

# Hartpury Parish Council

Minutes of the meeting held on Monday 4<sup>th</sup> September 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 Pett and Cllr R Watson

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

**1. Apologies for Absence:**

No apologies for absence were received.

**2. Declarations of Interest**

No declarations of interest were received.

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

It was agreed to change the minutes to reflect that Cllr R Pett was absent at the July meeting. It was then proposed by Cllr M Clarke that the minutes of the Ordinary Meeting of the Parish Council held on the 3<sup>rd</sup> July be signed as a true record, this was seconded by Cllr C Davies and agreed by all Cllrs present.

**4. Public Consultation**

**4.1 Members of the Public**

The Speed Indicator Devices and the Speedwatch application were discussed, and the Clerk is to speak to the new Contact to speak about the outcome of the application bearing in mind other Parishes that have received the ANPR devices even though they already owned cameras.

A mirror was requested at the junction of Danford Lane and the A417, the Clerk is to ask Highways if one can be installed.

The speed limit change going out of the Village had been requested but this will not be going ahead.

There is a petition for a zebra crossing being circulated and signed by residents for submission to Highways.

It was advised that the speeding is at its worst around 4-5pm.

**4.2 University and College**

Andy Collop attended the meeting to represent Hartpury University and College to provide the Parish Council with some background on the 2030 Review.

The review is open for comments, suggestions and questions and will help to create the review which will be available next Spring.

Andy explained the background of the University and College including the growth of both and the challenges of funding. It was also explained that the Courses offered are to be increased to help as much as possible with any finding shortfalls, as whilst the University and College are financially stable at the current time if funding is not increased over the next few years, it could become more difficult financially.

The new electricity is now in place and is future proofed for the future growth in numbers of students with planning for 100 more rooms to be made available once funds are in place.

It is hoped that more engagement in activities will happen through event by ensuring the dates/events are known outside the University and College and by sending invites out to Community members especially as the Summer Ball is now in a new format.

The Parish Council thanked Andy for attending the meeting and providing the information.

**5. Reports**

5.1 District Councillor Philip Burford spoke to Cllrs on the Scrutiny into Development Management processes and the Clerk and the Chair are to prepare comments to be submitted to include examples relating to 'Danford Lane' and 'Foley Rise' Applications/Developments after circulation to all Cllrs.

5.2 District Councillor Clayton Williams advised there was nothing to add as it has been quiet during the August break.

5.3 County Councillor Philip Robinson spoke to on Adult Education and the Ofsted Inspection outcome, the agreed spend for a new SEN School and the newly opened Special School in Stroud, the Tour of Britain and the concerns regarding RAAC in Gloucestershire.

The resurfacing of the A417 which is on the programme for 2024-25.

The Parish Council asked Cllr Robinson if there would be any way to claim back money from the contactors for the previously laid surface from the Worcester Road junction through to the Watersmeet?

**6. Finance**

**6.1 Accounts for payments**

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

Payee	Details	Power	Amount
FoDDC	Election Expenses - non contested	GPC	£211.80
V Roberts	Cartridge Save - Printer Ink	GPC	£78.40
V Roberts	Salary August & September	GPC	£471.79
HMRC	PAYE & NI	GPC	£104.80
Hartpury Village Hall	Meeting Room Hire	GPC	£9.75

Income Source	Details	Amount
Lloyds	Interest	19.85

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

It was proposed by Cllr M Clarke 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 R Watson 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 External Audit has now been completed and that there were no matters raised and no action to be taken.

**6.5 Appointment of Internal Auditor**

After discussion and consideration of the service provided it was proposed by Cllr R Gregory that GAPTC be appointed as the Internal Auditor for the financial year 2023/24, this was agreed by all Cllrs present.

**6.6 Assets and Inspection**

Following the recent inspection of assets the trees are to be surveyed at the grassed area in Broad Street and the land at the top of Corsend Road.

The annual insurance for the SID's is also due, this will now only be available as a three-year plan and has been quoted as £1152.26 plus VAT (£1382.71) for three years. It was proposed by Cllr M Clarke that the silver cover be taken out, this was seconded by Cllr C Davies and agreed by all Cllrs present, the Clerk is to double check that this is the total three-year amount not an annual amount before signing and payment is made.

**6.7 Insurance**

The Clerk provided two insurance quotes from the existing insurers AJG and from Zurich Insurance. It was proposed to accept the quote from Zurich for the 3-year long term agreement at an annual cost of £859.07, this was seconded by Cllr R Pett and agreed by all. The Clerk is to confirm that the De-Fib and the two SIDs are covered under the Street Furniture amount before proceeding as these are not listed separately on the quote. The Parish Council assured itself that the cover was adequate for the needs of the Parish.

**7. Planning Applications**

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details	Comment
P1019/23/FUL	82 Corsend Road	Erection of timber 9ft x 16ft shed on existing paved area	The Parish Council considered the above planning application at their meeting and have no comments to make.
P1040/23/OUT	Buttersend Dairy, Buttersend Lane	Outline application for the erection of an agricultural workers dwelling with all matters reserved.	Hartpury Parish Council considered the above application for Buttersend Dairy, Buttersend Lane at their meeting yesterday evening and considering the nature of the business involved in the application the Parish Council have no comments to make.
P0424/23/FUL	Hartpury Mill	Conversion of north section of the Haybarn to holiday cottage and associated conversion works to the interior	The Parish Council considered the above planning application at their meeting and have no comments to make.

**Previously considered applications.**

Planning Ref	Property	Details of Proposed Application
P0782/23/FUL	Green Farm, Blackwells End	Change of Use of Land from Agricultural to Equestrian, Use of Existing Farm Building for Stabling, Construction of Ménage, exercise yard and Horsewalker (Retrospective)
The Parish Council have considered the above application and have no comment to make.		

**8. Police Matters**

There were no police matters to discuss.

**9. Highways**

**9.1 Highways Report**

Please send any new items to the Clerk.

**9.2 Footpaths**

The Parish Council have received a letter of complaint regarding the footpath along Danford Lane which was not cleared when the hedge was cut back and this was not cut back to the height of the hedge meaning there are still areas where this sticks out still, the whole area needs to be cleared properly. The hedge is the responsibility of the landowner, and the footpath is Highways.

The hedge from Village Hall to School needs to be cut back by the School.

Ashleworth Lane to Corsend Road is currently being cut back by the owner opposite The Royal Exchange.

Cllr R Gregory reported back to the Council that a further response is awaited from Suzanne Hopes which should be received in September. A Footpath meeting is to be arranged for October but avoid the 30<sup>th</sup> September to the 6<sup>th</sup> October, the Clerk will arrange a meeting preferably for Tuesday 10<sup>th</sup> October if possible.

The Clerk is also waiting for a response with the 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.

**10. Bus Shelter**

A quote has been received; further quotes were sought but no responses were received. It was proposed by Cllr C Davies to accept the quote for £1790.00 from R K Building this was seconded by Cllr R Pett and agreed by all Cllrs present.

A quote of £250 was also included to remove the brambles to the left and right of the noticeboard in the Village and it was agreed to accept this.

The new noticeboard is to be placed in the bus shelter in the Village and the old one (now repaired) will be placed into the bus shelter at Hiams Lane.

The Chair is to advise the Clerk of the size of the Perspex that needs to be replaced in the large noticeboard or will purchase this ready for replacement.

**11. Information Boards**

The information boards were discussed and the map from the Church board has been created but needs the numbering/index put on, the map from the Broad Street board needs to be created. Cllr C Davies and Cllr R Gregory will liaise on this with the aid of the o/s map.

Once sorted confirmation of the size of the boards will be given to the Clerk to order either A1 or A2 size boards at a max cost of £400 each as previously agreed.

**12. Parish Council Zones**

After discussion and consideration, it was agreed that this will not proceed at this time.

**13. D-Day 80 Celebrations**

As there is not suitable location for a Beacon to be set up and lit.

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

- It was suggested to move the meeting start time to 7pm, this is to be added to the Agenda for the November Meeting
- The gardening competition trophy is with Alastair with another to be returned to him, a volunteer has offered to take on the judging so this may be able to run next year.
- The May 2024 meeting due to be held on Monday 6<sup>th</sup> May 2024 will now take place on Wednesday 8<sup>th</sup> May 2024 due to the Bank Holiday Monday.

**15. Date of Next Meeting**

The meeting closed at 10.30pm