

# Churcham Parish Council

## Minutes of the Extraordinary Meeting of the Parish Council

18<sup>th</sup> December 2018

### In attendance:

Parish Councillors: Cllr. Francis, Cllr. Reeves, Cllr. Newbery, Cllr. Brookes, Cllr. Price, Cllr. King

Clerk: Christian Horton

There were no members of the public present.

### 1. To receive apologies for absence

1.1. No apologies were received.

### 2. To receive declarations of interest & written requests for dispensation

2.1. There were none.

### 3. To consider the minutes of the last meeting

3.1. It was **RESOLVED** to sign the minutes of the last meeting.

### 4. Planning

#### 4.1. To consider the following planning applications:

4.1.1. **P1848/18/LBC**- School House, Main Road, Churcham, Gloucester. Listed building consent for internal alterations, installation of central heating, re-wiring and improved insulation to existing walls, ceilings and windows

4.1.1.1. It was **RESOLVED** to support this application.

#### 4.2. To receive a report of planning decisions notified by the Forest of Dean District Council

4.2.1. **P1862/18/AG** - Agricultural and Forestry Development. Application for determination as to whether prior approval is required for further details. Churcham House Main Road Churcham. Prior notification for the erection of an agricultural barn.

4.2.1.1. This application has been refused.

4.2.2. **P1449/18/FUL** - The Barn Conversion, Pigeon House Farm, Bulley Lane, Churcham. Conversion of 2 x agricultural barns to a residential dwelling and associated car port plus store with associated parking, post and rail fencing and ancillary works. Demolition of barns and outbuilding.

4.2.2.1. This application has been approved.

### 5. Finance

#### 5.1. To consider the following for payment:

5.1.1. Clerk's salary and expenses - £408.86

5.1.1.1. It was **RESOLVED** to pay the Clerk's salary and expenses of £408.86.

**6. To receive a verbal report from the Clerk**

6.1. The Clerk reported that:

6.1.1. The Council needed to add the Clerk's probationary period review to the agenda of the next meeting and that a resolution would need to be passed to exclude the public from this due to privacy requirements.

6.1.2. The Council needed to adopt an employee grievance and disciplinary procedure, in order to ensure it was complying with employment legislation, and this would be presented to the Council at the next meeting.

**7. To receive verbal reports from Councillors**

7.1. Cllr. Brookes reported that he had been liaising with Fastershire following the disappointing announcement by Glide that it would not be improving broadband services in the parish. The Clerk was asked to arrange a meeting with a representative from Fastershire, and to arrange for an update to be disseminated to residents.

7.2. Cllr. King asked for a summary of the minutes to be sent to the Forest Edge magazine.

7.3. Cllr. Reeves & Price reported highway issues for the Clerk to report to Highways England.

7.4. Cllr. Francis reported that the local street warden would be attending the Annual Parish Meeting.

**8. Public Open Forum**

8.1. No members of the public were present.

**The next meeting of the Parish Council will be on Tuesday 15<sup>th</sup> January 2019 at 7.30pm in Churcham Primary School.**