

HUNTLEY PARISH COUNCIL MEETING

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD AT HUNTLEY VILLAGE HALL - TUESDAY 7TH MAY 2019 at 1935 hrs

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

Present: 5 residents, Cllrs. Brian Robinson (County) and Brian Jones (District), Miss A Jones (Clerk)

Annual meeting of the parish council

1. ELECTION OF CHAIRMAN

Resolution : That Cllr. A S Wood be elected as Chairman of the parish council

Proposed : Cllr. I Richards **Seconded:** Cllr. T Hill

Voting : All in favour

2. APOLOGIES - None

3. ELECTION OF VICE CHAIRMAN

Resolution : That Cllr. I Richards be elected as Vice Chairman of the parish council

Proposed : Cllr. A Wood

Cllr. Richards declined the invitation to take the role of Vice Chairman

It was resolved that the election of Vice Chair would be delayed until after someone was co-opted and there was a full council.

4. ELECTION OF OFFICERS

It was resolved that election of officers would be delayed until there was a full council.

Ordinary meeting of the parish council

1. MEMBERS' INTERESTS RELATING TO ITEMS ON THIS AGENDA

Cllr. Mrs Walker declared an interest in Item 3(a) P0617/19/FUL as a near neighbour and advised that she would leave the meeting for the duration of the discussion.

Cllrs. R Watkins and A Wood declared an interest in Item 4(e) as recipients of cheques.

2. (a) APPROVAL OF MINUTES FROM THE MEETING ON 2ND APRIL 2019 (Ordinary Meeting and APM).

It was resolved by those councillors who were present at the April meeting, that the minutes were an accurate record of the Annual Parish Meeting on 2nd April 2019 and they were duly signed by the chairman.

It was resolved by those councillors who were present at the April meeting, that the minutes were an accurate record of the Ordinary meeting of the council on 2nd April 2019 and they were duly signed by the chairman

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

Two residents addressed the council with regard to the planning application for Syringa. They were against the proposed development on the following grounds:

- The proposed extension is large, and when considered alongside the recent outline planning permission for the adjacent plot, would have a considerable impact on the street scene
- Proximity to the traffic lights
- Impact on traffic / insufficient visibility splay / restricted parking & turning space
- Render is inappropriate, and any development should be in brick to compliment the surrounding properties.
- Sewer and mains water for neighbouring properties goes across the development area and there is an inspection access in the existing garage, which would be compromised by any extension.
- The combined impact of the two developments must be considered, rather than just this application on its own
- The boundaries detailed on the two applications appear to have been moved in order to assist each separate planning application – the boundary should be shown in the same place.

The County and District councillors had no updates.

3. (a) **PLANNING APPLICATIONS (received)**
 P0556/19/FUL 16 Sunset Place, Huntley
 Erection of a single storey extension with associated works
It was resolved that the council had no objection to this application

Cllr. Mrs Walker left the meeting for the following discussion.

P0617/19/FUL Syringa, Grange Court Lane, Huntley
 Erection of a single storey and two storey extension with associated works

Cllr. Richards was of the opinion that the permission of the new build next door to this property should not have been granted, and whereas he accepted that was not the matter under discussion, he considered it essential that the impact of the combined proposals be considered at this time. Although the extension, on its own is not out of proportion, when combined with the new house, the overall impact will be significant. The Chairman advised that many new developments used render and that the sewer / water issue was a matter for Severn Trent. With regard to parking, he stated that there was nothing to prevent the existing property having lots of cars parked, and therefore this was not a reason to object to the development.

It was resolved that the parish council advise the planning authority that the impact of the application, and the already permitted new build, should be considered together and in the context of the combined effect. **It was further resolved** that the Clerk would raise the issue of the boundaries with that the planning authority to ensure that the exact location of the boundaries is clear.

Cllr. Mrs Walker re-joined the meeting

- (b) **PLANNING APPLICATIONS (decisions) - None**
- (c) **APPLICATIONS DEALT WITH BETWEEN MEETINGS – noted by council**
 P0535/19/FUL 19 Byfords Road, Huntley
 Erection of a two storey side extension, single storey side extension, single storey rear extension and covered walkway. Demolition of existing car port.
The parish council raised no objection
- (d) **OTHER PLANNING MATTERS – noted by council**
 P1593/18/LBC Wishing Well Cottage, Huntley Manor
 Planning and Listed Building application for Erection of a single storey extension with associated alterations and works including landscaping to garden and demolition of existing garage.
 Advice that the above applications have been withdrawn

4. FINANCE

(a)	Statement of Accounts (after April expenses & May wages)		
	Deposit Account (PAD funds) excluding recent interest	£	1,389.74
	Deposit Account – excluding recent interest	£	40,046.32
	Treasurers Account	£	863.98
(b)	Un-cleared Cheques (at 16/04/2019) excluding April cheques		
	RC Watkins (handy-person)	£	260.00
	AS Wood (Chairman's allowance)	£	20.00
(c)	Grant Applications - Section 137 of Local Government Act 1972 - None		
(d)	Adverse variance to budget (>£10) New financial year - None		
(e)	Cheques for Payment		
	Mr T Musto (return of allotment deposit – confirmed by Cllr. Hill after inspection) - It was noted that this amount had been corrected from £10.00	£	5.00 1488
	Huntley Village Hall (room hire April)	£	18.00 1489
	Miss A Jones (Expenses – April)	£	28.00 1490
	Merlin Waste (April doggie bins)	£	56.25 1491
	RC Watkins (handyperson – final qtr. of 2018/19)	£	260.00 1492
	Mr A Ray (refund of overcharging for allotment)	£	77.00 1493
	Playsafety Ltd (play area safety report)	£	120.00 1494

	R Bowman (Grass cutting March)	£	100.90	1495
	AS Wood (Chairman's allowance)	£	20.00	1496
	Resolution : That the above cheques be paid Proposed : Cllr. Mr Richardson Seconded : Cllr. Mrs Green Voting : 4 in favour			
(f)	Other Expenditure			
	Miss A L Jones (Clerk's wages and office allowance – s/order 28/05/19)	£	718.40	
(g)	Income Received			
	Allotment rents	£	30.00	
	Allotment deposits	£	20.00	
	FoDDC (Precept – first 50%)	£	10,559.00	

- (h) Independent Internal Audit – It was unanimously resolved** that the council had received and noted the report and that there were no actions necessary.
- (i) Annual Governance and Accountability Return (AGAR) – It was unanimously resolved** that the Council satisfies the criteria to be exempt from the limited assurance regime, and that they claim exemption accordingly.
- (j) AGAR – Council considered the Annual Governance Statement – It was unanimously resolved** that the council approve the Annual Governance Statement and it was duly signed by the Chairman and Clerk
- (k) AGAR – Council considered the Accounting Statements. It was unanimously resolved** that the council approve the Accounting Statements and it was duly signed by the Chairman

5. NEW ITEMS

(a) CO-OPTION – Council considered whether there were any suggestions from councillors for potential co-option. Cllr. Richards proposed that Mr Jeremy Rebbeck be co-opted, as a former councillor who had forgotten to send off his election forms. A discussion took place and the Chairman seconded the proposal. No formal vote took place and while the Clerk was clarifying how councillors were voting, Mr Rebbeck declared that he no longer wanted to be considered and left the meeting. It was suggested that a younger councillor should be sought, to add variety to the council. **It was resolved** that the Clerk would advertise the vacancy and that co-option would be considered again at the June meeting.

(b) RECREATION GROUND / PLAY AREA –

- Council considered whether there were any urgent new matters / issues and none were raised.
- Council considered the recent play area safety report and **it was resolved** that the following actions would be carried out:
 - The shrinkage of the wet pour surface, as a low risk issue, would be monitored with no action at the time
 - The missing pieces would be ordered by the Clerk (information to be obtained from Cllr. Richards / original contractor)
 - Cllr. Watkins would adjust the height of the basket swing

(c) HIGHWAYS ISSUES - Council consider whether there were any new / urgent matters that need to be reported, and the following issues were discussed:

- Overgrown hedge at Woodbine Cottage. **It was resolved** that Cllr. Hill would speak to the owner.
- Potholes on A40. **It was resolved** that Cllr. Robinson would follow this up with Highways England
- Path from North Road to Sunset Place. **It was resolved** that Cllr. Watkins would clear it.
- Pavement repairs required at 27 Byfords Road, Tibberton Lane / Bramble Drive junction and kiosk on North Road. It was resolved that the Clerk would pass these on for possible lengthsman work.

It was noted that the area around the paving slabs by the notice board had been cleared of weeds.

(d) ALLOTMENTS – Council considered whether any actions were necessary. It was noted that there was a fallen down shed and **it was resolved** that Cllr. Hill would investigate. It was noted that there was a considerable weed issue, and that it is not only on vacant plots. Cllr. Hill was going to get the shed key from Mr Abbott and he would check what materials are still available for covering vacant plots (left over from the first time this was done)

CARRY FORWARD

(e) **PUBLIC ACCESS DEFIBRILLATOR** – Council considered recent events leading to the discovery that the defibrillator had been removed from the ambulance service register because the checks had not been carried out and the pads had not been replaced. Cllr. Mrs Green had now taken over responsibility for the defibrillator and she had re-registered it, and arranged for replacement pads, it had been cleaned and the battery checked. **It was unanimously resolved** that retrospective approval be given for the purchase of the replacement pads at a cost of £42.00.

(f) **SMART WATER** – council considered the placement of the signs. **It was resolved** that the two A2 signs would be placed, on the fence at the Mitcheldean junction, on the recreation ground fence.

(g) **War Memorial deterioration / repair** – Council to receive update from Cllr. Hill after his visual inspection and agree way forward

CARRY FORWARD – to include consideration on the damage to the memorial silhouette.

(h) **Dog mess** – Cllr. Hill advised that Tibberton PC ran a competition for the school children to design a sign and offered a prize. **It was resolved** that Cllr. Mrs Green would approach the school to discuss this further and ask the school to recommend a suitable prize. It was noted that Cllr. Richards had advised the Clerk that the relocated doggie bin had not been emptied and that the issue had been resolved after contacting the contractor.

CARRY FORWARD – Cllr. Green to update

(i) **Community Speedwatch** – Clerk advised that dates would be provided soon for the training, and that the parish would then be added to the schedule for using the equipment..

6. **INFORMATION SHARE – NOT REQUIRING DECISION OR SPEND**

The Chairman stated that he had reported recent suspicious activity at the village hall car park on a Wednesday night and a Saturday night, to the Police several times but they had not taken any action. It was suggested that the Clerk report it to the Cabinet Member for Children’s Services.

The Clerk advised that the planning application relating to had been appealed and would be considered formally by the parish council at the June meeting. She suggested councillors acquaint themselves with the application / appeal in advance of the meeting.

7. **ITEMS FOR NEXT OR FUTURE MEETINGS**

- Village Hall representative to be agreed.
- Antisocial behaviour

8. **NEXT MEETING – Tuesday 4th June**

9. **MEETINGS / TRAINING / SEMINARS** Saturday 20th July – GAPTC AGM

10. **CORRESPONDENCE - General**

(a) **Forest of Dean District Council** - Notice of Election – European Elections on 23rd May

(b) **GAPTC / NALC -**

- GAPTC AGM – Call for resolutions
- Confirmation of subscription renewal and Service Level Agreement.

11. **CORRESPONDENCE – REPORTS / CONSULTATIONS**

(a) **Forest of Dean DC** – Notification that Mitcheldean neighbourhood Plan is available to view and for comments from 18/4/19 – 30/5/19

Meeting ended at 20.58 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

Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 7th May 2019.

Signed:
Chairman.

Date: