

# Churcham Parish Council

**Clerk: - Shelly Ford**  
17 Lambourne Avenue  
Huntley, Gloucester  
GL19 3HW  
Tel:  
Email:  
clerk@churchamparishcouncil.  
org.uk

Date: - 12.9.17

## **To all members of the Parish Council**

You are hereby summoned to attend a meeting of Churcham Parish Council to be held on the 19<sup>th</sup> September 2017 at Churcham Primary School at 7.30pm for the purpose of the following business: -

The Chairman has requested that all Parish Councillors arrive at the school for 7pm to view planning applications and correspondence prior to the start of the meeting.

Shelly Ford. Clerk to the Parish Council

## **AGENDA**

**1 The Chairman to introduce the new clerk Shelly Ford to the Parish Council and Parishioners.**

**2 To receive apologies for absence.**

**3. To record any declaration of interest that Councillors wish to make on items on the agenda.**

**4. To approve the minutes of previous meeting.**

**5. To consider matters arising from those minutes.**

**6. To consider applications for planning notified by the District Council and County Council. The public will be permitted to speak for a total of 3 minutes per planning application before a decision is made by Councillors.**

6.1 Note machine UK Ltd, Churcham Garage, Main Road Churcham: - P1282/17/FUL. Installation of a new ATM Machine in a purpose built steel secure room with steel floor.

6.2 Note machine UK Ltd, Churcham Garage Main Road Churcham: - P1283/17/ADV. Advertisement consent for internally illuminated lettering "Free cash Withdrawals" out of a black background, with blue LED halo illuminated to the ATM surround.

6.3 Mr D Richards, Land South West of Colliers Elm Farm Bulley Lane Churcham: - P0914/17/FUL Change of use of land to one gypsy/traveller pitch comprising of one mobile home: one touring caravan; one day room; plus hardstanding and foul drainage {part retrospective}

**7. Planning decisions notified by the Forest of Dean District Council.**

7.1 Mr B Hopkins, Bulley Barns Bulley Lane Churcham: - P1032/17/PQ3PA. Prior approval for the conversion of existing steel frame agricultural building to one residential dwelling {Use class 3}. Prior approval not required.

7.2 Mr R Fisher, Huntsmans Meadow Oakle Street Churcham: - P0791/17/FUL. Positioning of mobile home within the curtilage of garden to be used as ancillary accommodation {Retrospective}. Full permission was granted.

7.3 Ms C Shepherd, School of the Lion Main Road Churcham. APP/P1615/17/3175137. The appeal was dismissed.

7.4 Mr K Arrowsmith, Sunset View Oakle Street Churcham: - P1084/17/FUL Erection of a two storey extension and minor alterations. Removal of conservatory. Full permission was granted.

7.5 Smart Farms Stone End Farm Main Road Churcham: - P1075/17/COU. Change of use of B1 use to building back to agricultural storage with no associated building works. Full permission was granted.

**8. To receive the clerk's report.**

**9. To receive Councillors reports:** {any problems/concerns from residents}

**10. Financial Matters.**

Grant Thornton the Parish Council's External Auditors have completed the Annual Return for the year ended 31<sup>st</sup> March 2017 with no comment and have signed the report and certificate.

Cheques for approval:

10.1 Aon Insurance £404.89

10.2 Churcham PCC Grant towards upkeep of churchyard £125.00

10.3 Bulley PCC Grant towards upkeep of churchyard £125.00.

10.4 Mrs M King Salary/office expenses £

10.5 Update Banking Mandate.

10.6 Discuss purchasing a lap top computer for the clerk.

**11. Discuss Parish Plan Progress.**

**12. Discuss shared pedestrian/cycle access from Highnam to Huntley.**

**13. Discuss storage locations of parish tables, chairs and crockery.**

**14. Elect a Co-ordinator for Emergency Plan.**

**15. Correspondence Received.**

**16. Public Question Time.** To answer questions asked by members of the public.

Questions should be sent in writing to the clerk at least three days prior to the meeting.

A maximum of 5 minutes will be allowed for each question asked.

**17. Matters raised for discussion at next meeting.**

**The next meeting of Churcham Parish Council will be held on the 17<sup>th</sup> October 2017 at 7.30 pm at Churcham Primary School.**