

**COBERLEY PARISH COUNCIL
AGENDA
FOR
MEETING OF THE COUNCIL
TO BE HELD AT 7.00 PM ON 30TH JANUARY 2025
IN COBERLEY VILLAGE SCHOOL**

1.	Welcome
2.	Council to consider any applications received by the Clerk for Co-option
3.	Attendance to be recorded (anticipated as Parish Councillors Duncan McGaw, Louise Lowe, Hugh Piggott, Chris Bullock, County Councillor Paul Hodgkinson District Councillor Julia Judd and members of the public
4.	Apologies to be received, accepted, and recorded from Parish Councillors
5.	Declaration of Interest for matters on the agenda to be invited
6.	Minutes of the previous Parish Council Meeting held on 12 th November 2024 to be approved
7.	Public Session – members of the public will be invited to speak to the Council on matters on the agenda and then will be invited to observe the remainder of the meeting Public session to be closed
8.	Council to note report/updates from District Councillor Julia Judd
9.	Council to note report /updates from County Councillor Hodgkinson
10.	Highway matters updates to be discussed (standard item)– <ul style="list-style-type: none"> • A417 updates- Statement of Common Ground meeting • TRO update speed reduction through village - CC Hodgkinson and Daniel Tiffany (Road safety team) • Flooding A436- • Major/Minor list updates to be noted Other issues
11.	Council to consider PROW matters (standard item)
12.	Planning matters to be discussed/noted – <p style="margin-left: 40px;">Other matters (enforcement)</p> <ul style="list-style-type: none"> • Ref: 24/00204/OTHER Leckhampton Hill Road entrance sewage plant-update requested • 22/00340/BCN at Tannery, 1 Old Dowmans Farm, Coberley -update requested • FOD_000000813657/ 23/00215/COU -the paddocks update requested • The Salad Bowl -DC Judd reported in email dated 11/1/23-clerk sent copy of email to enforcement • Stable at Greenway Lane- Clerk has sent email to enforcement – no reference number • Hartley Lane – DC Judd following up • 24/02776/CLOPUD- solar panels/heat pump referred to Enforcement
13.	Council to approve the financial reports and payment list as attached
14.	Council to consider fixed assets updates (assets which are owned by the Council)

	<ul style="list-style-type: none"> • Brick Bus shelter on A435 refurbishment update by Cllr Bullock (budget £1k with working party)- roof work quote received and accepted £960 subject to Public Liability Insurance and to ask to include paint the replaced gable edges • Notice board refurbishment/replacement in the village obtained from Birdlip PC update from Cllr Bullock • Notice board replacement at Ullenwood – waiting for contractor to be approached for view - • Grit bin spreadsheet of existing bins to be produced by Cllr McGaw – grit refill to be confirmed-
15.	Council to note any updates on ownership of land between Ham Mead and Coberley Court to be cut by the Parish Council- this is not confirmed as PC Land-bfwd
16.	Council to received update on the Arthur Connelly Trust from Cllr Bullock
17.	Council to agree its next meeting scheduled are (4 th Thursday)27 th March , 22nd May at 7pm-
18.	followed by Close of meeting

**COBERLEY PARISH COUNCIL
DRAFT MINUTES
FOR
MEETING OF THE COUNCIL
HELD AT 7.00 PM ON 12th November 2024
IN COBERLEY VILLAGE SCHOOL**

1.	Welcome
2.	Council noted no applications have been received by the Clerk for Co-option
3.	Attendance as Parish Councillors Duncan McGaw, Louise Lowe, Chris Bullock, County Councillor Paul Hodgkinson (arrived at) District Councillor Julia Judd and 1 member of the public
4.	Apologies received, accepted, and recorded from Parish Councillor Hugh Piggott
5.	Declaration of Interest for matters on the agenda were invited -none
6.	Minutes of the previous Parish Council Meeting held on 25th September 2024 were approved
7.	<p>Public Session – member of the public raised concerns on North Terrace application re heat pump including planning application not permitted on 24/01800/FUL and installation took place in disregard to the decision of CDC (original application) now superseded by application 24/02776/CLOPUD not yet decided</p> <p>Noise, pump siting to the front, solar panels installed front and back which does not match the application submitted</p> <p>Noise nuisance – it was also noted that the heat pump noise cannot meet the permitted levels</p> <p>Public session closed at 19.40</p>
8.	<p>Council noted report/updates as distributed from District Councillor Julia Judd</p> <p>Update on 24/02776/CLOPUD (and original application 24/01800/FUL)-planning officer made a site visit and subsequently advised DC Judd that the CLOPUD would be permitted under permitted decision but the build is not in accordance to the CLOPUD application and CDC will be looking into taking further action. Conservation Officer also has been consulted</p> <p><u>Other matters</u></p> <p>Cabinet reshuffle</p> <p>Flood meetings by MP (6/12/24 at 10am Redesdale Hall MIM)</p> <p>History of other flood incidents</p> <p>Javelin Park recycling visit included Cllr McGaw- feedback and discussion took place</p>
9.	Council noted feedback from Clerk who attended meeting on 8th October for dissemination of GAPTC new website and portal
10.	<p>Highway matters updates discussed (standard item)–no comment received from Highways at this stage</p> <ul style="list-style-type: none"> • A417 updates- Statement of Common Ground meeting • TRO update speed reduction through village - CC Hodgkinson and Daniel Tiffany (Road safety team) • Flooding A436- other flood sites noted and further advice needed <p>Other issues</p> <ul style="list-style-type: none"> • Damaged gates update

	<ul style="list-style-type: none"> • Leckhampton Hill Road Pavement – ongoing concerns • Coberley Road footpath- safety concerns for school children walking to the Church. • A436 accident history raised • Major/Minor update noted
11.	Parish WhatsApp Group update – Cllr Lowe gave feedback and noted 3 areas are represented within the village WhatsApp group and it was agreed to continue this system.
13.	<p>Council considered PROW matters (standard item)</p> <ul style="list-style-type: none"> • The PROW between the school and North terrace update • Council noted that issues on PROW can be reported following methods: • Interactive Map: Use the Gloucestershire County Council's interactive map to quickly report problems such as obstructions, overgrown vegetation, or misuse of a path¹.
14.	<p>Council noted report/updates from County Councillor Hodgkinson</p> <ul style="list-style-type: none"> • FixMyStreet: use the FixMyStreet platform to report problems by entering the location and details of the issue • Local Highways Manager – Ann Johns (strategic) • Area Highway Representative – Craig Church • Highways/Civic Pride initiative • River Pollution • Speed Limits • Traffic Survey feedback • Flooding on A436
15.	<p>Planning matters discussed/noted –</p> <ul style="list-style-type: none"> • 24/03062/AGFO- Metal agricultural building at Chatcombe Estate <p>Other matters (enforcement)</p> <ul style="list-style-type: none"> • Ref: 24/00204/OTHER Leckhampton Hill Road entrance sewage plant-update requested • 22/00340/BCN at Tannery, 1 Old Dowmans Farm, Coberley -update requested • FOD_000000813657/ 23/00215/COU -the paddocks update requested • The Salad Bowl -DC Judd reported in email dated 11/1/23-clerk sent copy of email to enforcement • Stable at Greenway Lane- Clerk has sent email to enforcement – no reference number • Hartley Lane – DC Judd following up • 24/02776/CLOPUD- solar panels – Council to report works done without permission and to keep DC Judd informed (CLOPUD not yet approved). If CLOPUD is given permission, enforcement will be asked to look at building not in line with permission given (if so)
16.	Council approved the financial reports and payment list as attached
17.	Council approved its budget/precept for 25/26 in the sum of £10250
18.	<p>Council considered fixed assets updates (assets which are owned by the Council)</p> <ul style="list-style-type: none"> • Brick Bus shelter on A435 refurbishment update by Cllr Bullock (budget £1k with working party)- roof work quote received and accepted £960 subject to Public Liability Insurance and to ask to include paint the replaced gable edges • Notice board refurbishment/replacement in the village obtained from Birdlip PC update from Cllr Bullock

	<ul style="list-style-type: none"> • Notice board replacement at Ullenwood – waiting for contractor to be approached for view - • Village Green – damage to trees and removal stones- school will publicise this issue – further email received regarding removal of stones (Council not aware of where the stones have gone) discussed/noted. • Grit bin spreadsheet of existing bins to be produced by Cllr McGaw – grit refill to be confirmed-
19.	Council noted awaiting updates on ownership of land between Ham Mead and Coberley Court to be cut by the Parish Council- this is not confirmed as PC Land-cfwd
20.	Council received update on the Arthur Connelly Trust from Cllr Bullock
21.	Council agreed employment matters
22.	Council agreed its meeting schedule to be changed to 4th Thursday of alternative months eg 30 th January (5 th Thursday) 27 th March , 22nd May at 7pm-
23.	followed by Close of meeting at 21.00

Financial reports for January 2025

<u>payee</u>	<u>date</u>	<u>CHQ NO</u>	<u>AMOUNT</u>	<u>CURRENT A/C balance</u>
opening current account balance				15086.99
precept	18/04/2024	receipt	7500.00	22586.99
b holder	29/04/2024	so	-229.32	22357.67
b holder	29/05/2024	so	-229.32	22128.35
b holder	29/06/2024	so	-229.32	21899.03
b holder	29/07/2024	so	-229.32	21669.71
b holder	31/05/2024	792	-82.42	21587.29
hmrc	31/05/2024	793	-118.80	21468.49
gaptc	31/05/2024	794	-89.58	21378.91
insurance	31/05/2024	795	-690.80	20688.11
pata	31/05/2024	796	-134.20	20553.91
coberley primary school	23/05/2024	798	-100.00	20453.91
l selkirk	04/06/2024	799	-145.00	20308.91
hmrc to 31/7/24	31/07/2024	801	-237.60	20071.31
b holder expenses	23/07/2024	800	-20.16	20051.15
CB memorial bench	31/07/2024	802	-52.00	19999.15
passion first aid -pads	14/09/2024	803	-398.40	19600.75
b holder	31/08/2024	so	-229.32	19371.43
b holder expenses	18/09/2024	804	-22.86	19348.57
hmrs	26/09/2024	805	-237.60	19110.97
b holder	30/09/2024	so	-229.32	18881.65
b holder	31/10/2024	so	-229.32	18652.33
b holder	30/11/2024	so	-229.32	18423.01
hmrc oct/nov	07/11/2024	806	-284.00	18139.01
b holder expenses	07/11/2024	807	-99.57	18039.44
pata	07/11/2024	808	-15.00	18024.44
cdc precept	19/09/2024	receipt	2500.00	20524.44
coberley primary school w/o cheque	23/01/2025		200.00	20724.44
b holder	31/12/2024	so	-229.32	20495.12
b holder	31/01/2025	so	-229.32	20265.80
hmrc	23/01/2025	809	-248.80	20017.00

BANK RECONCILIATION			
01/04/2024	OPENING BANK BALANCE		15086.99
	EXPENDITURE FOR PERIOD		5069.99
	INCOME FOR PERIOD		10000.00
	NET EXPENDITURE		
as at above	BANK BALANCE AS ABOVE		20017.00
as at 2/12/24	BAL PER S/M		20724.44
	LESS U/P CHEQUES		
school	Cheque w/o		
school	Cheque w/o		
	31/01/2025	so	229.32
	31/12/2024	so	229.32
	23/01/2025	909	248.80
			707.44
02/10/2024	reconciled balance		20017.00

Other reconciliations

<u>earmarked reserves</u>	<u>2022</u>	<u>2023</u>	2024
sundial	1000	2000	2000
election costs	1500	1500	2500
defibs	500		100
contingency	5000	6000	
assets			2015
CIL		783	866
general	820	1061	7606
bank balance at year end			
	<u>8820</u>	<u>11344</u>	<u>15087</u>

fixed assets

	description	Location	date acquired	purchase cost	Current Value
1	Bench	Village Green			100
2	Sun Dial	Village Green	Unknown	Unknown	11693
3	Telephone Box	Coberley Village	Unknown	Unknown	3000
4	Bus Shelter	On main road	22/04/2010	1.00	15000
5	Bus Shelter	On A435/Coberley Road junction	Unknown	Unknown	10000
6	Mower	School	unknown	unknown	250
7	Strimmer	School	10/03/2010	405.37	150
8	Grit Spreader	School	01/12/2006	127.90	100
9	Notice Board	Ullenwood	01/12/2006	210.00	1000
10	Notice Board x2	Coberley Village	Unknown	Unknown	2000
11	Notice Board	Salterley Grange	Unknown	Unknown	1000
12	Grit Bins x27	locations throughout Parish	02/03/2011	£600.00*	2260
13	Info plaque	Seven Springs	2012-2015	1100.76	63
14	WW1 Brass Plaque	Village Green	01/01/2014	63.00	120
15	Laptop	Clerks home	01/10/2014	120.00	500
16	Defibrillator	Telephone Box, Coberley Village	01/04/2013	431.98	1806
					<u>49042</u>

PAYE/salary

	gross	tax		net	
PATA	3119.90		1126.80	1993.10	31/01/2025
cash book	3119.90		1126.80	1993.10	
			0.00	0.00	

expenses	may		july	aug sept	oct	nov	jan
wfh							26.00
wfh	52.00						
mileage	10.80		10.80	10.80		10.80	19.60
postage	8.00		8.00	8.00		8.00	8.00
printing	2.60		2.64	2.70		2.70	3.86
covered by s/o	-8.50		-1.28	1.36		8.39	
salary	17.52				-24.64	69.68	
	82.42		20.16	22.86		99.57	57.46

Budget against actual

budget to date	BUDGET	ACUTAL YEAR TO DATE	BALANCE AVAILABLE TO SPEND	notes	Agreed 25/26
Precept	10000	10000			10250
Bank interest deposit account		0			
CIL		0	5 years to spend		
Wayleave		0			
VAT to be reclaimed		0			
other receipts		0			
		0			
INCOME	10000	10000			10250
employment costs	3500	2496	1004		3570
Working from home and other expenses	400	242	158		400
Insurance	700	691	9		700
grants and donations	100	0	100	xmas tree	100
Defibrillators	100	398	-298	to reserves	100
Subscriptions	100	90	10		100
Asset maintenance	2000	52	1948	to reserves	2000
Grass Cutting	650	0	650	contract/bin	650
Village events	500	0	500	d day	500
Audit	150	145	5		150
Website/payroll costs	150	249	-99	pata	150
laptop and software		0	0		
school (meeting hire)	100	200	-100		100
prof services		0	0		
training	100	0	100	new cllrs/defib	100
election costs	1000	0	1000	to reserves	1000
Expenditure	9550	4563	4987	4987.45	9620
contingency/balance	450	5437			630
expenditure	10000	10000			10250