a good visual aid for motorists to identify that speed cameras are present within your parish, and that they should be adjusting speeds accordingly. Signs also highlight the risk of enforcement for motorists who are travelling at inappropriate speeds.

The Gloucestershire Road Safety Partnership (GRSP) has recently approved the free supply and installation of 2 Boundary located signs to support your CSW+ non-ANPR camera installation (using existing support posts only). These signs are the larger of the two designs authorised to be deployed as illustrated Fig 1 below. The 2 free Boundary signs will be installed by a GCC appointed contractor at no cost to your parish at a scheduled time to coincide with other parish installations.



Scheme Ref.	30mph - CSW - Speed Camera Warning Sign		
Sign Ref.	878V2	x-height	60.0
Letter colour	N/A	SIGN FACE	
Background	WHITE	Width	600 mm
Border	BLACK	Height	645 mm
Material	Class R3B-UK	Area	0.39 m ²

Figure 1

These signs are to be positioned on an existing post at either end of the road at or as near the parish boundary as possible as deemed most appropriate to your camera installation. Please do feel free to contact me for advice on this if you are in doubt about the suitability of a location.

Further to this, you are at liberty to purchase additional Boundary Signs to be installed at other boundary locations as appropriate to your needs. Once again you are encouraged to utilise existing support post wherever possible. These additional self-funded boundary signs will be supplied and installed by a GCC appointed contractor on a rechargeable basis. Costs will be available once this data collection episode is finalised, and contractors' prices are in.

Repeater signs, according to the design as below Fig 2 are also available for you to purchase on the same rechargeable basis. These signs may be placed along various routes within the parish boundary and at intervals to reinforce the message. You are under no obligation to make these additional purchases.



Figure 2

Use the schedule attached to claim your 2 free signs, answering “FREE” on the first line i.e. “Your Order Reference”.

Use the same schedule answering with your actual order reference for each additional sign you wish to purchase.

Please return at your earliest opportunity, your completed schedule, to me copied to the CommunitySpeedWatch Fund.

This offer of 2 free boundary signs is only applicable to and in support of your GRSP funded non-ANPR camera installation.

If you wish to purchase more signs(boundary &/or Repeaters) for your other (self-funded) non-ANPR camera installations add these to the same schedule for each additional self-funded camera you own but be sure to include your order number for each sign that you order.

In the meantime, in case you are concerned, there is no legal obligation on the parish to display signs and you may continue to use your camera without signage. That said, experience has shown that such signage works as a deterrent and does help in reducing speeder volumes which in turn means fewer images that need verification so the sooner your signs are installed the better the situation will be.

I will be in touch again once we have the full list of applications returned (25 parishes in this round). Please be patient as it will take a little time for requests to be returned, specifications drawn up, signs ordered and contractor’s appointed, signs come in stock and distribution/installation scheduled.

Kindest regards

Community Speed Watch Liaison Officer

Information required for Speedwatch signage order- **Email – B**

Your Order Reference	Example QUENINGTON PC/000001 (type free for first 2 boundary's
Sign Required	BOUNDARY
Post Dia (76/89/114mm)	76
Street Name	FAIRFORD ROAD
Location Reference	B1/FFRNB (B1 = boundary sign 1. NB=DIRECTION OF travel i.e. North Bound
What3Words	///goat.leg.bus
Direction of traffic flow	North Bound

Item 10.4 – Glos Highways Winter plan

Email received Mon 10/06/2024 14:04

Dear Parish or Town Clerk,

I hope you are all well. It's the middle of summer, so it must be time to talk about winter. We use this time to get prepared for the next winter.

The details we need from you are as follows:

- Confirmation of your Snow Plough Operator and Snow Wardens – is the information below correct?
- If you do not have a snow plough operator, but are aware of someone who is willing to fulfil this function for the community please forward on their contact details to us.
- Your stock of Bagged salt and your request for delivery of new bags before this coming winter - deadline for bagged salt request... 31st July 2024 – so we can arrange delivery as soon as possible.
- Your Winter Actions Plan – Do you have one, when was it last updated? Please work with your Local Highways Manager to update this if required or prepare a new plan. When completed can you please send in a copy to your Local Highways Manager.

Below is the information we hold for your Parish/Town Council – please check and send us any updates.

Parish	Area	Snow Warden	Snow Plough Operator	Winter Action Plan?	Winter Action Plan update date	Mapped Grit Bin	Current stock of bagged salt	Bag salt stock requested	Location	Contact for delivery
Minsterworth	Northern	Mrs Cathy Thomas		No				10	See Snow Warden details	See Snow Warden details

Grit Bins

We are currently reviewing the provision of Grit Bins across the County. If you have any requests for Grit bins, such as, replace an existing bin, relocate a bin to a better location or install a new bin. Please speak to your County Councillor and Local Highways Manager to agree your requirements.

[Do you need new grit bins? | Gloucestershire County Council](#) (link to GCC website)

For guidance on where we will install new grit bins see link to the adverse weather plan [adverse-weather-plan-2023-24.pdf \(gloucestershire.gov.uk\)](#) (link to GCC website) page 42.

We will provide further updates in advance of winter. If you have any queries please do not hesitate to contact us.

Thank you for your help, enjoy the rest of the summer.

Winter Operations Manager/ Area Highways Manager

11.1 Correspondence from Severn Treescapes Received

Email received - Thursday, June 20, 2024 2:12 PM

Good afternoon,

My name is [REDACTED] and I'm the Community Engagement and Communications Coordinator for the Severn Treescapes project, a partnership between Gloucestershire, Herefordshire and Worcestershire Wildlife Trusts.

I'm emailing today to let you know about the project and some of the things that we can offer.

We're working across Gloucestershire, Herefordshire and Worcestershire, aiming to increase the tree connectivity across the landscape. We're currently working with farmers and landowners (from people with an acre or two to large estates everything in between) to see where trees could be added into their land, in a way that works for them.

We offer free site visits with our Trees and Woodland Advisers, who can help identify opportunities for land whilst maintaining and improving productivity. Crucially, they can also support with drafting and completing application forms and finding funding for planting and maintaining trees. This includes hedgerows, shelterbelts, traditional orchards, natural regeneration and other agroforestry systems. We also work with community groups, hosting talks and events with different groups and schools, to tell them more about the project, how they can get involved and why it's so important.

Also, if you have a parish newsletter, we'd like to offer to write a piece about the Severn Treescapes project. We've been running the project for just over a year now and have lots of interesting stories we can tell about the work we've done so far. We're really excited about this project and would love to inspire some of the people in your area to get in touch to see how we can help them plant and restore trees and hedgerows.

You can visit our website here for more information:

<https://www.gloucestershirewildlifetrust.co.uk/severn-treescapes>

Please do get in touch if you feel there is something we could work on together in your parish.

Thank you and I hope to hear from you soon.

Item 12 – Parish Noticeboard

The Clerk has confirmed that CIL money can be used to fund a noticeboard. The PC does not need permission to spend on this, but will report it at the end of the year to TBC.

Option 1- Parish Noticeboard costs- Greenbarnes.co.uk

[4 x A4 Man-made Timber 2-bay Lockable External Notice Board \(greenbarnes.co.uk\)](http://greenbarnes.co.uk)

Notice board cost -	£977.45 +Vat	
Posts (If required) -	£240.00 pair +Vat	
Delivery -	£80.00 +Vat	
Header panel-	£67.30 +Vat	
	Total = £1284.75	totals
Text/ lettering varies depending on type-	White Vinyl £3.28/ character` Plain engraved £5.30/ character Engraved and painted £8.10/ character. +Vat	(£82) = £1366.75
Minsterworth Parish Council = 25 letters		(£132.50) = £1417.25
		(£202.50) = £1487.25

Comes with 2 sets of keys. 6-8 week lead time.

Option 2- Noticeboard company

[Classic 58 Post Mounted External Notice Board with Header | Outdoor Lockable Poster Case | \(noticeboardcompany.com\)](http://noticeboardcompany.com)

Notice board cost – 750 x 750mm	£790.98+Vat	Includes posts/ Header panel/ lettering/
Delivery -	£10+Vat	

3-4 weeks lead time – Black/ Blue/ Green. 10 strong magnets and 2 x keys.

Nb- Further information-

TBC advised that they do not have a preferred supplier of Noticeboards, but suggested contact with other Councils who placed recent orders- Wheatpieces Parish Council clerk advised that they placed an order for the below from the Noticeboard company and advised they were happy with the purchase, but it was a little flimsier than expected.

<https://www.noticeboardcompany.com/products/tradition-30-post-mounted-external-notice-board-with-header.html>

Item 13- New PC Printer costs

Printer costs-

Suggested Inkwell printers, both for use with Plain paper, A4, and Wifi enabled.

[EcoTank ET-2856 A4 Multifunction Wi-Fi Ink Tank Printer, With Up To 3 Years Of Ink Included : Amazon.co.uk: Computers & Accessories](#) - £249.00

[Epson EcoTank ET-2850 A4 Multifunction Wi-Fi Ink Tank Printer, With Up To 3 Years Of Ink Included : Amazon.co.uk: Computers & Accessories](#) - £270.98

Item 14- See Play ground Inspection report document.

Playground inspection follow up repairs-

Cllr Blowey has advised that repairs are usually carried out by a local and they are able to proceed with the repairs on Thursday 11th July. A quotation has not yet been provided.

On contacting TBC for advice –

Email received Mon 01/07/2024 09:34 from Project Officer Asset Management- Tewkesbury Borough Council

If you need specialist play grade timber to replace rotten items, you need a play manufacturer for the parts and possibly the same to install. Or you can cut costs by getting the parts from a play manufacturer and getting a local builder to install.

Play Manufacturers:

1.This could be the maker of the equipment if you know this. For example – Kompan, Sutcliffe, Playdale, HAGS, Wicksteed, Proludic Sovereign etc.

The below two companies are good if you have no idea who made the play equipment (suppliers we use). They will source the equivalent or go to a play equipment maker for you. They can supply only and if you want install. Note costs for install will be higher than below as are not local.

2. [Playground Equipment – GB Sport & Leisure \(gbsportandleisure.co.uk\)](https://www.gbsportandleisure.co.uk)

3. [Commercial Playground Equipment Parts | Online Playgrounds](#)

The below are local companies (contractors we use) that can install the equipment for you. They can do supply and install but please note they will go to a play manufacturer for the parts (most likely one of the above).

4. DW - One call construction

5. EG - Greenfields

6. NH - Hartell

Hope this helps. Any issues come back to me.

Kind regards, Project Officer Asset Management- Tewkesbury Borough Council