

MINUTES OF MEETING OF AVENING PARISH COUNCIL HELD ON THURSDAY 20th MAY 2010 AT 7.30 PM

The following Councillors were in attendance. Cllr J Parsons (outgoing Chairman), Cllr T Beardsell, Cllr Mrs E Oliver, Cllr A Slater (Vice Chairman), Cllr Mrs G Parsons, Cllr J Catterall

Also in attendance: Mrs D Cook (Clerk)

01/10 ELECTION OF CHAIRMAN

Cllr J Parsons advised that he would be retiring and not re-standing as Chairman. The Council thanked him for his service as Chairman over the last few years. Cllr M Williamson was nominated for Chairman by Cllr T Slater and seconded by Cllr J Catterall and was unanimously elected.

Cllr Mrs G Parsons arrived at 7.40pm

02/10 ELECTION OF VICE CHAIRMAN

Cllr T Slater was proposed as Vice Chairman by Cllr J Catterall and seconded by Cllr T Beardsell and was unanimously elected. Cllr T Slater chaired the meeting.

03/10 DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN

Cllr M Williamson was not present at the meeting and it was **RESOLVED** that he would sign the declaration of acceptance of office either before, or at the next Parish Council meeting on the 17th June 2010. Or in the event of non-attendance on the 17th June, as soon as possible thereafter.

04/10 PUBLIC QUESTION TIME

No members of the Public were present.

05/10 APOLOGIES AND REASONS FOR ABSENCE

Cllr Mrs C Mitchell (business), Cllr M Williamson (personal)

06/10 ACCEPTANCE AND SIGNING OF MINUTES OF ANNUAL MEETING OF THE PARISH COUNCIL HELD IN MAY 2009 AND THE MINUTES FROM THE MEETING HELD ON THURSDAY, 15TH APRIL 2010.

It was **RESOLVED** to accept and sign the minutes of the meeting held on Thursday 15th April 2010 and the Annual Meeting of Thursday, 21st May 2009.

Cllr Mrs E Oliver arrived at 7.45pm

07/10 DECLARATIONS OF INTEREST

Cllr Jim Parsons declared an interest in all planning matters because of his position as District Councillor sitting on the Planning Regulatory Committee at CDC. He did not vote.

Cllr Jim Parsons declared a prejudicial interest in agenda item 17.14.3.

Cllr Mrs E Oliver declared a personal interest in the planning applications at both 1 Old Hill and the parcel of land at Powis Lane/Old Hill.

Signed.....Chairman/Chairman of the Meeting/Presiding Officer

Date: 17th June 2010

08/10 MATTERS ARISING FROM THE MINUTES

The response from Wales and West Utilities re the gas leak on the B4014 Chavenage crossroads area was noted. It was noted that repairs were scheduled to take place in the next financial year.

The waste consultation from CDC re proposed changes in collection days was noted.

The licensing application from the Bell Inn had only just been received from CDC. The contents were noted.

Cllr Mrs E Oliver reported that the spring clean on the 15th May had been a success. About 15 people had attended and helped out including a group from the youth club. Council wished to thank the volunteers and would also put a note in the Villager.

It was noted the work had been completed on Ash Path, but that the signs saying "footpath only" had not been replaced yet. The Clerk would contact the rights of way team.

09/10 MATTERS ARISING FROM THE ANNUAL PARISH MEETING HELD ON MONDAY, 10TH MAY 2010

The draft minutes from the Annual Parish Meeting were noted. The Council noted that the response to Highways questions was disappointing. It was agreed that Cllr T Slater would contact County Highways and arrange for the usual annual meeting with Gill Portlock. Cllr T Beardsell would walk the problem areas with Gill Portlock.

10/10 CO-OPTION OF A NEW COUNCILLOR

No-one had applied for or enquired about the position. The Council would continue advertising.

11/10 TO CONFIRM MEMBERSHIP OF THE PLANNING AND FINANCE COMMITTEES FOR 2010/11

The Planning Committee was confirmed as all Councillors except Cllr J Parsons and the Finance Committee was confirmed as Cllr Mrs G Parsons, Cllr T Slater, Cllr J Catterall, Cllr J Parsons and Cllr M Williamson.

12/10 CONFIRMATION OF APPOINTMENT OF PARISH COUNCIL REPRESENTATIVE TO THE MEMORIAL HALL MANAGEMENT COMMITTEE FOR 2010/11

Cllr Mrs E Oliver was nominated to continue as Parish Council Representative on the Memorial Hall Committee for 2010/11 by Cllr T Slater and seconded by Cllr J Catterall and was unanimously appointed.

13/10 TO FIX THE DATES AND TIMES OF ORDINARY MEETINGS OF THE COUNCIL FOR THE ENSUING YEAR

It was **RESOLVED** to continue ordinary council meetings on the third Thursday of the month, except August, all commencing at 7.30pm unless otherwise agreed.

14/10 PCSO REPORT & CRIME AND ANTISOCIAL BEHAVIOUR

No PCSO's had been able to attend the meeting. The monthly crime report was noted. The Council expressed their dismay at the vandalism and distress caused to the animals at Sunground.

It was considered prudent, even though there were no members of the public present, that in view of the business to be discussed, the meeting should be placed in closed session for agenda point 15.

It was therefore unanimously RESOLVED that the meeting move into closed session under the terms of The Public (Admissions to Meetings) Act 1960 as the business to be discussed included sensitive information, legal advice and contracts which could be prejudiced by being in the public domain at this time, in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

15/10 VILLAGE HALL

It was **RESOLVED** to approve the Solicitors fees of approximately £1,200 plus VAT and disbursements and to confirm that the Parish Council's Solicitors should draft the Lease.

16/10 PLANNING

16.1/10 New Planning Applications

10/01447/FUL	Strada View, High Street, Avening, GL8 8NF Proposal: Erection of single storey side extensions and the installation rooflights Council had no objection to the application.
10/01590/FUL	Pike House, 55 High Street, Avening, GL8 8NF Proposal: Erection of a first floor side extension, installation of a dormer window and erection of 1.2m high boundary wall and railings. Councillors queried where the wall and railings were to be placed as it was not clear from the information submitted to CDC. It was also noted that there was two way traffic on Church Street which was a narrow road. The garage had never been used as a garage before and entering and exiting the garage may cause danger to road users, schoolchildren and people using the church. CDC would be asked to query this with Highways. Councillors asked for a response to these issues before they could submit a response to CDC.
10/01749/FUL	1 Old Hill, Avening, GL8 8NR Proposal: Construction of external stairs, and insertion of two rooflights and window on east elevation of detached garage Cllr Mrs E Oliver declared a personal interest. Council had no objection to the application.
09/04065/FUL APP/F1610/A/ 10/2126558/WF	Land Parcel Corner Of Powis Lane And Old Hill, Avening, Gloucestershire Proposal: Erection of detached two storey cottage. Cllr Mrs E Oliver declared a personal interest The Council originally objected to the application on the following grounds: 1. The site lies within the Avening Conservation Area. The proposal involves the erection of a detached cottage which will have a harmful effect on the character and appearance of the

	<p>conservation area by reason of the loss of this prominent area of undeveloped open space at the junction of Old Hill/Powis Lane. The proposal is contrary to PPG15, policies 15 and 42 of the local plan 2006 and NHE6 of the Gloucestershire Structure Plan.</p> <ol style="list-style-type: none"> 2. The site is located outside any Development Boundary identified in the Local Plan. On such sites, new dwellings that would result in open market housing are not supported. The proposal is contrary to the strategy in policy 19 of the Local Plan. 3. The relationship of the proposed dwelling to the existing dwelling at 1 Powis Lane would cause harm to the amenities of the occupants of both dwellings, contrary to guidance in PPS1, Local Plan policy 46, due to their close proximity. 4. Whilst Council note that parking would be provided on the proposed site for the occupants of the dwelling, this would displace the current cars parked there and increase the on street parking and therefore cause more road safety issues in an area where cars have been damaged and many children walk that way to school. 5. The yew trees and hedge contribute to the appearance of the conservation area, any change will have a harmful effect on the character and appearance of the conservation area. <p>These objections still stood and the same objection would be sent to the Planning Inspectorate.</p>
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16.2/10 Decisions Received

Council noted the decisions below:

10/00996/FUL	<p>Cross Inn, Star Lane, Avening, GL8 8NT</p> <p>Proposal: Conversion of domestic garage into a small convenience store (A1)</p> <p>Date decided: 16 April 2010</p> <p>Decision: Application Permit</p>
10/00325/FUL	<p>Boat House , Gatcombe Water, Avening</p> <p>Proposal: Change of use of existing boathouse to a single dwelling, including extension and sheltered parking area and workshop</p> <p>Date decided: 19 April 2010</p> <p>Decision: Application Permit</p>
10/00997/FUL	<p>Jasmine Cottage, 14 Woodstock Lane, Avening, GL8 8NG</p> <p>Proposal: Erection of replacement garage</p> <p>Date decided: 23 April 2010</p>

	Decision: Application Permit
10/01304/FUL	79 The Sunground, Avening, GL8 8NW Proposal: Conversion of the existing house into two flats and erection of a two storey side extension Date decided: 13 May 2010 Decision: Application Permit

16.3/10 Tree Works Notices

10/01771/TPO	38 Sandford Leaze, Avening, GL8 8PB Proposal: TPO 2 A. 1 Silver Birch at the front Reduce the height and spread to near the previous reduction points to leave a well-balanced and shaped crown. Lightly thin the crown and remove deadwood. Lightly crown raise to clear from the pavement and adjacent trees/shrubs. Councillors had no objections to the application.
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Cllr J Catterall left the meeting at 8.30pm

17/10 FINANCE

17.1/10 Budget Status and Balance at Bank

The current balance at bank was £18,618.83 with £19,132.98 now in the deposit account with projected expenditure and year end balance as set out on the monthly budget sheet. Since the figures were completed, money had been transferred to the deposit account from the bank account to earn interest.

17.2/10 Bills for Payment

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

▪ Clerk's Salary less Income Tax/NI plus Expenses	£595.99
▪ CAB donation	£50
▪ Cotswold CVS donation	£200
▪ GAPTC – chairman training day	£80
▪ Broker Network Ltd (insurance)	£342.01
▪ Volunteer of the Year Award	£25
▪ HGM Ltd	£615

17.3/10 To advise of receipt of first instalment of precept in the sum of £17,625

The Clerk advised that the first instalment of the precept in the sum of £17,625 had been received.

17.4/10 To approve the accounts for the year 2009/10

It was **RESOLVED** to approve the accounts for the year 2009/10 and the annual governance statement and the Vice Chairman signed the same.

17.5/10 Chairman's Financial Review Form 2009/10

This matter was deferred.

17.6/10 Financial Risk Assessment for 2010/11

The Council were entering year 2 of a fixed term insurance policy. The assets held had been double checked against the policy schedule. The list of internal controls sheet re finance was checked over and confirmed that no amendments were necessary.

Signed.....Chairman/Chairman of the Meeting/Presiding Officer

Date: 17th June 2010

17.7/10 To review asset register for 2010/11

The asset register had been updated as the insurance schedule was checked. A file of assets, with their locations and suppliers had been made up.

17.8/10 To review arrangements for holding secure and access to title deeds, leases, contracts and other legal documents

The Deeds were currently with the Solicitor, but the empty deeds box was still with Lloyds Bank in case Council wished to return the deeds there after the legal work had been completed. The box had been left at Lloyds as there had been a large amount of paperwork to set up the deeds storage in the first place.

17.9/10 To review council's and employee's membership of other bodies

The Council were members of GAPTC, SLCC, CPRE, GRCC and the Conservation Trust. It was **RESOLVED** to remain members of all the bodies for the forthcoming financial year.

17.10/10 To discuss opening of bank account for reserves/money held

Lloyds Bank had provided information on some fixed term accounts with a better rate of interest than on the current deposit account. It was **RESOLVED** to set up a fixed term account for a maximum of 6 months and transfer £10,000 to the account as long as the Clerk felt that the work involved in setting up the account was reasonable in comparison to the interest to be received.

17.11/10 To discuss and decide preferred option for repair/removal of wall at Playing Fields following vandalism.

This matter was deferred.

17.12/10 First Registration of areas of Parish Council owned land and to consider revised legal costs

This matter was deferred.

17.13/10 Adoption of Telephone Boxes

The Clerk had been advised that our contracts had been received by BT. A signed copy was being returned and BT were putting in hand the removal of the phone equipment from the boxes. They would advise us of the date of transfer when the phone equipment removal had taken place.

17.14/10 Grant Applications

17.14.1/10 Grant application from Avening Playing Fields Association for repair of wall at Playing Fields

The matter was discussed and deferred. The Clerk would ask APFA to check their insurance policy to see if the repairs to the wall following vandalism could be claimed on the policy.

17.14.2/10 To approve the release of grant money for cycle track project to Avening Playing Fields Association in the sum of up to £1,000

This matter was deferred.

17.14.3/10 To consider details of application from PCC towards costs of grasscutting at the Churchyard.

Cllr J Parsons declared a prejudicial interest and did not vote.

The PCC had spoken with their groundsman who felt that he could take on the extra work at a cost of approximately £500. The PCC varied their grant application (previously Council had offered £720) to ask for a grant for £500 to cover the costs. It was

RESOLVED to offer the sum of £250 towards the additional grasscutting at the Churchyard for the financial year 2010/11. The sum of £250 was one half of the total costs, in line with the Parish Council's previous offer of grant.

Cllr Mrs G Parsons left the meeting at 9.25pm.

18/10 PARISH PLAN/COMMUNITY PROJECTS

18.1/10 Provision of Post Office in the Village

Council understood that matters were ongoing and a post office was expected to open in some format shortly.

18.2/10 Traffic and Highways:

With the opening of the new shop at The Cross Inn, the arrangements for children crossing the road to get to the shop were mentioned. Cllr T Slater would invite County Highways to come and take a look at the junction on their next visit to the village. It was also noted that there was an issue with the Sandford Leaze junction because of the cars parked around the junction.

18.2.1/10 Dog fouling problems on Old Hill and surrounding area

The Council noted the quote of £75.97 for 400 copies and £85.77 for 500 copies of a dog fouling leaflet similar to Tetbury's leaflet. Council **RESOLVED** to use CDC for the printing if the leaflet went ahead. The current dog fouling situation had improved and Council would decide later in the year whether to issue the leaflet or not.

18.2.2/10 Update on possible bus service to Nailsworth

The Tetbury Dial-a-Ride service was offering a bus to Nailsworth on a Thursday morning. This was being advertised regularly by the Council. The GCC transport officer was having trouble with timetabling a delay in the bus leaving Minchinhampton to go to Nailsworth as it was affecting other services.

18.3/10 Avening working in partnership

A working party meeting had been arranged for Tuesday 25th May.

18.4/10 Memorial Hall Memorabilia

This matter was deferred.

18.5/10 Contacting the Community & Emergency Planning – working with others

The Council had planned a meeting with members of both Cherington and Tetbury Upton PCs on the 27th April. This had had to be cancelled because of numbers. The new date was Tuesday, 29th June. The Clerk would sort out the details of venue etc.

19/10 POLICIES AND PROCEDURES

19.1/10 To Adopt New Standing Orders with the amendments as set out in red – to propose, second and adjourn (special resolution)

New standing orders had previously been adopted in March 2010 (minute number 119.1/09). A special resolution had been signed by three Councillors to discuss the matter again following SLCC advice.

SLCC advice suggested the new standing orders should be adopted so as to comply with requirements in both the new and old standing orders. Accordingly, the proposal to adjourn the adoption of new standing orders with amendments set out in red, was

proposed by Cllr T Slater, seconded by Cllr Mrs E Oliver and **RESOLVED** unanimously to be adjourned until the meeting of 17th June.

20/10CORRESPONDENCE FOR ACTION

- Cotswold District Council consultation on changes to refuse and recycling dates – this matter was noted.
- GAPTC call for resolutions for the AGM – this matter was noted.

**The Next Meeting of Avening Parish Council will be held on
Thursday 17th June, 2010 at 7.30 pm
At Avening Memorial Hall**

There being no further business the meeting was closed at 9.45pm

CONFIDENTIAL MINUTES

15/10 VILLAGE HALL

The Solicitors had been in touch and it appeared there had been some breakdown in communication somewhere between solicitors, surveyors, the Parish Council and the management committee. GCC were insistent that the Council's Solicitors would be drafting the Lease and that they would pay £2750 plus VAT towards the Council's Solicitors and Surveyors fees. The Council had not been made aware of this. However, Wilmot's had advised their fees would be approximately £1200 plus VAT and some small disbursements. With this and Jon Thompson's likely fee this should all be covered by the amount of £2750 plus VAT to be paid by GCC. It was **RESOLVED** to approve the Solicitors fees of approximately £1,200 plus VAT and disbursements and to confirm that Wilmot's should draft the Lease (having been provided with a standard form precedent from GCC for their usual type Lease agreement).

GCC were aware of our meeting dates from now until September and both parties have expressed a desire to push the matter through as quickly as possible.

There were some outstanding questions re rent owed by GCC to the management committee and also which repairs were still outstanding as per the list drawn up in the latest heads of terms of lease. These questions had been answered by the management committee.

The solicitors would be instructed accordingly.