**Avening Parish Council Meeting**

**Minutes of the meeting held on Thursday 28 April 2016 7.30 pm**

**PRESENT:** Cllr A Slater (Chair), Cllr D Bendall, Cllr D Conway, Cllr C Mitchell, Cllr G Parsons,

Cllr J Parsons, Cllr M Williamson. Cllr E Worsdell,

**ALSO IN ATTENDANCE**: Mr J Collinson (Projects), Mrs C Braidwood (Clerk), Mrs S Bryant (New Clerk)

**48/16 VISITORS**

 Cllr Tony Hicks, Gloucestershire County Council

**49/16 PUBLIC QUESTION TIME**

 None

**50/16 POLICE MONTHLY CRIME AND ANTI SOCIAL BEHAVIOUR REPORT**

 Report has not been received.

**51/16 APOLOGIES AND REASONS FOR ABSENCE**

 None

**52/16 CODE OF CONDUCT**

 52.1/16 Declarations of Interest in Items on the Agenda

 Cllr Slater – Item 13 16/01381/FUL

 Cllr J Parsons – Item 13 16/01381/FUL

 Cllr E Worsdell – 11.2 - Memorial Hall

 Cllr J Parsons – Item 11.2 – Queen’s 90th Birthday Celebrations

**53/16 MATTERS ARISING FROM THE MINUTES**

 36/16 Grit / Salt Spreader and Shed

John Collinson reported that he had met with the shed manufacturer and had agreed a satisfactory specification for a replacement shed and that the shed originally supplied would be taken away and re-sold with no cost to the Parish Council.

**54/16 MINUTES OF MEETING HELD ON 17 MARCH 2016**

 The minutes were agreed as a true and accurate record and were signed by the Chairman.

**55/16 COUNTY AND DISTRICT COUNCILLORS REPORTS**

 Cllr Tony Hicks stated that he would like to continue discussions with the Playing Field Association

 regarding the issues raised at their AGM, prior to this meeting.

 School – Road Safety

Cllr Hicks reported that a design had been proposed which did not involve going through traffic regulation orders. He described the proposal to create a passage from the school building using coloured tarmac and where appropriate visible tape.

Lawrence Road

Cllr Hicks stated that as this did not qualify for priority funding the expense associated was too high. He hoped that 8m of advisory white lines would deter drivers from parking on the corner. It was also felt that once the new house had been completed and dropped kerbs built the problem should be alleviated.

Highways

Cllr Hicks reported that the Highways Department had received an increased level of funding which hopefully should see road repairs being completed more quickly. He stated that, once they had been reported, potholes should be repaired within 28 days.

Council members raised concern about a number of potholes in the area and identified a number of specific issues. Cllr Hicks took these away to discuss with Highways, but reiterated that new holes should be reported direct to the Highways.

 Drains

It was reported that the drains, opposite the Queen Matilda, near the old shop needed cleaning and dates were requested for when this was scheduled to take place. Highways have discouraged the PC from organising local clearance of drains, even though they have not been maintained for 2-3 years, and Highways are unable to confirm the schedule for them being done, but Cllr Hicks suggested this should be an acceptable solution - ***Action: Cllr Hicks will query this with Highways.***

It was questioned when the footpath on Hampton Hill, opposite Mays Lane would re-open.

Re-cycling Bins

Cllr Hicks explained that he had not yet received a response in relation to the request for the re-cycling bins to be re-located, he stated that he was not aware of plans to build on the site.

Cllr Jim Parsons agreed to discuss the matter with Cotswold District Council.

***ACTION: Jim Parsons***

**56/16 CHAIRMANS REPORT**

 The report was circulated, no comments received.

**57/16 RECRUITMENT OF NEW CLERK**

It was reported that Sue Bryant had been appointed as the new Clerk and was present at the meeting.

It was suggested that the Parish Council group photo should be updated at the next Parish Council meeting.

**58/16 COMMUNITY ISSUES AND PROJECTS**

 **Traffic and Highways**

 Discussed under Item 55/16.

**59/16 COMMUNITY ISSUES**

 **59/16.1 Queens 90th Birthday Celebrations**

Everyone felt that the celebrations had gone very well. Thanks were expressed to all those who had been involved and helped.

**59/16.2 Project Manager’s Report**

The report was circulated and questions invited.

In future, the Project Manager’s time spent on village hall matters should be re-charged to the Village Hall Committee - Cllr Slater will provide a new time management template to enable time to be recorded against each client activity.

**59/16.3 Annual Village Meeting -Arrangements**

Caroline reported that there had not been much take up on tables but that there would be representatives from the WI, the Police, Tree Warden and Youth Club attending. It was also suggested that Steve Harris, the new Chair of the Playing Fields Committee be invited.

***ACTION: Clerk to send invitation to Steve.***

 **59/16.4 Villager of the Year 2016**

Discussion took place about nominations. The Council felt that a number of groups deserved recognition such as those who distribute the Villager and those involved in the Film Club as their contribution was greatly appreciated. After further discussion it was agreed to nominate Riley Vincent.

**59/16.5 Other Issues**

Litter Pick

The Chair asked that this be an agenda item at the next Parish Council meeting.

***ACTION: Clerk to note agenda item.***

Dogs

It was requested that an item be included in the Villager about the need for dogs to be on leads, particularly during the lambing season.

Bus Shelter

It was reported that the bus shelter in Mays Lane was in need of maintenance.

***ACTION: Clerk to arrange for handyman to undertake the work.***

Bollards

A number of posts near the playing field no longer had reflective tops.

***ACTION: Clerk to arrange for handyman to replace the reflective tops.***

**60/16 FINANCE**

 **60/16.1 End of Year Report**

Caroline reported that the accounts have been audited and now need to be signed before going to the external auditor.

**60/16.2 Approve Bills for Payment**

Schedule was circulated.

Discussion took place about how to determine whether the Memorial Hall or the Parish Council should pay for particular works. It was recognised that as the landlord of the Hall, the Council had a responsibility for the upkeep of the building but that some aspects may be shared with the tenant. The Project Manager reported that the only committed expenditure currently was £280 for a measured survey.

It was pointed out that any fire protection, security or cabling works should be undertaken in advance of any decorative works.

**60/16.3 Annual Financial Statement and Governance Statement**

The Annual Financial Statement and Governance Statement were considered, approved and signed by the Chairman and the Clerk.

**61/16 PLANNING**

 **60/16.1 The Lair (16/01381)**

 Cllr Tony Slater declared an interest.

There were no objections, but Councillors have requested that screening be recommended due to the prominence of the site.

**60/16.2 1 Church Farm Barn (16/00853/LBC) 16/00852/FUL**

No objections raised.

**62/16 CORRESPONDENCE**

 Letter from the Police and Crime Commissioner regarding a road safety initiative was circulated.

**63/16 COUNCILLORS**

 Cllr Gill Parsons reported that the gates at the top of Tetbury Hill had become very shabby.

ACTION: Clerk to arrange for handyman to paint / repair.

Cllr Click Mitchell reported on a strong smell of gas on the Tetbury Road, it was felt that this was caused by an old metal gas main that did receive regular attention.

**64/16 DATE OF NEXT MEETING**

 Annual Parish Council Meeting Thursday 19 May 2016 7.30pm Avening Memorial Hall

All are welcome.

The meeting closed at 9.30 pm