

COATES PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING MONDAY 1 November 2021
7.30PM Coates Village Hall

Chairman for this meeting: Richard Harrison

Present:

Councillors and Officials:	
Harrison, Richard (RH)	Chairman
Dobson, John (JD)	Councillor
Harris, Stephen (SH)	Councillor
Hobson, Andrew (AH)	Councillor
Torry-Harris, Gilly (GTH)	Councillor
Wainwright, Barry (BW)	Councillor
Clement-Davies, Ann (ACD)	Councillor
Coates, Caroline (CC)	Clerk

In Attendance:

Members of the Public:
Berry, Tony Cotswold District Councillor
Hirst, Stephen Gloucestershire County Councillor
Large, Simon – Tree Warden
8 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 PREVIOUS MEETINGS

6.9. 2021 Parish Council Meeting
7.10.21 Extraordinary Parish Council Meeting

The minutes of the Parish Council meeting of 6 September 2021 and the Extraordinary Parish Council meeting of 7 October 2021 were approved by all council members and signed by the Clerk and Chairman of each meeting.

4. ACTION POINTS FROM LAST MEETING

- National Parks** Update provided by Cllr Tony Berry and Cllr Stephen Hirst on National Park/Area of Outstanding Natural Beauty.
Discussions regarding the National Parks have currently stopped.
AONB covers 80% of Cotswolds. As National Park funding increases significantly to open the area more appropriately. Councils are looking at possible steps between both National Park and AONB.
New type of National Park – e.g. South Downs National Park where planning is controlled by National Park but involves the local council.

Tree update from Tree Warden

Trees from Woodland trust arriving next week. Today received approval for trees from GCC Ash Dieback. More land has been provided from the Bathurst Estate. Warden in dialogue with M Bellamy regarding additional locations for tree planting.
Last years failed trees will be replaced. Volunteers required for planting.

Action: Tree Warden to identify a date for planting.

5. PUBLIC CONSULTATION – LAND WEST OF BLEDISLOE HOUSE

Parish Council statement regarding public consultation read for all present.
Councillors resolved to adopt statement and publish on website.

Proposed: RH Secoded: GTH

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Residents' representations to Public Consultation:

In accordance with advice from GAPTC, the Parish Council is not in a position to share representations received from residents during the Public Consultation with anyone outside the Council, as it does not have the residents' specific informed consent for this purpose.

Councillors resolved to accept the decision not to share representations outside of the Council.
Proposed: SH Seconded: BW

6. FINANCIALS

Details of recent invoices:

- Clerk's salary and expenses covering 1.9.2021 – 31.10.2021 £374.27
- Home Working allowance 8 weeks £54
- HMRC – PAYE £91
- Zoom invoice 29.9.21-28.10.21 £14.39
- Clock batteries £4
- Victory green hedge cutting £160
- CDC Printing Victory Green A5 and covering letter £22.01

Councillors resolved to make all payments for invoices totalling £719.67

Proposed: RH Seconded: SH

Pre-approval to pay:

Grass cutting £588

'Inverted L's' by disabled access to protect disabled access up to £100

Street naming £300 to set up a case number.

Councillors resolved to pre-approve the above payments

Proposed: AH Seconded: JD

Bank reconciliation: 31 October 2021

Account summary and receipts and payments were shared prior to the meeting.

Chair identified that a further payment had since been made for an outstanding invoice from 2019. Taking into account this payment, and having checked balances on-line RH confirmed the Bank Reconciliation.

Bank Reconciliation resolved

Proposed: RH Seconded: SH

Approval to transfer £1500 to treasurer's account

Councillors resolved to approve transfer of funds

Proposed: RH Seconded: AH

Appoint Independent Internal Auditor

Councillors discussed the appointment of an Internal Auditor and resolved to appoint an auditor through GAPTC

Proposed: RH Seconded: SH

AH Proposed to purchase a water butt for Parish Council land

Councillors resolved to purchase a water butt

Proposed: AH Seconded: RH

7. HIGHWAYS

Junction with A433 and Trewsbury Road

Stephen Hirst, Lisa Spivey and Tony Berry have visited site and sent an email to Gloucester County

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Council.

Clerk has requested a site meeting to look at possible solutions to improve safety at the junction.

Cllrs have been copied into communications.

The Parish Council seek support from District and County Councillors to urgently address this issue.

Cllr Tony Berry has escalated this but will follow-up emails.

Action: Cllrs to keep Parish Council updated via Clerk.

Disabled Access to Village Hall – discussed earlier under item 6, financials.

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

Cllr Stephen Hirst circulated to Parish Councillors and members of the public a copy of his report. See Appendix A

Questions asked of Councillor

- Update on path to bus stop. Cllr Stephen Hirst will ensure this happens.

- How to access the 'Build back better' fund – Through PC. Cllr Stephen Hirst to send form to clerk.

Cllr Tony Berry

Gloucestershire budget consultation mentioned last time – open until Friday 19th. Town and Parish Forum has taken place. Net zero carbon tool kit available to all residents. No entries in Coates have been identified for development by forward planners.

Money is no longer available for celebration of Queens's silver jubilee – any events will need to be crowd funded.

Cirencester local walking and cycling plan – Coates to be included in discussions for this. PC should be getting some 'CIL money' so need to have a 'wish list' of what the Parish want.

Question asked of Councillor

- increase in caravans at the dairy and impact on Tewkesbury Road. Explanation given relating to accommodation needs in response to Covid and protecting workers.

Action: To provide Clerk with contact to access CIL money. (PC get 15% of CIL money without a Neighbourhood plan. 25% with a neighbourhood plan).

9. PLANNING

Planning Application: 21/03698/FUL Tunnel House

The Parish Council have secured an extension to enable a response to be submitted after this meeting.

Residents made aware of application

Planning Application: Ref. No: 21/03955/FUL The Corner Cottage

Planning Application: Ref. No: 21/03943/FUL Attached dwelling associated with Glebe House

Councillors have looked at all applications and would like 'no comment' submitted for each.

10. STREET MANAGEMENT

- **Update on adopting a name for the 'unnamed road'**

5 properties visited. All in agreement with 'Dark Lane' CDC Awaiting £300 for setting up a case and to identify all of the properties that need to be contacted.

Thanks to Line Whitfield for progressing this.

Proposed SH Seconded JD

Help to be provided by villagers in the interim with 'What Three Words' to locate specific houses.

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11. Budget consideration

BUDGET 2022-23

- **Consideration of projects**
Councillors to think between now and next meeting about the projects to be put forward for next year's budget.
- **Maintenance of assets including village clock, community defibrillator and playground**
Requires physical activity – *Volunteer for Village clock, to set and replace batteries.*
Defibrillator since 2018. Has now broken – being returned. Awaiting replacement tomorrow. AH has offered to take over the monitoring of defibrillator from RH.
Playground – Keith Austin has been doing weekly checks – need to check this will continue.
Website- Request for volunteer to maintain and update website.
Question raised about Rural skills centre sign and whether this can be removed.

12. Parish Council Transparency and Communication

Chair checked awareness of website and Notice-board with those present. Council follows transparency code. All minutes are held on website.

Suggestion by member of public for a notice on noticeboard identifying more detail is on website.

Action: Clerk to add notice on noticeboard

Publicise website in Watershed magazine.

Continue to raise awareness of website.

13. ANNUAL REVIEW OF PARISH POLICIES:

- All policies are now updated, adopted and available on the website.
- 2019 Privacy policies adopted

Councillors resolved to adopt both 2019 internal and general privacy policies

Proposed: GTH **Seconded:** BW

14. CORRESPONDENCE RECEIVED

Letter received from resident regarding a village survey. Parish Council agree that a survey needs revisiting but at a later time due to recent consultation. Councillors agreed revisit in Autumn.

Proposed RH Seconded: AH

15. POINTS FOR CONSIDERATION AT NEXT MEETING

Budget approval

Precept

Trewsbury Road

Path to bus shelter

The meeting closed at 21:40

Chairman Signature:	Parish Clerk Signature:	Date:

NOTICE OF NEXT MEETING: Monday 10 January 2022

Electronic copies of these and Previous Minutes are available from:

the Parish Clerk: clerk@coatesparish.org.uk