

COBERLEY PARISH COUNCIL

AGENDA/SUMMONS

**Meeting to be held on 1st February 2023
In the Coberley Village School at 7pm**

1.	Welcome
2.	Attendance to be recorded as Parish Councillors Duncan McGaw, Dan Powell, Hugh Piggott, Jo Marshall & David Carlton County Councillor Paul Hodgkinson District Councillor Julia Judd & PC & members of the public
3.	Apologies for absences to be recorded -
4.	Declaration of interest to be invited -
5.	Invited speaker Phil Cluley on PROW's
6.	Public Participation to be invited –
7.	Minutes of the previous Parish Council Meeting held on November 23rd 2022 to be approved
8.	Report update to be invited from District Councillor Julia Judd as reports are distributed via email
9.	Report to be invited from County Councillor Paul Hodgkinson
10.	Update to be invited/received from Glos Highways Manager on major and minor list of outstanding matters – see attached
11.	Council to receive update on Parish Council name on Land registry deeds of Village Greens- Cllr Carlton <ul style="list-style-type: none">a) Coberley Court – to confirm name of owners of the area as identified on the land registry mapb) Village Green to confirm name of owners of the area as identified on the land registry mapc) Council to authorise repayment of costs involved to dated) Council to authorise legal fees to formally register either/both of the above parcels of land in the name of the PC if not already done.
12.	Council to invite updates where available from representation on outside organisations - A417 missing link project Trustee of Arthur Connelly Trust No Crash meeting
13.	Council to consider if it wishes to proceed with a Lloyds bank deposit account or a separate building society account (Leeds) and signatories
14.	Council to receive update on Gloucestershire Rural Community Council (GRCC)
15.	payment list to be approved Clerk expenses £16.50 & salary owing £8.73 HMRC £180.20 (includes Feb) D McGaw – Grit spreader £129.95

16.	<p>Council to consider outstanding planning matters</p> <p>Installation of 2 no. shipping containers for storage 22/04357/FUL Crickley Hill</p> <p>ham mead – single storey extension 22/04518/Ful</p> <p>Other Planning matters to be considered Dowman Farm 22/02519/FUL incidental outbuilding retrospective-request for Parish Councillor to attend planning committee on 7th December at 2pm -.</p>																														
17.	<p>Winter snow action/resources to be discussed Grit bins to be confirmed and resources needed</p> <table border="0"> <thead> <tr> <th>in Number</th><th>Location</th></tr> </thead> <tbody> <tr><td>2356</td><td>Coberley School</td></tr> <tr><td>2355</td><td>Coberley phone box</td></tr> <tr><td>2358</td><td>Water works</td></tr> <tr><td>2359</td><td>Coberley rd to A435</td></tr> <tr><td>No Number</td><td>Coberley rd to A435</td></tr> <tr><td>No Number</td><td>A436 start Coberley rd</td></tr> <tr><td>2347</td><td>Baker Wood entrance</td></tr> <tr><td>2348</td><td>Cowley rd 1</td></tr> <tr><td>????</td><td>Cowley rd 2</td></tr> <tr><td>2350</td><td>Cowley rd 3</td></tr> <tr><td>2351</td><td>Cowley rd 4</td></tr> <tr><td>2352</td><td>Stables rd 1</td></tr> <tr><td>2353</td><td>Stables rd 2</td></tr> <tr><td>2354</td><td>Stables rd</td></tr> </tbody> </table> <p>Feedback from recent weather incidents</p>	in Number	Location	2356	Coberley School	2355	Coberley phone box	2358	Water works	2359	Coberley rd to A435	No Number	Coberley rd to A435	No Number	A436 start Coberley rd	2347	Baker Wood entrance	2348	Cowley rd 1	????	Cowley rd 2	2350	Cowley rd 3	2351	Cowley rd 4	2352	Stables rd 1	2353	Stables rd 2	2354	Stables rd
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18.	<p>Other Highway issues to be discussed Diverted restricted byway at Dowmans</p> <p>A436 Verges damaged by vehicles coming off the road, with the sides having a sudden drop and contamination of road surface</p>																														
19.	<p>Council to note next meeting is scheduled for Wednesday 22nd March 2023 at 7pm – Council to agree date of Wednesday 24th May 23 meeting for its AGM which must be held within 14 days of election -Noting Councillors will be required to attend to sign acceptance of office papers on or before this meeting</p> <p>At the AGM future meeting dates will be agreed Going forward the Council may consider moving to a Thursday/Monday</p>																														
20.	<p>Council to agree date of Parish assembly which needs to be held between 1st March and 31st May annually</p>																														
21.	<p>Council to note election nomination forms must be submitted to CDC between 20th March and 4pm on 4th April 2023</p>																														
22.	<p>Meeting to be closed</p>																														

Coberley Parish – Major Highways Issues For Parish Council Meeting, 1 February 2023

1. Surface water through Coberley village: Problems of surface water drainage, flow of water through village and property flooding. Noted that in a number of cases, the drain locations are on the opposite side of the road to the flow of water. Video demonstrates that the main flow of surface water from the PROW to the north misses these two drains. Site meeting held 18 October (DT, PH, DC, DM + RK) Agreed that: 1. DT to arrange gullies to channel water across road (beside school) into drains. 2. DT to consult PROW for views. 3. Subsequent consultation with landowner as appropriate. **DT advised at PC meeting 23 March 2022 work to be done in new financial year** DT: funding in place for the installation of two new gullies. Can we have a site meeting on 9/6/22 (midday?) (Meeting confirmed for pm) to agree locations and mark up the site. Done. Drains surveyed 22 Sept. **ACTION: GCC to advise date for gully installation please.**
2. A436 Cowley/Ullenwood crossroads. Timescale for implementation of safety measures please. Speed limit reduction to 40mph urged. Note: unable to locate the new marker posts referred to at crossroads. **DT advised PC meeting 23 March 22 that Road Safety Team hotspot review would cover this area in April 2022. Repair of gully by Oxford Cottages will provide opportunity for road markings to be enhanced. Work due Autumn 2022, but isolated defects (pothole at Coberley Road junction and Barber Wood drainage grid) sooner. Speed limit - further information would be sought on data and criteria.**
DT: funding in place to enhance SLOW markings on road with red panels. I have been advised by our road marking operative that they cannot install red paint in-between the centre lines to highlight the junction. We will remark all the white lines on approach to and through the junction. We are going to join this work up with patching and drainage work Oxford Cottages, this work has to be planned and measured so I do not have a date for this yet. Awaiting call from the road safety team to discuss the County Accident Hot Spot list to see if this site features and what opportunities this may present for wider works.
Happy to look at dragon's teeth marking at the panels closest to the cross roads. **ACTION: GCC Update please. Note also Point 4 below.**
3. Ongoing consultation with GCC Highways and County Councillor on options to reduce speeds along the Coberley Road from A436 to A435 junctions, in particular through the village. **DT advised PC meeting 23 March of GCC policy review on 20mph speed limits. Public consultation due May/Summer 2022.**
DT: Road Safety has been put back to officers by Full Council for further work, I do not know when this will now be adopted. **ACTION: GCC Update on status please.**
4. Ongoing consultation with National Highways and County Councillor regarding A417 Missing Link project and implications for Coberley Parish, including any possible Designated Funding. Statement of Common Ground agreed between Coberley PC and National Highways

May 2022. DCO granted 17 Nov 2022. PC to continue discussion with National Highways and with GCC/County Councillor as appropriate. Meeting held with GCC to discuss possibility of joint application for National Highways Designated Funding to improve safety on A436 at Ullenwood/Cowley crossroads. 21 Oct: GCC to review Expression of Interest form and comment re cost of work to research and complete form. **ACTION: GCC to respond ref next step in joint application for funding.**

5. Diverted Restricted Byway at Dowmans Development. Current diversion is unsuitable. Unfit for horses. Steep, muddy incline for walkers. This should be restored to original route promptly now that driveway to development is reopened. **ACTION: GCC to restore original restricted byway route.**
6. Leckhampton Hill Road. There are numerous substantial potholes along the stretch between the junction with A436 and the Salterley Grange entrance, on both carriageways and the surface is generally very poor. Please arrange urgent inspection and necessary repairs. **ACTION: GCC**

Coberley Parish – Minor Highways Issues For Parish Council Meeting 1 February 2023

1. Damaged signpost at junction to Upper Coberley, directly opposite Cowley junction, on A435. **DT advised PC meeting 23 March 2022 work to be carried out in new financial year.**
DT: works order issued awaiting installation date from Ringway. ACTION: GCC Update please
2. Warning signage on A435 stretch between Cowley and Coberley turnings. Damaged sign replaced, but matching set of signs to north of crossing has one sign which has completely faded and is totally illegible (presume horse-rider sign). **DT advised PC meeting 23 March 2022 work to be carried out in new financial year.**
DT: works order issued awaiting installation date from Ringway. Slacks barn directional sign ticket raised, works needs three-way lights to deliver. ACTION: GCC Update please.
3. Dead ash tree on verge on Coberley Road beside Ham Mead. **DT advised PC meeting 23 March 2022 tree not on priority list but waiting inspection.**
DT: no inspection feedback to date. ACTION: GCC Update please
4. Junction of road from Close Farm and the Cowley Road with main Coberley Road review give way markings please. **DT advised PC meeting 23 March 2022 work to be carried out in new financial year.**
DT; works ticket raised for give way markings to be remarked. With our lining contractor to deliver. ACTION: GCC Update please
5. A436/435 roundabout at Seven Springs. Directional road markings to be assessed and repainted. **DT advised PC meeting 23 March 2022 to be referred to Road Safety Team, consider road width and separation into 2 lanes. Summer 2022.**

DT: the feedback from our road safety team was to have the markings changed to have the left lane as A436 (left turn arrow) and the right lane as A436 & A417 (straight on arrow). These marking would need to be supported by advance signage. We do then need to do checks on site to establish where the signing can go (and get

a design for the sign), measure road widths to see how far back we can take the two lanes.

The new markings are proposed for the southbound approach to the northern roundabout. I think it might be worth adding the wording 'A435' to lane with the straight on arrow, too. These markings will be supported by the signing too and I would be inclined to add E (east) and W (west) to the A436 text on the sign for each lane to denote which way to go. I don't think there is space on the road to add this to the text on the road, but if we do have space then I will get it done.

I am minded to get all the road markings redone at both roundabouts, but this would not see any changes, just remarking what is there. **ACTION: GCC Update please.**

6. Damaged gate post - Gated road and cattle grid, Coberley Road adjacent to Dowmans Barns. GCC Highways reports that site checked and whilst the gate post is damaged, it is safe and operational. Will be added to the list of minor works to deliver in the new financial year. However, the PC has reports that the gate does not latch properly (in order to be stock proof must be held closed with a rope or chain); Considered that it would be very difficult to open or close from horseback, hence not fit for purpose. Suggested that both gate and post should be replaced as a matter of urgency. **DT advised PC meeting 23 March 2022 work to be carried out in new financial year.**

DT: we will repair the gate with our Community Maintenance gang. Date to be supplied, but it will be done in the next month – 6 weeks. **ACTION: GCC update please.**

7. Leckhampton Hill Road. Pavement from Ullenwood Court for quarter mile towards A436 junction impassable for wheelchair users due to overhanging vegetation and mud deposits (some work done). Poor road surface requires attention.
DT: has arranged for a safety inspection of this footway and vegetation. We did carry out some clearing and footway repairs here by the community maintenance gang in the previous financial year. **ACTION: GCC update please.**
8. Complaint re heavy vehicles using Coberley Road and request from public for signage. Noted that there is a 7.5 ton restriction sign at junction with A436 and 'Unsuitable for heavy vehicle' sign at A435 junction. **ACTION: GCC. Please standardise with correct signage.**

9. Hartley Lane. Review of weight/size restriction signage required. Recent incident with large curtain-sided lorry. 7.5T sign at A435 end should be repositioned. No signage at Leckhampton Hill end. (only signage is at either end of Leckhampton Hill Road). **ACTION: GCC to review please.**

Items 8 & 9: I have asked the TRO team for a copy of the 7.5T weight limit Order so that we can check the extents and exactly what roads are covered. We will then audit the existing signage and make sure they are consistent and correct. We'll double check with the parish council before making any changes. I suspect that the village is included in the Lorry Management Zone and so the terminals for the Traffic Order are beyond the limit of the village, but I will confirm this when I have checked the Traffic Orders. **ACTION: GCC update please.**

10. Farm Vehicle Warning Sign, A435 opposite side of road to Slacks Barn/junction for Hilcot & Upper Coberley. Sign has twisted and faces into field. Appears to require firmer fixing as occasional attempts to reposition sign fail as it twists back again. **ACTION: GCC to secure sign please**

DRAFT MINUTES
Meeting held on 23rd November 2022
In the Coberley Village School at 7pm

1.	Welcome
2.	Attendance recorded as Parish Councillors Duncan McGaw, Dan Powell, Hugh Piggott, & David Carlton County Councillor Paul Hodgkinson & 1 member of the public
3.	Apologies for absences recorded - District Councillor Julia Judd & Council accepted apologies from Parish Councillor Jo Marshall due to family circumstances
4.	Report invited from County Councillor Paul Hodgkinson Daniel Tiffney update Gulley works booked in (no date available) A417 update- now going ahead project 2023-27 Designated funding meeting on Teams has happened and a site meeting would be held. The expression of interest form is to be completed by Glos Highways. Cllr Hodgkinson would like to attend Charlton Hill will be closed for 8 months in 2023 (March to September/October) SDR's in place at A435 Upper Coberley Road/roundabout & Leckhampton Hill Road/Crickley Hill- Council asked for data to be shared. It may be possible for PC's to pay for SDR
5.	Declaration of interests invited - none
6.	Public Participation invited – member of the public was invited to address the Council at this point.
7.	Minutes of the previous Parish Council Meeting held on October 12th 2022 approved
8.	Report invited from District Councillor Julia Judd as distributed via email (to be attached to minutes)
9.	Council received update on items brought forward e) Update from Land Registry on Village Green area by Coberley Court as delegated to Cllr David Carlton- area has been identified on the land registry map cfwd f) The Title deeds of the Village Green will be investigated at the Land Registry to ensure they are in the Parish Council name
10.	Council invited updates where available from representation on outside organisations - A417 missing link project,(Hugh/Duncan) – see above Trustee of Arthur Connelly Trust (Dan) – investment account balance noted No Crash meeting –(Hugh) – no update
11.	Council approved financial reports and agreed £9350 budget/precept for 2023 This increase is based on the CDC policy of charging for elections (see supporting papers) Clerk to investigate a deposit account for the reserves account.
12.	payment list approved Krystal website £8.39 Grass cutting £592 Clerk expenses £26.50 HMRC £73.00 Grass cutting contract to be considered for next year with the contractor at 11 cuts allowing for £52 per cut (to include strimming) – agreed Council approved national pay award for clerk backdated to 1/4/22 (£92.27) and one

	additional day of holiday going forward – in line with contract of employment
13.	<p>Council considered outstanding planning matters <u>Repointing of external walls to front façade of building</u> Planning Application The Coach House Seven Springs Cheltenham Gloucestershire GL53 9NG Ref. No: 22/03496/LBC Received: Wed 05 Oct 2022 Validated: Mon 24 Oct 2022 Status: Pending Consideration Parish Council agreed “no comment” – to be posted on portal</p> <p><u>Creation of earth bund on existing clay pigeon shooting ground</u> Planning Application Ian Coley Shooting School Coberley Cheltenham Gloucestershire GL54 4AX Ref. No: 22/01653/FUL Received: Thu 12 May 2022 Validated: Mon 31 Oct 2022 Status: Pending Consideration Parish Council agreed “no comment” – to be posted on portal</p> <p><u>Demolition of existing rear lean-to. Erection of new single storey rear extension and oil tank to the front of the property.</u> Planning Application 4 The Hamblins Coberley Cheltenham Gloucestershire GL53 9QZ Ref. No: 22/03698/FUL Received: Wed 19 Oct 2022 Validated: Mon 07 Nov 2022 Status: Pending Consideration Parish Council agreed “no comment” – to be posted on portal</p> <p>Other Planning matters considered Dowman Farm 22/02519/FUL incidental outbuilding retrospective-request for Parish Councillor to attend planning committee on 7th December at 2pm - Council agreed for the Chair of Council to speak on behalf of the Council, who has objected on the principal that the original planning conditions stated no further development to take place.</p>
14.	<p>Council agreed response to email Dark Skies – how important are they to Coberley Parish Council? Council agreed to delegate to Councillor Carlton – PC are against light pollution.</p>
15.	<p>Council received updates from Highways Manager on the following matters Minor list – Clerk will have a “teams” meeting on a 12 weekly basis -</p> <ul style="list-style-type: none"> • Road markings at Coberley junction – 22/23 • 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 • 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"> • 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 • Barber Wood drain – to be investigated by Highways and history of installation to be confirmed • Question regarding if possibility of reducing speed to 40mph was raised- DT said further information would be sought on data and criteria • PC has sought some designated funding from A417 missing link- no heavy vehicle signs” would need traffic orders: Glos Highways to check if there are any traffic orders already in place • Dead Ash tree tree between Village and Church was waiting for a report but the tree has now been marked • Broken drain/coned area outside Oxford Cottages

	<p>Other Highway issues discussed including but not exclusively to Drainage investigations- mapping has been done and next stage is new gulleys to be installed. – “booked in”</p> <p>Diverted restricted byway at Dowmans – asked for it to be returned to its original route as the current route is unsuitable for horses and a steep, muddy incline for walkers- now on “official list”. Cllr Carlton will look at the footpath sign. Reinstatement time scale to be investigated with PROW</p> <p>Charlton Hill, Cheltenham This road will be closed from 20/03/23 to 29/09/23 to allow for landslip repair work and carriageway reconstruction by Gloucestershire Highways. Chair to draft response for Clerk to submit</p> <p>A436 A417 statement of common ground was used to bring attention to the A436 issues of speeding, noise, pollution etc Verges damaged by vehicles coming off the road, with the sides having a sudden drop. Cllr D Powell will prepare a response</p> <p>It was agreed that Clerk to find email on topping up grit bins & Councillors to arrange the changing of the grit bins</p>
16.	Council noted next meeting is scheduled for 1st February 2023 at 7pm
17.	<p>Close of meeting 20.49 Register of Electors – Councillors can obtain a copy for election purposes. Clerk to obtain a copy. Clerk to send key date for elections.</p>