**MINUTES**

**HUNTLEY PARISH COUNCIL**

 MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD ON ZOOM (Pursuant to Section 78 Coronavirus Act 2020) –

TUESDAY 1st DECEMBER 2020 at 1930 hrs

**Attendees**: Councillors Cllrs. A. Wood (Chairman), Mrs J. Green, I. Richards, Mrs I. Walker, T. Hill, R. Barwell & R. Watkins.

**Present:** Cllr. Brian Robinson (County & District Councillor) [BR], Mr L Williams (Clerk), up to nine members of the public [MoP], Cllr. John Francis (Chairman of Churcham Parish Council) [JF]. The meeting started at 7.30pm.

1. **MEMBERS’ INTERESTS RELATING TO ITEMS ON THIS AGENDA –** Item 9Ad, Cllr. Watkins to receive BACS payment. Book already signed.
2. **APOLOGIES –** None.
3. **(a)** BRadvised thatCovid-19 rates around the county were lower with fewer than 100 cases in the Forest district. Highways report 99% completion of pothole repairs in all three response categories. The new hospital consultation period is live, BR invited responses. Facility would have 24 en-suite rooms and would replace Lydney and The Dilke hospitals. BR will check if Cllr. Jones will join the next meeting.

 The Clerk disclosed there to be no questions from the public. One person had made a suggestion about tree planting that he would circulate for consideration. A MoP raised the Newent Lane collapsed drain problem which will need a road closure, scheduled for January 2021 repair. BR believes that Highways know the scope of the problem.

 **(b)** The Chairman briefed members on the Cross-Parish Group and Communications Group activities. We still await leaflets for distribution. Members **RESOLVED** to spend in the region of £112 to print the coloured maps showing potential development sites around Huntley to insert and deliver with the leaflets.

 JF provided additional updates including the planning consultant engagement and the social media campaign. He expressed frustration that FoDDC had sent only four information posters for the entire parish. JF added that the position of Churcham Parish Council was also to oppose large scale development at Huntley.

 Cllr. Wood advised that the council planned to produce a full response in January. After other discussions members **RESOLVED** to spend in the region of an additional £100 to print a letter to accompany the Huntley potential sites map.

1. **MINUTES OF PREVIOUS MEETING –** Members agreed that the minutes of the meeting held on 3rd November 2020 were accurate.
2. **CLERK’S REPORT –** Members agreed with the contents of the Clerk’s Report.
3. **PLANNING APPLICATIONS -**
4. **DEALT WITH BETWEEN MEETING – None**
5. **RECEIVED – (i) P1759/20/FUL – The Laurels Care Home, Main Road, Huntley.** Change of use of first floor accommodation to create three additional en-suite bedrooms for elderly residents. Members raised **No Objections**.  **(ii) P1767/20/FUL – 69 Oak Way, Huntley.** Erection of a single storey rear extension. Members raised **No Objections**.

**7. NEIGHBOURHOOD DEVELOPMENT PLAN** – Discussion provided some areas of concern which are summarised.

* NDPs will not prevent development but can influence how it progresses
* Elevated costs if planning consultancy firm employed. What can be clawed back in grants?
* Residents would need to engage
* Residents would need to agree sites to be offered for potential development
* White Paper creates risk. Sites earmarked for development may require minimal further planning permissions

 It was agreed to research NDPs produced by Mitcheldean and Longhope prior to further discussion in January. **ACTION:** The clerk will use social media to test interest from the public.

**8. FINANCE**

**A.** Cllr. Green explained that she had carried out a basic audit in line with Standing Orders and that all appeared to be in order. She added that the banking arrangements now mean that she sees the accounts every month when authorising payments and the system is much easier to use than before.

**B.** Members **RESOLVED** to pay for two Neighbourhood Watch signs for Oak Way.

**C.** Members **RESOLVED** that the clerk may purchase a bottle of port as a thank you gift to Duncan Abbott for tidying up the War Memorial area.

**D.** Members **AUTHORISED** payment of up to £400 as a contribution towards the cost of a detailed planning consultant’s report as commissioned by the Cross-Parish Group.

**E.** Members **RESOLVED** to agree payments as detailed and to accept the statement of accounts.

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|  **(a)** | **Statement of Accounts as at 26th November 2020** |  |  |
|  | Deposit Account  | £ | 56,650.11 |
|  | Treasurers Account | £ |  750.00 |
|  | Defibrillator (Formerly S.106) Account | £ |  1,109.39 |
|  | Covid-19 (Formerly YC) Account | £ |  1,151.25 |
| **(b)** | **Grant Applications - Section 137 of Local Government Act 1972**  |  |  None |
| **(c)** | **Adverse variance to budget (>£10)**  |  |  |
|  | Nothing to report at this stage  |  |  |
| **(d)** | **BACS Payments For Approval**  |  |  |
|  | Clerk’s Expenses (As detailed in Clerk’s Report)  | £ |  52.39 |
|  | Clerk’s Wages (Net)  | £ |  469.42 |
|  | HMRC Re Above | £ |  117.20 |
|  | GAPTC (Clerk Training, Planning etc) | £ |  20.00 |
|  | West Gloucestershire Neighbourhood Watch\* | £ |  24.00 |
|  | Merlin Waste (Dog bins to w/c 28/12/2020) | £ |  46.80 |
|  | Mr RC Watkins (Street Cleaning, Sept, Oct & Nov) | £ |  260.00  |
|  | * \* = If approved at Item 8B
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| **(e)** | **Income Received – Since 1st November 2020** |  |  |
|  | Bank Interest | £ |  0.51 |

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**9. SPECIAL PROJECTS –** Itwasaccepted that all matters had been covered within Appendix A.

**10. ALLOTMENTS –**

 **(a)** Cllr.Greenexplained that signs identifying each plot would be helpful to anyone involved in their future management. The clerk explained that his contact at Youth Support Services would run this as a reparation project for the cost of the materials. Members **RESOLVED** to go ahead with commissioning the signs.

 **(b)** Afterdiscussion it was **RESOLVED** by casting vote that the tenant of plots 8a & 8b would be permitted to erect an oversized shed close to the boundary with The Fairways.

**11. MATTERS BROUGHT FORWARD**

 **(a) The Stocks –** Cllr. Barwell advised that one of the roof support timbers is cracked and should be properly examined. Cllr. Wood reminded all that the village stocks are a listed structure. **ACTION:** Clerk to photograph structure and beam and seek advice from FoDDC.

 **(b) Smartwater signs –** This matter was not discussed.

**12. Nothing to report.**

**13. ITEMS FOR FUTURE MEETINGS**

* Presentation Re Programmed Infrastructure by Gigaclear.
* Presentation by a Gloucestershire Constabulary Camera Enforcement Unit team member.
* Budget for 2021/2022 to be agreed.

**14. MEETINGS/TRAINING/SEMINARS –** GAPTC AGM on Zoom, 6.30pm Wednesday 9th December 2020. All other training remains on-line.

**15.** **Nothing to report.**

**16. Nothing to report.**

**17. NEXT MEETING – Tuesday 5th January 2021 at 1930Hrs.**

 Meeting ended at 9.02pm

 Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 1st December 2020.

 Signed Chairman

 Date