

Hartpury Parish Council

Minutes of the meeting held on Monday 6th January 2025 at Hartpury Village Hall at 7.00pm.

Present: Cllr R Gregory (Chair), Cllr M Clarke (Vice-Chair), Cllr C Davies, Cllr R Watson, Cllr R Pett, Cllr K Freeman and Cllr R Hunt.

The meeting was chaired by Cllr R Gregory and the minutes were taken by the Clerk.

Two members of the public attended the meeting.

1. Apologies for Absence:

No apologies were received from Cllrs.

County Councillor P Robinson sent his apologies.

District Cllr C William sent his apologies.

2. Declarations of Interest

The were no declarations of interest made.

3. Minutes of Previous Meeting(s)

It was proposed by Cllr M Clarke that the minutes of the Ordinary Meeting held on the 4th November 2024 be signed as a true record, this was seconded by Cllr R Pett and agreed by all Cllrs present.

4. Public Consultation

Members of the public attended to discuss the recent flooding and to speak to the Parish Council about the Milestone.

It has been confirmed that is possible to pull out the Milestone that is currently situated close to the hedge provided any damage to the hedge is made good afterwards, once moved in could be sat onto a concrete base but care would need to be taken regarding any pipes into nearby properties.

Flooding is still occurring along the A417 affecting houses and also along Corsend Road where residents are also still experiencing water coming up out of the manholes as these are blocked with silt and one sewer blocked by tarmac from recent road repairs.

5. Reports

5.1 Councillor Philip Burford gave a report to the Council on the Unitary Authority and elections and asked for details of flooding issues to be sent to him.. The Parish Council will also follow up the issues with Cllr Burford.

5.2 District Councillor Clayton Williams was not present.

5.3 County Councillor Philip Robinson sent his apologies.

6. Finance

6.1 Accounts for payments

It was proposed by Cllr K Freeman that the payments as previously circulated and presented at the meeting be made, this was seconded by Cllr M Clarke and agreed by all Cllrs present and it was resolved to sign the cheques.

Payee	Details	Power	Amount
RBL	Poppy Wreath	GPC	£50.00
V Roberts	Salary & Home Working October & November	GPC	£616.50
HMRC	PAYE/NI October & November	GPC	£141.20
Hartpury Village	Room Hire for Meetings	GPC	£10.13
GAPTC	Planning in Plain English Training	GPC	£90.00

Income Source	Details	Amount
Lloyds	Interest	25.39
Lloyds	Interest	29.5

6.2 Financial statement and cash re-conciliation

It was proposed by Cllr K Freeman to approve the income and expenditure to date, the bank reconciliation to date and the expenditure against budget to date, this was seconded by Cllr M Clarke and agreed by all Cllrs present.

6.3 Quarterly Financial Check

Cllr M Clarke carried out the quarterly internal check and confirmed that all was in order.

6.4 Internal and External Audits 2023-2024

It was resolved that a staffing and safety committee meeting be arranged, at a suitable date and time, to discuss the transfer of the employment contract for the Clerk onto the up to date contract from the SLCC as recommended by the Internal Auditor.

It was resolved to add this to the March agenda for a recommendation from the committee, regarding the employment contract, to be received by full Council and for confirmation by full Council that all internal and external audit recommendations have been undertaken.

6.5 Internal Audit 2024-2025

The Clerk advised that the costs for GAPTC to carry out the internal audit were £210, the Clerks also advised of the additional costs of £35 per hour should any incorrectly submitted paperwork need to be chased. It was proposed by Cllr R Pett to appoint GAPTC to undertake the audit, this was seconded by Cllr R Watson and agreed by all Cllrs present.

The Parish Council confirmed and assured itself that the Internal Auditor is competent and independent of the Parish Council. The Clerk is to make the necessary arrangements and submit the request on behalf of the Parish Council.

6.6 Solar Powered Speed Indicator Devices

Cllr C Davies had previously obtained costs for the SID units and advised that the licence would be £179 per year and that the Parish Council would be responsible for the maintenance and insurance. At the current time the Parish Council have received no confirmation that there are any additional units available for use in Hartpury.

Cllr C Davies and the Clerk are to arrange for quotes to be sought for the smaller SIDs that display the speed only.

6.7 Lloyds Bank – Change of Account, Charges and Internet Banking

The Clerk advised that Lloyds bank were now starting to charge for business banking accounts, the Clerk is to speak to Lloyds to discuss Internet Banking and will report back at the March meeting.

6.8 Grant Application

The information received regarding the Heritage Open Days and the request for funding support was discussed but it was resolved that the Parish Council would not be donating.

6.9 Budget and Precept 2025-2026

Budget

The proposed budget was considered and discussed and it was resolved to remove the Ashleworth Lane fencing as this project is not being continued. All other income and expenditure was agreed for 25-26 including the Village Hall donation as previously agreed.

Precept

Following the budget discussions it was resolved by all Cllrs present to increase the precept by £1031 (10%) and to request a total precept of £11346 for 2025-26. The Clerk is to submit the appropriate paperwork on behalf of the Parish Council.

It was suggested by Cllr R Watson that consideration be given to the precept being increased yearly by the rate of inflation to maintain small increases.

6.10 Bank Standing Order(s)

It was proposed by Cllr R Watson that the ICO annual payment and the Office 365 annual payment be made as Direct Debits going forward, this was seconded by Cllr R Pett and agreed by all Cllrs present. These will be revisited each year.

7. Grass Cutting

The cutting of the hedge behind the War Memorial has taken place.

There were no further grass cutting matters to discuss.

8. Highways

8.1 Most recently updated Highways report

The Clerk is arranging an onsite meeting with the Local Highways Representative and will advise the Cllrs when this is to take place.

8.2 Footpaths

The 2031 deadline has now been scrapped.

Footpath 8 – Perry Centre – the bridge has now been repaired.

Footpath 31 – Hiams Lane to Woolridge, the board is due to be installed to help with the wet and muddy area

Footpath 22 – Deans Cottage no longer exists – this was removed when the property was purchased.

The footpaths tools are now stored with Cllr R Pett

8.3 Trees

This will be added to the March meeting once quotes have been received.

8.4 Milestones

The costings for the repair and removal of the Milestones were considered, it was resolved not to continue with this project due to the large costs involved. It was agreed to contact the Local Highways Representative regarding the previous request for permission to move the milestones and the information needed to obtain this should it be required in the future.

8.5 Flooding

The next STW feedback meeting is to be held on Thursday 13th February 2025 at Hartpury Village Hall 4.30 to 6.30pm.

9 Planning

9.2 Planning Applications

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details	Comment
P1479/24/PQ3P	Woodside Farm, Buttersend Lane	Prior approval for the conversion of an existing agricultural building to a residential dwelling which may include extension of the building and/or building operations reasonably necessary for the conversion (revised submission)	The Parish have considered the planning application for Woodside Farm and have no comments to make.
P1489/24/FUL	Little Pandy , Blackwells End	Variation of Condition 2 (approved plans) relating to planning permission P2037/21/FUL to allow for minor changes to the design	The Parish have considered the planning application for Little Pandy and have no comments to make.
P1507/24/LD1	Hartpury Methodist Chapel , Over Old Road	Application under Section 191 to establish whether the change of use of the lower ground floor of the Methodist Chapel as a day nursery is lawful	The Parish have considered the planning application for Hartpury Methodist Chapel and have no comments to make.

10 Police Matters

There were no matters for discussion.

11 Website and Email Accounts

11.1 The transfer to .gov.uk emails will be added to the March meeting agenda for discussion.

12 Communications

The Clerk advised that there is an online discussion on Thursday 16th January at 7.30pm should anyone wish to attend, feedback will be provided at the March meeting.

13 Other Items for Information Only/Future Agenda Items

There were no other matters for discussion.

14 Date of next Meeting

Monday 3rd March 2025

The meeting closed at 9.55pm