

# Churcham Parish Council

**Clerk**  
Mrs Marilyn King  
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**The Minutes of the meeting of the  
CHURCHAM PARISH COUNCIL  
Held at Churcham Primary School  
On the 21<sup>st</sup> March 2017 at 7.30pm**

**Those Present:-** Councillor Francis, Newbery, Baber, Freeman, Brookes, Reeves and Price along with their clerk Marilyn King, District Councillor Jones and County Councillor Robinson along with two members of the public.

**1. To receive apologies for absence.** There were no apologies.

**2. To record any Declarations of Interest by members in items to be discussed.**  
There were no declarations.

**3. To approve the minutes of previous Meetings.** Councillor Reeves proposed that they be signed as a true record, this was seconded by Councillor Price and unanimously agreed.

**4. To consider matters arising from those minutes.** There were no matters to consider.

**5. To consider planning applications notified by the Forest of Dean District Council:-**

5.1 Mrs A Paul, Meadow Walk, and Solomon's Tump Huntley: - P0349/17/FUL. Erection of a single storey front and side extension. Councillor Brookes proposed that this application be approved, this was seconded by Councillor Baber and unanimously approved.

5.2 Mrs S Owens, Meadowsweet Solomon's Tump Huntley: - P0377/17/DEM. Demolition of existing outbuilding. This application needed no approval because it relates to the previous Lawful Development Certificate granted on this site P1685/16/LD2. This current proposal relates solely to the demolition of an existing outbuilding on the site and would be replaced by works approved in P1685/16/LD2.

**6. To confirm planning decisions by Forest of Dean District Council/Gloucestershire County Council.**

6.1 Mr & Mrs Preece, Littlefield Lake Lane Churcham: - P0090/17/FUL. Erection of a side extension and rear dormer with roof alterations, conversion of loft area for additional living space. Erection of a detached garage, Full permission was granted.

6.2 Two Rivers Housing 3 Lake Close Churcham. P0093/17/TPO. Crown lift Oak Tree T1 of TPO220 in accordance with the submitted plans. Consent was granted.

**7. Clerk's Report.** The clerk reported that she had organised a Highways engineer to inspect the bridge over a stream in Oakle Street from which bricks were being dislodged over a period of time.

### **8. To receive Councillor's Reports.**

Councillor Newbery reported that work is progressing well at Henry Hook Close with the foundations already being installed for the affordable housing and hard core for the entrance road laid.

Councillor Baber reported that highway repairs had been completed in Bulley Lane near New Cottages and also below Pigeon House Farm in Bulley Lane.

Councillor Francis reported that there will be a short walk in the parish starting at Churcham Church on the 23<sup>rd</sup> March at 10.30am.

Councillor Price asked Councillor Jones if planning permission was required for a new sign at Churcham Garage. Councillor Jones will find out and report at the next meeting.

Councillor Jones reported that an enforcement officer is in the process of getting the fence lowered at the old Methodist Chapel in Chapel Lane which is too high and also moved back to its original line.

Councillor Francis discussed supplying tea/coffee and light refreshments at the Annual Parish Meeting to be held on the 11<sup>th</sup> April. Councillor Newbery proposed that this should be paid for out of council funds, this was seconded by Councillor Reeves and unanimously agreed.

County Councillor Robinson reported that he is holding a meeting with Highways England to discuss Highways problems on the A40 through Churcham, as well as a possible shared footpath/cycle path from the A40 to Churcham Garage. Councillor Francis said that this could be a topic to discuss at the Annual Parish Meeting on the 11<sup>th</sup> April to see how many residents would use it and if it would reduce accidents, and improve the health of the proposed users.

### **9. Financial Matters.**

Councillor Brookes proposed the cheques below were approved and signed, this was seconded by Councillor Freeman.

9.1 GAPTC £180.15 Annual Membership.

9.2 Mrs M King £1770.79 Salary/ office expenses.

9.3 The clerk reported that £136.81 VAT refund has been banked and that the total of the two bank accounts is £5574.59p. The cheque for GAPTC has not yet been processed by the bank.

9.4 To update and adopt Standing Orders. A decision was made to amalgamate the old and the new Standing Orders. This was proposed by Councillor Freeman, seconded by Councillor Reeves and unanimously agreed.

9.5 To update and adopt the Code of Conduct for Councillors. A decision was made to amalgamate the old and new Code of Conduct for Councillors. Councillor Brookes proposed this decision which was seconded by Councillor Baber and unanimously agreed.

9.6 Mrs Fowler has agreed to audit the parish council accounts 2016/2017 for £50.00.

### **10. Correspondence received.**

10.1 Mr S Powers reported that Gloucestershire Highways have inspected the site if the blocked culvert at the junction of Bulley Lane/Lake Lane.

10.2 Mr S Powers reported that he had made a complaint to Forest of Dean District Council that plastic milk bottles are appearing in local ditches. The new recycling vehicle operators are not closing the plastic compartment covers in between collecting from properties and the containers are falling out.

10.3 Police and Crime Commissioner Martin Surl invited Councillors to the launch of the Police and Crime Plan 2017 – 2021. If any Councillor is available they may attend.

10.4 North Dean Rights of Way Association invited anyone to a meeting on the 27<sup>th</sup> March at 7.30pm at May Hill Methodist Church. Several Councillors hoped to attend.

10.5 Two Rivers Housing thanked Councillors and the clerk for attending a meeting recently at Henry Hook Close Churcham.

10.6 FODDC reported that a suspicious email is circulating about council tax refunds provided that they fill out their bank details on an attached form. Residents should not fill out the form, just delete it as it is a scam.

10.7 FODDC informed about a free event on the 25<sup>th</sup> March at 10.30 – 12.30 to be held at Newent Memorial Hall where clothing and footwear in good clean condition can be exchanged so they can be re-worn or reused.

10.8 Gloucestershire Police Neighbourhood Watch reported that the Garden Centre in Chapel Lane Churcham had been broken into as well as properties in Two Mile Lane Highnam as well as Church Lane Corse.

10.9 Gloucester County Council: - Election of Councillor. Councillor Robinson announced that he will be standing for election once again.

**11. Public Question Time.** A representation was made that the proposed date of the next parish council meeting did not concur with the standing orders. Councillors welcomed the observation and will provide a date in line with the standing orders.

**12. Matters raised for discussion at next meeting.** There were no matters raised.

**The chairman thanked everyone for attending and closed the meeting at 8.25pm  
The date of the next meeting is to be held on the 11<sup>th</sup> April at 7pm and will be the annual parish meeting.**

The clerk's working hours are: -

Monday 10am – 12pm, 2pm – 4pm

Wednesday 10am – 12pm, 2pm to 4pm

Thursday 10am – 12pm, 2pm – 3pm

If any urgent item needs to be discussed by councillors or residents in between these times I can be contacted by telephone only on 01452 750451