

MINUTES

Parish Council Meeting Minutes

22 October 2024 | 19:30 | Marianne Simpson

24/112 Attendance and Apologies

In attendance Cllrs Kate Kay (Chair), Alistair Thomson, Chris Blackwell, Christina McDonagh and District Cllr Maggie Dutton. Also Present: Clerk Marianne Simpson and 2 members of the public.

Apologies: Cllrs Seb Howells, Matt Peters, James Bowers, Miranda Waller, County Cllr Steve Robinson

24/113 Declarations of interest or requests for dispensations

None.

24/114 Approval of Minutes

The minutes, previously circulated, of the last meeting held on 24 September 2024 were confirmed as a true record and Council resolved to accept the minutes.

24/115 Chair's announcements

None.

24/116 Consider changes to the order of business

None.

Meeting adjourned for members of the public to address the Council

There were 2 members of the public present.

One member of the public requested the Nupend Orchard was tidied up and asked if this was being approved. He and his wife had been cutting the grass in the orchard on a volunteer basis for several years.

Cllr Blackwell left the room as he declared an interest.

It was reported that a quote for £780.00 for hedge trimming had been obtained. A quote for a general tidy-up of the orchard had also been obtained for £1200.00. In addition, the parishioner asked if the HOP (Horsley Orchard Project) shed could be moved into the side. A quote of £550 had been obtained.

Cllr Thomson replied that he was concerned that the total spend on the orchard would be over £2000, which is about 4% of the precept. Cllr Kay also thought the shed should not be moved as it may collapse.

Cllr Blackwell returned to the meeting.

Cllr Blackwell suggested the orchard could be leased out and the rent used to pay to maintain it. Cllr Kay read out the HOP obligations, which are to maintain the orchard including tree pruning and tidying up other areas. Council agreed to convene a meeting with HOP in February 2025 to assess the demand for the allotments.

Simon Allen, representing Horsley Climate Action Group (HCAN) asked about the progress of the bike shelter. He was advised it would be installed mid-November. He also asked if the new Parish Council website could include information on HCAN and be used more to showcase the village. The Clerk agreed that there is more to add to the website, but it is not a community website, as it was before. It is a dedicated Parish Council website and must meet regulations.

24/117 Receive reports from District and County Councillors

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

District Cllr Dutton gave a report on SDC. There has been new councillor training. All committees have met now. The Environment committee is dealing with anti-social behaviour, litter, fly tipping etc and has been approved. Stratford Park leisure centre is coming under the control and management of SDC on 1 November. It will undergo a lot of investment over the coming months with the lido and café being graded as well as the playground. The Health Suite will be re-vamped. Facilities will be modernised. It is closing for a couple of weeks due to the handover. District Cllr Kay added that £250,000 has been allocated for arts in the district.

Cllr Kay reported that SDC are reviewing the approach to upgrading social housing with air source heat pumps. There is preference to improve insulation across many houses instead. Generally, all committees are looking at the council plan budget. A new manager has been appointed to the enforcement team. The Local plan is being reviewed. The next key dates for the Local Plan are early December once the consultation submissions have been considered. The allocation of homes has increased substantially under the new Government. If the Local plan is agreed and adopted, it would have to be reviewed to consider the new allocation total.

24/118 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.

A member of the Village Hall committee has reported the Village Hall carpark has large potholes and the surface is uneven.

24/119 Report on planning decisions and planning applications

Planning applications

- S.24/1406/FUL Erection of a roundhouse building for holistic learning and therapy (retrospective). Resubmission of S.23/2425/FUL. Park Wood Wormwood Hill Horsley

Cllr Thomson reported that the large building has been erected without planning permission in an inappropriate location. There is an impact on biodiversity, as trees were felled. Cllr McDonagh noted the tree report stated that trees had been felled but planting and management would be carried out. Ruskin Mill have built structures without planning before and then applied for retrospective permission. Council all agreed to Object to the application - it is a retrospective application. The building is a large structure built in or near an area of ancient woodland and could impact biodiversity. The parish council request that Ruskin Mill Trust cannot repeatedly submit retrospective planning applications, and that in future, any structures erected without planning permission should be refused.

Planning decisions

- 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. Withdrawn

Farwood Farm (field at the top of Nupend). No update. Cllr Kay to ask SDC for an update.

The Priory and lack of progress on the 5 houses which are empty. Cllr Kay to ask SDC for an update.

24/120 Authorise payments of the parish council and receive financial matters

120.1 Council ratified payments made between meetings:

date	payee	description	total	VAT	pay
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18/10/24	The Bike Storage Company	60% payment upfront for the bike shelter	£6,300.00	£1050.00	£5250.00
11/10/24	British Gas	Pavilion gas	£35.17		DD
09/10/24	Nest	Pension	£23.50		DD
07/10/24	Water Plus	Pavilion water	£70.51	-	DD
25/09/24	British Gas	Pavilion electricity	£640.48		DD

120.2 Council noted payments received between meetings:

date	from	description	total
26/09/24	SDC	Precept (second 50%)	£20350.00
14/10/24	SDC	CIL (must be spent within 5 years)	£3640.42
09/10/24	Bus Bank Inst	Interest Oct	£19.22

120.3 Council agreed payments for authorisation:

date	payee	description	VAT	total
01/10/24	Goldenstones	Grounds maintenance – Aug and Sept	£250.00	£1500.00
01/10/24	Goldenstones	Nutgrove maintenance on 15 Aug	£32.50	£195.00
16/10/24	Glyn Bowen	Pavilion painting toilets		£540.00

120.4 The Nupend orchard works were discussed during the public session.

Orchard hedge cutting quote is £780.00

Orchard tidy-up for 2 people for 3 days quote is £1200. 00

Orchard shed to be moved to the side quote is £550.00

Cllr Kay proposed to accept the quotes for the hedge-cutting and for the one-off tidy-up, but to leave the shed where it is, Cllr Thomson seconded, all in favour.

120.5 Council received the monthly financial update and the Q2 bank reconciliation to 18 Oct 2024.

120.6 Council considered the energy costs for the Pavilion. Cllr Blackwell reported that an electricity meter was installed in the shop on 16 September, following the removal of the old gas boiler as it was beyond repair. The football club must now purchase electricity tokens from the shop, when they want hot water for the showers and to heat the changing rooms. Action: Ask Cllr Peters to check how many electricity tokens the shop has.

120.7 Council considered moving to a cloud-based financial management solution. The Clerk has assessed several Parish and town council accounting software options, eg Rialto, EdgeIT and Scribe. The one most suited to a smaller parish council, ease of use, functionality, usability is Scribe accounting. It is cloud-based, and has a cemetery add-in. Basic package costs £12/month, this is with no support apart from online group training sessions, no email or phone or 1:1 zoom support. Free trial for 1 month. Smart Cemetery package starts from £20/month. Council agreed to look at this further early next year.

120.8 The Clerk asked if the parish council should be inviting tenders for the grass-cutting contract this year. Cllr Thomson proposed an extension of 1 year for the current contractor, then invite tenders next year, seconded by Cllr Kay, all in favour.

120.9 The Horsley Youth Club had applied for a grant, previously circulated. Cllr Kay proposed a grant of £1500 to the Horsley Youth Club, Cllr Thomson seconded, all agreed.

120.10 The Clerk had circulated a report on HPC CIL money, up to year end 2023-24. The council must spend the money within 5 years. Council agreed that CIL money, of £14,000, could be used to re-

surface the Village Hall carpark, if the Village Hall committee is also able to contribute the remaining funding. Likely cost is £20,000.

Action: Cllr Kay to ask the Village Hall Committee if they can contribute £6000 towards the VH carpark re-surfacing.

Action: Cllr Black to obtain a quote for re-surfacing the Village Hall carpark to obtain the maximum number of parking spaces.

24/121 Consider the Football Club agreement and review of licence

No report.

24/122 Update on highways and footpaths

122.1 The Cycling and Walking Project is almost complete. The bike shelter will be installed in November.

122.2 Community Speedwatch Group

PCSO Candice Francis has said the parish council needs to get expressions of interest first. Get an organiser to lead the speed watch group and then she can assist with getting a contact for training from the police and County Cllr Robinson can provide a speed gun from Nailsworth.

122.3 Update on the VAS data. Nothing to report.

122.4 Consider traffic calming solutions to reduce speed and noise along B4058. The PCSO has done some traffic monitoring along the B4058 and circulated the report.

24/123 Consider maintenance of Parish Council owned land

123.1 Update on the Pavilion maintenance. Cllr Peters had submitted a report prior to the meeting.

Painting is now completed in both toilets. Invoice has been submitted and is due for payment. Flooring is measured and will go down in the next few weeks, courtesy of Flooring South West in Tetbury. A larger bin and commercial toilet roll holder are on order.

The cost of using Initial Waste to provide a bin and take away sanitary waste:

2 x slim bins

£240 for fortnightly collection

£180 monthly collection

A pay to use lock/card reader on the toilet door seems prohibitive due to installation/running cost. Cllr Peters is looking for another solution.

123.2 Update on GCC ash dieback. The Ash Dieback Project, replanting scheme application has been approved for 1000 whips. The whips come in bundles of 25 each of one species. The PC needs to provide details on where they will be planted. If they are going to parishioners, any parishioner who requests 50-100 whips or more will need to give an address. GCC track the life of the trees over 15 years.

Action: Clerk to liaise with Cllr Waller regarding delivery and tree type.

24/124 Update new website

The new website is live and gov.uk emails are ready to use. Some minor changes to website are needed but waiting for the website contractor to do that.

24/125 Consider Policy updates and a new Biodiversity policy

The Clerk had circulated a Biodiversity policy template and Biodiversity guidance document. Cllr McDonagh agreed to look at the Neighbourhood Development Plan biodiversity sections and pull a policy together.

24/126 Councillor items for future discussion

Cllr McDonagh noted that Gigaclear are completing some properties in Downend.

24/127 Date of Next Meeting

The next meeting will be on Tuesday 26th November 2024 in the Village Hall.

Meeting closed at 9:30pm

Chair's signature..... Date