**DRAFT MINUTES – Not Yet Agreed**

**HUNTLEY PARISH COUNCIL**

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

TUESDAY 2nd FEBRUARY 2021 at 1930 hrs

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

**Present:** Cllr. Brian Robinson (County & District Councillor) [BR], Mr L Williams (Clerk), up to six members of the public. The meeting started at 7.30pm.

1. **MEMBERS’ INTERESTS RELATING TO ITEMS ON THIS AGENDA –** Nil.
2. **APOLOGIES –** Cllr. R. Watkins. Accepted.
3. **(a) Vicky Minty of Gloucestershire Constabulary Camera Enforcement Unit**, discussedrecent activity in Huntley. In summary, 1 x hand-held visit in January, 13 offences, 3 x small goods vehicles, 10 cars, 4 locals, 9 non-locals. 3 x van checks, 27 speeding offences, 22 speed awareness courses, 5 x endorsable fixed penalty notices, 15 locals. The unit were aware of the speeding issues in Huntley and will visit as often as possible with an additional van site in the pipeline.The Chairman expressed his thanks for the good work. **(b)** There were no questions from the public. Cllr. Robinson reported as follows. Gloucestershire County Council: Covid-19 case numbers were dropping within the county and district; Schools were busier than expected but were coping well with about 20% of pupils in attendance; Flooding had been a serious issue in December and January. Highways were now preparing for a forecast cold snap. Forest of Dean District Council: The initial consultation period for the next Local Plan was over, many representations had been received and the body could be in no doubt as to the level of public concern. BR had no information to pass comment on the Newent Road drainage repairs or diversion routes and had heard nothing from Cllr. Jones.  **(c) PREFERRED OPTION FOR THE LOCAL PLAN -** The Chairman advised that the parish council’s response to the consultation had been posted on the website and notice board. HPC was fully supportive of the Cross-Parish Group of six parishes. The solicitors group report advised that the district council’s approach appeared to not be lawful. We must now await the response from FoDDC.
4. **MINUTES OF PREVIOUS MEETING –** Members agreed that the minutes of the meeting held on 5th January 2021 were accurate.
5. **CLERK’S REPORT –** Members resolved to accept the contents of the Clerk’s Report. On item 3, speed activated signs, BR advised that Highways England were attempting to de-trunk this stretch of the A40 and negotiations with GCC were ongoing.
6. **PLANNING APPLICATIONS -**
7. **DEALT WITH BETWEEN MEETINGS – None.**
8. **RECEIVED – P0498/20/COU –**  Woodend Farm, Huntley. Change of use of part of building from storage/distribution (B8) Use to industrial (B2) Use. (Retrospective). Comments invited on a variation to the application. After discussing and clarifying various matters members agreed on the following **ACTION**: The clerk will reiterate the objection made previously by HPC and to defer to Highways England on the matter of access variation at the A40.

**7. NEIGHBOURHOOD DEVELOPMENT PLAN** – Cllr. Walker advised that two members of the public had expressed their interest and hoped a questionnaire could be distributed soon.

**8. FINANCE**

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

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|  **(a)** | **Statement of Accounts as at 28th January 2021** |  |  |
|  | Deposit Account  | £ | 54,686.37 |
|  | Treasurers Account | £ |  750.00 |
|  | Defibrillator (Formerly S.106) Account | £ |  1,109.41 |
|  | Covid-19 (Formerly YC) Account | £ |  1,151.27 |
| **(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)  | £ |  69.38 |
|  | Clerk’s Wages (Net)  | £ |  690.35 |
|  | HMRC Re Above | £ |  185.00 |
|  | Merlin Waste (Dog bins to w/c 22/02/2021) | £ |  46.80 |
|  | RC Watkins (Dettol) | £ |  3.50 |
|  | Forestry-Farms & Gardens (Allotment Clearance) | £ |  150.00  |
|  | P. Warren (VH Car Park Survey and Report)  | £ |  2,268.00 |
| **(e)** | **Income Received – Since 1st January 2021** |  |  |
|  | Bank Interest | £ |  0.52 |

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**B**. Members **RESOLVED** that Iain Selkirk FCA be appointed to act as independent internal auditor for the financial year 2020/2021 at a fee of £90.00.

**9. SPECIAL PROJECTS – (a) Kissing Gate Replacement:** Afterhearing quotes from two tradesmen, and an intervention from a member of the public, members **RESOLVED** that there was no need to replace the kissing gate which would be donated to a land owner after removal. Up to £250 would be made available to whichever of the tradesmen submitted the successful bid to remove the gate. **ACTION:** Clerk to contact both tradesmen to request prices and instruct the successful bidder to go ahead.

(b) **Village Hall Car Park:** It was noted that the plans supplied by Mr Warren were difficult to read due to their size. There was discussion about ownership of the car park site, funding arrangements and how best to request tenders. It was noted that the plans did not include the alterations to the Jubilee Area with the provision of two notice boards, an additional parking space and a bench. Members were satisfied that those features could be explained without difficulty. **ACTIONS:** 1. Cllr. Wood will locate and share paperwork relating to the ownership; 2. Cllr. Richards will raise the question of funding at the next meeting of The Village Hall Committee; 3. The clerk will contact Mr Warren to request hard copies of full-sized plans. **RESOLVED:** Once all actions have been satisfactorily completed, Invitations to Tender can be advertised using the Parish Council website. Local contractors may be pointed towards the advert.

**10. ALLOTMENTS –** After various matters were discussed itwas **RESOLVED** to agree the changes to Allotment Rules which will be sent to all tenants with their bills next week. **ACTIONS:** 1. Clerk to erect two or three signs pointing out the need for Covid-19 compliance; 2. Clerk to write to tenants who have plots encroaching into the central path requesting this be restored.

**11. MATTERS BROUGHT FORWARD –** Nil.

**12. ITEMS FOR FUTURE MEETINGS**

* Presentation Re Programmed Infrastructure by Gigaclear.

**13. MEETINGS/TRAINING/SEMINARS –** All GAPTC training remains on-line.

**14**. **CORRESPONDENCE – General**: (a) The email from FVAF was noted; (b) The May Hill Road Safety Group was recognised. **ACTION:** The Clerk will communicate the Council’s support for their project; (c) The matter of the stricken bollards on Main Road was noted.

**15. CORRESPONDENCE – Consultations/Reports:** Nothing to report.

**16. (a) NEXT MEETING – Tuesday 2nd March 2021 at 1930Hrs.**

 (b) Members will agree the time and date of the Annual Meeting of the Parish Council in March if it can take place.

 Meeting ended at 9.04pm

 Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 2nd February 2021.

 Signed Chairman

 Date