

# GOTHERINGTON PARISH COUNCIL

## MINUTES OF COUNCIL MEETING HELD ON 9th FEBRUARY 2016

**Venue** The Rhodes Building, Gotherington

**Present** Councillors David Hearn, Rod Churchill, Les Howard, Bev Osborne, Sylvia Stokes, Caroline Ryman, Howard Samuels, David Ward and Allen Keyte.  
Borough Council M Gore

**In attendance** Adrian and Ellen Cooke (temporary Clerks) and 3 members of the public.

### 16.02.1 APOLOGIES

16.02.1.1 County Councillor R Bird

### 16.02.2 DECLARATIONS OF INTEREST

16.02.2.1 None received.

### 16.02.03 MINUTES OF MEETINGS HELD ON 12<sup>th</sup> and 21<sup>st</sup> JANUARY 2016

16.02.03.1 The minutes of the meetings were approved as a true record. They were then signed by the Chairman

### 16.02.04 CLERK'S REPORT

16.02.04.1 The clerk reported on actions from the last meeting as follows

Minute Item No	Description	Responsibility	Action Taken
15.12.8.b.i & iii	Proposed meeting to reverse the decision to widen Shutter Lane.	Cllr Keyte	Response received from Michael Glaze – not possible. Complete
15.12.8.b.ii	Seek detail of proposals to manage temporary closure of Shutter Lane	Clerk	Awaiting confirmation from developer. Completed
15.12.9	Notice that Strategic Environmental Assessment is not required. This to be publicized and sent to Agencies and other bodies	Clerk	Completed
15.12.10	Proposal for a weight restriction on Gotherington Lane/Cleeve Road and possibility of a 20 mph speed limit in Shutter Lane.	Clerk	Response received from Michael Glaze – costly and lengthy process for 20 mph speed restriction probably not justified. Clerk to write to Richard Walters, Highways about weight restriction
15.12.12	Chicanes on Gotherington Lane.	Clerk	BC Highways Committee agenda item for meeting 11th Feb
16.01.07.3	Community Rights Grant – repay unspent portion and reapply	CR	Unspent grant refunded. Apply for a new grant.

16.01.09.1	Recruitment of Clerk and RFO	Chair and Vice-Chair	To draw up job specifications.
16.01.10	Neighbourhood Development Plan	Clerk	Advise all relevant bodies of NDP plan proposals and SEA non-determination. Completed
16.01.11.1	Gym. Equipment installation	Clerk	Wicksteeds to be asked to improve poor quality installation. See Agenda item.
16.01.12.2	RRB play area boundary fence	Cllr Keyte	See Agenda item
16.01.12.4	RRB Security Camera failure	Cllr Samuels	Rectified by installers. Completed
16.01.17	Village website and Facebook page management	Clerk	To explore current management practice and whether councillors can contribute information on Facebook

#### **16.02.05 BOROUGH COUNCILLOR'S REPORT**

**16.02.05.1** Councillor Gore reported that Tewkesbury Borough are to increase Council Tax for next year by approximately £5 per year for Band D properties, pro rata for other bands. Council Tax also contained elements for County Council and Police and these may rise.

#### **16.02.06 COUNTY COUNCILLOR'S REPORT**

**16.02.06.1** No report.

#### **The meeting was adjourned so that members of the public could make comments under Public Question Time**

Gotherington War Memorial had now been included on the War Memorials Online site accessed via the Civic Voice website. The location was incorrect but this was being rectified. Wreaths from Remembrance had not been secured properly – these needed to be wired to the metal surround by the organisers.

Rails at Longfurlong Park had not been removed as planned – see October 2015 minutes. Councillors Osborne and Samuels would provide background on this matter. The County Council had agreed to ask a 'voluntary group' to remove two concrete posts, and the rails at Longfurlong Park should be removed to allow for mobility scooters to access Shutter Lane. The County Council would be asked about these rails and posts. The issue of the 'Coffin' footpath's route through Longfurlong was also raised. Did the footpath route follow the road through Longfurlong caravan site or skirt to the rear of the mobile homes? If the latter the footpath at the north side was not accessible. There were suggestions that an allotment at Longfurlong intruded onto the footpath. [Clerk's comment: one of the footpath maps consulted clearly shows the footpath along the tarmacked road at the Long Furlong Caravan Park]

#### **16.02.07 FINANCE**

**16.02.07.1** Receipts & payments information was circulated and these were accepted. Proposed Councillor Hearn, seconded Councillor Stokes. Unanimous. Income and Expenditure figures were provided which showed a comparison with the budget predictions for 2015/2016. Audit changes had been made but it was thought that small councils could continue with the usual procedure and a small independent audit by Ian Selkirk for £100 would suffice. Our bank had provided compensation of £150 because of problems experienced with access to the account. Signatories to the account had been updated but some of the Council still needed to be added to the signatories list.

**16.02.07.2** Accounts for payment

**It was resolved that** the following payments be unanimous. Unanimous

Date	Payee – Description			Subtotal £	Amount £
01/02/2016	1795 Groundwork UK	Refund Part GNDP Grant			1514.50
01/02/2016	1796 Gotherington VH	Rent			16.00
01/02/2016	1797 All Sort Elec.	Outside Lights RRB			430.00
05/02/2016	1798 David Ward	Sundry Ink			15.98
05/02/2016	1799 Cotswold & Vle	Xmas Tree			66.00
09/02/2016	1800 Bev Osborne	Cleaning Mts plus Keys			16.00
09/02/2016	1801 Molly McEvoy	Cleaning RRB 2 Mths			192.00
09/02/2016	1802 Wash Print	GNDP			106.80
09/02/2016	1803 Woolstone PCC	Rent Church Centre			42.50
09/02/2016	1804 A & E Cooke	Clerks Exps			43.77
09/02/2016	1805 SherborneHomes	Drainage Work near RRB			558.00
09/02/2016	1806 P Aplin	Web Hosting GNDP			17.96
	Bank Balance at 31/01/2016				40128.55
	Less Cheques Drawn above				-3019.51
					-1960.50
					35148.54
	Plus: Outstanding Items	Garden House: 14/02/16		1439.00	
		& 24/03/16 (Due beginning of term but paid in two instalments as a concession)		1439.00	2878.00
		Total			38026.54

**16.02.07.3** The Cricket Club had asked for a contribution towards the cost of maintaining the pitch. Proposed that a contribution be made Cllr Keyte, seconded Cllr Hearn. The roller needed replacing and the Council were likely to be asked for help.

**16.02.07.4** Only the Tennis Club money (£38,000 - £11,500) needed to be ring-fenced.

**16.02.07.5** It was agreed to provide financial support for a new IT facility at Cleeve Comprehensive School. Councillor Osborne proposed the sum of £250 and Councillor Hearn seconded the proposal. Unanimous.

**16.02.08 PLANNING MATTERS**

**16.02.08.1** Shutter Lane. The temporary closure of the stretch from The Shutter to Shady Nook will run from 22<sup>nd</sup> February until 30<sup>th</sup> March, with, it is hoped, pedestrian access maintained throughout. The latter part of the period should involve only partial closure for tidying up and finishing operations. Tewkesbury Borough Planning Department, Gloucestershire County Council and the developers had

been asked to provide help and assistance for residents during this period. Refuse collection had already been rescheduled for an earlier time before work started for the day. Post would be walked round the area. Residents parcel post could be via the Post Office, Gotherington. The Parish Council were grateful to The Shutter Inn who had offered parking facilities for residents in their car park during the day.

#### Update on outstanding Planning Matters

Appl Number	Application	Update
	No new planning applications	

#### 16.02.09 Sports Pavilion

**16.02.09.1** Councillor's Osborne, Churchill and Samuels had obtained information and provisional quotations from a number of companies. The most attractive quote, both from a financial viewpoint and the features offered, was from Wyre Forest. The provisional quote for a cabin 9m x 6.5m was £35,540 which included VAT and all the groundwork, fittings etc. This included a toilet which the Council would not require (cost to be deducted £5,300). The Tennis Club at Painswick had a similar type of building. More work was necessary to identify users to ensure that the building was a community facility. In order to qualify for grant aid from Tewkesbury Borough Council it would be necessary to prove that the building was indeed wanted by the community. It was suggested that Gotherington Parish Council might provide £10,000 towards the facility, ask Tewkesbury Borough for a grant of £15,000 with other funding from Gotherington sports clubs and fundraising. Once the new building was in use there would need to be arrangements for maintenance, access, etc. It was agreed to move forward on this proposal, identifying users and defining a specification. This was agreed unanimously. The RFO was to approach Tewkesbury Council to enquire about the possibility of grant aid.

**16.02.09.2** The cost of coaching was an issue. It was expensive for families and young people to pay a coach. It was suggested that financial help from the Tennis Federation might be available. The Tennis Club would be asked to find out if this might be possible.

#### 16.02.10 Training

**16.02.10.1** It was proposed that Councillors Osborne and Samuels should attend the training course 'Being a Better Councillor' on 24<sup>th</sup> February at Highnam. This would cost the Council £85 for each participant. Proposed Councillor Ryman, seconded Councillor Stokes. Agreed.

#### 16.02.11 Neighbourhood Development Plan update

**16.02.11.1** Relevant organisations including potential developers had been informed that an SEA (Strategic Environment Assessment) was not required. 125 organisations had been notified of the consultation and it had been advertised around the villages and on our website.

**16.02.11.2** A total of 85 completed forms had been received to date with only 4 objecting overall. Some forms showed objections to specific policies and these had been carefully noted to enable the SG, together with Kirkwells and GRCC, to decide whether changes should be made to the GNDP. This will be completed shortly after 11th March the end of the consultation period.

**16.02.11.3** Five developers were in talks with the GNDP steering group with plans for the erection of some 272 dwellings in Gotherington. The figure for new dwellings identified in the GNDP was 49.

#### 16.02.12 Gym Equipment update

**16.02.12.1** Councillor Churchill had been in contact with Wicksteed about concerns with the installation of the Gym equipment. Wicksteed had responded saying that as Gotherington Parish Council had not accepted the Wicksteed quotation for landscaping the site they were not responsible. It was felt that the company should at least have made sure that the equipment was installed on a properly levelled site. The scratches on the equipment had been rectified. The Council were very unhappy with Wicksteed's response with suggestions that it might not be appropriate to use the company for future work. It was agreed that the Clerk should write to Wicksteed with our concerns. The

satisfaction survey from Wicksteed would be rated poorly. Proposed Councillor Osborne, seconded Councillor Hearn. Unanimous

#### **16.02.13 Rex Rhodes Building**

**16.02.13.1** It was proposed that the improvements to the playground and boundary to the north of the building should go ahead. Proposed and second Councillors Churchill and Ward. Agreed.

**16.02.13.2** Cllr Keyte had had a further meeting with Mr & Mrs Nisbet and suggested that the Council make a contribution to a new fence erected by Mr & Mrs Nisbet on the existing posts. This proposal would be agreed once an acceptable quotation was available. Councillor Keyte proposed, seconded Councillor Samuels, agreed.

**16.02.13.3** The quotation for the electricity maintenance (H & S at Work Act and Electricity at Work Act 1989) would cost £350. Proposed that this be accepted Councillor Hearn, seconded Councillor Ward. Agreed.

**16.02.13.4** Shelving along the west wall would cost in the order of £1,000. Radiators would have to be moved and this would cost an extra amount. Quotations to be obtained by Councillors Samuels and Osborne.

**16.02.13.5** There was a proposal that chair/table racks were needed. Quotes were required.

**16.02.13.6** A window was coming away from the wall and the window guards outside needed attention. A quotation for repair had been obtained by Cllr Osborne. Details for next meeting.

#### **16.02.14 Footpaths**

**16.02.14.1** The continued closure of AGO21 and ABC11 The Coffin Path and its diversion was still ongoing.

**16.02.14.2** A schedule of maintenance for footpath and Highway would be dealt with at the next meeting.

#### **16.02.15 Recruitment of new Parish Clerk and Responsible Finance Officer**

**16.02.15.1** Cllrs Hearn and Stokes were to write job descriptions for insertion through GAPTC and in Topics and other media.

#### **16.02.16 Village Fete 2016 update**

**16.02.16.1** Village organisations were committing to run stalls at the fete. It was hoped that the fete could be opened by a village resident, ideally of 90 years old, or someone with a Birthday on 21 April.

#### **16.02.17 ITEMS FOR NEXT AGENDA**

**16.02.17.1** A schedule of maintenance for footpath/highways.

#### **16.02.18 DATE AND TIME OF NEXT MEETING**

**16.02.18.1** The next meeting of the Parish Council will be March 8<sup>th</sup> 2016 at 7.30 pm. The venue will be the Rex Rhodes Building.

The meeting closed at 21.35.