

**COBERLEY PARISH COUNCIL**  
**Agenda for meeting to be held on**  
**Wednesday 27<sup>th</sup> July 2022**  
**At 7pm**  
**In the Coberley Village School**

1.	<b>Welcome</b>
2.	<b>Attendance to be recorded (anticipated)</b> Parish Councillors Jo Marshall (Chair of meeting), <b>David Carlton, Hugh Piggott. Dan Powell</b> District Councillor Julia Judd, County Councillor Paul Hodgkinson & <b>members of the public</b>
3.	<b>Apologies for absences</b> recorded from Parish Councillor <b>Duncan McGaw</b>
4.	<b>Declaration of interests to be invited</b>
5.	<b>Public Participation will be invited (10 minutes or at the discretion of the Chair of the meeting) -members of the public are then invited to remain and to observe the remainder of the meeting</b>
6.	<b>Minutes of the previous Parish Council Meeting held on May 25<sup>th</sup> 2022 to be approved</b>
7.	<b>Council to receive updates on Assets</b> <b>Council to consider purchase of new spreader</b> Clerk has asked GCC legal dept for confirmation that the Village Green is registered at land registry as owned by PC
8.	<b>Council to receive updates from representation on outside organisations -</b> A417 missing link project, Hugh/Duncan Trustee of Arthur Connelly Trust (Dan) No Crash meeting -Hugh/Duncan
9.	<b>Council to confirm 2 additional grit bins have been received</b>
10.	<b>Council to note new batteries for Defibrillator have been installed</b>
11.	<b>Council to receive update on the Sundial project in that option 2 is preferred -</b>
12.	<b>Council to approve the financial reports and payment list as attached –</b>
13.	<b>Council to receive feedback on Jubilee events</b>
14.	<b>Council to discuss any outstanding planning matters</b> <a href="#">22/02010/FUL   Smallholding landscape scheme   Close Barn Coberley Cheltenham Gloucestershire GL53 9QY (cotswold.gov.uk)</a> expiry date 18 <sup>th</sup> July -no comments received  <a href="#">22/02125/FUL   Change of use of agricultural land into residential garden land (retrospective)   Tannery 1 Old Dowmans Farm Coberley Cheltenham Gloucestershire GL53 9FF (cotswold.gov.uk)</a> expiry date 27 <sup>th</sup> July –“ no comment”  <a href="#">22/02305/FUL   Erection of single-storey garden office outbuilding   8 Salterley Grange Leckhampton Hill Cheltenham Gloucestershire GL53 9QW (cotswold.gov.uk)</a> expiry date 5 <sup>th</sup> August  PLANNING APPEAL HEARING : Hillside View Hartley Lane Seven Springs – attending by planning consultant – awaiting outcome
15.	<b>Update on Report to be invited from County Councillor Paul Hodgkinson – report distributed by email</b>
16.	<b>Update on Report to be invited from District Councillor Julia Judd - report distributed by email</b>
17.	<b>Council to receive update from Highways Manager on the following matters brought forward –</b>

	<p><b>Minor list</b></p> <ul style="list-style-type: none"> <li>• Road markings at Coberley junction – 22/23</li> <li>• 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</li> <li>• Damaged gate posts at cattle grid, also reported that the gateway is blocked works anticipated during 22/23 and working with PROW team</li> </ul> <p><b>Major list</b></p> <ul style="list-style-type: none"> <li>• Ullenwood crossroads -Road Safety Team to 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</li> <li>• Barber Wood cattle grid – to be investigated by Highways and history of installation to be confirmed</li> <li>• Question regarding if possibility of reducing speed to 40mph was raised- DT said further information would be sought on data and criteria</li> <li>• PC has sought some designated funding from A417 missing link-</li> <li>• no heavy vehicle signs” would need traffic orders: Glos Highways to check if there are any traffic orders already in place</li> </ul> <p><b>other Highway issues</b></p> <p>Greenway Lane ....proposed road closure from 19/09/22 to 28/10/22 to allow for install new pipework and connect to water main by Above.</p>
18.	<b>Council to approve expenditure</b> for investigation of ownership of land at Coberley Court- Clerk has asked for information from GCC legal dept
19.	<b>Council to note next meeting is scheduled for 28<sup>th</sup> September 2022</b>
20.	<b>Close of meeting</b>

**FINANCIAL REPORTS**  
To be provided separately

# DRAFT MINUTES

## ANNUAL MEETING OF COBERLEY PARISH COUNCIL HELD AT 7.0 0PM ON 25<sup>th</sup> May 2022 IN COBERLEY PRIMARY SCHOOL

1.	Welcome and introductions – by the present Chairman
2.	Election of Chairman – signing of acceptance of office papers – Duncan McGaw
3.	Election of Vice-Chairman – signing of acceptance of office papers- Jo Marshall
4.	Attendance recorded Parish Councillors <b>Duncan McGaw</b> (Chair), <b>David Carlton</b> , <b>Hugh Piggott</b> . <b>Dan Powell &amp; 1 member of the public</b>
5.	<b>Apologies for absences</b> recorded from Parish Councillor Jo Marshall District Councillor Julia Judd, County Councillor Paul Hodgkinson
6.	<b>Declaration of interests - none</b>
7.	<b>Public Participation was invited -introduction to resident</b>
8.	<b>Minutes of the previous Parish Council Meeting held on 23<sup>rd</sup> March 2022 were approved</b>
9.	<b>Council continuation delegation to Clerk of authority to make submission of comments on planning matters where no meeting of the Council is able to be held</b>
10.	<b>Council considered if changes are required to standing orders or financial regulations – postponed to new model published</b>
11.	<b>Council considered if any changes are required to its Complaints, Freedom of Information or Data protection policies procedure- postponed to new model published</b>
12.	<b>Council considered changes are required to the asset register location of mower confirmed as being stored at Hartley Farm strimmer (write off) and grit spreader (write off) - next agenda purchase of new spreader add Village Green and see schedule notes - adopt at next meeting</b>
13.	<b>Council reviewed representation on outside organisations -Hugh/Duncan A417 missing link project, Trustee of Arthur Connelly Trust (Dan) No Crash meeting -Hugh, Duncan Air Quality Forum - CDC</b>
14.	<b>Council considered if any changes are required to insurance policy for the coming year £632 – Clerk to ensure assets are covered. – Clerk to look for alternative quotes during year</b>
15.	<b>Council agreed no further changes are required to banking mandate – clerk now on mandate and receiving statements – cheques for short term</b>
16.	<b>Council approved its independent internal auditor – as last year</b>
17.	<b>Council confirmed it wishes to renew its subscription/contracts to GAPTC £72.49, PATA payroll £95.40, Grass cutting (Mark Beard) £572 pa Donations agreed school £100 CAB £100</b>
18.	<b>Council noted 2 additional grit bins have been ordered– delivery to Dan Hartley -Council agreed Dark green (more expensive )</b>
19.	<b>Council reconsidered the Sundial project in that despite specification being sent to 4 contractors – no quotations have been received – Clerk to confirm from paperwork that option 2 is preferred - Clerk to bring figures to next meeting</b>
20.	<b>Council approved the financial reports and payment list as attached – see cheque book and add Jubilee Beacon budget £500</b>
21.	<b>Council approved its AGAR completion and delegated to the Chair of Council to sign the appropriate forms</b>
22.	<b>Council agreed that its meeting schedule shall remain as 4th Wednesday of July, September, November, January, March, May commencing at 7.00pm (Jo- Chair July ) dates to be added to minutes</b>
23.	<b>Council received update on Jubilee events and agree expenditure and any actions required - Beacon event is being held on Thursday 2<sup>nd</sup> at 7.30pm– invitations sent to residents. Insurance confirmed subject to limit of 500 – Risk assessment done – Information sent to Pageant Master - Beacon to be lit by Chair of Parish Council Event on Village Green has been organised by residents – Sunday Flag to be flown at school for the 4 days</b>

24.	<b>Council discussed any outstanding planning matters – Clerk to register “support “ and “no comment”</b>
25.	<b>Report received from County Councillor Paul Hodgkinson -carried forward to the Parish assembly that immediately follows this meeting</b>
26.	<b>Report received from District Councillor Julia Judd -carried forward to the Parish Assembly that immediately follows this meeting</b>
27.	<p><b>Council received update from Highways Manager on the following matters brought forward – responses received via email (see attached and see website)</b></p> <p><b>Minor list</b></p> <ul style="list-style-type: none"> <li>• Road markings at Coberley junction – 22/23</li> <li>• 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</li> <li>• Damaged gate posts at cattle grid, also reported that the gateway is blocked works anticipated during 22/23 and working with PROW team</li> </ul> <p><b>Major list</b></p> <ul style="list-style-type: none"> <li>• Ullenwood crossroads -Road Safety Team to 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</li> <li>• Barber Wood cattle grid – to be investigated by Highways and history of installation to be confirmed</li> <li>• Question regarding if possibility of reducing speed to 40mph was raised- DT said further information would be sought on data and criteria</li> <li>• PC has sought some designated funding from A417 missing link-</li> <li>• no heavy vehicle signs” would need traffic orders: Glos Highways to check if there are any traffic orders already in place</li> </ul>
28.	<p><b>Close of meeting at 19.58 followed by Parish Assembly</b></p> <p>Next agenda – approval for investigation of ownership of land at Coberley Court Clerk to check that the Village Green is registered at land registry as owned by PC</p>