

Hartpury Parish Council

Minutes of the meeting held on Monday 4th May 2020 via ZOOM Remote Platform

Present: Cllr A McGhee, Cllr R Gregory, Cllr M Clarke, Cllr R Pett, Cllr R Watson, Cllr D Zeal.

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

There were no members of the public present.

1. Apologies:

Apologies were received from Cllr S Gibbs.

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 R Pett that the minutes of the Ordinary Meeting held on the 2nd March 2020 be signed as a true record, this was seconded by Cllr M Clarke and was agreed by all Cllrs who were present at the meeting.

4. New Standing Order for Remote Meetings

It was proposed by Cllr R Pett that that the previously circulated proposed standing order was adopted, this was seconded by Cllr D Zeal and agreed by all Councillors present. A copy is attached.

Delegated Powers – Schemes of Delegation

It was proposed by Cllr R Gregory that the previously circulated Schemes of Delegation be accepted by the Parish Council this was seconded by Cllr D Zeal and agreed by all Councillors present. These will take effect immediately. A copy is attached

5. Public Consultation

There were no members of the public present.

6. Reports

6.1 District Councillor Philip Burford spoke to Councillors about virtual planning meetings and FoDDC spending.

6.2 District Councillor Brian Lewis sent his apologies.

6.3 County Councillor Brian Robinson spoke to Councillors about highway matters.

7. Finance

7.1 Accounts for payment

It was proposed by Cllr M Clarke that the payments were made as previously circulated, this was seconded by Cllr D Zeal and it was resolved to sign the cheques.

7.2 Financial Statement and Cash Reconciliation

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

7.3 End of Year Figures – 2019/20

It was proposed by Cllr R Gregory that the previously circulated Bank Reconciliation to 31st March 2020, the Receipts & Payments to 31st March 2020 and the final accounts for 2019/2020 including the carry forward balance were accepted, this was seconded by Cllr R Watson and they were agreed by all Councillors present

7.4 Annual Return – Governance Statements 2019/20

The Annual Governance Statements for year ending 31st March 2020 were previously circulated by the Clerk, it was proposed by Cllr R Gregory and seconded by Cllr R Watson that the Parish Council had carried out their duties and it was resolved by all Councillors present to approve these.

7.5 Annual Return – Accounting Statements 2019/20

The Accounting Statements for year ending 31st March 2020 were previously circulated by the Clerk, it was proposed by Cllr R Gregory and seconded by Cllr R Watson that the Accounting Statements were correct and it was resolved by all Councillors present to approve these.

7.6 Annual Return – Certificate of Exemption 2019/20

The conditions that the Parish Council must meet to declare itself exempt were previously circulated by the Clerk, it was proposed by Cllr R Gregory and seconded by Cllr R Watson that the Parish Council met the conditions and it was resolved by all Councillors present to sign the declaration for submission to the External Auditors.

7.7 Internal Audit 2019/20

The report of the internal auditor has been received and circulated to all Councillors, it was resolved by all Councillors present to undertake the recommendations in the report.

7.8 Review of Investments and Bank Accounts

The Parish Council currently bank with Lloyds and it was resolved by all Councillors present that the funds were secure and to continue with this banking arrangement.

4. Planning Applications

It was agreed to submit the following comments/observations:

Planning Ref	Property	Description of Application	Comments
P0425/20/FUL	Hartpury College	Erection of a two storey building to provide dining and teaching facilities with associated hard and soft landscaping works	The Parish Council feel that this is adding to existing issues with a water, drainage and sewerage system that is already insufficient for the capacity of the Village.
P0424/20/FUL	Hartpury College	Proposed two storey new university learning hub. Demolition of part of existing building.	No comment
P0332/20/FUL	Hartpury College	Proposed accelerator units (timber clad container units) and workspace for use for innovative development.	No comment
P1843/19/LBC	Broads Orchard, Corsend Road	Listed building consent for a single storey extension to provide kitchen, dining room and garden room.	No comment
P1789/19/FUL	Broads Orchard, Corsend Road	Erection of a single storey extension to provide kitchen, dining room and garden room	No comment

P0148/20/FUL	Hartpury Mill	Demolition and construction of new two storey NW extension, two storey NE extension, erection of a link extension (linking farmhouse to granary) and conversion of granary to provide self-contained annexe accommodation. Conversion of first floor of mill building to provide study / office space to be used for private and professional purposes and with the on-site equestrian business. Reinstatement of previously demolished single storey outbuildings attached to existing hay barn to provide storage, workshop, machinery storage and wood store including a covered walkway. Internal modifications to part of the hay barn accommodation for the holiday cottage and closing in existing open lean-to area to provide a single storey porch/entrance. Rebuilding of a double garage on existing footprint. Demolition of extensions to the farmhouse, lean-to area and existing bay windows on farmhouse	No comment
P0149/20/FUL	Hartpury Mill	Listed Building Consent for the demolition and construction of new two storey NW extension, two storey NE extension, erection of a link extension (linking farmhouse to granary) and conversion of granary to provide self-contained annexe accommodation. Conversion of first floor of mill building to provide study / office space to be used for private and professional purposes and with the on-site equestrian business. Reinstatement of previously demolished single storey outbuildings attached to existing hay barn to provide storage, workshop, machinery storage and wood store including a covered walkway. Internal modifications to part of the hay barn accommodation for the holiday cottage and closing in existing open lean-to area to provide a single storey porch/entrance. Rebuilding of a double garage on existing footprint. Demolition of extensions to the farmhouse, lean-to area and existing bay windows on farmhouse.	No comment

P0346/20/FUL	Hartpury College	Proposed Car Park, Hartpury College, Hartpury, Gloucestershire. Construction of a car park and associated relocation of driving range and erection of a single storey golf shelter. Relocation of safety fence and erection of 2 no. safety fences	The Parish Council strongly object to the proposal of 6 metre lighting columns in this application. Although new planting/ screening is proposed the Parish Council feel that due to the position of the lighting on the outskirts of the college boundary this will create unnecessary lighting pollution. While the Parish Council appreciate the need for student/public safety in the car park it is felt that low level bollard type lighting would be adequate
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9. Covid-19 – Supporting the Parish

The Parish is currently sustaining support in the Parish through volunteers in the Village and people looking after neighbours, friends etc. Please ensure that if anyone is struggling that they are put in contact with the Community Hub at the FoDDC so that support can be arranged.

10. To receive any urgent matters on Highways

The Chairman and the Clerk will liaise on Highway matters and will submit an update to Andrew and Brian Robinson.

11. Date of next meeting – Monday 6th July 2020

The meeting closed at 8.05pm

Hartpury Parish Council Expenditure May 2020

Date	Payee	Details	Power	VAT Number	Gross (£) to date	Chq No	Invoice No
4.5.20	V Roberts	Salary	LGA 1972 s.112(2) & LG(FP)A 1963 s.5		£358.96	547	
4.5.20	HMRC	PAYE / NI	LGA 1972 s.112(2) & LG(FP)A 1963 s.5		£85.40	548	
4.5.20	Viking	Paper and stamps	LGA 1972 s.111	536153357	£54.44	549	165783
4.5.20	GAPTC	Internal Audit	LGA 1972 s.111		£165.00	550	6543
4.5.20	GAPTC	Annual Subscription	LGA 1972 s.143		£237.46	551	