

# MINUTES

## Parish Council Meeting Minutes

24 September 2024 | 19:30 | Marianne Simpson

### 24/092 Attendance and Apologies

In attendance Cllrs Kate Kay (Chair), Seb Howells, Alistair Thomson, Matt Peters, James Bowers, Christina McDonagh, Miranda Waller. Also Present: Clerk Marianne Simpson.

No members of the public.

Apologies: Cllrs Chris Blackwell, County Cllr Steve Robinson, District Cllr Maggie Dutton

### 24/093 Declarations of interest or requests for dispensations

None.

### 24/094 Approval of Minutes

The minutes, previously circulated, of the last meeting held on 23 July 2024 were confirmed as a true record and Council resolved to accept the minutes.

### 24/095 Chair's announcements

None.

### 24/096 Consider changes to the order of business

None.

### Meeting adjourned for members of the public to address the Council

There were no members of the public.

### 24/097 Receive reports from District and County Councillors

County Cllr Robinson had circulated a GCC report in his absence.

District Cllr Kay reported that SDC was just getting back to hold meetings in September. The new Labour government has circulated its draft planning consultation. The National Planning Policy Framework new draft. They have increased the targets for housebuilding. Expensive areas must build more houses. Therefore, SDC must find space for an additional 3,000 houses. There are concerns around the motorway / road capacity in the draft SDC Local Plan. SDC are developing a corporate plan for approval in January/February. They have approved an Arts and Cultural strategy.

### 24/098 Clerk's report and Correspondence

The Clerk's report (for information only) and all correspondence had been circulated prior to the meeting and confirmed. There were several items raised by the Clerk to be considered and addressed.

1. Model Financial Regulations NALC 2024 version. The new version emphasises electronic governance in sections 11 (digital record-keeping), 13 (audit of digital practices), and 14 (data protection and cybersecurity) and reduces the need for 3 quotes if a company is a specialist supplier.
2. The Clerk asked that the Declaration of Pecuniary Interest Form, be completed as these need to be held by SDC.
3. The Ash Dieback Replanting scheme is being run from November to March. It was agreed that the parish council submit a request for 1000 whips / trees to be donated to the parish council, to plant within the community.

Planning applications

- S.24/1408/HHOLD Installation of natural living swimming pool with associated air source heat pump, hard and soft landscaping, decking and hot tub. Blackberry Hill House, Rockness Hill. No Comment.
- S.24/1521/FUL Erection of a tractor shed to replace existing stores. Horsley Court Narrowcut Lane. No comment
- S.24/1564/LBC Removal of existing modern post and timber beam within the kitchen and replace with new beam and steel lintel. Horsley Court Narrowcut Lane Horsley. No comment

Planning decisions

- S.24/0961/LBC Repairs to stair in basement and 1st floor with strengthening steelwork and new oak beam. The Gables Tiltups End Horsley. Consent
- S.24/0877/HHOLD Erection of a single storey front extension. 4 Stevens Way Horsley. Permission

Cllr Kay reported on Farwood Farm (field at the top of Nupend). An extension has been built onto the big barn and there has been camping on the field. The extension was on the original plans. The camping application was refused due to its proximity to the Cotswold Beechwoods Special Area of Conservation and the Commons. They must provide some mitigation. They do not have permission for camping, but they are advertising it. It has been taken up by enforcement.

To consider The Priory and lack of progress on the 5 houses which are empty. The houses were consented on Appeal. The planning inspector imposed a condition that 1 house must be an affordable home and none of the 4 houses could be occupied without the 5<sup>th</sup> house being handed over. They need to find a Housing Association to take it over.

24/100 Authorise payments of the parish council and receive financial matters

100.1 Payments made between meetings were ratified:

date	payee	description	total	VAT	pay
25/07/24	British Gas	Pavilion electricity	£565.46		DD
06/08/24	Nest	Pension	£52.97		DD
08/08/24	Water Plus	Pavilion water	£204.11	-	DD
14/08/24	Goldenstones	Grounds maintenance	£2805.00		
14/08/24	HM Prison & Probation Service	Leyhill Supervised Work Party July	£600.00	100.00	
14/08/24	HMRC	HMRC TAX	£14.22		
14/08/24	Hugo Oliver	Pavilion clean July 4-29 Aug 1-5	£200.00		
14/08/24	J A Price	Gravedigger fee	£695.00		
14/08/24	SLCC	SLCC Annual membership	£80.92		
23/08/24	British Gas	Pavilion gas	£551.05		DD
08/09/24	Water Plus	Pavilion water	£70.51	-	DD
11/09/24	British Gas	Pavilion gas	£8.84		DD
11/09/24	Nest	Pension	£23.50		DD

100.2 Payments received between meetings:

date	from	description	total
23/08/24	GCC	Build Back Better Fund	£1000.00
21/08/24	Plot C	Ashes interment fees	£920.00
20/08/24	Fred Stevens	Burial fees	£1900.00
20/09/24	Fred Stevens	Burial fees	£920.00
24/09/24	Bus Bank Inst	Interest July-Sept	£234.32

Remittance advice – SDC Precept Half £20,350.00 to be paid on 26/09/2024.

### 100.3 Payments for authorisation:

date	payee	description	VAT	total
10/09/24	HM Prison & Probation Service	Leyhill Supervised Work Party 22 Aug.	50.00	300.00
22/09/24	Hugo Oliver	Pavilion cleaning 8 August, 19, 22, 26, 29 of August, 2, 5, 9, 12, 16, 19 September.		£220.00
17/09/24	Hellion Environmental Ltd	Install 1no electric payment meter in Pavilion.	£140.40	£842.40
29/08/24	Aqua-sure	Repair toilet in Pavilion		£130.00
13/09/24	Somerset Web Services Ltd	.gov.uk domain name – 2 years paid by the CDDO Funding scheme.		£0.00
12/09/24	J Price	Gravedigger fee crem plot		£120.00
04/09/24	TW Hawkins	Contract mowing 21/6-22/8	£57.08	£342.48

100.4 Council received the monthly financial update and the bank reconciliation to 24 September 2024. Total balance is £70181.30.

100.5 Quotes for consideration were approved.

Remove Hop Shed to new location	£1435.00 +VAT
Install Bike Shed base by side of shop	£2075.00 +VAT
Bike Shelter	£8750.00+VAT
Plus timber cladding extra	£1055.00

100.6 To consider a new energy contract for the Pavilion – deferred to next meeting.

100.7 The gov.uk domain name costs are paid for by the Cabinet Office for a period of 2 years.

100.8 To consider costs for cloud-based financial management solutions – deferred to next meeting.

### 24/101 Update on highways and footpaths

---

101.1 Update on the Cycling and Walking Project – all money has been approved for the bike shelter. The SDC agreement has been signed. Agree to instruct the contractors.

101.2 Community Speedwatch Group -PCSO Candice Francis will setup a speedwatch group. Cllr Waller to get some speed signs installed.

101.3 Update on the VAS data. Nothing to report.

101.4 Consider traffic calming solutions to reduce speed and noise along B4058. Nothing to report.

### 24/102 Consider maintenance of Parish Council owned land

---

102.1 Update on the Horsley Orchard Project (HOP) and on-going maintenance of the orchard. Councillors met with members of HOP and the PC agreed to fund a piece of work in the orchard to tidy it up - clearance around the edges and the hedge. The PC will fund that as on-going maintenance and the HOP group will advertise for more volunteers.

102.2 Consider a Biodiversity Policy. Cllr Kay suggested the PC incorporate biodiversity into our decision making.

### 24/103 Consider Pavilion maintenance, refurbishment of toilets and update on shop

---

Cllr Peters had obtained quotes for the Pavilion toilets refurbishment to paint wall and new flooring. He had fixed the alarm in the toilet. He noted that no-one knows what the procedure is if the alarm is pulled. He had cleared the gutters to prevent them leaking at the back of the Pavilion and noted that the tree

needs to be cut back. Cllr Blackwell to be asked to cut this back. At the shop committee meeting, it was raised that more volunteers are needed. A new cleaner is needed. A lot of children use the toilet and often leave it in a bad state.

Council agreed to the refurbishment of the toilet and the referee toilet at a cost of £540.

Council agreed to put up a notice on toilet door warning that the toilet is being abused and the PC reserves the right to lock it if it is not kept clean and children under the age of 7 must be accompanied by an adult.

Action: Cllr Peters to proceed with the re-decoration and get a lock fitted on the toilet door and put up a notice. Also, obtain a quote from Initial to clean the toilets.

---

#### 24/104 Update on play area and any general repairs for the year

---

The decaying logs have been replaced and the sail has been removed.

---

#### 24/105 Consider Football Club agreement and review of licence

---

Defer to next meeting.

---

#### 24/106 Update on new website

---

Cllr Howells reported that the horsleyparish.gov.uk domain has been secured. It is not attached to the website. Cllr Howells has soft launched the gov.uk email. To receive messages uses the primary address horsleyparish.co.uk. Cllrs will need to reset their email password and record it, before the plug is pulled on the old domain. Cllr Howells to choose a date for the launch.

---

#### 24/107 Update on Gigaclear

---

Some properties are still not connected and Gigaclear also needs to be installed in the Village Hall.

---

#### 24/108 Consider the 3-in-1 Church Hall report

---

No update.

---

#### 24/109 Consider a Village Consultation

---

Council to set up a small group to start the process in November for a January meeting.

---

#### 24/110 Councillor items for future discussion

---

Cllr Waller reported that the panto had asked for some financial support. Cllr Thomson proposed a grant of £500 to cover the Village Hall rent, Cllr Kay seconded, all in favour.

Cllr Kay reported she will miss Remembrance Sunday; Cllr McDonagh agreed to represent the PC and lay the wreath.

---

#### 24/111 Date of Next Meeting

---

The next meeting will be on Tuesday 22<sup>nd</sup> October 2024 in the Village Hall.

*Meeting closed at 9:30pm*

Chair's signature..... Date .....