

Minutes of a Minsterworth Parish Council Meeting **held on 9th December 2024 in the Minsterworth** **Village Hall at 7.00pm.**

Present: Cllr Nick Powell Chair
Cllr V King Vice Chair
Cllr Steve King
Cllr Roger Bowey
Cllr Cathy Thomas
Cllr Ruth Thomas

In Attendance: Borough Councillor J Smith
Kate Wilks Parish Clerk

1 Member of the public

The Chair opened the meeting and Members of the Public were asked for any representations or questions by invitation of the chair.

*A Parish Resident noted that the noticeboard at Pump court has an old set of PC minutes on display. Cllr Blowey will arrange for these to be removed.
Update 23.12.24- Cllr Blowey has removed the out of date documents.*

1. To Receive Apologies for Absence.

Apologies were received from County Councillor Paul McLain.

2. Declaration of Interest (Members are requested to declare any interest they may have in the business set out on the agenda to which the approved code of practice appears.)

There were none declared.

3. To Allow for Dispensations.

There was no requirement for dispensation.

4. Approval of the Minutes of the Parish Council meeting held on Monday 11th November 2024.

The Council agreed that the Minutes were taken as a true representation of the meeting and duly signed by the Chair.

5. To receive the report from the County Councillor.

Cllr McLain provided a report prior to the meeting. Link [Here](#).

6. To receive the report from the Borough Councillor.

Cllr Smith provided the following information.

A full Council meeting will be held on the 10th December 2024.

Sandbags are available as there are high tide warnings in the area in the next few days. Cllr C Thomas confirmed stocks are ok.

Cllr Smith was asked for her opinion on Remote meeting attendance. Cllr Smith felt it was not necessary at Parish Council level but confirmed that TBC meetings will be online from January.

Information on how to access this live recording was requested by the Chair, Cllr Smith will send details when available.

7. To receive the Clerk's report.

Items of note were included in the Clerk's report below. Which is available by the following link: [Link Here](#).

It was agreed that the Annual Council meeting will be held on the first Monday evening of May 2025. Clerk to book MVH.

There was some discussion around the new email system and how the changeover of Councillor emails will be managed. KW to confirm with the new provider the best course of action.

There was a discussion around the Villager and the costs to run the publication. The PC requested that the Clerk request a full years accounts from the Villager Steering team Dec 2023- Dec 2024. The Clerk and Cllr V King to review when they meet for the quarterly check and feedback details to the Council.

8. Financial Matters:

8.1 Council to accept the Financial statements for November 2024.

FINANCIAL RECONCILIATION AS AT 30th

Nov 2024

CURRENT ACCOUNT

Balance B/F	£	23,085.81
INCOME	£	18.70
	£	<u>23,104.51</u>

EXPENDITURE (minus) -£ 1,127.76

BANK BALANCE TOTALS £ 21,976.75

HSBC Business Account	£	10,495.33
HSBC BMM Account	£	11,481.42

AVAILABLE TOTALS 0.00 £ **21,976.75**

8.2 To approve the accounts for payments in December 2024 as per the list circulated prior to the meeting.

Minsterworth Parish Council - Proposed Financial Actions - Dec 2024

Ser	Item	Expenditure	Income	Power to spend	Comment
1	Clerk Wages	550.63		13	Includes salary and HMRC Payment.
2	Bank Charges	10.5			Monthly account charges.
3	PMP Printing Inv 12475	191.45			Printing the November issue of the Villager.
4	MVH Hire	22.50			Hire of hall Inv- 09.12.2024
5	Cloud next monthly website hosting charge	5.98			Monthly charge
6	AGP Garden Services	80.00			Lawn mowing Play area 04/11 and 29/11
7	Parish Council Post box- Amazon	53.95			Payment for a new Post box to be installed at MVH. PC agreed to Purchase on 14.10.2024. Approved Nov 2024.
8	Church Grant 2024	300.00			£300 allocated in the budget for this grant.
9	Bank Interest November 2024		17.74		
		1215.01	17.74		

The Council unanimously approved the listed expenditure for December 2024.

- 8.3 To approve payment of £300 Church grant allocated in the 2024/2025 budget in December.

It was unanimously agreed to award a £300 grant to the Church.

- 8.4 CLERK TO PRESENT THE BUDGET FOR THE FINANCIAL YEAR 2025/2026.

The PC will review the proposed budget for approval at the next PC meeting in January 2025.

Cllr Smith to confirm the maximum amount the Precept can be increased per year.

9. Planning: To consider recommendations in regards to the following planning applications and to note any decisions.

No applications received.

10. To discuss Highways updates and agree any actions.

- 10.1 *To receive an update and agree any actions on Drainage/pooling of water in Watery Lane.*

The Chair attended a meeting with a GCC Highways representative. They could not locate the culvert after using cameras. An application for a new pipe will be made, and the work carried out when funding is available.

The Clerk will follow this up with GCC.

- 10.2 *To discuss and agree a course of action regarding 20mph speed zones on the roads around the A48 and the requested contribution towards the Traffic Regulation Order.*

The Clerk will respond to the request for PC funds for the TRO to request details of other funding options.

Cllr McLain may also be able to assist with funding or suggest other funding available. The Clerk to contact Cllr McLain.

Cllr R Thomas explained that new Speedwatch traffic camera signs had been installed following the agreement to proceed by the PC.

Three on each side of the carriage way, but noted one is particularly small.

11. To discuss Calcotts and Ham green updates and agree any actions.

Cllr Blowey is awaiting information on additional dates to attend the Severn treescaping training session.

The Clerk will contact STS and ask for any suggested dates for planting in the new year, A copy of the specifications for the tree guards and installation instructions. A teams meeting will also be suggested one evening so other Councillors can access the information.

12. To receive any updates regarding the Minsterworth Parish Councillor vacancy.

The Clerk noted there had not been any further interest. The Notice of a vacancy had been placed on the PC noticeboard and will be in the December Villager.

13. To receive feedback following the GlosSES meeting regarding EDF saltmarsh proposal on the 2nd December 2024.

Cllr Blowey attended a meeting at Westbury on Severn, he fed back the details to the PC.

Cllr Smith suggested there is a good summary of the meeting on the Westbury on Severn Parish Council website [here](#).

Cllr Blowey has also written a piece in the Villager as a resident attending the meeting.

14. To discuss and agree a course of action relating to the name of housing development 'Crimperland.'

Two residents had contacted the PC to point out that the new housing development named 'Crimperland' was built on land that had been historically referred to as 'Climperland.' It was requested that the PC contact TBC to request a name change.

Following discussion, it was noted that the PC had suggested two names for this development in November 2023, but they had not been used.

As the area is now registered it was agreed that it was too late to request the change.

The PC thanked the resident for providing the information as it could be of use for the future. It was suggested that the resident could approach TBC directly.

15.To agree to the update of the wooden board in MVH with the current Parish Council Chair and the costs associated.

Item deferred to the January Council meeting.

16.To discuss and agree Councillor information to be included on the website.

A Resident had contacted the PC to request that more information on each Parish Councillor is added to the PC website.

It was discussed and agreed that the following information will be included on the Minsterworth PC website;

Name and PC Email address.

3 voted in Favour, 2 Abstained. The motion was therefore carried.

17.To discuss and agree a course of action regarding the government consultation on enabling remote and hybrid attendance at council meetings.

It was discussed and following a vote unanimously agreed that the Parish Council respond to the Government consultation stating that they strongly object to plans to introduce remote attendance for PC Meetings.

The Clerk will log this response through the consultation link.

Confidential Agenda items Pursuant to 1(2) of the Public Bodies (Admission to the meeting Act 1960) It is resolved that because of the confidential nature of the business to be transacted the Public and Press leave the meeting.

18.To receive an update and agree a course of action for the Minsterworth Playground with Gloucestershire County Council.

It was suggested that the Clerk contact TBC legal department for support regarding the Playground lease. Cllr Smith provided contact details to the Clerk.

19.Date for Next Meeting: Monday 13th January at 7-00pm at Minsterworth Village Hall

Appendix 1

Information pack December 2024.

Please see link to the Information pack [here](#).

Meeting closed at 21.00hrs

Signed:

Date: