

Hartpury Parish Council
Minutes of the meeting held on Monday 20th May 2019 following the
Annual Meeting of the Parish Council at Hartpury Village Hall

Present: Cllr Alastair McGhee, Cllr R Gregory, Cllr M Clarke, Cllr Sylvia Gibbs, Cllr Dave Zeal.
District Cllr P Burford, District Cllr B Lewis, County Cllr Brian Robinson.

The meeting was chaired by Alastair McGhee and the minutes were taken by the Clerk

No members of the public were present

1. Apologies:

No apologies were received.

2. Declarations of Interest

There were no declarations of interest made at this time.

3. Minutes of the Ordinary Meeting

It was proposed by Cllr M Clarke and seconded by Cllr S Gibbs that the minutes of the Ordinary Meeting held on the 4th March 2019 and the Minutes of the Annual Parish Meeting held on the 29th April 2019 be signed as a true record, this was agreed by all Cllrs who were present at those meetings.

4. Matters arising from previous minutes.

There were no matters arising.

5. Public Consultation

There were no members of the public in attendance.

6. Reports

6.1. District Councillor Philip Burford spoke to Cllrs on the following subjects: set up of the District Council, the Newent elections and the planning services changes. Philip also thanked all for their continued support at the elections.

6.2. District Councillor Brian Lewis introduced himself to the Council and advised that he would be receiving more updates at the end of the week and that he was still attending the training that is being provided for new Cllrs and that he will be able to give more of a report at the next meeting.

6.3. County Councillor Brian Robinson advised that he would be arriving late.

7. Highways

The updated list was circulated to Cllrs and all issues discussed and will be reminded to Highways.

New items to add to the list are:

- The edge of Hiams Lane is beginning to erode back on the verge side

- There is a sinkhole in the footpath on the A417 from the area of Corsend Road to the Waters Meet this is on the right hand side of the road as you head out of Hartpury towards Corse, the footpath is also becoming very narrow due to overgrown edges.
- A417 opposite Woolridge Farm the verge is encroaching onto the footpath and causing flooding and issues with use of the path.

Please advise the Clerk of any new issues so that these can be reported to Highways promptly.

8. Police

There was no police report.

The signs that were made by the school children will be placed around the Village shortly, Cllr McGhee and Cllr Gregory are to arrange this.

Following the Paws dog event held recently the Royal Exchange are hoping to apply for additional parking.

9. Finance

9.1 Accounts for payment

It was proposed by Cllr R Gregory and seconded by Cllr M Clarke that the presented payments were to be made this was agreed by all Councillors present and it was resolved to make the payments.

9.2 Financial Statement and Cash Reconciliation

The financial statement and cash re-conciliations for the month were approved and are attached to the minutes.

9.3 Annual Return – Governance Statements and Bank Reconciliation for 2018/19

The Annual Governance Statements for year ending 31st March 2019 were read out by the Clerk, it was proposed by Cllr S Gibbs and seconded by Cllr D Zeal that the Parish Council had carried out their duties and it was resolved to approve these.

9.4 Annual Return – Accounting Statements

The Accounting Statements for year ending 31st March 2019 were read out by the Clerk, it was proposed by Cllr M Clarke and seconded by Cllr S Gibbs that the Accounting Statements were correct and it was resolved to approve these.

Certificate of Exemption

The conditions that the Parish Council must meet to declare itself exempt were read out by the Clerk, it was proposed by Cllr R Gregory and seconded by Cllr M Clarke that the Parish Council met the conditions and it was resolved to sign the declaration for submission to the External Auditors.

9.5 Internal Audit 2018/19

The report of the internal auditor has been received and considered, there are no recommendations outlined and no actions need to be taken by the Parish Council.

Cllr D Zeal is to continue to carry out the internal audits each quarter for the Parish Council for 2019/20.

9.6 Clerks Salary

The recommended increase from NALC for spine point 22 was considered and it was agreed that this recommended hourly rate would be put into place and backdated to April 2019.

9.7 Printer

It was proposed by Cllr M Clarke and seconded by Cllr S Gibbs that a printer should be purchased with a maximum budget of £250, the Clerk is to obtain quotes ready for the next meeting, the costs of the consumables will need to be featured in the budget in future years and an allowance from the reserves may need to be agreed for this financial year – this is to be monitored.

9.8 Fencing

This is to be added to the July Agenda as the anticipated quotes have not yet been received.

9.9 Speed Indicator Devices

The new SIDs are up and running in the Village and it was agreed that to avoid disruption to their collection of information that two additional batteries should be purchased with four additional sets of brackets, the Clerk is to order these.

The Clerk is to seek costs for a laptop to be kept in the Village for the downloading of the data.

10. Planning Applications

| Application Reference | Property | Details |
|---|--|--|
| P0551/19/FUL | Hartpury College and University, Equine Facility, Hartpury | Construction of a 60x30 riding arena, riding pen, stable block and classroom facilities with associated parking, landscaping and works |
| The Parish Council would ask that the lighting is time controlled as with other facilities at the College | | |

| | | |
|--|---|--|
| P0284/19/FUL | Land adjacent to Hartpury Village Hall, Over Old Road, Hartpury | Erection of 11 dwellings with associated garages, landscaping, parking and works. Construction of new vehicular access (revised description) |
| <p>There is currently no gap in the hedgerow 1 as stated in the ecological mitigation, enhancement and management plan (7.1) and the Parish Council do not feel that a gap needs to be made for continued access given that the existing access is in place in Chapel Lane.</p> <p>Although the Parish Council appreciates that the applicant has taken on board the request for single storey dwellings plots 8 & 9 are now a hybrid of single and double storey dwellings. The Parish Council would ask that plots 8 & 9 are both single storey dwellings. The Parish Council feel that plots 6, 7 & 8 should have remained as a block of 3 allowing the bungalow to be a stand-alone property on plot 9.</p> <p>The Parish Council have concerns that the plans still do not show acoustic fencing and triple glazing as previously requested by the Parish Council to protect the properties from the noise from the Village Hall.</p> <p>The Parish Council appreciate that a dwelling has been removed but are concerned at the loss of the parking space, there is much concern that the Village Hall and School car parks will be used for visitors to the development as will surrounding verges.</p> | | |
| P0706/19/P03PA | Barn Studio, Chapel Far, Over Old Road | Prior approval for conversion of B1 office to C3 residential |
| The Parish Council have no comment to make | | |
| P0719/19/FUL | 83 Corsend Road, Hartpury | Demolition of existing single storey extension and erection of a front extension porch |
| The Parish Council have no comment to make | | |

It was noted that the Bakers Lane works have started, concerns had been raised that the protected green open space was being dug up for machinery storage. Complaints were received, District Cllr P Burford advised the FoDDC and a temporary stop has been placed on the works for 1 month for the situation to be resolved.

The email received regarding the question on change of use is to be forwarded to District Cllr P Burford for responding to.

11. Mitcheldean Neighbourhood Plan
The plan was noted, and Councillors are encouraged to look at the plan for Longhope as this would be more relevant to Corse and this will be added to a future Agenda for discussion.
12. Other Items for Information Only/Future Agenda Items
There were no other items for discussion
13. Dates of Forthcoming Meetings
To note the following meeting dates

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|---------------------------|--------------------------------|-------------------------------|------------------------------|----------------------------|
| 1 st July 2019 | 2 nd September 2019 | 4 th November 2019 | 6 th January 2020 | 2 nd March 2020 |
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The meeting closed at 9.55pm