

Coberley Parish Council

Minutes of Parish Council meeting 5th July 2016

	Questions and comments from the floor not listed on the agenda:	<i>Action</i>
	<p>matters raised: A Parishioner (Mel Pitt) asked about who is responsible for dead animals on Woodland Trust property. After discussion it was agreed that Mel would check if the animals were still there and if so, contact the Woodland Trust.</p>	<p><i>Clerk to send details to Woodland Trust if needed</i></p>
1	<p>Apologies: All Parish Councillors present. Cllr N Parsons and Cllr P Hodgkinson sent apologies</p>	
2	<p>Declaration of Interests: Dan declared an interest in any discussion regarding the Traveller site.</p>	
3	<p>Approval of Minutes from last meetings The minutes from the last meetings on 19th May 2016 were approved and signed (Annual PCM and Annual Agenda)</p>	
4	<p>Action arising from above minutes:</p> <ul style="list-style-type: none"> It was agreed to remind Cllr Hodgkinson about a speed survey requested on the Ullenwood Manor Road TSB account - Clerk to raise closure letter for account and to enable transfer of funds into the current Lloyds Bank account. No further comment from Upper Coberley resident re: altered view from cutting back of trees and hedges. CDC-owned plot of land in village – this has now been resolved and the licence is being transferred to Paul Webber by CDC. Litter Bins – Dan Powell to write to Cllr Parsons to arrange emptying of the non- standard litter bin in the village. Litter bins in the two large laybys on A436. It was noted that there are presently no litter bins in one of the laybys (Chatcombe Hill) and after discussion it was agreed that the Clerk will contact Cllr Parsons and Ubico to arrange installation of two bins in that layby (one at each end) and an additional bin in the Seven Springs layby. 	<p><i>Clerk to follow up</i> <i>Clerk to follow up closure instructions</i></p> <p><i>Dan to write to Cllr Parsons</i> <i>Clerk to liaise with Ubico/Cllr Parsons</i></p>
5	<p>Finance update – Cheques signed: Clerk expenses (licence for beacon) £21.00 Clerk expenses (admin expenses) £109.78 Evans Jones £450 +VAT Jo Thurnham Assembly refreshments expenses £29.94, PATA £12.50 HMRC £7.20 Agreed - VAT reclaim for 2015/16 £415.00 Accounts – reviewed and agreed Agreed that £90 donation should be sent to School for use of Hall at same time as providing meeting schedule for 2016/17 Internal Auditor for 2017 – it was agreed to wait until after the new Councillor election to discuss this. (Subsequently it was agreed that the Clerk will make enquiries with GAPTC for instruction on the new regulations for the audit process, before we find a new Internal Auditor)</p>	<p><i>Clerk to reclaim VAT</i></p> <p><i>Action Clerk</i></p> <p><i>Clerk to follow up</i></p>
6	<p>Co-option of new councillor Following a vote by Parish Councillors, Joanne Marshall was elected as the new Parish Councillor. Clerk to contact Jo to arrange formal documentation.</p>	<p><i>Clerk to send paperwork</i></p>
7	<p>Agree request to CDC for movement of Needlehole into Coberley Parish Unanimously agreed for Clerk to follow up with CDC to get Needlehole moved fully into Coberley Parish.</p>	<p><i>Clerk to follow up</i></p>
8	<p>Planning issues update - incl traveller site, other current applications/issues</p> <ul style="list-style-type: none"> It was noted that it is important to review the planning application submissions on CDC's web site, as these are sometimes truncated and the full response needs to be shown on the website so it is available for planning committee and other interested parties to see. The Local Plan Submission Draft Reg. 19 (June 2016) is now available for consultation 	<p><i>Clerk to review</i></p>

	<p>and it was agreed that although the Parish Council need to submit an objection, professional advice from Evans Jones will not be used on this occasion. Duncan McGaw will draft a response and circulate to all Parish Councillors for comment. Discussion took place regarding the subject for the objection and Jo Thurnham suggested reviewing the neighbouring Cowshed application which shows a Bat report. Information from the report may be useful for the objection submission.</p> <ul style="list-style-type: none"> • There have been rumours but no official information regarding the future of Ullenwood Court. It was agreed to keep an eye on any developments from both the Riding School and the Parish Council. • Land known as The Salad Bowl (3/377 Leckhampton Hill Road) opposite Salterley Grange) has been slightly cleared although several cars remain on site. Parish Council to monitor situation 	<p><i>Duncan to draft response and circulate to PC</i></p> <p><i>All monitor</i></p> <p><i>Councillors monitor</i></p>
9	<p>Highways and Road Safety issues: Updates as appropriate</p> <ul style="list-style-type: none"> • A meeting with the new Highways Manager for the area, Danny Taylor, has not yet happened. Duncan and Hugh are keen to arrange this meeting as soon as possible and it was agreed to ask Cllr Hodgkinson to help arrange. • There is still a long list of outstanding works for the area and Dan asked that he could be notified of any works requiring traffic control systems on the A436 so he can arrange for cutting of the hedges at the same time. • It was agreed that all Councillors will keep a note of any outstanding issues with Highways so a log can be kept, updated and shared by all. • Flooding on the A435 (by Hartley Lane) is frequently a problem. 	<p><i>DM to liaise with Cllr Hodgkinson</i></p> <p><i>DM to ask Danny Taylor at meeting.</i></p> <p><i>DM to send current list to Councillors and Margaret Farragher</i></p>
10	<p>Upgrade winter grit bins – final phase. Agree cost and bid for GCC match-funding</p> <p>Discussion took place regarding the replacement of the grit bins and it was agreed that 4 bins are required to finish the upgrade of grit bins in the Parish.</p> <p>Clerk will check with Glos Highways that the offer of match funding is still available and if so, will order 4 bins as soon as possible. Note: If it is no longer available Councillors will need to review the number of bins to be purchased in this FY.</p> <p>A current location map will be sent to Glos Highways as a reminder for topping up in Autumn.</p> <p>It was agreed to authorise the Clerk to spend approximately £75 per bin (excl VAT and delivery).</p> <p>Clerk will notify the Councillors of expenditure at next meeting</p>	<p><i>Clerk to follow up</i></p>
11	<p>WWI memorial update - work still outstanding</p> <p>Clerk to contact stonemasons for an update on work outstanding and when it will be carried out. DM suggested that if necessary, Clerk might contact Col Mike Bennett who introduced Robin Paul to assist in progressing.</p>	<p><i>Clerk to follow up</i></p>
12	<p>Litter Bins – Woodland Trust</p> <p>The bins have now been moved to the Highways-owned land and are being emptied regularly. Thanks were given to Hugh Piggott for sorting this issue out. The Woodland Trust are happy with the new location.</p>	
13	<p>Ragwort letter – update and send</p> <p>Dan Powell will draft a letter and the Clerk will send it to the owners of the Seven Springs Inn as last year.</p>	<p><i>Dan to liaise with Clerk</i></p>
14	<p>Neighbourhood Plan – update and action for next steps</p> <p>After discussion it was agreed to put this on hold until after the Local Plan has been finalised.</p>	
15	<p>Refurbishment of notice boards – budget and action</p> <p>Keith Allen will commence work on this as soon as possible. DM to deliver keys to Jo Thurnham</p>	<p><i>DM keys to Jo</i></p>
16	<p>Agree dates for forthcoming year</p> <p>It was agreed to hold meetings on:</p> <p>15th September 2016 17th November 2016 19th January 2017 22nd March 2017 Annual Parish Meeting – 24th May 5.30pm followed by Annual Assembly at 7.30pm</p>	
	<p>The meeting closed at 9.05pm</p>	