

# Coberley Parish Council

## Minutes of ANNUAL Parish Council meeting 14<sup>th</sup> MAY 2015

1	<b>Apologies:</b> NONE – all present	
2	<b>Approval of Minutes from last meetings</b> Minutes from 11 <sup>th</sup> March were agreed and signed by the Chair.	
3	<b>Action arising from above minutes:</b> <ul style="list-style-type: none"> <li>Dan Powell to arrange quotation for low rope style fencing around the village green for the next meeting. Observation made from the floor by Mike Cuttall that low fencing would provide source of hazard and could lead to litigation. Council to consider this when reviewing at next meeting.</li> </ul>	DP to get quotes
4	<b>Declaration of Interests on Agenda Items</b> – Dan Powell declared an interest in item 10 relevant to Hartley Lane traveller site. Hugh Piggott declared interest regarding Car Boot Sale when raised during Comments from Public.	
5	<b>Election of Chair and Vice Chair</b> <b>Duncan McGaw</b> was nominated as Chair by Dan Powell and seconded by Hugh Piggott. Chair accepted <b>Dan Powell</b> was nominated as Vice Chair by Duncan McGaw and seconded by Hugh Piggott. Vice Chair accepted	
6	<b>Internal Audit controls</b> Jo Marshall (Accountant) has the paper work for Grant Thornton for the external audit. It was agreed that a donation would be made to her nominated charity in lieu of a fee as she has declined the latter There is no fee payable to Grant Thornton for the external audit. Deadline for return is 7 <sup>th</sup> June.	Clerk to check with internal auditor
7	<b>Finance</b> <ol style="list-style-type: none"> <li>Clerk's salary agreed</li> <li>Progression to point 19 agreed for Clerk pay from 1<sup>st</sup> April 2015</li> <li>Insurance deal – it was agreed to enter into another 3 year deal with Came &amp; Co for insurance. Two other quotes had been received but the coverage and cost of the Came quote made it the preferred.</li> </ol>	Clerk to action
8	<b>Agree Accounts</b> The financial account was checked by the Council and it was agreed that the VAT return for 2014/15 is now ready to be claimed (only available online now)	
9	<b>Assets register - values</b> It was agreed that all Councillors will complete their idea of replacement values for assets before the next meeting	Clerk circulate assets reg
10	<b>Planning</b> <b>15/00023/FUL and 15/00024/LBC Seven Springs Lodge</b> revised application. – it was agreed that the Parish Council will submit No Comments for this application. <b>Traveller Site</b> – update – Following enquiry by the Parish Council, CDC Planning Officer has notified us that the building works at this site have exceeded the footprint of the plans by 4 – 8 metres and that there are various other non-compliance issues, including the entrance being wider than that approved. CDC has spoken to Agent, who in turn is speaking to Client. PC will be advised when update received. (Dan Powell did not take part in discussions due to declaring an interest as adjoining land owner) <b>Korrin Farm</b> update – original footpath has now been re-instated. No further information from CDC regarding noise issues and no news regarding outcome of appeal. It was agreed to email Paul Benyon for an update on noise monitoring. <b>Ullenwood Court</b> – update – this application is still outstanding and is likely to go to the Planning committee in June. (POST MEETING NOTE: This is now confirmed) An archaeological survey is being undertaken at the site. It was agreed to submit comments at the planning committee based on parishioners input and our original submission.	Clerk to contact

11	<p><b>Highways</b>  Chair has emailed comprehensive list of outstanding works to Glos Highways (Richard Gray).  Comments from audience and councillors:  Ullenwood Manor Road – not completed, no road markings, left in a hazardous condition.  Resurfacing desperately needed in Upper Coberley  Some slow signs have been painted on the A436</p>	
12	<p><b>Winter provisioning</b>  It was agreed that the Clerk will forward quotes for grit bins to purchase over the summer ready for winter. (200litre dark green) Chair will contact Jenny Goodson (Glos Highways) to enquire whether match funding is available again this year.</p>	DM to contact JG Clerk to obtain quotes
13	<p><b>Housing Needs survey</b>  It was agreed to publish the results of this recent survey (both the summary and full version) on the website and to circulate the summary to the email list</p>	Chair and Clerk to action
14	<p><b>Neighbourhood Plan</b>  A quote of £5000 has been obtained from Evans Jones to develop and write a plan. It was noted that this is now a more valuable document than when it was first discussed several years ago and the time now seems right. It was unanimously agreed that a Neighbourhood Plan should now be drawn up and a budget of £5000 was agreed. Further discussions to progress issue at next meeting.</p>	
15	<p><b>Sun Dial</b>  Quote for restoration work is still outstanding. Chair to follow up</p>	Chair to follow up
16	<p><b>Annual Assembly – preparations complete</b></p>	
17	<p><b>Date for next meeting</b> was agreed as <b>2<sup>nd</sup> July 2015</b>. September, November, January and March dates will be agreed at July meeting.</p>	
	<p><b>Comment from parishioners on non-agenda items:</b></p> <ul style="list-style-type: none"> <li>Chinese Lanterns concern – no more information received since Paul Hodgkinson's initial enquiry at CDC. It was agreed to ask new District Councillor – Nick Parsons – to follow up with CDC.</li> <li>Low level fencing on village green- discussed at last meeting – no definite decision has been made yet. Comment from Mike Cuttell against item 3 above to be taken into consideration.</li> <li>Car Boot Sales at National Star College. Discussions took place and most people seemed in favour of this, however, there were some concerns raised about signage (which has now been improved) and blue porta loos which remain on site all week as well as various paraphernalia. It was agreed to contact the organisers to remind them the area is an AONB and to request the porta loos are either removed in the week or shielded from view. It was agreed to discuss in more detail at next meeting.</li> </ul>	Clerk to contact Organisers

Meeting concluded at 7.40pm