

WHEATPIECES PARISH COUNCIL

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MEETING: **FULL COUNCIL**

DATE AND TIME: **Thursday 4th May 2017 at 7.15pm**

LOCATION: **Wheatpieces Community Centre**

PRESENT: Cllr. Meredith (Chair), Cllr. P. Abel, Cllr. Dwyer, Cllr. Hall, Cllr. Reid, Cllr. Sawkins, Cllr. Shyamapant, Cllr. Taylor

IN ATTENDANCE: T Shurmer (Clerk)

MINUTES

356/FC PUBLIC PARTICIPATION

No members of the public were present

Cllr. Meredith welcomed all present to the first Wheatpieces Parish Council meeting of the 2017/2018 Municipal Year.

357/FC APOLOGIES FOR ABSENCE

No apologies for absence had been received

358/FC DECLARATIONS OF INTEREST

There were no declarations of interest

359/FC LOCAL GOVERNMENT ACT 1972 – SECTION 85 (VACATION OF OFFICE BY FAILURE TO ATTEND MEETINGS)

Cllr. Taylor was in attendance therefore it was unnecessary to request Members to approve an extension up to the end of Cllr. Taylor's current Term of Office

360/FC APPROVE AND OTHERWISE DEAL WITH THE MINUTES OF THE MEETING HELD ON THURSDAY 6TH APRIL 2017

The minutes of the meeting held on the 6th April 2017 were approved and adopted.

Proposed: Cllr. Hall Seconded: Cllr. Dwyer

Agreed

361/FC TO CONSIDER OUTSTANDING ACTIONS FROM PREVIOUS MINUTES

- Cllr. Meredith updated Members on recent communications with the former Youth Club Leader who has advised that two of the ex-Youth Club Members are hoping to visit the bank on the 6th May 2017 to conclude the issue of the return of the outstanding monies to the Parish Council.
- Cllr. Meredith advised Members that the new Parish Council bank accounts are both now open with Lloyds Bank and TSB Bank, however there are still ongoing problems with the opening of the bank account with HSBC. This application has now been timed out and the Parish Council have been advised that if they wish to proceed with this they will have to commence the process again. Members agreed not to pursue the opening of an account with HSBC and Cllr. Meredith will explore the viable options of opening an account for the Parish Council with either Nationwide or the Co-operative Bank. In addition, Cllr Meredith will also make a complaint to HSBC on the lack of communication during the attempt to open an account with their organisation.

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Action: Cllr. Meredith to explore the viable options of opening an account for the Parish Council with either Nationwide or the Co-operative Bank.

Action: Cllr. Meredith to make a complaint to HSBC on the lack of communication during the attempt to open an account with their organisation.

- The road name sign for Cambrian Road has been ordered by Tewkesbury Borough Council (TBC) and the Parish Council are awaiting notification of an installation date
- Further information has been requested on the proposal for yellow lines on the approach to the John Moore Primary School in Columbine Road.
- The working group to review the Grant Scheme Policy will arrange a mutually convenient date in the near future to commence the process of reviewing this policy.
- The enquiry to TBC to move the gate to the entrance of the car park at the MUGA from across Starling Road in this vicinity is still ongoing.

362/FC COUNTY COUNCILLOR'S REPORT

No report had been provided for the meeting.

363/FC BOROUGH COUNCILLOR'S REPORT

Neither of the Borough Councillors were in attendance and no reports had been provided.

364/FC PLANNING APPLICATION 17/00347/FUL): - PART PARCEL 3400, COLUMBINE ROAD, WALTON CARDIFF - (Erection of 261 dwellings (including affordable housing) and a new link road plus associated works for landscaping, drainage, provision of public open space, access and other highway associated works on land to the south of the John Moore Primary School).

Members were advised that this application is the same as applications 16/00177/FUL and 16/01452/APP. Bloor Homes have combined these applications and submitted one application to TBC. Members considered this and agreed that the comments on the two previous applications should remain the same and be re-submitted to TBC.

Action: Clerk to re-submit the comments made by the Parish Council on the previous applications to TBC accordingly.

365/FC ENVIRONMENT COMMITTEE

- The draft minutes of the Environment Committee meeting held on Thursday 20th April 2017 had been circulated. Members agreed to take these as read.
- Cllr. Meredith advised Members that he is meeting Centigen Facilities Management on Tuesday 9th May 2017 to discuss the programme of works for the forthcoming months. They have advised that the first weed spray on the estate is due to commence on Thursday 11th May 2017 and Cllr. Meredith will request for the first verge maintenance cut to be carried out at the end of May 2017.

366/FC COMMUNITY CENTRE

- The draft minutes of the Community Centre Committee meeting held on Thursday 20th April 2017 had been circulated. Members agreed to take these as read.
- Cllr. Meredith advised Members that a meeting had been arranged with John Hinett, Planning Officer at TBC, the Conservation Officer at TBC with himself and the Community Centre Manager in attendance for Tuesday 16th May 2017. The Conservation Officer has provided three sketches for consideration and the purpose of the meeting is to obtain further advice on the proposed extension to the Community Centre.

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- In addition, advice is to be sought from the Chief Executive Office of the Gloucestershire Association of Parish and Town Councils (GAPTC) on the way forward for the proposed extension.

367/FC DATES OF MEETINGS FOR THE FORTHCOMING YEAR

The proposed dates of the forthcoming Full Council meetings for the forthcoming year were agreed. These are scheduled for the first Thursday of each month with the exception of August.

Action: Clerk to advise the County Cllr. and Borough Cllrs. of the dates accordingly

368/FC FINANCIAL MATTERS

- a) An update on the Parish Council bank accounts was given at agenda item 361/FC. Cllr. Meredith advised Members that the first instalment of the Parish Precept had been received from TBC in the sum of £24,515.00 inclusive of the Council Tax Support Grant. Members agreed that this amount should be transferred into the new Lloyds Bank Account opened for this purpose.
Proposed: Cllr. Meredith Seconded: Cllr. Reid
Agreed
- b) An internal check has been carried out on the accounts from October 2016 to March 2017 and a summary of findings from this check had been circulated to all Members. Cllr. Meredith expressed a thank you on behalf of the Parish Council to Cllr. Sawkins for carrying out the internal checks on the Parish Council accounts over the previous two financial years.
- c) The end of year Financial Report to the 31st March 2017 was presented, which had been prepared in readiness for the Internal Audit on the 22nd May 2017, this was noted by Members with no matters raised.
- d) Cllr P. Abel was appointed as the Internal Checker for the Parish Council accounts for the forthcoming fiscal year.
- e) Members considered the annual cost of £272.24 for eight e-mail addresses for Parish Councillors linked to the Parish Council website and after a discussion agreed to the cost.
Proposed: Cllr. Sawkins Seconded: Cllr. Abel
Agreed
Action: Cllr Sawkins and the Clerk to set up the e-mail addresses for each parish Councillor linked to the website accordingly
- f) The schedule of invoices for payment was considered. A query was raised on the frequency of the window cleaning carried out at the Community Centre. The total of the invoices and receipts of £78,031.42 (inclusive of the transfer of the sports field 106 monies from the Barclays Parish Council account to the new TSB account of £73,525.67) in addition to the standing orders and direct debits of £1,222.81 was approved.
Proposed: Cllr. Dwyer Seconded: Cllr. Hall
Agreed
Action: Clerk to request the Community Centre Manager to advise the forthcoming Community Centre Committee on the frequency of the window cleaning carried out at the Community Centre
- g) The total of the receipts for reimbursement of £39.19 was approved.
Proposed: Cllr. Meredith Seconded: Cllr. Shyamapant
Agreed

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369/FC PARISH FUN DAY 2017

Members were advised that a further meeting to discuss preparations for the Parish Fun Day 2017 is scheduled to be held in June 2017. Cllr. Hall requested information sooner for inputting on the flyers for the event and was advised to contact the Community Centre Manager for this accordingly. Members were also advised that St John's Ambulance declined the invitation to have a stall at the event in return for providing first aid cover therefore members were asked to consider a charity to benefit from the funds raised for consideration at the next Full Council meeting scheduled for Thursday 1st June 2017.

Action: Cllr. Hall to contact the Community Centre Manager for the required information for inputting on the flyers for the Parish Fun Day 2017.

Action: Clerk to place on the next Full Council agenda 'To receive an update on the Parish Fun Day and to give consideration of the charity to benefit from the funds raised'

370/FC PARISH NEWSLETTER

Cllr. Dwyer advised Members that he had circulated a draft of the Parish newsletter for perusal prior to submission to Tewkesbury Direct for inclusion in their June edition. The next Parish newsletter will be prepared for distribution in the September Tewkesbury Direct therefore article will be required to be received by Cllr. Dwyer by the first week in August.

Action: Clerk to place on the July Full Council agenda 'To consider items for inclusion in the next Parish Council newsletter'

371/FC STANDING ORDERS AND FINANCIAL REGULATIONS

- The amendment to Standing Order 3(l) in accordance with The Public Bodies (Admission to Meetings) Act 1960 was approved in accordance with photographing, recording & filming of meetings of the Parish Council.

Proposed: Cllr. Meredith Seconded: Cllr. Sawkins

Agreed

Action: Clerk to amend Standing order 3(l) accordingly and circulate to Members

- Members approved an amendment to Financial Regulation 2 Accounting and Audit (Internal & External) at 2.2 to include 'The term of the Internal Checker to be no longer than for a two-year period'.

Proposed: Cllr. Dwyer Seconded: Cllr. Shyamapant

Agreed

Action: Clerk to amend Financial Regulation 2.2 accordingly and circulate to Members

372/FC CORRESPONDENCE

- Members were made aware of an Invitation to the 2017 Annual General Meeting of CPRE taking place on the afternoon of May 30th 2017. No-one is available to attend on this date.
- Members were also made aware of a CPRE diary of events program wef: May – September 2017 that had also been received in addition to the CPRE Spring 2017 magazine.
- An e-mail from the Police has been received to advise that Gloucestershire Police are currently conducting a review of Neighbourhood Policing and ask if the Parish Council is aware of any current issues that the community have expressed concerns about that they would like the Police to concentrate on.

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Members discussed this and wished to advise of the on-going parking issues on the estate in addition to the anti-social behaviour taking place at the MUGA play area in Starling Road. Members also wished to request the Police to advise the Parish Council if there are issues/problems in the Parish that the Parish Council should be aware of.

Action: Clerk to respond to the Police accordingly

373/FC

MEMBERS REPORTS

- A request was made to place photos of the Parish Councillors on the Parish noticeboard in the entrance foyer in the Community Centre.
Action: Cllr. Meredith to obtain details and costs for photos of the Parish Councillors on the Parish noticeboard in the entrance foyer
- The ownership of the established trees in the verges in Monterey Road and Snowdonia Road has been queried with Gloucestershire County Council (GCC) which is still on-going.
- A response has now been received from TBC in relation to their Environmental Warden proposal, this will be on the next Full Council agenda for consideration.
Action: Clerk to place on the next Full Council agenda 'To consider the update from TBC on the proposed Environmental Warden'
- Members advised that the footpath on the Woodland Walk is very overgrown and impassable in places. In addition, a dog rose is encroaching onto the footpath which is a potential Health and Safety hazard.
Action: Clerk to report to TBC accordingly
- A report was made of one of the directional lights not working on the internal roundabout in Snowdonia Road by the public house towards Clifford Avenue
Action: Clerk to report to GCC accordingly
- Cllr Sawkins made Members aware that Jenny's Sports Field is now located on Google maps

374/FC

SEPARATE BUSINESS

Members then moved into confidential business:

- To consider the approval of the separate minutes of the meeting held on Thursday 6th April 2017.

SEPARATE MINUTES

Under Section 100(A)(4) Local Government Act 1972, the minutes are excluded from publication on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

DATES OF NEXT MEETINGS

Community Centre Committee – Thursday 25th May 2017 at 7.00pm

Full Council – Thursday 1st June 2017 at 7.00pm

Environment Committee – Thursday 15th June 2017 at 7.00pm

The meeting closed at 8.35pm