

## COATES PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING MONDAY 2 November 2020  
7.30PM via ZOOM VIDEO CONFERENCE SERVICE

**Chairman for this meeting: Richard Harrison**

### Present:

<b>Councillors and Officials:</b>	
Harrison, Richard (RH)	Chairman
Austin, Keith (KA)	Councillor
Harris, Stephen (SH)	Councillor
Hobson, Andrew (AH)	Councillor
Torry-Harris, Gilly (GTH)	Councillor
Dobson, John (JD)	Councillor
Coates, Caroline (CC)	Clerk

### In Attendance:

<b>Members of the Public:</b>
Berry, Tony Cotswold District Councillor
Hirst, Stephen Gloucestershire County Councillor
Large, Simon (SL) – Tree Warden
5 members of the public attended

#### 1. RECEIVE APOLOGIES

All present no apologies needed

#### 2. REGISTER OF MEMBERS INTERESTS

No changes to the register of interests were received.

#### 3. MINUTES OF THE LAST PARISH COUNCIL MEETING

The minutes of the Parish Council meeting of 7 September 2020 were approved by all council members and signed by the Chairman.

This will be the last meeting for Cllr Keith Austin as a Parish Councillor.

The Chair notified that he will need to 'step back' over the coming weeks due to his wife's impending operation and illness. The chair has liaised with members of the Council who will help and support as necessary.

#### 4. ACTION POINTS FROM LAST MEETING

- Planning application follow-up: Chair has spoken to applicant and residents and confirmed all issues have been resolved. Cllr Tony Berry checked all were in approval with the proposal before 'signing off'. Thanks were given to those involved for resolving the issues.

The following items requiring action have been included as agenda items in this meeting for full discussion:

- The future of Victory green
- The future of the cricket field
- The future of the Playground

#### 5. FINDING NEW PARISH COUNCILLORS

Permission has been granted to co-opt for a new Councillor to the current vacant position.

Election process will commence today to replace the vacant position left by KA and due process will be followed.

A difficulty in recruiting new Councillors in the Parish was shared, this has been consolidated by a lack of an Annual Parish Council meeting due to current pandemic.

The Chair would welcome thoughts to generate an interest in being a Parish Councillor. Information was shared about the Councillor role in response to questions.

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A resident has offered an interest in one of the positions.

Anyone with an interest in being a Councillor is welcome to talk to any Councillor about the role.

KA has kindly offered to continue with playground checks for the remainder of the year.

### **Actions**

- Councillor vacancy and information to be shared through Watershed and Village email.
- Councillors can and should raise vacancies with all Parishioners they come into contact with.

## **6. FINANCIALS**

Details of recent Invoices for payment:

- Clerk's salary and expenses covering 1 September-31 October 2020 £355.14
- Home Working allowance 9 weeks £54
- HMRC – PAYE £88.80
- Zoom invoice for meeting 2.11.2020 R Harrison £14.39

**Total of above invoices £526.72**

**Proposed: GTH    Seconded: AD**

**Councillors resolved to make all payments for the identified invoices**

Paid from pre-approval 7.9.2020

- Clerk's training 'The knowledge' £20
- KP Gardens 2.10.2020 £294
- Clerk's training 'Budget planning and precept setting' £15

Pre-approval to pay:

- Grass cutting November if good weather – budget and contract for one more cut  
Approval not given, the last cut of the financial year needs to be saved for March.

### **Bank reconciliation: September/October**

Account summary and receipts and payments – shared – discussed

Bank statements had been circulated

RH had checked bank balances on-line and confirmed these correspond with the documents presented.

SH volunteered scrutinise/verify accounts for next meeting.

**Bank Reconciliation resolved. Proposed: RH    Seconded: SH**

## **7. PREPARING FOR THE NEXT BUDGET 2020-2021**

Precept to be set in January. On-going costs are approximately £10500. 2020/21 precept £9000.

Things to consider

- Current spending is more than the precept, result is the PC are using reserves
- Reserves are at a reasonable level
- Playground is starting to decay – this is the current significant maintenance spend
- Grants and loans should be considered to fund large items of spend
- Victory Green may be an important project requiring funds
- Priority for project spend should be on social aspects such as the playground, Victory Green and the cricket field.
- Tree maintenance needs to be considered

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- Sufficient funds need to be allocated to the maintenance line of the budget, eg Bus Shelter
- New laptop for Parish Clerk – if allowable consider to be given to donating old laptop for children in need.

### **Actions**

*RFO and Chair to talk about next steps.*

*Support on budget preparation from another Councillor would be appreciated.*

### **8. PLANNING APPLICATIONS**

- 20/02858/FUL
- 20/02859/LBC

Initially for information only as the deadline for comments had passed. Councillors had liaised with Clerk and agreed a 'no comments' response.' New information has been received for the identified planning applications. Information and deadlines have been shared with Councillors. It was agreed that any comments should be sent to the clerk otherwise a 'no comment' will be submitted on behalf of the Parish Council.

### **9. FUTURE OF VICTORY GREEN**

Two detailed responses were received in response to the request placed in the Watershed. Discussion focused on

- The right of way across Victory Green
- The desire to remove the gates and the possible need for a risk assessment for this
- Alternatives to the fence and gate
- Boundaries
- Proximity of residential properties
- Engagement of members of the public
- Ways to promote availability of the site for recreational use.
- Communication with neighbours
- Possible use of benches from other village locations.

### **Actions**

*2 residents who submitted suggestions to work with members of the Council to decide next steps.*

### **10. FUTURE OF THE CRICKET FIELD**

On-going discussions with new owners of Bledisloe House.

### **11. FUTURE OF THE PLAYGROUND**

Suggestion is to add another £500 in the 2021/22 maintenance budget for the playground. KA organising a quote for jet washing the equipment to remove green algae and moss. Discussion regarding current state of the equipment and matting below swings. Matting was replaced 2 years ago, mowing adversely effects matting but it is currently ROSPA safety standard compliant.

**Approval sought to use reserves for future emergency repairs**

**Proposed: RH Secoded: SH**

**It was resolved that reserves should be used for emergency repairs to the playground equipment.**

### **12. TREE PLANTING ON PARISH COUNCIL OWNED LAND**

The Tree Warden provided an update of the current situation. Coates Village are due to receive 420 trees from the Woodland Trust. Concerns were raised about lack of resident consultation about the planting of the trees on public land.

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13.

SL is liaising with local land owners regarding possible planting site for trees. Until it is resolved temporary planting sites are being discussed. Discussion is on-going with the Woodland Trust. SL has been trying to resolve the issues including possible private donations to enable planting on non-council owned land. Thanks were given to SL for picking up and trying to resolve the issues.

**14. PARISH COUNCIL SUPPORT FOR RESIDENTS OF THE VILLAGE, ESPECIALLY THE VULNERABLE, DURING THE CONTINUING COVID-19 PANDEMIC.**

Concerns have been expressed from a resident regarding support for the elderly. It was noted that there is a volunteers' WhatsApp group. Suggestion is that messages perhaps need refreshing on communication sites. There is a notice on the PC noticeboard and the Watershed magazine dedicates a space for this each publication. Other support is through the ASK team and the Thameshead benefice. Gloucestershire Age UK have produced a booklet 'Grapevine'. Electronic copies of edition 1 have been circulated. Orders have been placed for edition 2 and research carried out to ascertain the number of vulnerable residents in the village. The publication will be made available to all residents. AH will help deliver these alongside the Watershed team.

**Action**

*AH to organise a refresh on Facebook and village email.*

**15. RECEIVE A REPORT FROM DISTRICT COUNCILLOR TONY BERRY, COUNCILLOR STEPHEN HIRST AND INTERESTED PARTIES.**

**Cllr Stephen Hirst** provided an electronic update circulated to Parish Councillors prior to the meeting.

Details were shared regarding Covid-19 numbers in Gloucestershire with numbers rising and a need to slow the rate of increase.

The government are concerned at the rate of growth in the SW and capacity of the hospitals with low resources. Questions are being raised about higher numbers in the Cotswolds compared to other Gloucestershire localities and the possible cause of this. Local council believe that numbers are growing because of high levels of social contact.

KA asked the contact name for missing road signage: Richard Grey

It was asked whether the playground should be closed in the current lockdown. Cllr Stephen Hirst said that it may remain open.

***Cllr Tony Berry***

- There has been a special meeting to look at sports centres run by the council through contractor SLM. Support is being provided until the end of October. A new deal has been negotiated where the council will support SLM while receiving a share of profits.
- Corinium Museum and Barn Theatre have received central government funding.
- If a long-term lease is secured on the cricket field then the Parish Council could apply for funds.
- From March next year parking in council car parks will either be by apps/phones using credit cards.
- No further questions were asked of Cllr Tony Berry.

**15. ITEMS DISCUSSED AT THE PREVIOUS MEETING THAT NEED APPROVAL**

- Requests from charities – Councillors agreed that grants/donations would be for projects within the village only and a case would need to be put forward prior to budget planning. All other request will be rejected following this agreement.

**Councillors approved of this decision.**

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- What Three Words APP – only official requests by recognised organisations such as CDC, GCC, NHS or Gloucestershire constabulary should be followed up.

**Councillors approved of this decision.**

- KA shared photographs of 'wobbly' playground equipment that he will follow up.

**Councillors agreed to the playground being repaired.**

**16. POINTS FOR CONSIDERATION AT NEXT MEETING**

- Budget and precept
- Victory Green
- Tree maintenance
- Cricket field.

The meeting closed at 21:36

<b>Chairman Signature:</b>	<b>Parish Clerk Signature:</b>	<b>Date:</b>
		6 November 2020

NOTICE OF NEXT MEETING: Monday 4 January 2021 at 19:30 by Zoom

Electronic copies of these and previous Minutes are available from:

The Parish Clerk: [clerk@coatesparish.org.uk](mailto:clerk@coatesparish.org.uk)