

Hartpury Parish Council

Minutes of the meeting held on Monday 3rd July 2023 at Hartpury Village Hall at 7.30pm.

Present: Cllr A McGhee (Chair), Cllr R Gregory (Vice-Chair), Cllr C Davies, Cllr M Clarke, Cllr R Watson

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

1 member of the public attended the meeting.

1. Apologies for Absence:

No apologies were received from Parish Councillors.
County Councillor Philip Robinson sent his apologies.

2. Declarations of Interest

Cllr C Davies declared an interest as a neighbour to the Danford Lane appeal regarding the letter to the FoDDDC.

3. Minutes of Previous Meeting(s)

It was proposed by Cllr M Clarke that the minutes of the Annual Meeting of the Parish Council held on the 18th May, the Annual Parish Meeting held on the 22nd May and the Extra-Ordinary Meeting held on the 26th June 2023 be signed as a true record, this was seconded by Cllr R Gregory and agreed by all Cllrs present.

4. Public Consultation

There were no matters to be discussed.

5. Reports

- 5.1 District Councillor Philip Burford spoke to Cllrs on the Full Council meeting and the posts that have been filled
- 5.2 District Councillor Clayton Williams was not present.
- 5.3 County Councillor Philip Robinson sent his apologies.

6. Finance

6.1 Accounts for payments

It was proposed by Cllr C Davies 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	Salary June & July 2023	GPC	£471.59
HMRC	PAYE/NI June & July 2023	GPC	£105.00
Hartpury Village Hall	Meeting Room Hire - May & June & 50% Contribution to Coronation Hog Roast	GPC	£404.75
R Pett	Noticeboard Wall Mounted Information Holder	GPC	£11.95

Income Source	Details	Amount
HMRC	VAT Reclaim 22-23	318.34
Lloyds	Interest	18.51

6.2 Financial statement and cash re-conciliation

It was proposed by Cllr C Davies to approve the income and expenditure to date the bank reconciliation to date and the expenditure against budget to date, this was seconded by Cllr M Clarke and agreed by all Cllrs present.

6.3 Quarterly Financial Check

Cllr M Clarke has carried out the quarterly financial check and has confirmed that all is in order.

6.4 External Audit 2022-23

It was noted that the exemption certificate has been submitted to the external auditors.

The Clerk advised that the dates used for the exercise of Public Rights was from Wednesday 7th June to Tuesday 18th July 2023.

6.5 Assets and Inspection

The Clerk is to circulate some dates for August for the annual inspection of assets.

7. Schemes of Delegation

The previously agreed Schemes of Delegation were considered and it was proposed by Cllr R Watson that these be accepted without change, this was seconded by Cllr M Clarke and it was agreed by all to keep the delegations in place.

8. Planning Applications

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details
P0791/23/PO3PA	Chapel Farm, Over Old Road	Prior approval for change of use from Commercial, Business and Service (Use Class E) to Dwellinghouse (Use Class 3)
The Parish Council considered the planning application for Chapel Farm, Over Old Road and whilst the Parish Council have no comments to make on the planning application they would ask that the continuing extensive investigations being carried out by STW into water and sewerage problems in the Parish be factored into any developments in the area.		

It was agreed by all Cllrs present to adjourn the meeting for a few minutes for a non meeting related matter to be resolved.

Planning Ref	Property	Planning Details
P0731/23/FUL	Woodside Farm, Buttersend Lane	Stationing of a mobile lodge home as a dwelling for a rural worker
The Parish Council considered the planning application for Woodside Farm and have no comments to make.		

Previously considered applications.

Planning Ref	Property	Details of Proposed Application
P0697/23/FUL	Land Adjacent to Hartpury Village Hall, Over Old Road	Variation of condition 18 (surface water drainage scheme) of P1677/22/FUL to allow the delivery of off site drainage
<p>Comment: The Parish Council have considered the planning application for Land Adjacent to Hartpury Village Hall, Over Old Road and have the following comments to make:</p> <ul style="list-style-type: none"> • The Parish Council are concerned that the drainage proposals applied for are on a separate piece of land to the application site. The Parish Council request that if permission is given all relevant safety measures are implemented given the close proximity of the Primary School and the Village Hall. • The Parish Council would like to see the brick choice in the original application used and feel strongly that the alternative choice is out of character with the local area and surrounding buildings. 		
P0715/23/FUL	16 Corsend Road	Erection of a single storey extension
Comment: The Parish Council have considered the planning application for 16 Corsend Road and have no comments to make.		

9. Hartpury College and University 2030 Strategy

It was agreed to arrange a meeting with Andy Collop or Edward Keen from the University to discuss this item further, the Clerk will arrange this in conjunction with the footpath meeting if possible.

10. Police Matters

There were no Police matters to discuss.

11 Highways

11.1 Most recent updated Highways report.

The updated Highways report has been sent through to Andrew and circulated to Cllrs. Please advise the Clerk if any of the outstanding matters are seen to have been completed or there are additional matters to be sent to Highways.

11.2 Footpaths

Cllr R Gregory reported back to the Council that the costs of the kissing gates are £400 exc. VAT as 50% is paid for by the County Council who also cover the installation costs the cost to the Parish Council for each gate will be £200. Cllr R Gregory has offered to send the kissing gate map to Suzanne for further discussions to take place and it was agreed by the Parish Council that metal gates would be preferable but that wooden should be considered where necessary and that they would have to meet with the criteria of the disability act but the Parish Council were in agreement that the advice of the Footpath Officer would be taken.

The Parish Council will need to liaise with the landowners regarding the changing of styles to kissing gates, Cllr A McGhee has offered to speak to the land owner for the first round being considered at the current time.

The Clerk is to approach the footpath officer to seek advice on footpaths with dogs especially where it is felt that they may appear to be or can sometimes be aggressive and where it is feared that they may be able to escape from properties.

The Clerk will arrange for another Footpath meeting to be held in August.

12. Bus Shelter

A quote is currently waited for the growth to be removed, once this has been received and a decision made further quotes will be sought for the cost of the repair that will be needed. Cllr A McGhee has spoken to the landowner behind the shelter regarding the works that the Parish Council are proposing to have carried out.

13. Information Boards

The information boards were discussed and it was resolved that 2 replacement boards should be purchased at a max cost of £400 each, the boards will be the same size as the originals.

Cllr C Davies has agreed to take a look at the information sheets to be placed inside with a view to producing these for the Parish Council in a picture format. Cllr C Davies and Cllr R Gregory will liaise on this and then Clerk will seek suitable boards for consideration.

14. Parish Council Zones

As this Agenda item was suggested by Cllr R Pett, who has sent apologies, it was agreed to add this to the Agenda for September.

15. Other Items for Information Only/Future Agenda Items

- The Speedwatch groups were discussed and the Clerk will forward the information for Dave Holland to Cllr C Davies who will arrange a meeting for the interested parties with David Holland to discuss a briefing and the loan of the equipment.

16. Date of next Meeting

Monday 4th September 2023

The meeting closed at 10.00pm