

# Coberley Parish Council

## Minutes of the Meeting of Coberley Parish Council on the 24<sup>th</sup> June 2021

### Present:

Cllr D McGaw (Chairman), Cllr J Marshall (Vice Chairman), Cllr D Carlton, Cllr H Piggott & Cllr D Powell

### Also present:

Cllr Paul Hodgkinson (County), Cllr Julia Judd (District)

Clerk to the Parish Council – Deborah Cook and 2 members of the public.

### Public questions

None

21/43	<b>To receive apologies for absence</b> None	
21/44	<b>To receive Declarations of Interest on items on the agenda</b>  Cllr McGaw declared an interest in agenda item 10.1 and 10.2  Cllr Piggott declared an interest in agenda item 8.2.1 and 8.2.2  Cllr Powell declared an interest in agenda item 8.2.3 and 8.2.4  <b>To receive updates to Member's Register of Interests</b> None	
21/45	<b>To discuss the application for the Councillor vacancy and to co-opt a new Councillor</b>  It was proposed by Cllr McGaw and seconded by Cllr Marshall and <b>resolved</b> unanimously to co-opt David Carlton to the Parish Council. Cllr Carlton duly signed the Declaration of Acceptance of Office.  <b>To approve the later signing of the Declaration of Acceptance of Office</b> N/A	
21/46	<b>To approve minutes of the annual meeting held on the 4<sup>th</sup> May 2021</b>  The minutes of the annual meeting held on the 4 <sup>th</sup> May 2021 were approved as a correct record.	
21/47	<b>To receive reports from County and District Councillors</b>  Cllr Hodgkinson advised ongoing issues were the A417 missing link (due to start early 2023), A436, the Fosse Crosse recycling centre online booking had been well received.  The designated fund arising from the A417 missing link is expected to come up again. The Woodland Trust may be able to apply for the Barber's Wood car park – to help alleviate the car parking issue on the junction with the A436.	

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	<p>Cllr Julia Judd advised that the Queen's Platinum Jubilee was coming up with a 4 day holiday in 2022. Cllr Judd/Cotswold DC had a pot of money available that could be used towards an event.</p> <p>Covid business grants were also available.</p>	
21/48	<p>It was <b>resolved</b> to vary the agenda to deal with item 9 now.</p> <p><b>HIGHWAYS</b></p> <p><b>To review Highways Action List, Road Safety and the A417 Missing Link</b></p> <p>Answers had been received from Highways on the Highways Action Lists. There was also the addition of other items to the Minor issues list, including the dangerous ash tree near Ham Mead.</p> <p>Council had been advised by GCC that the worn markings on the Coberley road junction would be repainted, but not signs. It was noted that the Seven Springs roundabout markings were worn. There were also issues with the work at the Ullenwood junction. The latest speed survey was believed to be October 2012, and perhaps needs updating. (Post-meeting note: Subsequent information received suggests that a survey was carried out on the A436 between Oxford Cottages and Seven Springs in March 2020) The cut-back of vegetation had not been carried out, as claimed by GCC Highways at the junction. It was also noted that Hilcot Road to Lower Hill Farm is full of potholes, previous patching hasn't worked.</p> <p>GCC agreed to view the surface water issue in the village.</p> <p>All items on the Highways Minor Actions List are still outstanding.</p> <p>Details of all the Highways Action lists and GCC responses for June can be viewed on the Parish Council web site at <a href="https://coberleyparish.co.uk/highways-actions/">https://coberleyparish.co.uk/highways-actions/</a></p> <p>The state of the road to Coberley Mill, off of the A435 was mentioned by Cllr Hodgkinson. But GCC weren't prepared to do the full works necessary because it was mainly used by one house.</p> <p>Cllr Hodgkinson advised of the 'highways local' pot of money of £30,000. But with some roads in a bad state of disrepair, it isn't going far. GCC have been stretched thinly. Councillor Hodgkinson will report back to the Parish Council.</p>	
21/49	<p><b>To receive Clerk's report</b></p> <p>The administrative points were noted and it was agreed that Microsoft Office would be obtained and put on to the computer.</p>	Clerk
21/50	<p><b>1. FINANCE</b></p> <p><b>To review status of Accounts</b></p> <p>The up to date cashbook was noted for the current year 2021/22.</p> <p><b>To Consider Annual Accounts 2020/21</b></p> <p><b>To consider and approve the contents of the Annual Internal Audit Report (AIAR)</b></p> <p>Tim Smith had been appointed to act as internal auditor for the year ending 2021. Some payments had been accrued back into the year ending 2021 and the ongoing outstanding cheque payee will be contacted. It was noted that the Asset Register should be reviewed this financial year.</p>	

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	<p>It was <b>resolved</b> to approve the contents of the Annual Internal Audit Report.</p> <p>It was noted that the public notice period would run from 1<sup>st</sup> July 2021 to 11<sup>th</sup> August 2021.</p>	
21/51	<p><b>To review, approve and sign the Annual Governance Statement (section 1)</b></p> <p>It was <b>resolved</b> to approve the Annual Governance Statement and it will be signed by the Clerk/RFO and Chairman and will be uploaded onto the website.</p>	DM/ Clerk
21/52	<p><b>To review, approve and sign the Accounting Statements (section 2)</b></p> <p>It was <b>resolved</b> to approve the Accounting Statements which will be signed by the Clerk/RFO and Chairman and will be uploaded onto the website.</p>	DM/ Clerk
21/53	<p><b>To certify that during the financial year 2020/21, the higher of the authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000</b></p> <p>It was <b>resolved</b> to certify that during the financial year 2020/21 the higher of the authority's gross income for the year or gross annual expenditure for the year did not exceed £25,000.</p>	
21/54	<p><b>To approve the following payments:</b></p> <ul style="list-style-type: none"> <li>• Clerk's Salary and expenses £821.85</li> <li>• PATA UK £12.95</li> </ul> <p>It was <b>resolved</b> to approve the payments listed.</p>	
21/55	<p><b>To review the current grasscutting contract</b></p> <p>The contract for 11 cuts of the green was discussed and agreed to be adequate. The Clerk will clarify how often an invoice will be received.</p>	Clerk
21/56	<p><b>To receive new planning applications:</b></p> <p>None received by the time of publication of the agenda</p>	
21/57	<p><b>To ratify the following decisions made:</b></p> <p><a href="#">21/01853/TPO</a> Treeworks at National Star College Ullenwood Manor Road Ullenwood Cheltenham Gloucestershire GL53 9QU, (deadline for submission 7<sup>th</sup> June 2021)</p> <p>It was <b>resolved</b> to ratify the decision that the Council had no comment to make on the application.</p> <p><a href="#">21/01606/FUL</a> The construction of day student facility, a student residential accommodation block, an extension to existing building to provide an annex containing student residential accommodation, an additional office building, car parking facility, provision of external recreational and communal space, provision of hard and soft landscaping and associated infrastructure. National Star College Ullenwood Manor Road Ullenwood Cheltenham Gloucestershire GL53 9QU (deadline for submission 9<sup>th</sup> June 2021)</p> <p>It was <b>resolved</b> to ratify the decision that the Council had no comment to make on the</p>	

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Date.....

	<p>application.</p> <p><b><u>21/02050/FUL</u></b> Variation of Condition 2 (approved drawings) of application 18/02120/FUL (Conversion and partial demolition of agricultural barns to form 7 no. dwellings with access, car parking and landscaping) - Revisions to internal layouts and fenestration. Dowmans Farm Coberley Cheltenham Gloucestershire GL53 9QY (deadline for submission 17<sup>th</sup> June 2021)</p> <p>It was <b>resolved</b> to ratify the decision that the Council had no comment to make on the application.</p> <p><b><u>21/02051/FUL</u></b> Variation of Condition 2 (approved drawings) of application 18/02120/FUL (Conversion and partial demolition of agricultural barns to form 7 no. dwellings with access, car parking and landscaping) - Revisions to internal layouts and fenestration. Dowmans Farm Coberley Cheltenham Gloucestershire GL53 9QY (deadline for submission 17<sup>th</sup> June 2021)</p> <p>It was <b>resolved</b> to ratify the decision that the Council had no comment to make on the application.</p>	
21/58	<p><b>To note Decision Notices Received</b></p> <p><b><u>21/01394/FUL</u></b> Erection of single storey rear extension to provide family room, utility, wc and boot room, 4 North Terrace Coberley Cheltenham Gloucestershire GL53 9QZ. Application Permit 27<sup>th</sup> May 2021</p> <p><b><u>21/00489/CLEUD</u></b> Certificate of Lawful Existing Use or Development under Section 191 of the Town and Country Planning Act 1990 for use of building for storage, Class B8 Use Close Barns 2 Coberley Cheltenham Gloucestershire GL53 9QY , Application Permitted 7<sup>th</sup> June 2021</p> <p><b><u>21/01668/COMPLY</u></b> Land At Ullenwood Court Ullenwood Gloucestershire Compliance of condition 29 (historic building recording) re application - 18/01615/FUL (Residential re-development consisting of 26 residential (C3) units and associated works) Application Permit Wed 09 Jun 2021</p> <p>Council noted the Decision Notices received from Cotswold District Council.</p>	
21/59	<p><b>To consider any other new applications or decisions received since the publication of the Agenda</b></p> <p>None</p>	
21/60	<p><b>To consider the letter from Quenington Parish Council relating to the planning system</b></p> <p>Cllr Judd went through the current system where CDC had introduced a planning review panel to decide if a matter goes to planning committee. Quenington and many other parishes were objecting to this and writing to CDC to express their objections all together.</p> <p>It was <b>resolved</b> that the Council would add their signature to the letter from Quenington to CDC.</p>	Clerk
21/61	<p><b>To consider the Cotswold District Local Plan Update and to consider the draft Green Infrastructure Strategy</b></p>	

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	<p>Cllr Judd advised that the Green Strategy would affect the Local Plan update. Cllr Judd encouraged Councillors to fill in the survey as individuals.</p> <p>Councillors noted the update from Cllr Judd.</p>	
21/62	<p><b>To note the contents of the Arthur Connolly Trust Deed and, in accordance with paragraph 5, to appoint the Nominated Trustee by the Parish Council.</b></p> <p>The Arthur Connolly Trust was set up for the purposes of alleviating the hardship of the elderly in Coberley. The new Trustees wish to start making payments again.</p> <p>It was <b>resolved</b> to nominate Cllr Powell as a Trustee of the Arthur Connolly Trust.</p>	
21/63	<p><b>To hear views and recommendations from the Treasurer of the Coberley &amp; Cowley Parochial Church Council on working together for the benefit of the community</b></p> <p>Amanda Morgans from the PCC advised that the Church was considering developing the use of the Church building and Clerk's Patch allotments as a community space for the use of the parish. They were at a very early stage of developing the idea. And wanted to outline ideas to the Parish Council as funding would be an issue and the PC may be able to help access funding.</p> <p>Clerk's Patch allotments have new Trustees appointed. They now need to actively manage the land. Options include tidying up and keeping the allotments. Leasing or selling portions. Funding may be an option for an enhancement project.</p>	
21/64	<p><b>To consider prospective locations for the Ash Dieback replanting scheme</b></p> <p>There were none appropriate for the replanting scheme offer.</p>	
21/62	<p><b>To confirm the dates of next meetings</b></p> <p>The Clerk would send out a doodlepoll to confirm dates and times of meetings for the remainder of the year.</p>	Clerk

Meeting closed at 9.17 pm

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