

MINUTES

Horsley Parish Council Meeting Minutes

20 June 2023 | 19:30 | Marianne Simpson

23/105 To note attendance

Cllrs Kate Kay (Chair), Alistair Thomson, Bryn Howells, David Walls, Chris Blackwell, Seb Howells and Marianne Simpson (Clerk).

Also present: Paul Archer from HCAN.

Apologies: Cllrs Christina McDonagh, James Bowers, Matt Peters, District Cllrs Norman Kay, Natalie Bennett and County Cllr Steve Robinson

23/106 Declarations of interest or requests for dispensations

None.

23/107 Chair's announcements

None.

23/108 Approval of Minutes

The minutes, previously circulated, of the last meeting held on 23rd May 2023 were confirmed as a true record and will be signed by Cllr Kate Kay.

23/109 Consider changes to the order of business

None.

Meeting adjourned for members of the public to address the Council

Paul Archer from Horsley Climate Action Network (HCAN) was at the meeting to give a presentation on climate change commitments, item 23/112.

23/110 Reports from the County and District Councillors

None.

23/111 Clerk's report and Correspondence

The Clerk's report and all correspondence had been circulated prior to the meeting and confirmed. The school had asked if it could hold its sports day on the field next Friday and mark white lines on the grass for track races. This was agreed.

23/112 Consider climate change commitments and presentation by Paul Archer (HCAN)

Paul Archer of Horsley Climate Action Network (HCAN) gave a brief presentation on Horsley Parish Council Climate and Biodiversity Crises Commitments and a summary of Commitments and Guidelines for Decision Making. The Neighbourhood Development Plan and Design Policies were reviewed, and 8 themes were identified. Focused on biodiversity and climate.

Cllr Walls noted the parish council often must consider costs, payback, timescales etc when making decisions. Cllr Howells suggested decisions, regarding planning, should refer to policies, and could the associated policies be included in the guidelines? Cllr Kay agreed to evaluate what has been done by the parish council, over the last couple of years, against the guidelines.

Paul Archer agreed to incorporate the comments raised. Hgave an update on HCAN activity. The Hope talks have finished, but there is a climate café at 7:30pm in Village Hall on 6th July and the HCAN newsletter is out soon. The

cycling and walking project include replacing some stiles with kissing gates and repairing walkways/steps in some fields. Cllr Kay reported the next initiative will be to press for 20mph in Horsley and 30mph down to Nailsworth. The Executive member responsible for GCC highways has been invited to come to the village as the local highways manager is unable to support it.

23/113 Update on the Village Hub project

Cllr Walls gave an update on the play area access path. Work to move the path to the other side of the track has started. Staged payments have been agreed with the contractor. The cycle rack, which is in the scope, is being held back, as they are large so needs further assessment. The track will be complete in 4 or 5 weeks.

23/114 Update on the play area

Clerk is obtaining quotes for the refurbishment of the play area. The focus is on repairing the areas of ground erosion, replacement springer rockers, replacement snake rope swing or repair, zipwire servicing, log steps replacement or complete removal and replace with a rope walk with handles which is off the ground and will last longer. The sunshade will be taken down at the end of the summer, as the supporting wooden pole is showing signs of rot.

Council agreed to replace both spring rockers, up to a maximum £6000, ready for the summer holidays. Remove the log steps. Delay the ground repairs until September. Liaise with a resident volunteer who has experience of play areas, regarding the snake rope swing repair/replacement, zipwire servicing, and the ground erosion surfacing. Cllr Walls to ask the contractor to quote for continuing the pavilion track gravel surface into the entrance area of the play area.

23/115 Update on highways and footpaths

The VAS data update was deferred to the next meeting.

A meeting of the speedwatch group to be scheduled and training evening with the use of speed guns with the PCSO.

23/116 Consider the Horsley Football Club agreement and licence review 2023

The Parish council needs to consider and agree football rent 2022-23 and 2023-24. Actions: Invoice the football club £420 for 2022-23. Cllr Kay to draft the licence for 2023-24, to include rent of £420, plus the cost of gas, cleaning and to take responsibility for parking on match days.

23/117 Update on Gigaclear and the Village Hub connection

Cllr S Howells gave an update on the Gigaclear . The Hay Lane issue is now resolved and the connection should go live very soon. Barton end has progressed. Washpool no date. The A46 done. Rockness done. Confirmation that Sugley will be done this summer. By the end of the year everyone in Horsley should have the option of a Gigaclear connection. Cllr S Howells to sign the agreement with Gigaclear to install the free community connection in the Village Hall. This will be a full speed business grade connection. A launch event will be held during the summer. There will then need to be up to 4 community events per year.

23/118 Report on planning decisions and planning applications

Planning applications

No planning applications.

Planning decisions

S.23/0827/VAR – 1 Well Cottages, Wallow Green. Variation of condition 2 (approved plans) from application S.22/1116/HHOLD - Erection of two storey and single storey rear extensions and alterations to dwelling, and fenestration. Outbuilding to be used as ancillary to main dwelling. Permitted.

23/119 Website update

The new website is being populated with documents and will then go live. Cllr Kay asked councillors to provide 100 words about themselves for inclusion on the website.

23/120 Authorise payments of the parish council and receive financial matters

120.1 Payments for authorisation were approved:

date	payee	description	VAT	total
05/05/2023	Gloucestershire County Council	Proposed TRO yellow lines – scheme completion is dependent on a consultation.	0	£2500.00
14/06/2023	HM Prison & Probation Service	Leyhill Supervised Work Party 6th April	£40.00	£240.00

Clerk reported that GCC Highways will not allow the £2300 underspend of the S106 highways money they are holding, to be used for the yellow lines scheme. They are insisting the S106 money was for the VAS only. They have been asked for clarity on what happens to unspent S106 money, no reply yet. Cllr K Kay proposed the council ask that GCC use the money to refresh the signage on the road and have the paint re-done. Cllr Blackwell proposed the unspent money be applied to the maintenance of the VAS, such as costs to cut back the hedges and keep the VAS clean.

Clerk reported 3 late invoices had been received:

Golden Stones – Burial ground maintenance April/May	£1230.00
Walker Fire Ltd – Pavilion fire checks	£374.57
Iain A Selkirk – Internal audit for year ended 31 March 2023	£145.00

As these payments had been previously approved, Council agreed to pay these and add them to list of payments made between meetings, on the next agenda.

120.2 Payments made between meetings were ratified:

date	payee	description	total	VAT	pay
12/06/2023	L McLaughlin	Pavilion cleaning (May)	£171.63	0	FPO
08/06/2023	NEST	Clerk pension (May)	£40.75	0	DD
12/06/2023	British Gas	Pavilion Gas Pavilion gas	£52.75		DD
13/06/2023	British Gas	Pavilion Gas Pavilion electricity	£717.63		DD
09/06/2023	Microsoft	Annual Microsoft licence	£79.99		DD
13/06/2023	Royal Mail	Post audit papers to internal auditor	£7.15		DC
13/06/2023	Amazon	Printer ink	£32.99		DC
07/06/2023	Jubb	Structural survey of garages	£1140.00		FPO
07/06/2023	HMRC	HMRC	£28.00		FPO

Payments received between meetings were noted: Bank interest £218.67

120.3 The monthly financial update and bank reconciliation to 31 May 2023 was received.

120.4 Council noted the Pavilion Electricity and Gas costs are due for renewal on 25th September. British Gas are the current providers and provide updated rates 30 days before the due date. Deferred to the August meeting. Council agreed the Clerk use an energy broker, for a small fee, to obtain the best price.

120.5 Council received the Year End 2022-23 Receipts and Payments statement and Bank Reconciliation.

120.6 Council agreed the General Reserves Policy at 1.25 times precept is adequate.

120.7 Council agreed the Earmarked Reserves 2023-24.

120.8 The Clerk reported that the internal audit had been carried out by a competent independent auditor. Council received the findings of the internal auditors report. The internal auditor examined the Council's records in the areas delineated in the schedule and made enquires as deemed appropriate. In their opinion the systems of internal controls are adequate for the purpose intended and there are no matters to be brought to your attention.

120.9 Council received the Annual Internal Audit Report 2022-23 which had been signed by the internal auditor.

120.10 Council approved the Annual Governance Statement 2022-23, with explanation to why Council has answered 'no' to Section 1, Box 4. The Chair signed the statement and then the Clerk signed.

120.11 Council received the Accounting Statements 2022-23. The Clerk certified that for the year ended 31 March 2023 the Accounting Statements have been prepared on a Receipts and Payments basis following the guidance in

Governance and Accountability for Smaller Authorities. The Clerk/RFO signed the Accounting Statements. They were approved by Council and the Chair signed them.

23/121 Councillor items for future discussion

None.

23/122 Date of Next Meeting

The next meeting will be on Tuesday 22nd August 2023 in the Village Hall.

Meeting closed at 21:15

Chair's signature..... Date