**HUNTLEY PARISH COUNCIL MEETING**

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD AT HUNTLEY VILLAGE HALL - TUESDAY 7th January 2020 at 1930 hrs

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

Present: Four members of the public, Cllr. Brian Jones (District Cllr.) who left at 1950, Cllr. Brian Robinson (County & District Councillor) who arrived at 1935Hrs and Mr L Williams (Clerk)

**1. MEMBERS’ INTERESTS RELATING TO ITEMS ON THIS AGENDA** – None.

**2. APOLOGIES -** None received.

Members of the public and Cllr. Jones (FoDDC) were invited to address the Council at this time. No comments were made.

**3. APPROVAL OF MINUTES FROM THE MEETING ON 3rd DECEMBER 2019**

It was resolved that the minutes were an accurate record of the meeting on 3rd December and they were duly signed by the Chairman.

**4. (a) PLANNING APPLICATIONS (received) – Council to consider and agree position/response**

P1865/19/FUL – 35 The Fairways (Land at The Fairways, Huntley, Glos, GL19 3AY. Erection of a single dwelling, attached garage, new access and associated landscape works. (Part Retrospective). After discussion to clarify the history, access and parking issues, no objections were raised.

 **(c) PLANNING APPLICATIONS DEALT WITH BETWEEN MEETINGS -** None

**5. FINANCE**

Cllr. Green told the meeting that she finally had access to online banking and had provided the clerk with balances on all accounts. He added that since the publication of the minutes deposits had been made an the balances could be updated as below. It was agreed that Cllr. Green and the clerk would attempt to pay invoices online on 9th January 2020.

1. Statement of Accounts – Deposit Account (PAD Funds) excluding recent interest £ 1,390.90 Deposit Account excluding recent interest £ 51,203.89 Treasurer’s Account £ 1,426.98

(b) Un-cleared Cheques – The clerk reported successfully connecting to HMRC PAYE online and cheques had been issued to cover his November wages and tax, as agreed in December. 1542 Wages £ 334.52 1543 PAYE £ 83.40

(c) Grant Applications - Section 137 of Local Government Act 1972 - None

(d) Adverse variance to budget (>£10) – None

(e) Invoices for Payment

Huntley Village Hall (room hire December) £ 18.00 BT (Telephone Kiosk Adoption £ 1.00 West Gloucestershire Neighbourhood Watch (1x Signs) £ 10.00

(f) Other Expenditure

 Mr R.E.L. Williams (Office Weeks 49-52, Phone, Envelopes) £ 26.39 Mr R.E.L. Williams (Clerk’s Wages, 36Hrs) £ 412.20

(g) Income Received - Nil

**6. NEW ITEMS** (a) RECREATION GROUND/PLAY AREA 1. a. Update on repairs to swing – Cllr. Watkins reported this to be in hand. b. No new matters.

(b) Village Hall & Village Hall Car Park

 1. CCTV Cameras - The Chairman pointed out that all members had received the update following the December site visit made by Ultravision. Cllr. Richards said he had hoped all cameras could be sited on posts to reduce the risk of vandalism but one needed to be positioned on the hall itself. His information was that in 16 years of operation the firm only knew of a handful of such incidents. The precise costs were clarified as: Installation £1,989.33, SSAIB Certification £25.00, UPS Power Supply £150.00 and CCTV Maintenance £75.00 per annum. Engineer Call Out Charge £60.00, all plus VAT. Cllr. Barwell asked what input was needed from the Village Hall committee. After discussion Cllr. Wood pointed out that no contribution would be sought from the Village Hall and all parties would benefit from the project. Cllr. Richards proposed that this project should go ahead pending consent from the Village Hall committee. Seconded by Cllr. Watkins, carried unanimously.

**ACTION:** Clerk to seek permission from the Village Hall committee before their next meeting on 8th January 2020.

 2. Village Hall Floor – Cllr. Wood pointed out that all members had seen the reports on the floor from 2017 and lengthy discussions followed. Key points are summarised:

Is this condensation or rising damp; What evidence is there to suggest rising damp; Are there costs involved if another survey is undertaken? What was actually found on survey B? How

much of the larger quote is not connected to the floor? How can possible future damage to the membrane be relevant? Was prior use of a steam heater relevant?

Cllr. Richards pointed out that Parish Councils can only spend funds in a certain way and that without clear evidence it was going to be very difficult to vote in favour. Proposal by Cllr. Wood, seconded by Cllr. Barwell, all in favour lead to,

**ACTION:** Clerk to update VH committee as to current position and request they obtain up to date report with evidence.

3. Nothing to report.

C. Highways/Footpath Issues

 1. Street light out in Frog Lane. The clerk advised that Western Power Distribution have visited and confirmed a cable fault at a currently unidentified location. This job has been scheduled for Thursday 9th January 2020, Job Ref 3557391.

 2. Lighting on A40. The clerk advised that Mr Burfoot of Highways England (HE) had reported that some works remained to be completed but, once done, the lights could be dimmed between the hours of 2200 and 0500. Cllr. Richards reported a complaint from a Main Road resident who struggles to fall asleep due to the brightness. Cllr. Walker stated her view that the lack of prior consultation meant that lights had been placed in totally inappropriate positions close to bedroom windows. Member of the public, Simon Blakemore, from Forest Gate stated that he had complained to HE as he was concerned for people who use his camp site. HE had visited but there attitude seemed to be , “Well, tough.” He was told the reasons behind the project were the safety of pedestrians and vehicles and that an environmental assessment had been conducted. He went on to question whether a joint complaint should be raised, perhaps using Huntley Hub. He added that as Mr Burfoot appeared to hold an administrative position, he had escalated his complaint. Cllr. Richards questioned what information had been used to justify the project.

 Cllr. Robinson stated that he was happy to take up this matter with HE management and the MP. His understanding was that the A40/A4136 junction upgrade meant the lighting had to be upgraded.

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

Cllr.Wood stated that he had received numerous complaints regarding the emergency roadworks carried out on the A40 on behalf of HE in December 2019. Most were about the fact that HE had provided no information about traffic management. He had contacted HE but had received no information and his email to the MP had received to reply. The clerk added that the only way he had been able to obtain any information had been by contacting Stagecoach in Ross on Wye.

Cllr. Robinson advised that more repairs were needed and undertook to contact HE and the MP regarding these matters.

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

**One Off Projects –** Nothing to discuss.

A**llotments -** Cllr. Green reminded the clerk that she had forwarded a request for an allotment.

**Neighbourhood Development Plan** – Cllr. Walker advised that she had made contact with various parties and had received helpful responses from Cllr. Robinson, FoDDC and Longhope Parish Council.7 or 8 local parishes have plans and her conclusion was that a plan can give a say to vulnerable villages. Funding is available to help with consultants, questionnaires and hire of a hall. Input from residents at the earliest stage was crucial to establish what to include and why to include it. Cllr. Walker added that she was happy to carry on researching. Cllr. Wood asked who would actually produce the plan. Cllr. Walker thought that much could be reproduced from existing plans and adapted to reflect our needs and suggested that there may be room for collaborative working with Birdwood and Churcham parishes. Cllr. Robinson said that a number of local parishes were seriously considering plans. Whilst parishes cannot flatly say no to new developments a published plan can help them to shape the location and style permitted and it can allow a community to identify its ambitions, e.g. retention or expansion of a school. Mrs Eastwood (M.o.P) asked if the Parish Plan could be of use. Cllr. Robinson daid it would be out of date but could inform a starting point. Cllr. Walker thought it would include some importable information, such as orchards and listed structures.

**ACTION**: Cllr. Walker to look into the production of adverts for church magazine and local websites to establish levels of community interest.

**9.** **NEXT MEETING** - Tuesday 4th February 2020, 7.30pm

**10.** **TRAINING, MEETINGS AND SEMINARS**

1. Cllr. Walker briefed the Council re Solar Streets Initiative presentation in January. This is effectively a bulk buying scheme first piloted in Frome, Somerset. As FoDDC were only at a point where they were assessing levels of potential interest no decision or action is currently needed.

 2. Council agreed that the clerk could attend a Preparation For Audit training session at a cost of £55.00.

**11.** **CORRESPONDENCE – GENERAL –** The matter relating to recycling bins being left out was now resolved.

12. **CORRESPONDENCE – CONSULTATION/REPORTS –** Nothing to report.

Meeting ended at 2051hrs.

Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 7th January 2020.

Signed: Date:

Chairman.