

HUNTLEY PARISH COUNCIL MEETING

SUMMARY OF ITEMS FOR DISCUSSION – TUESDAY 4th JULY 2023 at 7.30pm

Councillors are **summoned** to attend an ordinary meeting of Huntley Parish Council to be held at Huntley Village Hall on Tuesday 4th July 2023 at 7.30pm for the purpose of transacting the following business:

AGENDA

- 1. MEMBERS' INTERESTS RELATING TO ITEMS ON THIS AGENDA**
- 2. APOLOGIES**
- 3. Members of the public, District and County councillors will be invited to address the council at this time.**
- 4. MINUTES OF PREVIOUS MEETINGS –** To resolve that the minutes of the additional ordinary meeting held on 19th June 2023 form an accurate record of the events.
- 5. CLERK'S REPORT –** To receive the contents of the report at Appendix A.
- 6. ACTIONS LOG –** To receive the contents of the Actions Log and agree any further actions.
- 7. PLANNING APPLICATIONS**
 - A. Received –** P0678/23/FUL Laburnum House, Hinders Lane, Huntley, GL19 3EZ. Change of use of garage to annexe accommodation with the construction of dormer extension with associated works.
 - B. Dealt with Between Meetings –** None.
 - C. Decided Since Last Meeting – (i)** P0522/23/LD1 Pool Cottage, Main Road, Huntley, GL19 3SE. Application under Section 191 to establish whether the use of land as residential curtilage is lawful. Decided on 27th June 2023.
(ii) P0528/23/FUL 15 Newent Lane, Huntley, GL19 3SE. Installation of a new dropped kerb for vehicle access. Consent granted on 27th June 2023.
 - D. Withdrawn Since Last Meeting –** None.
 - E. Appeals –** None.
 - F. Enforcement Issues –** EN/0046/20 Pool House, Main Road, Huntley. The case officer has acknowledged our representations and the case is under review.
- 8. NEIGHBOURHOOD DEVELOPMENT PLAN –** To receive the latest report from the NDP Steering Group.
- 9. FINANCE - A. To receive the parish account balances, authorise payments and note payments as detailed.**

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|------------|---|---|-----------|
| (a) | Statement of Accounts as at 29th June 2023 | | |
| | Deposit Account | £ | 19,813.12 |
| | Treasurers Account | £ | 750.00 |
| | Defibrillator Account | £ | 1,109.09 |
| | Play Area Ringfenced Funds Account | £ | 14,551.54 |
| (b) | Grant Applications - Section 137 of Local Government Act 1972 | | |
| | Mayhill Society – Request for contribution towards speed limit and signage project. | £ | 300.00 |
| (c) | Adverse variance to budget (>£10) | | No Report |
| (d) | To ratify payment made between meetings | | None |
| (e) | BACS Payments for Approval | | |
| | REL Williams Expenses | £ | |
| | Clerk's Wages (Gross) | £ | 577.45 |
| | HMRC Re Above (To Be Deducted) | £ | TBA |
| | Huntley Village Hall (June 2023) | £ | 30.00 |
| | Iain A Selkirk (Independent Internal Audit) | £ | 100.00 |
| | AM Groundcare Ltd (Dog Bins x 4) | £ | 80.00 |
| | AM Groundcare Ltd (Grass Cutting, June 2023) | £ | 873.60 |
| (f) | To approve budgeted payments in August 2023 | | |
| | Clerk's Wages (Gross) | £ | 577.45 |
| | HMRC Re Above (To Be Deducted) | £ | TBA |
| | Huntley Village Hall (July 2023) | £ | TBA |
| | AM Groundcare Ltd (Dog Bins x 4) | £ | TBA |
| | AM Groundcare Ltd (Grass Cutting, July 2023) | £ | TBA |
| | GAPTC (Member Training) | £ | TBA |
| (g) | Income Received – Since 6th June 2023 | £ | |
| | Bank Interest | £ | 26.30 |

- B. AUDIT** – To receive the report of the Independent Internal Auditor and to approve the Annual Governance Statement (AGAR).
- 10. STANDING ORDERS** – To agree what changes, if any, need to be made to Standing Orders.
- 11. VILLAGE HALL ACCESS** - To receive an update on measures to prevent vehicles from parking on the graduated access area and agree any resultant actions.
- 12. PLAY AREA** – To receive updates regarding play area maintenance and agree necessary resolutions.
- 13. GRASS CUTTING** – To agree the uplift to the existing grass cutting contract for autumn 2023.
- 14. HUNTLEY HEADLINES** – To agree what to include in the July and August editions and any other related matters.
- 15. COMMUNITY SPEEDWATCH** – To agree what steps to take to relaunch the Huntley Community Speedwatch group.
- 16. ITEMS FOR NEXT OR FUTURE MEETINGS** – (i) CCTV policy.

17. **MEETINGS / TRAINING / SEMINARS / CONSULTATIONS – (i)** To approve the attendance of Cllrs. Croxall and Evans on upcoming training events.
(ii) GAPTC AGM, 23rd July 2023, 10.30am at Highnam Community Centre.
(iii) GRCC AGM & centenary celebration, 20th July 2023, 3.30pm at Maisemore Village Hall.
18. **CORRESPONDENCE – (i)** A member received a complaint about tractors with trailers speeding in Tibberton Lane. **(ii)** A complaint has been received about footpath 49 being obstructed by a maize crop. Reported to GCC PRoW, case reference: 11423614. **(iii)** Huntley Village Hall are hosting a pop up picnic on the 15th July and the outdoor space will be used.
19. **NEXT MEETING –** To be confirmed as 7.30pm on Tuesday 5th September 2023 at Huntley Village Hall.

HUNTLEY PARISH COUNCIL
Agenda – 4th July 2023, Appendix ‘A’
Clerk’s Report

1. **War Memorial –** War Memorials Trust’s Conservation Officer has been in contact with broad support for the contactor’s quote and plans. She has been prescriptive regarding the block work and has also made a suggestion about pointing. She also suggested that we reach out to alternative contractors. I will do so without great expectations and will update FoDDC Planning shortly before starting the grant application process.
2. **Allotments –** Several letters have been sent out regarding weedy and unworked plots. Further to that, Plot 4a was left abandoned when the tenant moved away without word. This has already been re-allocated. Plot 20b is in a terrible state with a recent tenant who hasn’t paid this year’s rent. They have been served a letter advising that the plot will be re-allocated which I have been attempting to sort out.
3. **Expenses –** I claim the following expenses: (i) 22 miles at 45p:mile = £9.90, home to Malvern re audit. One way only as shared with Maisemore PC. (ii) Ink Cartridges, £15.99 inc VAT. **Total £25.89.**

Leo Williams
Clerk & Responsible Officer 29th June 2023

HUNTLEY PARISH COUNCIL
Agenda – 4th July 2023, Appendix ‘B’
NDP Update June 2023

We have managed to secure a slot on the Full Council meeting on 19th July. Assuming that the Council accept the referendum version of the NDP, the Forest of Dean electoral team will be asked to arrange the referendum.

Although the referendum has not yet been held, the NDP carries **very significant weight** (as defined by the National Planning and Policy Framework) whilst assessing planning applications.