

Hartpury Parish Council

Minutes of the meeting held on Monday 4th November 2024 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 and Cllr K Freeman.

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

Six members of the public attended the meeting.

1. Apologies for Absence:

Apologies were received from Cllr R Hunt, the apologies were minuted and accepted by the Parish Council.

2. Declarations of Interest

Declarations of interest were declared by Cllr M Clarke re planning at Sunset View as a neighbour and Cllr C Davies re planning at Sunset View as a quote for works was provided but was unsuccessful.

3. Minutes of Previous Meeting(s)

It was proposed by Cllr R Watson that the minutes of the Ordinary Meeting held on the 2nd September and the Extra Ordinary Meeting held on the 27th October be signed as a true record, this was seconded by Cllr R Pett and agreed by all Cllrs present.

4. Public Consultation

- 4.1** Mr Ken Jollans attended the meeting to update the Parish Council on the proposed works at the Play Area and the funding obtained so far following the previously made Grant request for financial help from the Parish Council regarding the works. Cllr Philip Robinson advised that there may also be funding available from the Youth Fund and Mr Jollans will make contact directly regarding making an application, this would be in addition to the Build Back Better Funding. The Parish Council were in agreement to support funding the project, this will be discussed further at Agenda item 6.10.
- 4.2** Parishioners attended the meeting to bring supporting documentation to the Parish Council which may be helpful when their planning application is submitted. The Parish Council will retain the copies until the application is received from the FoDDC Planning Dept.

5. Reports

- 5.1** District Councillor Philip Burford spoke to Cllrs about the services being repatriated to FoDDC from Publica, the new positions at the FoDDC and the Local Plan.
- 5.2** District Councillor Clayton Williams spoke to Cllrs about the signs at the end of the road in the area of Hartpury University which have now been re-instated.
- 5.3** County Councillor Philip Robinson spoke to Cllrs on several matters and his report is attached to the minutes. County Councillor Philip Robinson was advised that of the 4 buses to Hartpury each day only 2 of them go onto Tewkesbury as the other 2 return to Gloucester and was asked if it would be possible to find out why. The Parish Council also advised that there is no bus stop or bus shelter along Broad Street for the buses to stop in a set place and was asked if this could be looked into as to why and if there could be a stop. Cllr Robinson has kindly agreed to look into these matters.

6. Finance

6.1 Accounts for payments

It was proposed by Cllr R Watson 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
V Roberts	Salary & Home Working October & November	GPC	£518.49
HMRC	PAYE/NI October & November	GPC	£116.60
V Roberts	Fasthosts - Domain Renewal 2 years	GPC	£28.78
Ben Morrell	Website Hosting	GPC	£140.00
Hartpury Village	Room Hire for Meetings	GPC	£10.13

Income Source	Details	Amount
Lloyds	Interest	27.1
Lloyds	Interest	23.29
FoDDC	2nd Half Precept	5157.5

6.2 Financial statement and cash re-conciliation

It was proposed by Cllr R Watson 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

The quarterly internal check took place and it was confirmed that all was in order.

6.4 Assets

The updated asset list has been circulated to Cllrs for information.

6.5 External Audit 2023-24

The Clerk advised that the External Audit was now complete and no matters had been raised.

6.6 Internal and External Audits 2023-2024

It was agreed to add this item to the January meeting agenda for approval.

6.7 Internal Audit 2024-2025

The Clerk advised that the costs for GAPTC to carry out the Internal Audit were not yet available and the Internal Auditor is to be appointed at the January meeting once the costs are known.

6.8 Clerks Salary 2024-2025 Discussions

The nationally agreed pay increase for the Clerk was discussed and it was proposed by Cllr R Watson that the increase be agreed and backdated to April 2024, this was seconded by Cllr M Clarke and agreed by all Cllrs present.

6.9 Solar Powered Speed Indicator Devices

Cllr C Davies has 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. However, following the recent C67 meeting where it was agreed to add a SID along the road the Parish Council may be able to access an additional unit. Cllr M Clarke will make contact to discuss this further and will report back to the Parish Council. It was agreed to continue discussions on the units at the January meeting in conjunction with the budget and precept discussions and decisions.

6.10 Play Area Surfacing

The Grant application regarding the Play Area surfacing was considered following firm costings and the results of the Village Hall survey previously carried out. It was proposed by Cllr R Watson that the Parish Council support this application and make a grant of £3,000 this was seconded by Cllr R Pett and agreed by all Cllrs present.

6.11 Budget and Precept 2025-2026

The Clerk will re-circulate the proposed budget to Cllrs and add this to the January Meeting agenda for discussions to continue and for the budget and precept to be agreed.

6.12 Bank Standing Order(s) / Direct Debits(s)

The Clerk requested that the payments for the Domain Name hosting to be paid as a direct debit / standing order in the future. It was proposed by Cllr K Freeman that this be agreed, this was seconded by Cllr R Watson and agreed by all Cllrs present.

7. Grass Cutting

Following the agreement at the extra ordinary meeting held in October for the hedge behind the War Memorial to be cut, the Clerk advised that the hedge will be cut in December to allow the hedge to look better for Remembrance Day.

8. Highways

8.1 Most recently updated Highways report.

The updated Highways report was discussed and completed items to be removed were agreed and the updated list will be circulated to Cllrs prior to the next meeting.

Please send any new matters to the Clerk to be added and sent to Highways.

8.2 Footpaths

An entry to the Parish Magazine will be made asking for information on any issues with footpaths including blocked paths, chained or unusable gates, damaged bridges and any growth that is creating a hazard. The Parish Council will also seek information on routes that are walked to ensure that these are on or added to the Definitive Map before the deadline of 2031, a link to the footpath map will be included. This information will also be added to the noticeboard.

Cllr R Pett will also speak with Will Saunders (Footpath Officer) to check what actions the Parish Council can take to upkeep the footpaths.

8.3 Trees

The recommended works to trees was considered and it was agreed to seek quotes for the works to be discussed at a future meeting.

8.4 Milestones

Further quotes for the works to the Milestones are being gathered, this will be added to the January meeting agenda for discussion.

8.5 Flooding

The Clerk is waiting for a date from STW for the next update/feedback meeting regarding the previously discussed flooding and actions that were being taken by STW.

9. Planning

9.2 Planning Applications

It was agreed to submit the following comments/observations:

Planning Ref	Property	Planning Details
P1211/24/TPO	Land North of Foley Rise, Hartpury	Undertake the following work to trees covered by Tree Preservation Order number DFTPO 260. (Numbering system in brackets refers to that which is used in the accompanying Ash management program). Ash (G8.1), reduce southern stem leaning west, by approximately 5 metres to a suitable growth point. Ash (G9.1), reduce northern stem to approximately 5 metres. Twin-stemmed Ash (G9.2), reduce to 4-5 metres. Triple-stemmed Ash (G9.3), remove deadwood on west side overhanging the garden.
Hartpury Parish Council considered the above planning application for Land North of Foley Rise and would like to submit the following comments: - Notwithstanding the preservation of the trees themselves the original request for a TPO on the application site was due to the screening and privacy afforded to neighbours and the natural appearance of the escarpment from further views in the village. Both are threatened dramatically with the reduction of the trees mentioned. - If such a programme is to be carried out reduction should be kept to a minimum and replacement planting is requested with several mature native species included to retain the privacy, natural appearance and views as above. - The Parish Council cannot stress how important mature trees are on this sight sensitive area and again if such a programme is to be carried out the Parish Council request that any work is carried out with the due respect this deserves. - The Parish Council are unclear for the need to carry out the works as there is no mention of Ash Die Back in the description of works. Due to the above points the Parish Council are unable to support this application.		
P1244/24/TPO	Clara House, Danford Lane, Hartpury	PO164 T1 Quercus robur - sited on the highways verge at the junction between Danford Lane, Hartpury and the A417. Dismantle the upper crown and establish a monolith approximately 6-7m up, where the crown breaks.
Hartpury Parish Council considered the above application for Clara House, Danford Lane at their meeting last night and would like to submit the following comment(s): The Parish Council object to the planning application as the works are not for the preservation of the tree.		
P1231/24/FUL	Sunset View, Corsend Road, Hartpury	Erection of two-storey side and rear extension
Hartpury Parish Council considered the above application for Sunset View, Corsend Road at their meeting last night and have no comments to make.		
P1305/24/AG	Old Oak Farm, Forge Lane, Upleadon	Application for determination as to whether prior approval is required for further details. Prior notification for the erection of a livestock building
Hartpury Parish Council considered the above application for Old Oak Farm, Forge Lane, Upleadon at their meeting last night and have no comments to make.		

10. Police Matters

There were no matters for discussion.

11. Website and Email Accounts

11.1 The Clerk advised that Wingnut Websites, who host the Parish Council Website, have investigated the new updated accessibility compliance and are able to ensure that compliance is met, there will be a charge of approximately £80. It was resolved that this work should proceed and the Clerk will advise Wingnut Websites.

11.2 The transfer to .gov.uk emails will be added to the January meeting agenda for discussion.

12. Presenting an Award

The advice from GAPTC was considered and it was resolved that the Parish Council would not proceed with this.

13. Communications

The recently received information on the proposed communication initiative from FoDDC was discussed.

14. Other Items for Information Only/Future Agenda Items

There were no other matters for discussion.

15. Date of next Meeting

Monday 6th January 2025

The meeting closed at 10.00pm