Churcham Parish Council

Minutes of the Parish Council Meeting

16th April 2019 at 7.30pm in Churcham Primary School

In attendance:

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

Clerk: Christian Horton

There was one member of the public present.

1. To receive apologies for absence

   1.1. Apologies were received from Cllr. Brian Robinson

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

   2.1. There were none.

3. To consider and sign the minutes of the last meeting

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

4. Public Open Forum

   4.1. No members of the public spoke.

5. Planning

   5.1. To consider the following planning application:

      5.1.1. P0426/19/FUL - Annexe, Berrys Place Farm, Bulley Lane, Churcham. Removal of condition (e) of planning permission DF11259 to allow for annexe accommodation to be used as a holiday let.

         5.1.1.1. It was RESOLVED to SUPPORT this application.

   5.2. To receive a report of planning decisions by the Forest of Dean District Council

      5.2.1. P0241/19/FUL - Longlea, Main Road, Churcham, Gloucester.
      This application has been granted CONSENT.

      5.2.2. P0195/19/FUL - Churcham Garage, Main Road, Churcham, Gloucester.
      This application has been granted an extension of time.

6. To consider Licensing Application F/19/00147/PRMA - The Tea Room Fairview Garden Centre Chapel Lane, Churcham Gloucester Gloucestershire GL2 8AR under the Licensing Act 2003.
   6.1. It was RESOLVED to SUPPORT this application

7. Finance & Audit

7.1. To receive and consider approving an end of financial year (2018/19) report from the Clerk

7.1.1. It was RESOLVED to approve the end of financial year (2018/19) report from the Clerk

7.2. To receive and consider approving a report of the Council's end of financial year 2018/19 bank reconciliation

7.2.1. It was RESOLVED to approve the Council's end of financial year 2018/19 bank reconciliation

7.3. To receive and consider approving a report of the Council's cashbook for quarter 4 of 2018/19 and the cashbook for the financial year 2018/19

7.3.1. It was RESOLVED to approve the report of the Council's cashbook for quarter 4 of 2018/19 and the cashbook for the financial year 2018/19

7.4. To consider approving whether current bank signatories can continue as such post 2 May 2019 election, even if they are not a Councillor, until a time when arrangements for new signatories have been concluded

7.4.1. It was RESOLVED to approve current bank signatories to continue as such post 2 May 2019 election, even if they are not a Councillor, until a time when arrangements for new signatories have been concluded

7.5. To consider approving to certify the Council exempt from a limited assurance review for financial year 2018/19

7.5.1. It was RESOLVED to approve certifying certify the Council exempt from a limited assurance review for financial year 2018/19

7.6. To consider approving the dates for the Notice of Public Rights for the Financial Year ending 31 March 2018

7.6.1. It was RESOLVED to approve the dates for the Notice of Public Rights for the Financial Year ending 31 March 2018 as the period from 17 June 2019 to 26 July 2019.

7.7. To consider approving the following for payment:

7.7.1. Clerk's salary and expenses - £401.90

7.7.1.1. It was RESOLVED to approve payment.

7.7.2. Marilyn King (Refreshments for Annual Parish Meeting) - £19.20

7.7.2.1. It was RESOLVED to approve payment.

7.7.3. Great Western Air Ambulance Charity (Donation made under LGA 1972 S.137) - £50.00

7.7.3.1. It was RESOLVED to approve payment.

7.7.4. Avalon Accounting (Payroll Services FY2018/19) - £150.00

7.7.4.1. It was RESOLVED to approve payment.

7.7.5. Churcham and Bulley National School Trustees (Hall hire FY 2018/19) - £315

7.7.5.1. It was RESOLVED to approve payment.

7.7.6. GAPTC (Membership subscription FY2019/20) - £181.29

7.7.6.1. It was RESOLVED to approve payment.

7.7.7. The Community Heartbeat Trust (Defibrillator battery - King's Head) - £282.00 [Invoice 3678]

7.7.7.1. It was RESOLVED to approve payment.

7.7.8. The Community Heartbeat Trust (Defibrillator battery - Telephone Kiosk) - £282.00 [Invoice 3677]

7.7.8.1. It was RESOLVED to approve payment.

8. To receive a report from the Clerk concerning an inspection and review of the Council's assets

8.1. The Council considered the report and discussed the risks posed as a result of the bus shelters needing maintenance work. It was agreed that an assessment of the bus shelters, and costs associated with repair would most likely involve inviting professional builders to tender for the work. This matter will be added to a future agenda for consideration.

9. To receive a verbal report from the Clerk

9.1. The Clerk reported that:

9.1.1. The number of members of the public attending Annual Parish Meeting was disappointing and that the Council may want to consider ways in which to better involve the community in order to increase numbers at future meetings.

9.1.2. The Churcham and Bulley National School Trustees had responded to an email from the Clerk regarding the state the school room was found in prior to the Annual Parish Meeting.

10. To receive verbal reports from Councillors

10.1. Cllr. Brookes asked that the Clerk contact Fastershire again regarding an update of progress.

10.2. Cllr. King requested that the number of bank signatories, and who they are, be checked

10.3. Cllr. Reeves requested that:

10.3.1. The Clerk contact Highway's England be alerted to the state of the road between Church Lane and Stone End following concerns raised by resident.

10.3.2. The Clerk contact the appropriate authority on the maintenance of a public right of way running from St. Andrew's Church.

10.4. Cllr. Francis raised concerns about overgrown hedges blocking a pathway.

11. To consider the date of the next meeting

11.1. The next meeting of Churcham Parish Council will be the Annual Parish Council Meeting on 21st May 2019 at 7.30pm in Churcham Primary School.

Signed:…….

Date:……