

HUNTLEY PARISH COUNCIL MEETING

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD AT HUNTLEY VILLAGE HALL - TUESDAY 4TH SEPTEMBER 2018 at 1930 hrs

Attendees: Cllrs. A S Wood (Chairman), D Greaves, Mrs J Green, J Rebbeck, I Richards, RC Watkins (arrived late)

Present: 6 members of the public, including the two candidates for co-option, Cllr. Brian Robinson (County Cllr.), Cllr. Brian Jones (District Cllr.), Miss A Jones (Clerk)

1. **APOLOGIES** – Cllr. Watkins had advised the Chairman that he may be late.
2. **MEMBERS' INTERESTS RELATING TO ITEMS ON THIS AGENDA** – Cllrs. AS Wood, J Rebbeck and I Richards declared an interest in Item 5(a) Rose Villa as the agent, owner and supporter of the application respectively.

Members of the public, District and County councillors were invited to address the council at this time.

Cllr. Robinson advised that it was now a year since works commenced to improve Children's Services. There is now a new Director in place, staff changes and more social workers and £16m increased budget. It's an ongoing process of improvement but results so far are good. The Chief Fire Officer (CFO) had been asked to resign after it was discovered that he had benefitted from the inappropriate sale of assets and a new CFO was now in position.

Cllr. Jones had no update at this time.

A member of the public stated that it was disappointing that there was no representative of the parish council at the recent Installation of the Revd Lara Bloom. She then suggested that the parish council should hold a commemorative event for the centenary of the end of World War 1. She then raised a number of concerns regarding the planning application reference P1018 as follows:

- It was not long since the parish council objected to further development on the A40 on the ground of access, but more and more are now coming through the planning process.
- Previous developments were required to put in substantial new entrance arrangements and increased visibility, but that has not been the case recently.
- This proposal had severely limited visibility.
- The previous planning permission restricted the site to no more than two cars, but the new application seeks 4 parking spaces, which could result in any type of vehicle and significant numbers of vehicles manoeuvrings

Alan Etheridge, the owner of Pool House made the following comments with regard to his application:

- The visibility is adequate and the bus shelter doesn't impede the visibility
- He is a sole trader so there won't be commercial vehicles. The four parking spaces are for his grown up children when they visit
- He creates bespoke furniture and his main premises is in Thornbury.
- The access is already there – it is not a new access.
- The conservation officer asked for a high fence and that's why it's been put on the application
- The cars parked on double yellow lines represent a far more serious road safety issue and that is never addressed.

3. **CO-OPTION** – There were two interested parties and they were each given the chance to explain why they wanted to be co-opted. Cllr. Robinson selected the first to present to council by pulling Mr Hill's name out. Mr Hill gave the following reasons for wanting to join the council:
 - He had lived in the village for 25 years
 - He is a first responder and is interested in increasing the awareness of and training on the defibrillator
 - He is an allotment holder and wants to improve the general condition of the allotments as well as reducing the number of vacant plots
 - He and his wife have a lot of ideas to benefit the parish and he now feels able to give something back to the community.

The Chairman asked why he had not expressed an interest earlier in the year and Mr Hill advised that his wife's ill health had taken priority but she was now well and he was keen to take on the councillor role.

Mr Etheridge then gave the following reasons for wanting to be co-opted:

- He has only just moved to Huntley but he was born locally in Birdwood
- He brings a fresh outlook, having worked for blue chip companies in the past
- He has never been on a parish council before but wants to put something back and has practical skills to offer.

Cllr. Greaves asked whether Mr Etheridge considered that the fact that he was seeking to join the council at a time when he had one of the most controversial planning applications in a long time, presented difficulties for the council with regard to transparency and how it may be viewed by residents. Mr Etheridge stated that he did not consider it an issue and the matters were separate.

Councillors spent a few minutes in private consultation before taking a vote. The secret vote resulted in 4 votes for Mr Hill, 1 for Mr Etheridge and one did not have a name on the paper. **It was duly resolved** that, by majority vote, Mr Tim Hill be co-opted to be a member of the council, he signed his Acceptance of Office and joined the meeting.

4. **APPROVAL OF MINUTES FROM THE MEETING ON 3RD JULY 2018.** - It was resolved that the minutes were an accurate record of the meeting on 3rd July 2018, subject to the date and start time being corrected and the planning response for P1709 being amended to "no further comment", and they were duly signed by the Chairman

5. (a) **PLANNING APPLICATIONS (received)**

P1018/18/FUL Pool House, Main Road, Huntley
Erection of single storey timber garage / workshop in rear garden
Additional information relating to the size of the structure being greater than a standard garage, that it will now be used for business purposes – re-consultation. Council noted considerable correspondence on the planning file which had been reviewed prior to the meeting. A discussion took place during which some questions were put to the applicant regarding the requested reduction in size v's the actual reduction in size on the revised plans, landscaping and proposed high level fencing.

It was resolved that the parish council was unable to determine its position with regard to this application as it was not complete. The Clerk was asked to seek clarification / additional information as follows:

- Why the use of the garage deemed to be "commercial" as the parish council's understanding is that anyone can work from home if they so desire.
- A full landscaping plan in order to ascertain the exact impact of the development
- Full details relating to boundary treatments is required, in particular why a 6 foot fence was proposed in place of the existing railings, as the railings are a historical attribute of the property, between two listed buildings and be removed / replaced with a different boundary treatment.

Additionally, **it was resolved** that the residents' concerns regarding the effect on highway safety should be highlighted to ensure Highways England are fully aware.

P0091/18/DISCON Huntley Manor, Newent Lane, Huntley
Discharge of Conditions 03 (samples of render), 04 (Soil vent pipes), 05 (Roof insulation details), and 06 (Skirting and staircase details) of Listed Building Consent P1197/17/LBC.

It was resolved that the parish council had no comment to make

P0089/18/DISCON Huntley Manor, Newent Lane, Huntley
Discharge of Condition 02 (window and door details) of planning permission P1197/17/LBC

It was resolved that the parish council had no comment to make

Cllrs. A Wood, J Rebbeck and I Richards left the meeting for the following item and Cllr. Greaves took over as Chair.

P1349/18/LD1 Rose Villa, Main Road, Huntley
Application under Section 191 to establish whether a parcel of land used as residential curtilage is lawful.

Councillors reviewed the file and took some advice from Cllr. Robinson regarding the nature of the application and what was expected of consultees. The evidence was reviewed and **it was resolved** that the parish council was not in a position to refute the evidence provided.

Cllr. Wood, Rebbeck and Richards returned to the meeting and Cllr. Wood took over as Chair.

(b) **PLANNING APPLICATIONS (decisions) – all noted by council**

P1141/18/GPDE 10 Westwick Road, Huntley

Single storey rear extension (General Permitted Development (GPDE) Extension) **GPDE Approved**

P0065/18/DISCON Huntley Manor Newent Lane Huntley GL19 3HQ
Discharge of condition 05 (bat mitigation strategy of planning permission P1196/17/FUL. **Permission Granted**

P0662/18/FUL Walnut Tree Cottage Hinders Lane Huntley GL19 3EZ
Erection of a two storey extension with associated works and conversion of existing storage room into a shower room **Permission Granted**

(c) PLANNING APPLICATIONS BETWEEN MEETINGS

P1018/18/FUL Pool House, Main Road, Huntley (original application)
Erection of single storey timber garage in rear garden - **The parish council raised no objection**

P1141/18/GPDE 10 Westwick Road, Huntley
Single storey rear extension (General Permitted Development) - **The parish council raised no objection**

(d) Other Planning Matters

(i) Council consider correspondence from a resident concerning development works at Woodend Farm. It was noted that the original application was under the central government initiative to encourage the conversion of unused agricultural buildings into residential dwellings. Such “prior approval” applications can only be objected to on certain conditions and none of these applied, so the parish council raised no objection. The district council approved the works on the basis that prior approval was not required, and therefore works could commence. In the circumstances it is appropriate to leave it with the district council enforcement team.

(ii) Council considered correspondence from a resident concerning proposed development at The Laurels. In November 2017 the parish council objected to the proposals on the grounds that the site is outside of the development boundary and at a location where road safety is a concern. It was noted that as this is an outline application, a subsequent full application should resolve any issues. It was further noted that there has been a significant amount of correspondence since the application was originally received and that in the intervening period, the FoDDC Allocations Plan has been adopted and that as this proposal is outside of the development boundary, it is now contrary to the plan and this will need to be taken into account by the planning department. Cllr. Robinson advised that even though the application had been received a long time ago, it is the situation at the time of the decision that prevails, so the newly adopted allocations plan is pertinent.

(iii) P0605/18/FUL Conversion of agricultural building to residential dwelling and change of use of agricultural land to residential curtilage (Part retrospective). Notification that this application has been withdrawn. Noted.

6. FINANCE

(a)	Statement of Accounts (after August expenses and September wages for Clerk)			
	Deposit Account (PAD funds) excluding recent interest	£	1,389.74	
	Deposit Account – excluding recent interest	£	39,227.76	
	Treasurers Account	£	858.48	
(b)	Un-cleared Cheques (at 19/08/2018)			
	Miss A Jones (Clerk’s expenses)	£	79.29	
	RC Watkins (Handy-person)	£	260.00	
(c)	Grant Applications - Section 137 of Local Government Act 1972			
	Sue Ryder Leckhampton Court Hospice - No donation made	£	unspecified	
(d)	Adverse variance to budget (>£10)			
(e)	Cheques for Payment			
	Huntley Village Hall (Room Hire June and July 18)	£	36.00	1453
	Merlin Waste (doggie bins July 2018)	£	37.50	1454
	Merlin Waste (doggie bins August 2018)	£	30.00	1455
	R Bowman (grass cutting – June 18) Council to note no grass cutting in July	£	611.85	1456
	Miss A Jones (Expenses – June, July & August)	£	64.49	1457
	Miss A Jones (replacement for lost cheque)	£	79.29	1458
	It was resolved that the above cheques be paid and they were duly signed			

(f)	Other Expenditure		
	Miss A L Jones (Clerk's wages and office allowance – s/order 28/08/18 and 28/9/18)	£	1,391.44
(g)	Income Received		
	Defibrillator – collection box as collected by P Rudkin	£	60.00

7. NEW ITEMS

(a) RECREATION GROUND / PLAY AREA

- Council received an update regarding the notice board – the Chairman advised that he and Cllr. Mrs Green's husband would be arranging the installation, which would require the purchase of some additional materials, the costs would be well within the amount already approved. With regard to the new doggie bin, it was suggested that Cllrs. Watkins and Rebbeck would look at installing the new post and doggie bin and the existing bin be placed into storage while a final location is agreed. It was suggested that it could be sited on Frogmore Road, near to the entrance to the field.

CARRY FORWARD / ACTION Ownership of land to be established and contact made with regard to permission to site.

- Play area safety report – Council was advised by the Clerk and Chairman that despite being chased up several times, Phil Matthews had not replied or provided either a quote or any comment with regard to the issues raised regarding the newly installed MUGA elements. It was resolved that the Clerk would pass the details to Cllr. Hill who would report back to council at the next meeting.

CARRY FORWARD / ACTION Cllr. Hill to review issues, and report to council on necessary actions / costs

- Clerk advised that she had very recently been advised by both Ruardean FC and Highnam FC that they would not require the use of the recreation ground as they had insufficient numbers to make up the teams. The secretary of Huntley FC had signed their agreement and **it was resolved** that the Chairman and Clerk sign and date the Huntley FC agreement and this was duly done.
- Grass cutting – The Chairman proposed that the council waive financial regulations relating to contracts to enable a price to be negotiated with the current contractor without competition. The reasons for this being, the grass cutting has come in under budget each year, the quality of the grass cutting has been excellent, the contractor is flexible and as promised, only cuts when necessary, and the council should aim to maintain the best possible working relationship given the success of the current arrangement. **It was unanimously resolved** that financial regulation 11 be waived in this instance, to enable the Chairman to negotiate directly with the current contractor. **It was resolved** that the Chairman should seek the contractor's best price to continue with a new agreement for a further 3 years (ending March 2022) with an option to extend for a further 2 years after that, with the agreement of both parties.

CARRY FORWARD & ACTION : Chairman to liaise with contractor and report back to October meeting

(b) HIGHWAYS ISSUES

- Council considered whether there were any new / urgent matters that need to be reported and **it was resolved** that the Clerk report the issue of drivers exiting Grange Court Lane on "red", possibly due to the fact that the white line was not visible and the traffic light appeared to have been hit and no longer faced the correct direction. It was noted that the pavement at 26 Oak Way had been repaired and that the pothole on Byfords Road (reported over the summer) had been filled. Cllr. Robinson advised that the repairs at Hamlen Close were due to be done soon. It was noted that the Lengthsmen could paint the inside of parish council owned bus shelters if the parish council supplied the paint.

ACTION : Clerk to formally request that the painting of the two bus shelters in Huntley be added to the lengthsmen list of jobs.

- Council considered correspondence between a resident and Wincanton logistics in which the company had arranged to install a geofence around the village, which will result in any speeding being reported via the vehicle telematics. **It was resolved** that the Clerk would write to The Range to ask them to do the same thing, as their lorries had been seen speeding through the village on several occasions. **It was further resolved** that the Clerk should write to Richard Reed, as although their vehicles were not considered a major issue, as a local haulage firm, they do use the road a lot.

ACTION : Clerk to write to The Range and Richard Reed – to report back to council with any responses.

- Community Speedwatch – council considered how they could encourage more volunteers to come forward. A resident suggested that the lack of information on exactly what would be required of volunteers may be putting people off, as there were quite a lot of people who had expressed an interest in helping but had not formally contacted the Clerk. **It was resolved** that the Clerk ask PCSO Joshua Griffiths for more detail of what was required of volunteers – time commitment, how many times per year etc. and forward this information to Neighbourhood Watch and J Rebbeck for upload to the Huntley Hub Facebook page. Cllr. Robinson advised that the vehicle activated speed sign was progressing slowly within Highways England.

ACTION : Clerk to obtain and share information.

(c) **REMEMBRANCE DAY** - Council considered whether any works are necessary to the war memorial and what other arrangements were required for remembrance day. **It was resolved** that Cllr. Watkins would trim the hedges and tidy the area around the memorial, Cllr. Richards would arrange for the provision of the wreath and Cllr. Rebbeck would lay the wreath on behalf of the council.

CARRY FORWARD & ACTION : Clerk to investigate suppliers of silent soldiers and report back to October meeting. Clerk to also email information to councillors.

8. INFORMATION SHARE – NOT REQUIRING DECISION OR SPEND - none

9. ITEMS FOR NEXT OR FUTURE MEETINGS

- GDPR – Shredder purchase
- Budget and Precept – first draft
- Allotment Officer
- Defibrillator – increasing awareness / training
- Hedge cutting (including but not limited to the possible removal of part of the conifer hedge) and tidying.

10. NEXT MEETING - Tuesday 2nd October

11. MEETINGS / SEMINARS / TRAINING

Tuesday 4th September – Forest Health Forum

Tuesday 2nd October – FoDDC – Impacts and Benefits of Biosphere Reserve Designation presentation at Council Chamber, FoDDC, Coleford from 5.00pm. RSVP by 14th September.

Friday 5th October – FoDDC / Forest Forum – Our Shared Forest (developing a long-term vision for the Forest's future at Speech House Hotel, from 10am – 4pm. RSVP by 21st September.

Saturday 6th October – Forest Sensory Services (25 year celebration) – at Bells Club, Coleford from 7pm. £25.00 pp including 3 course dinner. RSVP required

12. CORRESPONDENCE (GENERAL)

(a) Forest of Dean District Council

- Allocations Plan Adopted – there is now an up to date plan that covers the entire district.
- Introducing Publica – wholly owned by FoD, West Oxfordshire, Cotswold District and Cheltenham Borough councils, delivering shared services for the member councils.

(b) GAPTC / NALC – None

(c) Citizens Advice – Notification that the merger of FoD and Gloucester and District Citizens advice has been postponed until 1st December 2018.

(d) Parkinsons UK – details of the Walk For Parkinsons event on Sunday 23rd September on Cleeve Hill.

(e) SALES AND MARKETING - Creative Play - brochure

13. CORRESPONDENCE (REPORTS AND CONSULTATIONS) - None

Miscellaneous correspondence not specifically relevant to Huntley parish council, but that may have been of interest to the public, was available to view at the meeting but is not detailed on this agenda

Meeting ended at 21.46 hrs

Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 4th September 2018.

Signed:
Chairman.

Date: