

MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON THURSDAY, 18th September 2008 AT 7.30PM

The following Councillors were in attendance: Cllr J Parsons (Chairman), Cllr Mrs G Parsons, Cllr Mrs C Naish, Cllr T Slater, Cllr Mrs E Oliver

Also in attendance: Mrs D Cook (Clerk), Andrea Glover and Serena Green (Avening Playgroup), PCSO Paul Hancock

It was **RESOLVED** to vary the agenda to deal with agenda point 9.7.1 grant application from Avening Playgroup.

The meeting would have been put into closed session for agenda point 9.7.1 (minuted at 35/08) if there had been members of the public present, under The Public (Admissions to Meetings) Act 1960 as the business to be discussed included staffing and confidential finances (in accordance with legal requirements).

35/08 FINANCE – grant application from Avening Playgroup

The grant application was discussed generally and questions asked of Serena Green and Andrea Glover. The application would be referred to Finance Committee for a decision at their next meeting.

36/08 PUBLIC QUESTION TIME and PCSO PAUL HANCOCK

No members of the public were present.

It was noted that the crime figures in the village had fallen. All parties who had worked towards this were thanked.

PCSO Paul Hancock left the meeting at 8.10pm

37/08 APOLOGIES AND REASONS FOR ABSENCE

Cllr Mrs A Beszant (personal), Cllr Mrs C Mitchell (personal), Cllr J Catterall (personal), Cllr M Williamson (personal).

38/08 DECLARATIONS OF INTEREST

Cllr J Parsons declared an interest in all planning matters because of his position as District Councillor sitting on the Planning Regulatory Committee at CDC.

Cllr Mrs G Parsons declared an interest in the Orchard House planning application.

39/08 MINUTES OF PREVIOUS MEETINGS

It was **RESOLVED** to accept and sign the minutes of the annual meeting held on Thursday, 17th July 2008.

40/08 MATTERS ARISING FROM THE MINUTES

BT Pole at the William Fowles Memorial Fountain

It was noted that the pole had been moved and slightly obscured the fountain (following a car accident at the site). The Council had written to BT twice to ask it to be moved back to its original place. BT have advised that the pole is safe where it is so would be looking for the Council to cover costs of approximately £1000 to move it back to its original setting.

It was noted that the fountain had been damaged by the moving of the pole. A stone expert had looked at it and following the drilling for the pole there is movement in the fountain stone.

It was suggested that the wall by the fountain belonged to the county as it was a 30ft supporting wall for the road. Council had enquired of the County Council but received no reply.

The Clerk would continue to try and identify the owner of the wall (they would no doubt own the fountain too and would therefore be the correct party to pursue a claim). But in the meantime the Council would pursue the matter with BT as they had not addressed the damage point.

Telephone Boxes

These were on BT's works schedule for 2009/10 from April 2009. They had been assessed as not needing painting any earlier on the field surveyors recent visit.

VAS signs at entrances to Village

Gloucestershire Highways had advised, following a further site survey in response to our comments , that the only place that the VAS signs could be located would be in the original positions suggested by them on Tetbury Hill and High Street (by the school). They agreed that smaller signs would be appropriate. It was **RESOLVED** to agree the original sitings with the smaller signs.

Grit Bins

The Clerk had contacted Gloucestershire Highways twice but had not received a response. It was noted that the Grit Bin at West end had been located under a pile of undergrowth. The Clerk would contact county again re the Sandford Leaze current bin and suggested additional bin.

B4014 to Nailsworth - Proposed road agreement

Gloucestershire Highways had advised Cllr J Parsons that there was not enough money in budget to go ahead with the project previously suggested by them. Nothing would be done at present.

41/08 TERMS OF REFERENCE FOR FINANCE COMMITTEE AND CO-OPTION OF MEMBERS

It was **RESOLVED** to adopt the drafted terms of reference and to co-opt Cllrs J Parsons, A Slater, J Catterall and Mrs G Parsons onto the Finance Committee. The Committee would arrange its first meeting.

42/08 SIGNING OF 3rd GLOUCESTERSHIRE CHARTER

This matter was deferred until October's meeting.

43/08 PLANNING

43.1/08 New Planning Applications

08/02227/FUL	Coach House, Avening House, High Street, Avening, GL8 8NH Proposal: New dormers on rear elevation, conversion of adjacent workshop to games room. New single storey stair link to games room. Enclosure of porte cocheres into habitable rooms using glass screens. Members had no objections.
08/01920/FUL	The Boat House, Gatcombe Water Proposal: Construction of a timber landing stage and boat shelter for storage of two fishing punts underneath and metal fisherman's hut This had already been permitted by CDC
08/02499/FUL	50 Sandford Leaze, Avening, GL8 8PB Proposal: Retrospective application for flue Members had no objection.
08/02611/FUL	Orchard House , 21 West End, Avening, GL8 8NE Proposal: New porch and driveway Members had no objection
08/02054/FUL	Avening Mill, Mill Lane, Avening, GL8 8PD Proposal: Change of use from workshop , commercial and office use to residential Cllr J Parsons would ask CDC for an extension until 20 th October (after the Parish Council's next meeting) to be able to consult and consider the application properly.

43.2/08 Decisions Received

08/01743/FUL	Hillside Cottage, 53 Nags Head Lane, Avening, Tetbury, Gloucestershire, GL8 8NZ Proposal: Erection of first floor extension Date decided: 25 July 2008 Decision: Application Permit
08/01637/FUL	Pimbury Farm, Tetbury, Gloucestershire, GL8 8SF Proposal: Extension to provide dining room and entrance lobby Date decided: 05 August 2008 Decision: Application Permit

43.3/08 Appeal Notices Received

APP/F1610/A/0	Avening Social Club – appeal re retention of smoking shelter and outdoor
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8/2082919/NW F	seating area Members agreed that the original comments made on the application should be forwarded to the planning inspectorate, but that it should be stressed the Council did not object to the application, but were making observations only.
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The planning decisions were noted.

43.4.1/08 Tree Works Applications

- § 08/02457/TCONR Chippings High Street Avening Tetbury Gloucestershire
- § Lawson Cypress adjacent to the steps (to the right of the entrance gate) fell to near ground level. 3) Row of Leyland Cypress by side boundary (situated between Beech trees) fell to near ground level. 5) Large Apple tree in rear garden adjacent to house - prune branches adjacent to house to provide approx 2 m clearance. 6) juniper by garage, lightly tip back ends by small electricity cables to garage.
- § 08/02460/TCONR Avening Lodge High Street Avening Tetbury Gloucestershire
- § Two Lawson Cypress situated near boundary with Chippings. Reduce by approx 30% in height. Works requested by neighbour at Chippings.

43.4.2/08 Tree Works Decisions

- § 08/02536/TCONR Old Quarries Rectory Lane Avening TETBURY Gloucestershire
Works to trees as per schedule: 1. Poplar, 2 Beech, 3. Ash, 4 Beech PERMITTED
- § 08/02164/TPO (TPO 2/22) – 58 Sandford Leaze, Avening
TPO 2 A1 Fell Ash Tree PERMITTED
- § 08/02643/TCONR – Blenheim Cottage, 3 Woodstock Lane, Avening, GL8 8NG
Trees in right hand side of garden. 1) Nut tree - coppice to height of .3 metres. 2) Cherry - fell. 3) unidentified tree with serious lean (near Cherry) fell. 4) Plum which is in very poor condition - fell. 5) Holly bush/tree which is in poor condition - fell. PERMITTED

44/08 FINANCE

44.1/08 Budget Status and Balance at Bank

The current balance at bank was £2,445.53 with £20,893.91 now in the deposit account with projected expenditure and year end balance as set out on the monthly budget sheet.

44.2/08 Bills for Payment

It was **RESOLVED** to approve the following bills for payment:

§ Clerk's Salary less Income Tax plus Expenses	£633.60
§ HMRC	£26.90
§ HGM (grasscutting)	£790.00
§ CPRE membership (direct debit)	£28.00
§ Moore Stephens (auditors)	£158.62
§ Avening PCC (Churchyard annual grant)	£500.00
§ Avening PCC (Villager annual grant)	£200.00
§ GAPTC (new clerk training)	£50.00

44.3/08 To approve the following cheques issued since the last meeting:

It was **RESOLVED** to approve the following cheques issued since the last meeting:

§ Clerk's salary less Income Tax plus expenses (CHQ/SO)	£595.44
§ HMRC	£97.20
§ HGM (grasscutting)	£400

44.4/08 To advise of clear audit results for 2007/08 and to approve and accept external auditors report

The clear audit for 2007/08 was noted and it was **RESOLVED** to approve and accept the external auditors report

44.5/08 To consider costs to trim brambles on High Street/report back on progress
County Highways had agreed the wall was their responsibility but had not yet cut back the brambles. It was noted that schoolchildren were either getting caught in the brambles or were having to cross the main road to avoid them on their way to/from school. The telephone number for the County would be passed to the school so that the school/parents could contact County directly too.

44.6/08 To consider the sale of the Calor Gas Barbeque

The Calor Gas barbeque had been won at the Calor Gas Gloucestershire Village of the Year Competition. It was suggested that the barbeque could be sold by the council and the money used towards a community project in the village. This had come about because the liabilities of owning/organising/transporting the barbeque were considered to be too great. The purchase price of

the barbeque was in the region of £260. It was suggested that all those community groups who were represented at the judging event could be written to and offered the barbeque to purchase.

It was **RESOLVED** unanimously to sell the barbeque and use the money towards a community project.

Action: Cllr Mrs G Parsons and the Clerk would consider how the sale would be best organised and then write to the community groups involved.

44.7/08 Grant Applications

44.7.1/08 To consider grant application from Avening Playgroup.

This was dealt with at minute number 35/08

44.7.2/08 To consider grant application from PCC for Pig Face Day celebrations

Avening PCC had applied for £750 towards the Pig Face Day celebrations, total estimated cost of £1340. This was a retrospective application and the event had now taken place. The Council wanted to know how much the event actually cost and deferred the matter until the Finance Committee meeting in October.

44.7.3/08 To receive final report from Village Hall Committee re £500 security grant

Cllrs Mrs E Oliver and Mrs G Parsons reported that the £500 grant would be used towards the replacement of the outside security door to the Chamberlain Room. The work had not yet taken place because it was tied in with the County Council timescales on work at the hall. This was accepted by the Parish Council as the final report.

44.8/08 To consider council projects/funding priorities for remainder of financial year and in the light of this to reassess budget heads and vire funds

It was **RESOLVED** to suspend the community projects fund for new applications until the new financial year.

The remainder of this matter was referred to the Finance Committee for consideration.

44.9/08 Staff Matters – closed session

The meeting was put into closed session for agenda point 9.9 (minuted at 44.9/08) under The Public (Admissions to Meetings) Act 1960 as the business to be discussed included staffing (in accordance with legal requirements).

44.9.1/08 Temporary Cover for Clerk

It was **RESOLVED** to approve Finance Committee's decision to appoint Mrs Wendy Jennings as Clerk and Responsible Financial Officer, to cover the maternity leave of the existing clerk.

44.9.2/08 Draft Grievance and Disciplinary Procedure

It was **RESOLVED** to approve and adopt the draft Grievance and Disciplinary Procedures.

45/08 PARISH PLAN/COMMUNITY PROJECTS

45.1/08 Dog Waste Bins

CDC had installed the 3 dog waste bins. One complaint had been received from a nearby resident (Pound Hill/Point Road site) through CDC. The Clerk had responded to this and nothing further had been heard.

45.2/08 Avening Walks Brochure

The Council had a draft design from CDC designers amendments were in hand and the final draft was expected shortly.

45.3/08 Crime and Antisocial Behaviour

45.3.1/08 SARA Plan

It was raised for information only that two points had been fed back following the SARA Plan meeting. The first was a suggestion to look into the Fosseyway Housing Allocations Policy and the second was a suggestion that the working group might need to be more representative of Avening's community.

45.3.2/08 Community Safety Survey results and distribution

The surveys were ready to print. The Clerk would arrange printing.

45.3.3/08 Mobile skateramp visit in half term

The possibility of having the skateramp visit Avening in half term was being looked into.

45.4/08 Ash Path maintenance and dedication to County Council

A letter had been received from Gloucestershire County Council explaining that a Dedication Agreement would not be possible because there was an area of land the parish council could not prove legal title to. A Creation Order would be the appropriate way forward. It was noted that possible (but unlikely) claims for compensation could be made and the Parish Council would need to be responsible for these. There were also the costs of advertising the Order. The Clerk had started

to look into this but the GCC Officer would not be available until after the Parish Council meeting. The Clerk would report back next meeting for a final decision to be made whether to proceed with the agreement or close the file.

45.5/08 Traffic and Highways

45.5.1/08 Repairs/Replacement of Grit Bins in Village

Despite reminders Gloucestershire Highways had not replied. The Clerk would continue to chase them for a response.

45.5.2/08 Community Payback Team

The Clerk had looked into the procedure for asking the Community Payback team to come to the village and undertake voluntary work. The Council needed a specific list of tasks for the team to carry out before we approached them. They would then be able to confirm whether they could carry out the tasks/needed more equipment etc. Someone would need to visit the team when they were in the village to confirm work to do and maintain links with the team. Tasks to be sent to the clerk to collate a list.

45.6/08 Bus Shelters – Mays Lane and Sandford Leaze

The Clerk had not received any more information re the grant funding scheme from the County Council re bus shelters.

It was decided to proceed with the Mays Lane shelter in this financial year and look at the Sandford Leaze shelter in the new financial year. There was not much more that could be done for the Mays Lane shelter at present except obtain some estimates for either a timber or stone shelter and a base (and try and get these approved by the conservation team at CDC). County were due to be carrying out some works in front of the shelter first before the new shelter could be installed. Also in view of potential cost and the need to vire money to other budget heads it would be more realistic to install the two shelters separately.

45.7/08 Emergency Plan

This matter was deferred again.

45.8/08 Calor Gas Gloucestershire Village of the Year

The results of the competition were announced on Friday 18th July 2008. Avening won a certificate and the barbeque. The Council thanked Cllr Mrs G Parsons for putting together the event for the judges. Cllr Mrs G Parsons reported that there had been plenty to learn from entering the event and seeing what other villages had achieved.

45.9/08 Autumn Village Clean Up

The Autumn Village Clean up would take place on 8th November from 10.30am to 12.30, meeting at the hall. Cllr Mrs E Oliver would organise the groups on the day. The Clerk would obtain the bags and stickers from CDC. Other equipment would be collected from Chris Redpath.

45.10/08 Village Hall Update

There were some further works to carry out at half term. There was a meeting between the hall committee, GCC and the Parish Council on the 22nd September to look at formalising the agreement following the investment into the hall's facilities by GCC.

45.11/08 Consider Council projects/workplan for 2009/10

The matter was deferred. The Clerk would collate the suggestion of new projects that had been put forward over the last couple of months and put these to Finance Committee to consider at their October meeting. The budget implications of the projects could then be considered alongside next year's draft budget.

46/08 Correspondence for Action

§ GAPTC AGM 9th October 2008 7pm

§ Cotswold Tree Warden Group conference and AGM Sat 4th October 10am

Both events were noted but no-one was available to attend.

The Next Meeting of Avening Parish Council will be held on

Thursday, 16th October at 7.30pm

In Avening Memorial Hall

There being no further business the meeting was closed at 10.25pm