

COATES PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING MONDAY 4 January 2021
7.30PM via **ZOOM VIDEO CONFERENCE SERVICE**

Chairman for this meeting: Gilly Torry-Harris

Present:

Councillors and Officials:	
Torry-Harris, Gilly (GTH)	Acting Chairman
Dobson, John (JD)	Councillor
Harris, Stephen	Councillor
Coates, Caroline (CC)	Clerk

In Attendance:

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

1. RECEIVE APOLOGIES

Apologies received
Chairman Richard Harrison – personal reasons
Cllr Andrew Hobson – personal reasons
Council sends good wishes to Richard and Libby Harrison.

Acceptance of apologies resolved: Proposed: GTH Seconded: SH

Prior to the meeting the Chair and Clerk reviewed the standing orders to ensure the meeting was quorate.

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 2 November 2020 were approved by all council members and signed by the Chairman.

4. ACTION POINTS FROM LAST MEETING

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

5. PARISH COUNCILLORS AND RESPONSIBILITIES

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

Barry Wainwright has been nominated as a Parish Councillor. All Parish Councillors supported the nomination and Councillors co-opted Barry Wainwright to the position of Parish Councillor at the meeting.

Proposed :SH Seconded: JD

Clerk to forward the following forms for completion: Declaration of Acceptance of Office and Register of Members interests.
JD offered help in completing these.

Discussion took place about filling the remaining Parish Councillor vacancy.
Councillors will make contact with potential Councillors.

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Cllr Tony Berry will also reflect on potential candidates, contact and provide details as appropriate. The vacancy will be advertised in the Watershed magazine, on the Parish website and Village Facebook page.

JD has agreed to take responsibility for the Speed Gun and a Walkie Talkie and will collect these. *Clerk to communicate this. A decision will be made regarding any outstanding items when all Councillors are present and able to discuss this.*

6. FINANCIALS

Details of Recent Invoices:

- Clerk's salary and expenses covering 1 November – 31 December 2020 £245.33
- Home Working allowance 8 weeks £48
- HMRC – PAYE £61.20
- Zoom invoice for meeting 4.1.2021 R Harrison £14.39
- PATA Payroll Service – 3-month invoice £12.75 paid (29/12/20) to meet contractual requirements. (note: PATA Rates for 2021 have increased to £7.95 processing month up from £7.75)

Total of above invoices £381.67

Proposed: GTH Seconded: SH

Councillors resolved to make all payments for the identified invoices

For Information

- £1000 transferred to cover playground repairs
- Additional sum for playground coming from reserves to address urgent health and safety issue with playground equipment – (invoice £1184.40)

Approval needed

- For contribution of £550 for boundary fence with May Tree Close

Proposed: GTH Seconded: JD

Bank reconciliation: November December

Receipts and Payments and Account summaries had been circulated to Councillors. The November and December Statements for the Treasurer's (current) account had been sent to the Chair for validation. These reconcile.

Partial bank reconciliation Proposed: GTH Seconded: SH

Confirmation of the balance of the Precept(savings) account is needed by another account holder or through a bank statement that has been ordered. Full bank reconciliation needs confirming by AD or RH.

Request to remove line 26 receipts and payments, £40 Information Commission. This amount had been entered prior to the current RFO taking up position. Advantage has been taken of a reduced payment by setting up a direct debit. Line 26 had been 'struck through' but was affecting the balance total in the spreadsheet.

Removal of line 26 approved Proposed: GTH Seconded SH

7. BUDGET AND PRECEPT 2020-2021

The proposed 2021/2022 Budget had been shared with Councillors prior to the meeting setting a precept of £9500 with an estimated 4.1% increase on a Band D property. The proposed budget was discussed at the meeting with the increase being below the increase proposed by Gloucestershire County Council.

Councillors resolved to accept the proposed budget and precept.

Proposed: JD Seconded: SH

Actions: RFO to apply for precept

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8. PLANNING APPLICATIONS

- 20/03823/TPO
- 20/03957/FUL

'No comment' had been submitted for these two applications on the behalf of the Parish Council.

The Clerk alerted the meeting that further information had been received for 20/03957/FUL identified as 'For Information Only.' The Clerk will circulate the new information for Councillors to review.

9. RECEIVE A REPORT FROM DISTRICT COUNCILLOR TONY BERRY, COUNTY COUNCILLOR STEPHEN HIRST AND INTERESTED PARTIES.

Cllr Stephen Hirst provided an electronic update circulated to Parish Councillors prior to the meeting. He talked through this, as circulation did not provide sufficient time for Councillors to address update prior to the meeting.

The report shared information on COVID-19, Climate Change Strategy Report, and Gloucestershire County Council's Draft Budget.

Questions were asked around timings of Covid vaccinations. Response: Patients should be hearing this week. Further information regarding Cheltenham and Gloucester Hospitals linked to treating Covid and non-Covid patients ie. Cheltenham for non-Covid patients and routine treatment while Gloucester is for Covid patients.

Actions: Cllr Stephen Hirst has agreed to

- *identify the person tasked with the village road naming anomalies*
- *find a village map and contact for the clerk*
- *visit the bus shelter with Cllr Tony Berry, assess the situation and possible next steps.*

Cllr Tony Berry updated the meeting on the recent flooding situation in Cirencester town and neighbouring villages; the plan for the CDC to address issues caused by the letting of local properties for parties; continuing concerns by some Councillors regarding new payment methods for parking and the impact of this.

There were no further questions for Cllr Tony Berry.

10. FUTURE OF VICTORY GREEN

The gate has now been opened

Actions

Clerk to check the position of new working party and whether this could be assigned to another Councillor

11. FUTURE OF THE CRICKET FIELD

Nothing formalised yet. The PC are hoping for a draft cricket field lease.

Question asked about the Cricket Pavilion and the contact to report issues. There is a sign on the Pavilion to say report any issues but the sign does not say who to report them to. Cllr Tony Berry confirmed that the owner of the Pavilion are the new owners of Bledisloe House.

12. TREE MAINTENANCE AND PLANTING

SL updated the meeting on the changes from Cotswold Tree Wardens to Cotswold Tree Group with the patron moving across with the change of group.

450 trees have been heeled in at Quaker Barn waiting to be planted. The Woodland Trust has been contacted to investigate alternative places to plant trees e.g. verges. There has been no response as a result of Covid working practices at the Woodland Trust. Alan Bathurst has been contacted to consider suitable locations for trees alongside public footpaths. Suggestions will be documented/mapped for consideration by the Parish of most appropriate places. The preference by SL would be to relocate these trees this season i.e. between 1 November and 1 March. This will not provide sufficient time for planting this

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season if considered at the next meeting (1.3.2021). It is possible for the trees to be relocated next season.

SL to share proposed plan once it is available.

Actions

SL to send a copy of the map with potential planting areas identified for circulation to Councillors.

Clerk to send a copy of the tree surgeon quotation for work on village trees.

13. COATES HISTORY

The Clerk shared information provided by Philippa Moore regarding the research for the book - Coates: The story of an English Village and the request to find a new guardian for this information who has an interest in developing the research further. Philippa Moore will write a paragraph to be included in the Watershed magazine, village email and on Facebook.

Action

Clerk to liaise with Philippa Moore about these entries.

14. PEDESTRIAN ACCESS TO COATES BUS SHELTER, TREWSBURY ROAD (resident written request)

Concerns have been expressed from a resident regarding the pedestrian access to the bus shelter. A photo was included. JD confirmed that the access is a health and safety concern.

Action

Cllrs Stephen Hirst and Tony Berry will visit the bus shelter 5.1.2, discuss next steps and update the Clerk.

15. POINTS FOR CONSIDERATION AT NEXT MEETING

- Victory Green
- Cricket field
- Tree planting/maintenance
- Bathurst estate
- Pedestrian access to Bus Shelter
- Coates History update

The meeting closed at 21:00

Chairman Signature:	Parish Clerk Signature:	Date:
		6 January 2021

NOTICE OF NEXT MEETING: Monday 1 March 2021 at 19:30 by Zoom

Electronic copies of these and previous Minutes are available from:

The Parish Clerk: clerk@coatesparish.org.uk