

COATES PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING MONDAY 10 January 2022

7.30PM Coates Village Hall

Chairman for this meeting: Gilly Torry-Harris

Present:

| Councillors and Officials: | |
|-----------------------------------|----------------|
| Torry-Harris, Gilly (GTH) | Chairman |
| Harris, Stephen (SH) | Vice- Chairman |
| Hobson, Andrew (AH) | Councillor |
| Dobson, John (JD) | Councillor |
| Clement-Davies, Ann (ACD) | Councillor |
| Coates, Caroline (CC) | Clerk |

In Attendance:

| Members of the Public: |
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| Berry, Tony Cotswold District Councillor |
| Hirst, Stephen Gloucestershire County Councillor |
| Large, Simon – Tree Warden apologies |
| 0 members of the public attended |

1. APPOINTING A CHAIR

Gilly Torry-Harris was appointed as Chair for the meeting

Proposed: AH Seconded: ACD

The election of the Chair was brought forward to ensure the Parish Council were lawfully constituted.

Election of the Chairman

Councillors resolved to elect Gilly Torry-Harris as Chairman of the Parish Council

Proposed: AH Seconded: JD

Election of the Vice Chairman

Councillors resolved to elect Stephen Harris as Vice-Chairman of the Parish Council

Proposed: AH Seconded: JD

Richard Harrison, who recently resigned as Chairman, was thanked for his long term service and commitment to the Parish Council.

2. RECEIVE APOLOGIES

All Councillors present - no apologies needed. Apologies had been received from the Tree Warden.

3. REGISTER OF MEMBERS INTERESTS

No changes to the register of interests were received.

4. MINUTES OF THE LAST PARISH COUNCIL MEETING

The minutes of the Parish Council meeting of 1 November 2021 were approved by all council members and signed by the Chairman and Clerk.

5. ACTION POINTS FROM LAST MEETING

1. **Trewsbury Road Junction**

AH shared his report produced after the site meeting on 16.11.2021. See Appendix A. Trees will be removed by Gloucestershire Highways from Highways land; signpost will be repositioned to improve visibility. Work scheduled for beginning of February but weather dependent.

Parish Council to keep item on agenda until Councillors believe all that is possible has been done to improve the safety of the junction.

2. **Path to Bus shelter**

GTH provided an update, reporting a site meeting between C.Cllr Stephen Hirst, GTH and the Clerk. A survey will take place on 14.01.2022 to be attended by GCC Highways

Manager Richard Gray, C.Cllr Stephen Hirst and GTH. Plans will be drawn up regarding proposed work (approx. 4 weeks). GTH had ascertained that on average about 9 people use the shelter each day. Nearby residents would be contacted about the proposals as they become clearer.

3. **MTC Water butt**

Procured and fixed in position by AH who was thanked for this. Health and safety aspects have been considered e.g. child safe lid with lock.

4. **Unnamed Road**

JD to work alongside Line Whitfield to help move this forward.

6. PARISH COUNCILLOR VACANCIES AND DISTRIBUTION OF RESPONSIBILITIES

Parish Councillor Vacancies

Barry Wainwright and Richard Harrison have resigned as Councillors and were thanked for their service. Notices of Vacancy have been issued for both.

CDC has received 10 requests for an election in respect of BW's vacancy which will take place on 03.03.2022.

10 requests for an election in respect of RH's vacancy need to be received by 27.01 2022, otherwise the vacancy can be filled by co-option. If they are received by 26.01.2022 both elections can take place on 03.03 2022.

Notices will follow with next steps and dates provided by electoral services in prescribed time frames.

Distribution of responsibilities

Councillors discussed a range of responsibilities and shared these between themselves and the Clerk.

JD to check Keith Austin is happy to continue Playground safety checks.

Clerk to maintain website until appointment of new Councillor.

Councillors resolved to approve additional time needed for this with a maximum of 4 additional hours per month with some of the time allocated to the training budget.

Proposed: ACD Seconded: GTH

7. FINANCIALS

Approval to pay the following

- Clerk's salary and expenses covering 01.11.2021 – 31.12. 2021 £262.05
- Home Working allowance 9 weeks £54
- HMRC – PAYE £65.40

Proposed: JD Seconded: AH

Councillors resolved to make all payments for the invoices above.

Pre-approval to pay:

- Grass cutting £588.00 if within 12 cuts and needed
- Athena – charges for changes to email accounts up to £100
- Pruning of apple trees on Victory Green. £100
- PATA Payroll

Proposed: SH Seconded: GTH

Councillors resolved to make all payments as necessary for invoices above

Bank reconciliation: 31 December 2021

Account summary and receipts and payments – shared prior to the meeting. No questions were asked about these.
 RH had checked bank balances and statements and confirmed these correspond with the documents presented. Email from RH to confirm this dated prior to resignation.
Bank Reconciliation resolved. Proposed: SH Seconded: JD

8. BUDGET AND PRECEPT 2022-2023

April 2022-March 2023

The proposed 2022/2023 budget, prepared by RH before resignation, had been shared with Councillors prior to the meeting setting a precept of £10 000 with an estimated 5% increase on a Band D property. The proposed budget was discussed at the meeting. Councillors resolved to accept the proposed budget and precept.
 Proposed: GTH Seconded SH

9. PLANNING APPLICATIONS

21/04553/FUL
21/04724/FUL

Councillors discussed applications and resolved to submit 'No Comment' relating to both applications.
Proposed: GTH Seconded: AH

10. THAMES PATH MARKER

JD is the contact for Alan Bentley Principal Public Rights of Way Officer from Gloucestershire County Council who is working on the Source of the Thames project. There are no updates.

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

C.Cllr Stephen Hirst

Update provided on path to the Bus Shelter and Trewsbury Road Junction
Discussion of villagers' concerns regarding increased heavy traffic and impact to the village as a result of the Ash Dieback Road closure of A 419. (10 days starting today)
SH agreed to follow this up with Gloucestershire highways.

D.Cllr Tony Berry

Cllr TB provided updates on parking and election charges, National Parks, Trewsbury Road junction and new Facebook page for Kemble Ward.
TB shared information about the proposed Very Light Railway (VLR) project and the 2 aspects to this. The VLR and Active travelling - cycleways within a 5 mile radius of Cirencester.

13. POINTS FOR CONSIDERATION AT NEXT MEETING

- Village Signage
- Confirmation that the Parish Council is in-line with GDPR and the Information Commission regarding information held.

The meeting closed at 21:55

| Chairman Signature: | Parish Clerk Signature: | Date: |
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NOTICE OF NEXT MEETING: 7 March 2022

Electronic copies of these and Previous Minutes are available from:

the Parish Clerk: clerk@coatesparish.org.uk