

HUNTLEY PARISH COUNCIL MEETING

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD AT HUNTLEY VILLAGE HALL - TUESDAY 6TH NOVEMBER 2018 at 1930 hrs

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

Present: No public, Cllr. Brian Jones (District Cllr.), Miss A Jones (Clerk)

1. **APOLOGIES** – Cllr. D Greaves (work commitments).
2. **MEMBERS' INTERESTS RELATING TO ITEMS ON THIS AGENDA** – None declared.

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

Cllr. Jones advised that there was little to report, except that the council may purchase the college site at Berry Hill, for development into a new leisure centre.

3. **APPROVAL OF MINUTES FROM THE MEETING ON 2ND OCTOBER 2018.**
It was resolved that the minutes were an accurate record of the meeting on 2nd October 2018 and they were duly signed by the chairman.
4. **(a) PLANNING APPLICATIONS (received)**
P1592/18/FUL & P1593/18/LBC Wishing Well Cottage, Huntley Manor, Newent Lane, Huntley
Erection of a single storey extension with associated alterations and works, including landscaping to garden and demolition of existing garage
It was resolved that the parish council had no objection

Cllr. Rebbeck arrived at 19.35 hrs

P1524/18/FUL 1 Woodend Farmhouse, Broom Hill, Huntley
Erection of two agricultural shelters with associated works
It was resolved that the parish council had no objection

P1587/18/LBC Huntley Manor, Newent Lane, Huntley
Listed Building Consent for the removal of a stud wall (retrospective)
It was resolved that the parish council had no objection

F/18/00595/PRMA Huntley Plant Centre, Ross Road, Huntley GL19 3EU
Application for new premises licence under Licensing Act 2003
It was resolved that the parish council had no objection

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

P1709/17/OUT Land Adjoining The Laurels, Main Road, Huntley GL19 3EA
Outline application for the erection of up to five custom build dwellings and demolition of existing commercial buildings. All matters reserved. **Refused**

P0089/18/DISCON Huntley Manor, Newent Lane, Huntley GL19 3HQ
Discharge of condition 02 (window and door details) of planning permission P1197/17/LBC **Approved**

P0091/18/DISCON Huntley Manor, Newent Lane, Huntley GL19 3HQ
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. **Approved**

P1349/18/LD1 Rose Villa, Main Road, Huntley GL19 3DZ
Application under Section 191 to establish whether parcel of land used as residential curtilage is lawful. **Refused**

5. **FINANCE**

(a)	Statement of Accounts (after October expenses & November wages)		
	Deposit Account (PAD funds) excluding recent interest	£	1,389.74

	Deposit Account – excluding recent interest	£	47,233.13	
	Treasurers Account	£	849.25	
(b)	Un-cleared Cheques (at 18/10/2018)			
	RC Watkins (Handy-person)	£	260.00	
(c)	Grant Applications - Section 137 of Local Government Act 1972 - None			
(d)	Adverse variance to budget (>£10)			
	Misc. / contingency (no budget)	£	65.00	
(e)	Cheques for Payment			
	Merlin Waste (doggie bins October 2018)	£	37.50	1465
	Huntley Village Hall (room hire September)	£	18.00	1466
	R Bowman (grass cutting – October 2018)	£	266.15	1467
	R Bowman (grass cutting – September 2018)	£	266.15	1468
	Miss A Jones (Expenses – October)	£	21.50	1469
	It was resolved that the above cheques be paid and they were duly signed			
	Cheques Raised Between Meetings			
	Information Commissioner (Data Protection registration)	£	40.00	1464
	RBLPoppy Appeal (Tommy silhouette)	£	250.00	1463
(f)	Other Expenditure			
	Miss A L Jones (Clerk's wages and office allowance – s/order 28/11/18)	£	695.72	
(g)	Income Received			
	Allotment rent (8a)	£	10.00	

(h) Budget 2019/20 – second draft – it was resolved that the second draft was satisfactory and that the final draft would be provided at the December meeting, including the correct RPI rate.

6. NEW ITEMS

(a) RECREATION GROUND / PLAY AREA

- Council received an update from the Clerk regarding land ownership (verge) on Frogmore Road. County Highways had advised Cllr. Robinson that the new fence was NOT on highways adopted land (even though the plan clearly showed an area of retained verge which is not now present). **It was therefore resolved** that the doggie bin be relocated to the small area of land alongside the gate into the field.
- Council to receive update from the Chairman regarding the new notice board

CARRY FORWARD

- Play area safety report – Council to receive update from Chairman following onsite meeting with other councillors, and agree necessary actions.

CARRY FORWARD (meeting has not yet taken place)

- Council consider whether to investigate options for lighting the play area. The Clerk had obtained some examples of solar options that were available, along with a comparison (in terms of lumens) hard-wired option. It was noted that some residents on North Road had complained to the Chairman regarding inappropriate use of the car park at night. It was noted that the barrier was no longer locked because as a public space, it must be freely available at all times. **It was resolved** that the Clerk write to the village hall committee asking them to investigate ways of deterring inappropriate use of the car park. **It was resolved** that no further action be taken with regard to the lighting, until the antisocial behaviour issues at the car park are resolved.

(b) HIGHWAYS ISSUES

- Council to consider any new / urgent matters and **it was resolved** that the Clerk would report the following:
 - Flooding of pedestrian crossing on A40 / A4136 junction – chase Cllr. Robinson, as dealt with by him previously
 - Traffic light hit by vehicle - A40 / A4136 junction – report to Highways England
 - Repair at Hamlen Close / Frog Lane still not completed (even though the PC was advised in October that it was) – query with Cllr. Robinson
 - Ross – Gloucester buses – unreliable / don't always turn up in the morning – report to Stagecoach

- Council then considered the issue of overgrown areas that had been discussed at the previous meeting. It was noted that some areas had been tidied by Cllr. Watkins and that county highways had advised that they would tidy the section of path along the boundary of the old police station. **It was resolved** that no further action was necessary at this time.
- Community Speedwatch – council consider an update from Clerk, advising that she currently had 5 volunteers against the minimum requirement of six. Cllrs. Rebbeck and Mrs Green had not received any direct contact from additional volunteers. **It was resolved** that the Clerk would write to the current volunteer list and see whether they can encourage someone else to put their name forward.

(c) **TREES AND HEDGES** - Tree survey – Information supplied by the Clerk (which came from an insurance company that deals with council insurance) which stated that surveys carried out on a fixed number of years basis would not be considered adequate, as inspections needed to be done as and when necessary. **It was resolved** that the chairman would forward the tree list and plan as provided by the Clerk to Cllr. Hill and he would inspect them. If he considered that a professional opinion was required on any particular trees, he would report back, along with any recommendations on who could survey them.

CARRY FORWARD

(d) **GRASS CUTTING** – Council received the signed contract from the contractor. It was noted that the printed copy that had been signed did not exactly match the format of the one produced by the Clerk. **It was resolved** that the chairman would sign the agreement and that the clerk would check it fully against the original copy prior to then signing it and then passing a copy of the completed agreement back to the contractor.

(e) **SMART WATER INITIATIVE** – Clerk advised on the size and cost of signage available. It was noted that the parish council would have the usual problem of siting anything on the A40 because of the need to get Highways England permission in advance. **It was resolved** that the signs would be placed on private land at locations along the A40 where their visibility could be maximized but Highways England permission was not necessary, as well as other roads leading into the parish. **It was resolved** that the Clerk would order 2 x A2 signs @ £50.00 each and 4 x A4 @ £35.00 each.

(f) **CHAIRMAN'S ALLOWANCE** - Council considered the Chairman's suggestion that a Chairman's allowance should be reinstated. It had previously been paid at a rate of £10.00 per quarter. It was noted that this allowance was not a payment for hours, as the role is voluntary, but that it was designed to cover out of pocket expenses for printing etc.

Resolution : That the Chairman's allowance be reinstated with immediate effect at a rate of £20.00 per quarter, to be paid quarterly, in arrears, commencing immediately.

Proposed : Cllr A S Wood

Seconded : Cllr. R C Watkins

Voting : All in favour

7. INFORMATION SHARE – NOT REQUIRING DECISION OR SPEND

8. ITEMS FOR NEXT OR FUTURE MEETINGS

- Defibrillator – update on results of request for volunteers / whether a training session will be necessary (Clerk to place ad in FEN again)
- War Memorial deterioration / repair

9. NEXT MEETING - Tuesday 4th December

10. MEETINGS / SEMINARS / TRAINING / EVENTS – all noted by council

Tuesday 6th November – Forest Health Forum

Wednesday 7th November – FoD Citizens Advice Bureau Ltd – AGM at Forest Road Resource Centre, Cinderford from 2.00pm

Saturday 10th November – Festival of Remembrance at Coleford Baptist Church from 7.00pm £5 adult ticket price, all proceeds to Royal British Legion.

Monday 12th November – Forest Voluntary Action Forum 2018 AGM at Forest Community Church, Cinderford from 12.30pm

11. CORRESPONDENCE – all noted by council

(a) Gloucestershire County Council - Mobile library dates

(b) Forest of Dean District Council

- Request for any councils who have not yet done so, to sign up for the FoD Dementia Action Alliance
- Press Release – Warning over Council Tax banding telephone scam
- Information relating to how Building Regulations operates within Forest of Dean
- Request for expressions of interest for funding from the Period Poverty Fund Grant Scheme (by 31st December)

(c) Forest of Dean Citizens Advice Bureau Ltd – Minutes for the AGM on 18th October 2017.

(d) BHIB Councils Insurance – details of the Aviva Community Fund for grant funding for projects that satisfy certain criteria, finalists will be based on votes of support.

Meeting ended at 20.48 hrs

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

The open section of the meeting ended at 20.48 hrs and the confidential item was then considered.

The confidential element of the meeting is summarized on a separate confidential minute.

Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 6th November 2018.

**Signed:
Chairman.**

Date: