

# Coberley Parish Council

Minutes Parish Council meeting 10<sup>th</sup> March 2016

	Questions and comments from the floor not listed on the agenda: matters raised: <i>none</i>	Action
1	<b>Apologies:</b> Apologies received from Dan Powell	
2.	<b>Declaration of Interests:</b> Duncan declared an interest in Item 7 (Highways, ref Salterley Grange signage)	
3	<b>Approval of Minutes from last meetings</b> Minutes from January were agreed by the Council and signed by the Chair.	
4	<b>Action arising from above minutes:</b> <ul style="list-style-type: none"> <li>The Parish Council has written to Mr &amp; Mrs Townsend regarding the CDC response to their planning application, confirming that CDC were advising them that their proposal would constitute a new build rather than a barn conversion and listing various information required should they wish to proceed.</li> <li>Land between Coberley Court and Ham Mead. Understood that owner of Coberley Court is obtaining confirmation of ownership. Does not wish land to be cleared. Matter closed.</li> <li>Boundary Changes – request has been sent to Nigel Adams at CDC for a new Boundary map showing the revised boundary for our parish but as there has been no response yet, a copy of the emails to be forwarded to Cllr Nick Parsons for follow up.</li> <li>Salad Bowl – continues to be a problem site with numerous complaints from parishioners. Cars being kept on the site. A log is being kept of incidents.</li> <li>Frequent flooding on A435 by Slacks Barn Farm and the area towards Cowley - Repairs and maintenance (gully cleaning, grip cutter) have started to take place.</li> <li>Clerk to go to TSB bank to enquire about interest rates and to submit forms for Parish Councillor access to savings (£43.52)</li> <li>Clerk to email parishioners to establish interest in Queen's 90<sup>th</sup> Birthday beacon.</li> </ul>	<p><i>Clerk to follow up</i></p> <p><i>Clerk to follow up</i> <i>Clerk to follow up</i></p>
5	<b>Finance</b> <ul style="list-style-type: none"> <li>Cheques agreed and signed: £400 Evans Jones for Neighbourhood Plan advice session £35.28 GRCC for Housing Needs Survey (Clerk to verify amount with GRCC)</li> <li>Accounts/spreadsheets check – minor clerical errors to be adjusted. Total figures agreed. (<i>add cheques written but not yet cashed/shown on bank statement as uncashed cheques on summary page and on bank rec page – rename 'Bank rec' page to 'Expenditure' for clarity</i>)</li> </ul>	
6	<b>Planning</b> <ul style="list-style-type: none"> <li>Planning application <a href="#">15/04432/FUL</a> Hartley Lane has been heard at Planning Committee and approved.</li> <li>Cllr Nick Parsons advised the Parish Council that Cotswold District Council is still looking for more suitable land for travellers including any land owned by Local Authorities.</li> <li>Mrs Pick is still waiting for a report from Glos Highways regarding the sinking of the road above her cellar (Lower Farm, Upper Coberley). There is also an issue with overhanging beech trees on this road in the same location. – Paul Hodgkinson offered to follow up with Glos Highways.</li> <li><a href="#">15/05313/FUL</a> - Retention of hydro turbine at Coberley Mill – this is a resubmission of a previous application and it was agreed to submit 'no comments' from the Parish Council.</li> <li><a href="#">16/00530/FUL</a> - Erection of 2 infill extensions at 7 Salterley Grange – discussed and it was agreed to submit 'no comments' from the Parish Council.</li> </ul>	<p><i>Cllr Parsons to keep PC updated</i></p> <p><i>Cllr Paul Hodgkinson</i></p> <p><i>Clerk to submit</i></p> <p><i>Clerk to submit</i></p>
7	<b>Highways</b> <ul style="list-style-type: none"> <li>Speeding in Upper Coberley – “Community Approach to Road Safety” information has been sent to Mrs Pick and other interested residents as these are actions which</li> </ul>	

	<p>private householders can implement as appropriate under the guidance of the relevant authorities.</p> <ul style="list-style-type: none"> <li>• An email with work updates has been received by the Chair from Glos Highways – Richard Gray.</li> <li>• Sunken drain covers between Oxford Cottages and Seven Springs: RG to ensure drain at Oxford Cottage is free of blockages but as it discharges into the stream, dissipation of surface water will be dependent on level of water in stream. Gullies nearer to Seven Springs to be rebuilt as and when resources permit and recessed into verge to avoid vehicle wheel line.</li> </ul> <p><b>Duncan McGaw (Chair) declared an interest as resident of Salterley Grange in the following item:</b></p> <ul style="list-style-type: none"> <li>• It was noted by the Parish Council that there are 24 residences in Salterley Grange, served by a private driveway, which is sited on a very dangerous part of a main road into Cheltenham but there are no warning signs of a turning. GCC has suggested that signage would have to be funded by residents as it is not in their remit to sign private drives. However, Cllr Paul Hodgkinson advised that there may be some Councillors' funding available and residents should make contact with him to discuss further.</li> <li>• Sign cleaning on all roads has been raised with Glos Highways.</li> <li>• Overgrown vegetation was a problem last summer and continued to be reported this year. It has now been severely cut back on major roads to ease the problem.</li> <li>• Air Balloon – Highways England has 4 years until 2020 to consult on this project, design the solution and apply for a Development Control Order. If they are then given the go-ahead by Government, work would then take place between sometime 2020 -2026. Cllr Paul Hodgkinson will keep the Parish Council updated on any further information.</li> <li>• Pot Holes continue to be a problem and the need to report these was reiterated to all. Paul to take up the section of carriageway between Air Balloon and Ullenwood Court with Highways. There have been severe potholes in the past and although repaired, they soon re-open. Considered that the section needs more substantial patching. It was reported that on the last occasion of a deep pothole, so many vehicles were suffering damaged wheels that an AA van remained stationed in the area.</li> </ul>	
8	<p><b>WW1 memorial – update</b> Robin Paul memorials have agreed to undertake this work and hope to start in March – April 2016</p>	
9	<p><b>Queen's 90<sup>th</sup> Birthday Celebration Beacons</b> There was discussion whether to look for a celebration in June rather than April but as the national event is 21 April, it was agreed to contact residents to gauge interest and to ask Dan Powell to confirm whether he has a suitable location for a beacon.</p>	<p><i>Clerk to send email to residents by email asap.</i></p>
10	<p><b>Risk Assessment</b> Parish Councillors have reviewed the amendments made to this document and minor changes were made – to be signed at next meeting. It was agreed to review this annually or twice a year if changes are made.</p>	<p><i>Approve at next meeting and review as necessary.</i></p>
11	<p><b>Asset Register.</b> The assets register has been updated with purchase prices and dates where possible. It was agreed and will be reviewed annually. The register can be viewed on the web site <a href="http://www.coberleyparish.co.uk">http://www.coberleyparish.co.uk</a> (under Transparency Code) or upon request to the Clerk by emailing <a href="mailto:info@coberleyparish.co.uk">info@coberleyparish.co.uk</a>.</p>	
12	<p><b>Neighbourhood Plan</b> Discussion took place following the meeting with Evans Jones. It was agreed that this is a huge undertaking but the Parish Council feels it is important to have a document in place. Cllr Nick Parsons advised that Regulation 19 of the Local Plan would be published for consultation in April and it was agreed to wait until that is published before continuing, in order to review or refine our requirements for a Neighbourhood Plan and determine the cost-effectiveness of proceeding. It was also agreed to get the parish of Coberley designated as a Neighbourhood Area, with a parish boundary map from CDC.(see item 4 bullet point 3 above). It was agreed to ask Joseph Walker at CDC for an indication of costs which have been incurred by other parishes in this process such as</p>	<p><i>Clerk to follow up</i></p>

	Meysey Hampton.	
13	<p><b>Fastershire/Gigaclear Rollout</b></p> <p>The Gigaclear service is available in the parish and the uptake of this service was 21% of households at the last enquiry. It is hoped this will improve over time.</p>	
14	<p><b>Environmental Services Budget</b></p> <p>Litter bins and Dog waste bins have now been installed on the A436 and the Woodland Trust car parks as agreed.</p> <p>It was noted that there is still funding available and litter picking could be useful for the area – especially around the Air Balloon roundabout. Cllr Nick Parson requires a grid reference or map reference to implement this. Reference was made to an unofficial pull-in on the A436 east of Oxford Cottages where there is a large amount of litter. Further investigation necessary.</p>	<i>All to send Cllr Nick Parsons areas of concern</i>
15	<p><b>Refurbishment of notice boards</b></p> <p>It was noted that the notice boards in the village and at Ullenwood are in a state of disrepair and it was agreed that Jo Thurnham will ask Keith Allen for a quote as he has done a very good job with the other village notice board repair.</p>	<i>Jo Thurnham to follow up</i>
16	<p><b>Next Meeting 19<sup>th</sup> May</b> Parish Council Annual Meeting followed by Parish Annual Assembly. Jo Thurnham kindly agreed to arrange refreshments as in previous year.</p>	<i>Jo Thurnham to provide refreshments</i>
	<p><b>Post-Meeting: Sarah Webster gave her resignation to the Parish Council.</b> Clerk to follow up by contacting <a href="mailto:elections@cotswold.gov.uk">elections@cotswold.gov.uk</a> to request a vacancy notice as required.</p>	<i>Clerk to follow up</i>

**Asset Register for Coberley Parish Council (March 2016)**

Ref	Description	Location	Date Acquired (if known)	Purchase Cost (if known)	Current Value	Replacement Value	Comments
1	Bench	village green	unknown	unknown	£ 100.00	£ 500.00	
2	Sun Dial	village green	unknown	unknown	£ 11,693.00	£ 20,000.00	
3	Telephone Box	in village	unknown	unknown	£ 3,000.00	£ 3,000.00	
4	Bus Shelter	on main road	unknown	unknown	£ 10,000.00	£ 10,000.00	
5	Mower	D Carlton	10/03/2010	£ 405.37	£ 250.00	£ 550.00	
6	Strimmer	A. Wilson, North Terrace	01/12/2006	£ 127.90	£ 150.00	£ 280.00	
7	Grit Spreader	D Carlton	01/12/2006	£ 210.00	£ 100.00	£ 180.00	
8	Notice Board	Ullenwood	unknown		£ 1,000.00	£ 1,000.00	
9	Notice Board x2	Coberley Village	unknown		£ 2,000.00	£ 2,000.00	
10	Notice Board	Salterley Grange	02/03/2011	*£ 600	£ 1,000.00	£ 1,000.00	
11	Grit Bins x 27	locations throughout parish	2012-2015	£ 1,100.76	£85 each	£100 each	
	Blue grit bins x 16	locations throughout parish	2010 - 2014	£141.12	£ 150.00	£ 200.00	
14	Info plaque Seven Springs	Seven Springs	Jan-14	£ 63.00	£ 63.00	£ 150.00	
15	WW1 brass plaque	village green	Oct-14	£ 120.00	£ 120.00	£ 150.00	including installation
				*£300 donation from PC, balance paid from residents association			