

MINUTES OF COATES PARISH COUNCIL MEETING
THURSDAY 16 MARCH 2023
7.00PM Coates Village Hall
Chair for this meeting: Robbie Whitfield

Councillors and Officials:	
Whitfield, Robbie (RW)	Chair
Hobson, Andrew (AH)	Councillor
Harris, Stephen (SMH)	Councillor
Dobson, John (JD)	Councillor
Gilly Torry-Harris (GTH)	Councillor
Brown, Jacqueline (JB)	Councillor
Alan Moorcroft (AWM)	Clerk/RFO

Members of the Public:
Large, Simon (SL) Tree Warden
Berry, Tony (TB) CDC councillor
1 member of the public

1. APOLOGIES

None received.

2. DECLARATION OF MEMBER INTERESTS ON AGENDA MATTERS including Disclosable Pecuniary Interests and Personal Interests

All Councillors present declared that they had no such interests, and there had been no changes since the last meeting.

3. MINUTES OF LAST MEETING – 30 JANUARY 2023

All proposed amendments had been incorporated within the draft notes. There being no further proposed amendments the notes were agreed and duly signed.

4. PLANNING APPLICATIONS

None.

5. TREES

The discussion arose following guidance received that CPC must act reasonably in managing trees for which it is responsible. Whilst SL is the Tree Warden it is important to remember that he is not an expert in tree matters, more like someone with a keen interest. In SL's opinion there are some trees in the village which might pose a risk but these are not the responsibility of CPC. The CPC's view is that they are only responsible for trees on land which they own, other trees in and around the village will be the responsibility of either the land owner or GCC.

It was agreed that AWM would inform GAPTC of CPC's belief of its responsibility in relation to trees and also check that cover is provided through the insurance policy. Once this has been done a view can be formed as to whether a tree survey should be undertaken.

SL has almost finished the planting of trees for this season. RW and the rest of the councillors wanted to put on record their thanks for this work which will improve the village for the benefit of future generations.

6. FINANCIALS

An update on the Internal Audit was given. Information has been supplied and a zoom meeting held; currently awaiting auditor's report. AWM's personal view is that the auditor is

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reasonably content but did highlight some issues. A system of internal control to be adopted, bank summary / invoices to be signed off by councillor, table of payments to chairman, clerk's wages resolved in closed session, earmark reserves, contractual / statutory obligations agreed in May and list payments on website.

Payments from previously pre-approved. The clerk's wages and PAYE due in accordance with National Pay scale 11. Travel expenses were also paid to the clerk (£31.50) on 3 February. A payment to GAPTC (£36.00) was inadvertently paid twice, with a refund having been received.

Recent invoices received – Greenfields for playground repairs (£3,095.46), photocopying (£5.82) and payroll (£28.40) were all considered. The councillors were satisfied that the playground repairs have been checked and all payments were proposed and accepted.

Pre-approval was given to pay the clerk's wages and associated PAYE in accordance with National Pay scale 11. Pre-approval given to purchase printer cartridges (£40.00).

A transfer of £4,000 has been made from the Precept to the Treasurer's account, mainly to cover the cost of the playground repairs. The current balance on the Precept account is £6,644.84.

A VAT claim covering the period 1 April 2021 to 31 December 2022 totalling £1,463.14 has been prepared. An online application has been delayed and a manual application is to be made.

7. PLAYGROUND

A meeting has been held with the contractor to agree the extent of the "snagging" work, at no cost to CPC. The work has now been satisfactorily completed. The next inspection is due in April 2023.

8. MAINTENANCE OF COUNCIL ASSETS

This relates to the maintenance of all Parish Council land, and credit was given to residents already undertaking work at the entry to May Tree Close. It is accepted that there is a need to achieve the best value for money, and the tender process will be expedited in order to progress matters. Councillors will ask residents interested in undertaking the work to put their names forward. A draft Notice was agreed to be placed on the Council website and noticeboard including a closing date of 28 April 2023.

AH agreed to continue to look after the village clock after he has stepped down as a councillor. AH will liaise with the council if any maintenance costs are required.

9. GRASS CUTTING CONTRACT

AWM has informed the contractor of the council's opinion that there is a 3 year contract in place and that has been accepted. The area to be cut has also been established. This issue is now closed.

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10. SPEEDING INITIATIVES

AH informed the meeting that the bin stickers had still not been received due to a delay in issuing them. AH will let CPC know when they had been received.

AH had spoken with his police contact about a speed watch exercise. No retraining is required as training has already been undertaken. There will, subject to weather restrictions be speed watch exercises on 17 April and 20 April at the Trewsbury Road junction and at School Row. AH has the speed gun – asset register to be updated. AH will communicate the results of the speed watch exercises to AWM and RW.

No price for gateway barriers has been received yet. This will be carried forward to the next meeting.

11. CONSULTATION ON COTSWOLDS NATIONAL LANDSCAPE DRAFT REVISED NEIGHBOURHOOD PLAN POSITION STATEMENT

GTH had reviewed this document and provided a summary. It was thought that no response was required from CPC. Although the Council agreed with the intentions of the Cotswolds National Landscape Board, it was agreed that this particular consultation was of limited relevance to the Council because it was not proposing to prepare a Neighbourhood Development Plan.

However, in the last month CDC had conducted Consultations on NON-STRATEGIC SITE ALLOCATIONS SELECTION METHODOLOGY AND GUIDANCE FOR DETERMINING MAJOR DEVELOPMENT IN THE COTSWOLDS AREA OF OUTSTANDING NATURAL BEAUTY. GTH had reviewed these and put forward suggested responses, which Councillors agreed should go forward as the Parish Council's formal responses to the Consultations.

12. ACTION POINTS FROM LAST MEETING

Ann Clement Davies has resigned as a councillor with effect from 12 February 2023. Her details are to be removed from the website and her email address closed down. The councillors wanted to minute their thanks to Ann for her contributions during her time as a councillor.

JB has been booked on to the planning training, although no details of the course have been provided yet; AWM provided contact details for JB to follow up.

AWM has reissued the email setting out how CPC deal with any planning issues, including those where an objection is contemplated.

13. CORONATION CELEBRATIONS

This is being handled by the Village Hall committee.

JD reminded councillors that a replacement as the CPC representative on the Village Hall committee was needed after he has stepped down following the May election. JB will take on the role and will liaise with JD.

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14. OTHER ITEMS

Details of how to make nominations for the election have recently been circulated. JB advised councillors that it took quite a bit of time to complete a nomination and it should not be left to the last minute.

At this point TB arrived at the meeting.

Further “hard” copies of both maps of the parish are to be obtained.

15. POINTS FOR CONSIDERATION AT NEXT MEETING

The next meeting will be held at 7pm on Thursday 18 May 2023. Future meetings are scheduled for 20 July, 7 September and 23 November.

16. REPORT FROM DISTRICT COUNCILLOR TONY BERRY

TB apologised for being late to the meeting but had another meeting he needed to attend.

TB updated the meeting on a number of issues that had been considered by CDC. Consideration is being given Codes of Conduct to which councils operate to be standardised. This will hopefully make them easier to follow and understand. Independent people are to be added to the CDC audit committee. CDC will be increasing its charges for toilets, car parks, season tickets, etc. Funds are being received from central government to help in getting homeless people off the streets. The CDC budget has been agreed. The RAU is looking to expand by creating an innovative hub; TB has concerns about increased levels of traffic and is pressing for an additional road to alleviate congestion on the Tetbury / Stroud Road roundabout; TB agreed to forward a plan of his proposal. TB also mentioned that the Tunnel House had revised its plans submitted for planning permission. RW pointed out that Coates PC had not been forwarded the revised plans for comment and requested this be done since the Tunnel House pub is within Coates PC boundary.

Chairman Signature:
Parish Clerk Signature:
Date:

NOTICE OF NEXT MEETING: Thursday 18 May 2023 at Coates Village Hall.
Electronic copies of these and previous Minutes are available from the Parish Clerk:
clerk@coatesparish.org.uk