

# Hartpury Parish Council

Minutes of the meeting held on Monday 3<sup>rd</sup> January 2022 at Hartpury Village Hall at 7.30pm.

Present: Cllr A McGhee (Chair), Cllr R Gregory (Vice-Chair), Cllr M Clarke, Cllr R Pett, Cllr R Watson, Cllr S Gibbs, Cllr D Zeal

District Cllr P Burford, District Cllr B Lewis, and County Cllr Philip Robinson.

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

14 members of the public attended the meeting.

**1. Apologies for Absence:**

No apologies were received from Parish Councillors  
District Cllr Brian Lewis sent his apologies.

**2. Declarations of Interest**

There were no declarations of interest made.

**3. Minutes of Previous Meeting(s)**

Two small grammatical/spellings errors were corrected after which it was proposed by Cllr R Gregory that the minutes of the Ordinary Meeting held on the 1<sup>st</sup> November 21 be signed as a true record, this was seconded by Cllr M Clarke and agreed by all Cllrs who were present at the meeting.

**4. Public Consultation**

It was agreed to move part of planning to this point of the agenda. See also minute seven for the Parish Council comments as agreed and for other planning applications.

**5. Reports**

- 5.1 District Councillor Philip Burford spoke to Cllrs about the Queens Jubilee event, the budget and the budget consultation, the Five Acres site, the Local Plan and the letter to follow to Councils
- 5.2 District Councillor Brian Lewis sent his apologies, his report has already been circulated.
- 5.3 County Councillor Philip Robinson spoke to Cllrs about the budget and the consultation, the County Cllrs budget and asked Parish Councillors to consider areas for spend, Highways, school, speed indicator devices with ANPR and the build back better scheme.  
Cllr Robinson has also placed some of his allowance into Footpaths within the Mitcheldean  
The Parish Council were reminded that the PCC Meeting is taking place on Tuesday 18<sup>th</sup> January at Hartpury Village Hall from 4pm to 7pm and all are welcome to attend.

**6. Finance**

**6.1 Accounts for payments**

It was proposed by Cllr D Zeal that the payments as previously circulated and shown below be made, this was seconded by Cllr M Clarke and agreed by all Cllrs present and it was resolved to sign the cheques.

Payee	Details	Power	Amount
V Roberts	Clerks Salary December 21 & January 22	LGA 1972 s.111 / LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£376.98
HMRC	PAYE / NI December 21 & January 22	LGA 1972 s.112(2) & LG(FP)A 1963 s.5	£90.00
Noticeboards Online	Noticeboard Keys	LGA 1972, section 142	£20.17

**6.2 Financial statement and cash re-conciliation**

It was proposed by Cllr D Zeal to approve the financial statement and bank re-conciliation as presented at the meeting, this was seconded by Cllr M Clarke and agreed by all Cllrs present.

**6.3 Quarterly Financial Check**

Cllr D Zeal carried out an internal financial check and confirmed that all was in order.

**6.4 Clerks Salary Discussion 2021-2022**

There has been no official agreement on the national annual percentage increase from NJCC but the budget has been set to allow for the originally suggested 1.75% increase, this will not be put in place until an agreement has been reached and the Parish Council advised.

The Parish Council considered the spine point for the Clerk & RFO which was frozen several years ago at the request of the Clerk, it was proposed by Cllr D Zeal that the freeze be removed and the spine point increased to spine point 15 for 2021/2022 to be backdated to 1<sup>st</sup> April 2021 and that the homeworking allowance be increased to £26 per month for 2022/2023 from April 2022, this proposal was seconded by Cllr R Pett and agreed by all Cllrs present.

**6.5 Budget 2022-2023**

The previously circulated proposed budget was considered and it was proposed by Cllr M Clarke to accept the budget as circulated and discussed but to include the above proposal in 6.4 above, this was seconded by Cllr S Gibbs and agreed by all Cllrs present.

**6.6 Precept 2022-2023**

The precept was discussed taking into consideration the budget as set at 6.6, following discussions it was proposed by Cllr R Gregory that the precept remain at £10,315.00 for 2022/23, this was seconded by Cllr R Watson and agreed by all Cllrs present.

**6.7 General Power of Competence**

Following a discussion on this matter the Parish Council agreed that they met the criteria for the General Power of Competence having a CiLCA qualified Clerk and at least two thirds elected Councillors. It was resolved by all Cllrs to use the power.

**6.8 Pension Provision**

The Clerk advised the Parish Council that there is a pension plan in place, there are no staff that are entitled to be automatically enrolled and any staff that meet the criteria for eligibility to join the scheme will be written to. The Clerk will undertake and submit the declaration of compliance on behalf of the Parish Council as is legally required.

**7. Planning Applications**

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details	Parish Council Comments
P2006/21/OUT	Land off Foley Rise	Outline application for the erection of up to 18 dwellings and associated works (some matters reserved)	The Parish Council have extended the comments response date.
P2015/21/FUL	Land at Gloucester Road	Proposed detached bungalow, garage and car parking	The Parish Council object to this planning application as it is on an 'important open space', this has been an 'important open space' in at least the last two Local Plans
P2037/21/FUL	Little Pandy, Blackwells End	Erection of replacement dwelling and garaging (demolition of the existing)	The Parish Council have received the above planning application for Little Pandy, Blackwells End which was discussed at their meeting yesterday evening. The Parish Council have no comments to make on this application.
P1977/21/OUT	Hartpury University & College	Outline application for a new two-storey detached building and associated facilities to be used as an agricultural technical skills centre. All matters reserved.	The Parish Council have received the above planning application for Hartpury University & College which was discussed at their meeting yesterday evening. The Parish Council have no comments to make on this application.

## Previously Considered Planning Applications

Planning Ref	Property	Planning Details	P C Comment
P1818/21/FUL	Hartpury College	Proposed development of 9 accelerator units and workspace for use as part of an Agri-Tech facility and for innovative development, including associated landscaping and demolition of existing buildings.	The Parish Council considered this application and have no comments to make.
P1849/21/FUL	Primrose Cottage	Variation of condition 02(approved plans) of planning permission P0482/21/FUL to allow for amendments to the roof line and fenestration.	The Parish Council considered this application and have no comments to make.
P0513/21/FUL	Land at May View	Conversion of existing detached garage outbuilding to a separate one bedroomed dwelling house together with the erection of a single storey rear extension. Change of use of agricultural land to form part of the rear garden.	The Parish Council have considered the additional information and would like to refer back to their previous comments, which are still the views of the Parish Council.
P1840/21/FUL	The Orchards, Gloucester Road	Proposed dormer modification and bay windows to front	The Parish Council considered this application and have no comments to make.
P1786/21/PIP	Land at Danford Lane	Permission in principle for the erection of up to 9 dwellings and associated access.	This application has been withdrawn, and no further action will be taken on it.
P1555/21/PIP	Land to the North of Woodbine Cottage	Permission in principle for residential development of 1 dwelling house	This planning application has been refused

### 8. Police Matters

The PCC meeting is due to take place on Tuesday 18<sup>th</sup> January 2022 from 4pm – 7pm.

### 9. Highways

#### 9.1 Most recent updated Highways report.

The most recent report has been circulated to Cllrs for information, any additional issues are to be sent to the clerk to be sent onto Highways and added to the document.

#### 9.2 Flooding Issues

The next ST Meeting is to take place on Tuesday 1<sup>st</sup> February ay Hartpury Village Hall from 4pm to 7pm, all are welcome to attend.

#### 9.3 Speed Indicator Device with ANPR

The Clerk advised the Parish Council that Highways are currently arranging an agreement for Speed Indicator Devices with ANPR which will need to be agreed and signed before these types of signs can be used. The Clerk has also approached the Police to seek any permissions needed before using these types of signs including any GDPR/data sharing policies that will need to be agreed and in place before use.

#### 9.4 Footpaths

Cllr Gregory would like to arrange a working party discussion to take place in the hall, this will be arranged in liaison with the Clerk.. Cllr Gregory has spoken to the PROW Officer regarding obtaining maps which will need a geo-spatial agreement which he will check on membership for.

Cllr McGhee has cleared the footpath and made repairs to the bridge towards Corsend Road, thanks were minuted for this work.

**10. Reserves Policy**

The Parish Council considered the previously circulated reserves policy and it was resolved to accept this without change

**11. Community Emergency Plan**

The updated community emergency plan was circulated, the Clerk is to make the noted changes and this will be added to a future Agenda to be agreed.

Due to the time it was resolved by the Parish Council to suspend Standing Orders to allow for the small amount of business remaining to be transacted.

**12. Assets**

The Chairman and the Clerk have carried out an asset check and advised the Parish Council that all assets are structurally sound.

Points to note are:

- Works will be needed to the bus shelter at Hiams Lane to maintain the roof, the bus shelter also needs to be painted and cleared of growth
- The bus shelter in the Village near the War Memorial also needs to be painted and cleared.

**13. Hartpury United Charities**

It was resolved to add this to the March Agenda to allow the Parish Council time to gather further information so that an informed decision could be made on the request received regarding nominations

**14. Schemes of Delegation**

The schemes of delegation originally agreed are still in place if needed, the Parish Council reviewed them and agreed they could remain in place without change.

**15. Meeting Dates 2022-2023**

The following dates were agreed for meetings to be held in 2022-2023

- Annual Parish Meeting Monday 25<sup>th</sup> April 2022
- Annual Meeting of the Parish Council Monday 2<sup>nd</sup> May 2022
- Ordinary Meeting Monday 4<sup>th</sup> July 2022
- Ordinary Meeting Monday 5<sup>th</sup> September 22
- Ordinary Meeting Monday 7<sup>th</sup> November 22
- Ordinary Meeting Monday 2<sup>nd</sup> January 23
- Ordinary Meeting Monday 6<sup>th</sup> March 23

**16. Other Items for Information Only/Future Agenda Items**

- The PC have been made aware that a PIP is to be submitted for 5 houses on land at top of Corsend Road, the PC will await the application.

**17. Dates of Meetings - 2021-2022**

Monday 7<sup>th</sup> March 2022

The meeting closed at 10.50pm