

Draft Minutes

For meeting of Coberley Parish Council
held on 23rd March 2022 At 7pm
At Coberley Primary School

1.	Welcome and introductions
2.	Attendance recorded Parish Councillors Duncan McGaw (Chair), David Carlton , Hugh Piggott . Also in attendance District Councillor Julia Judd, County Councillor Paul Hodgkinson and Highways Manager Daniel Tiffney
3.	Apologies for absences recorded from Parish Councillors Dan Powel & Jo Marshall
4.	Declaration of interests by Parish Councillors relating to matters on the agenda- none
5.	Council received report from County Councillor Hodgkinson – Covid update Ukraine update
6.	<p>Council received report and update from Highways Manager (see lists from January 22)</p> <p>Minor list</p> <ul style="list-style-type: none"> 1 & 2 Signs – on programme for 22/23 year 3 Ash Dieback tree – not on priority list but waiting tree inspection 4 Road markings at Coberley junction – 22/23 5. Seven Spring junction markings -A436/A435 lane markings to be referred to Road safety team -discussion regarding road width and separation into 2 lanes. Markings on double roundabouts need updating – timescale summer 22 6. Damaged gate posts at cattle grid, also reported that the gateway is blocked works anticipated during 22/23 and working with PROW team <p>Major list</p> <ul style="list-style-type: none"> 1. PROW and Glos Highways are discussing with landowners the footpaths crossing A436 2. Surfacing water and gulley clearing- video to be sent to DT if possible and local knowledge / discussions- including water flow through fields and channels into the corners, overflowing into the village- DC Judd has photographic images which she will forward to DT PROW and landowners discussing 3. Ullenwood crossroads -Road Safety Team look at hotspot accident data in April 22, gulley outside cottages will need repair and will provide opportunity for road markings to be enhanced (example of Foxcote given of possible scheme) - Autumn 22 Serious size pothole at junction noted and waiting for safety inspection Barber Wood cattle grid – to be investigated by Highways and history of installation to be confirmed- drainage budget not necessarily 4. Question regarding if possibility of reducing speed to 40mph was raised- DT said further information would be sought on data and criteria 5. PC has sought some designated funding from A417 missing link- waiting further information. Waiting confirmation of criteria for scheme CC Hodgkinson has followed up with National Highways /GCC but does not appear to be able to move discussions forward. He will follow up again 6. 20mph lobbying County Council re Stockholm declaration where urban setting/vulnerable users – County Council has instigated a review looking at a new policy -leading to public consultation Summer 22 – CC have received lot of requests for 20pmh zones which can not be actioned until after the policy is adopted. CC Hodgkinson has put linked schemes together but is waiting for policy on TRO. There will be a workload issue once the policy is agreed. <p>Additional points raised</p> <ul style="list-style-type: none"> a. “no heavy vehicle signs” would need traffic orders and will check if there are any traffic orders already in place (raised by resident – item on agenda) b. Pavements outside building site on Ullenwood Court – covered in mud and has been reported via Highway Councillors by CC Hodgkinson

	<p>c. Leckhampton Hill road -surfacing needs maintenance</p> <p>Council noted updates relating to highways matters (see above)</p> <ul style="list-style-type: none"> • Update on 20mph single Traffic Order through GCC Highways • Don't miss out on 20 mph speed limits -as distributed via email
7.	<p>Council received report from District Councillor Judd as distributed- other matters raised</p> <p>Local Plan Consultation</p> <p>Constituency boundary reviews</p> <p>Parish boundary reviews</p> <p>Green waste licence increase noted</p> <p>Free after 3 parking in Cirencester has ceased</p> <p>Planning applications with highway issues -PC recommended to contact email planningdc@gloucestershire.gov.uk giving local information and asking for a site visit before Highways submit their comments</p>
8.	<p>Draft Minutes of previous meeting held on 17th January 2022 approved and signed</p>
9.	<p>Matters arising from those minutes for information purposes only where there is no item on this agenda –</p> <p>Clerk to confirm grass cutting contract see January PC minutes</p>
10.	<p>public session -none</p>
11.	<p>Council noted information relating to Public Rights of Way (PROW)</p> <p>Emergency Footpath Closure ACO20 Coberley: 72426 as distributed via email. It was felt that this had already been implemented but there is a lack of signage and route is not accessible for horses- Clerk to circulate email via residents mailing list</p>
12.	<p>Council approved the appointment of clerk with effect from 1/2/22 on NALC/SLCC standard contract for 5 hours per week annualised to 260 hours per annum at salary scale point 12 (currently £11.73 pa /gross £254.15 pm) and monthly working from home allowance (currently £26), mileage allowance (currently 45p per mile) and printing and stationery at 10p per copy and other reimbursements such as postage</p>
13.	<p>Council approved changes to the bank mandate to add full signatory access to clerk. In the meantime, Council will use cheque books and seek paper copy of statements</p>
14.	<p>Council approved bank standing order to be paid on 28th of each month in the sum of £229.32 inclusive of net pay and working from home allowance – with effect from 28/4/22</p>
15.	<p>Council discussed progression of A417 Missing Link Project</p> <p>Possible Designated Funding (see Highways item) still waiting information</p> <p>Meeting on 8th April to look at changes to the document of Statement of common ground to be signed off</p> <p>Knock on effect for other roads such as “Leckhampton Hill road “highlighted (during Highways item)</p>
16.	<p>Council received update on replacement of 3 grit bins and considered information received from Glos Highways 2 broken on Hartley lane and 1 Upper Coberley Road to A435 Cowley Junction</p> <p>If Council require standard blue barrels GCC will be able to replace them, however if Council wanted to replace the bins with like for like (green boxes with lids) GCC do not replace these bins</p> <p>Parish Council agreed to purchase 2 new ones (green boxes with lids) and install themselves (gritbins.net) -Clerk to order</p>
17.	<p>Council noted Community Governance Review consultation document as distributed via email (see District Council report)</p>
18.	<p>To receive quotes for 3 levels of remedial work to the Sundial and to decide next steps – clerk to follow up</p>

19.	<p>Council noted financial reports not yet available -waiting bank statements</p> <p>Council approved payment list and paid by cheques</p> <p>subscription to GAPTC for 2022/23 in sum of £72.49 (from 1/4/22)</p> <p>Clerk salary £406.70 and working from home £52 (2 months) mileage £9 and £2.50 printing= £470.20</p> <p>HMRC £101.60</p> <p>Previous Clerk salary £355.41</p> <p>PATA £25.85</p> <p>Use of school premises £100 – to be paid in September</p> <p>Council approved any GAPTC training courses that Councillors wish to attend (as distributed via email) -Clerk to resend email to Councillors and book any requested courses</p>
20.	<p>Council considered and approved responses to planning applications received and to note any decision notices received</p> <p><u>22/00347/FUL</u>- Roof extension to convert the loft space into additional bedrooms and veranda at Beechfell 3 Salterley Grange = no comments received/submitted</p> <p><u>22/00652/TPO</u> -2 Salterley Grange -To reduce the large holm oak by approximately 3 metres all over and to raise the low canopy over the road. – no comments</p> <p><u>22/00392/FUL</u>- Erection of extensions to outhouse and garage Ham Mead– council submitted “no comment”</p> <p><u>21/00467/FUL</u> -decision to permit-noted</p>
21.	<p>Council agreed delegated authority to Clerk to submit comments on behalf of the Council where no meeting is planned or called for before the deadline for comments</p>
22.	<p>Council agreed amendment to Standing orders to bring planning matters in to line with other calls for an extraordinary meeting in that if 2 or more Councillors request an additional meeting, via the Chair, an extra meeting of the Council will be called by the Clerk to discuss planning issues – Clerk to amend</p>
23.	<p>Council considered adopting standard email format for Councillors</p> <p>Eg CllrMcGaw.coberleypc@gmail.com</p> <p>Clerk to send simple guide to Councillors</p>
24.	<p>Council considered Queen’s Jubilee celebrations</p> <ul style="list-style-type: none"> • Agreed donation by Parish Council via Events budget • Beacon -Thursday evening • Any other events- suggestion of Big Lunch on Sunday driven by the Community
25.	<p>Council noted correspondence received</p> <ul style="list-style-type: none"> • Cheltenham Borough Council is consulting on a Climate Change Supplementary Planning Document (SPD). The consultation will run from 7 March 2022 to 4 April 2022. • The Clerk has invited opt-out of wish to continue to subscribe to updates • CDC has informed Council that the date of 4 yearly elections will be 4th May 2023 • GLEAM consultation: an opportunity to end the use of green lanes by recreational motor vehicles in the Cotswolds AONB -noted • 'no heavy vehicles' sign” request by resident to stop large lorries going through the village (see highways issues)
26.	<p>Council considered Asset Register updates and agreed</p> <ul style="list-style-type: none"> • inclusion of the 2nd bus shelter on the main road (A435, near to Cowley junction) • location of mower, strimmer and grit spreader to be confirmed • the ownership of the village green to be included in asset register and to inform insurance company
27.	<p>Date of next meeting 25th May AGM 7pm and Parish Assembly 8pm</p> <p>Meeting closed at 23/3/22</p>