**Avening Parish Council Meeting**

**Minutes of the meeting held on Thursday 19 April 2018 7.30 pm**

**PRESENT:** Cllr D Bendall, Cllr D Conway, Cllr C Forster, Cllr S Hirst (County Councillor), Cllr C Howell, Cllr C Mitchell, Cllr R Morgan (District Councillor), Cllr G Parsons, Cllr A Slater, Cllr M Williamson,

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

**44/18 VISITORS:**

 3 visitors attended the meeting.

**45/18 PUBLIC QUESTION TIME**

It was questioned whether there were plans to fence off the children’s play area.

It was agreed that this would considered as part of the proposals for the playing field.

A question was asked about whether there were minutes for the 2017 Avening AGM. The Chair replied that the AGM was not formally minuted as the structure of the event was not that of a meeting.

**46/18 POLICE MONTHLY CRIME AND ANTI SOCIAL BEHAVIOUR REPORT**

There were no crimes reported in Avening during March 2018.

**47/18 APOLOGIES AND REASONS FOR ABSENCE**

Cllr E Worsdell, work

**48/18 CODE OF CONDUCT**

 48.1.18 Declarations of Interest in Items on the Agenda

 None

48.2.18 Updates to Members Register of Interests

 None

**49/18 MATTERS ARISING FROM THE MINUTES OF MEETING HELD ON 15 MARCH 2018**

There were no matters arising.

**50/18 MINUTES AND ACTION LOG**

**MINUTES OF PARISH COUNCIL MEETING HELD ON THURSDAY 15 MARCH 2018 AND ACTION LOG**

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

**51/18 DISTRICT COUNCILLORS REPORT**

Cllr Bendall asked if the proposed new car park in Cirencester was going ahead. Cllr Morgan replied that it was but probably not in the near future.

Cllr Conway expressed his thanks to the Planning Department for a very informative meeting regarding planning regulations that he had attended but had not yet received the minutes or synopsis of the meeting.

Cllr Morgan agreed to ask that these be circulated and welcomed the positive feedback.

***ACTION Cllr Morgan***

**COUNTY COUNCILLORS REPORT**

Cllr Hirst reported that works were underway to try to repair the many potholes in the area following the bad weather.

In reply to a question about possible funding being available to assist with improvements and repairs to the village hall, Cllr Hirst replied that both the county and district councils had funds available and could potentially make a contribution, and would forward the contacts. Cllr Mitchell agreed to contact both councils. ***ACTION: Cllr Mitchell***

**52/18 COMMUNITY ISSUES AND PROJECTS**

**52/18.1 Project Managers Report / Memorial Hall**

John Collinson presented the circulated report.

John asked if Councillors wished to go ahead with the purchase of the meeting room table. Cllr Mitchell felt that a less expensive table should be purchased and suggested that a second-hand option should be considered. It was agreed that Councillors would investigate cheaper alternatives for a 3m x 1.5m table that could be folded or taken apart to enable it to be taken up the stairs and manoeuvred into the Reading Room.

***ACTION: Cllrs to seek suitable options.***

**Water Pumps**

John Collinson reported that spare parts for the pumps were being ordered, and confirmed that it was not possible for the pumps to produce water as they were no longer connected.

**52/18.2 Playing Field**

John Collinson reported on the possible need to commission specialist reports but felt that it was not appropriate to commission these until an amended plan had been agreed. He did however feel that the need for a transport assessment would be likely, as well as a more accurate specification on the levelling works.

John also confirmed that the proposals did not involve the removal of any trees.

Cllr Slater reported that a sub-group meeting had been held to discuss the way forward in light of the comments and feedback received regarding the original proposals.

It was proposed to consult on a much smaller project consisting of 2-3 main elements;

1. Levelling the field.
2. Laying a track for bikes and scooters
3. Installing a multi games area, with marked pitches for netball etc.

In reply to a question about the school’s view on the proposals, Cllr Slater replied that the school was supportive of a flatter pitch but felt they would not use it for team sports as currently all fixtures are played away at venues that had suitable facilities.

Cllr Mitchell felt that it should be made clear at the Village AGM why the Council had proposed the initial improvements to the field, but had felt unable to proceed with these due to the numerous objections.

Cllr Conway questioned whether Councillors had been approached by residents. Cllr Slater replied that he not received any comments or questions prior to the planning application being submitted but several afterwards. Other councillors had since had discussions with residents.

The proposal to proceed with the smaller project was agreed with further consultation taking place with initial suggestions and comments being sought at the Village AGM on Sunday 13 May 2018.

**52/18.3**

Avening Playing Field Association

It was reported that the Chair and Treasurer of the Association had resigned so it was recommended that responsibility for the general maintenance of the playing field should be taken on by the Parish Council who would consider the best way forward for the future management in conjunction with any new improvements.

Cllr Mitchell proposed, and Cllr Bendall seconded to accept these resignations and for the Parish Council to take on responsibility for the general maintenance of the playing field.

Cllr Slater reported that a concern had been raised by a resident regarding a covenant stating that part of the land at the playing field site was allocated for the provision of a school. It was thought that the requirement for a school on the site would be very unlikely, but the clause was noted and would be taken into account during discussions regarding any future development proposals.

**52/18.4 Play Area Fencing**

Discussion took place regarding the various options for type of fencing that could be used to fence off the Children’s play area.

Cllr Mitchell agreed to consult ROPSA to establish any required specifications.

***ACTION: Cllr Mitchell***

It was noted that a number of improvements due to be implemented as part of the upgrade plans would now be delayed, but it was agreed that access into the playing field from Sunground would be improved as part of the maintenance of the field.

**52/18.5 Village AGM / Show Sunday 13 May 2018**

It was confirmed that arrangements were on track, that tables and attractions could be set up from Midday and the AGM / Show would run from 2.00pm – 4.30 pm.

Cllr Howell reported that posters about he Bake-Off would be put up in the pubs, church and school newsletter. It was greed that there would be 5 prizes of £5 Vouchers. 2 children and 3 adults.

 **52/18.6 Pride of Avening Awards**

 There were 6 nominations for Villager of the Year.

 Councillors voted for 1 youth award and 1 adult award.

**Community Issues**

 **52/18.7 Traffic and Highways**

The Highways Log was noted but although new issues had been logged, Highways had not given any updates on the outstanding issues.

***ACTION: Clerk to request updates.***

**52/18.8 GDPR**

The Clerk reported that new regulations were being introduced and that a Data Protection Officer should be appointed within the Parish Council. She would be attending the Society of Local Council Clerks Branch meeting on Thursday 17 May 2018 where a presentation was being given about the new regulations so could hopefully provide more information at the next Parish Council meeting. This could also be shared with other groups in the village, as they could be impacted if they use email lists or any personal details.

**53/18 FINANCE**

 **53/18.1 Finance Report up to 31 March 2018**

The Clerk circulated the finance report which showed the end of year budget figures. She explained that these figures would be used to complete the Annual Accounting Statement. The Cash book and finance report would be the subject of an internal audit within the next few weeks and then forwarded to the external auditor by Monday 11 June 2018.

The Clerk also confirmed that the error referred to at the Parish Council meeting on 21 December 2017 was an internal error on the budget forecast sheet, but had not affected the cash book, previous Annual Returns, public funds, or the Parish Council bank accounts.

The end of year accounts were approved.

**53/18.2 Approve Bills for Payment**

Schedule was circulated, and payments were approved.

**54/18 PLANNING AND TREE WORKS**

 **54/18.1 New Applications**

None

**54/18.2 Applications Responded to Since Last Meeting**

None

**54/18.3 Decision Notices**

Ref. 18/00327/FUL Full Application for Construction of a 40m x 25m sand school, and demolition of existing kennels building and part of a modern existing barn. at Longmans Barn Farm Avening Tetbury Gloucestershire GL8 8NH - Application Permitted

**54/18.4 Planning Correspondence**

 None

**54/18.5 Tree Works**

None

**54/18.6 Any other New Applications since publication of this agenda**

 None

**55/18 CORRESPONDENCE**

**55/18.1 GAPTC AGM Saturday 21 July 2018**

The Clerk asked Councillors to let her know if they wished to submit a resolution for debate at the AGM.

**55/18.2 Request to Plant a Tree**

The Clerk reported that she had received a request asking if it would be possible to plant a tree in memory of a resident of Avening and whether the wooded area at the playing field would be a suitable location.

Cllrs agreed in principle to the request but asked for details of the variety and size of tree. Cllr Mitchell suggested that the memorial garden in the church grounds may be a more suitable site and agreed to investigate the procedure for allowing this.

***ACTION: Cllr Mitchell***

**55/18.3 Speeding Traffic in Lanes**

The Clerk reported that she had received a request from a resident asking if a lower speed limit could be applied to the narrow lanes around the village as she had witnessed speeding and dangerous drivers.

Councillors felt that this would be very difficult to enforce, but suggested that registration numbers of speeding drivers could be reported to the Police on 101.

**56/18 COUNCILLORS**

Cllr Slater suggested that a Litter Pick should be initiated. It was proposed that this be included at the AGM with the suggestion that specific areas be designated to volunteers. Pickers and other equipment would be made available.

**57/18 DATE OF NEXT MEETING**

The next meeting will be held on Thursday 17 May 2018 7.30pm in the Memorial Hall. All are welcome.

The meeting closed at 9.10 pm