

Churcham Parish Council

Minutes of the Meeting of the Parish Council

19th November 2019 at 7.30pm in Churcham Primary School

In attendance:

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

District & County Councillors: Cllr. Brian Jones (District) & Cllr. Brian Robinson (District & C.C.)

Clerk: C. Horton

There were four members of the public present.

1. To receive apologies for absence

1.1. Cllr. Price sent apologies.

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.

4. Public Open Forum

4.1. Broadband

4.1.1. A member of the public raised their concerns about the lack of progress with the broadband improvements. The clerk stated that they would again seek an update from Fastershire.

4.2. Churcham Garage

4.2.1. A member of the public raised concern about the operating hours of Churcham Garage. They were informed that the clerk had been liaising with the Forest of Dean District Council.

4.3. Land South West of Colliers Elm Farm, Nr Bulley Lane, Churcham – Planning Appeal

4.3.1. A member of the public contacted the parish council with regards to this matter and it was discussed in detail. The parish council agreed that their opinion had not changed since the original application consultation. The clerk was instructed to contact the Forest of Dean District Council to make enquiries with regards to reiterating objections.

5. Planning

5.1. To receive a report of planning decisions by Forest of Dean District Council and the Planning Inspectorate

5.1.1. P1429/19/FUL Town and Country Planning Act,1990 (As Amended) Fairview House, Bulley Lane, Churcham, Gloucester.

5.1.1.1. Pending consideration.

5.1.2. P1450/19/FUL Town and Country Planning Act,1990 (As Amended) Adjacent To Nirvana, Birdwood, Gloucester, Gloucestershire

5.1.2.1. Application withdrawn.

5.1.3. P1513/19/AG Town and Country Planning Act,1990 (As Amended) Agricultural and Forestry Development. Application for determination as to whether prior approval is required for further details. Churcham House Main Road Churcham

5.1.3.1. Application refused.

5.2. To consider:

5.2.1. P1483/19/FUL Town and Country Planning Act,1990 (As Amended) Oak View Barn, Bulley, Churcham, Gloucester. Conversion of garage and workshop/store to additional bedrooms. (Retrospective).

5.2.1.1. It was **RESOLVED** that there were no comments on this application.

6. Finance & Audit

6.1. To receive and consider approving a financial report and bank reconciliation from the RFO

6.1.1. A report updating the Parish Council on its financial activity in this financial year was considered, in addition to the monthly bank reconciliation. It was **RESOLVED** that the reports were an accurate reflection of the state of the Council's finances and complied with internal financial control policies.

6.2. To consider a budget and precept for the financial year 2020/21

6.2.1. It was **RESOLVED** that the proposed budget for the financial year 2020/21 be accepted and that the precept be raised to £12,000 in order to undertake essential repair work to the bus shelters and to ensure an adequate contingency was maintained. The agreed budget can be seen below:

FY2020/21 AGREED BUDGET - Income	
Bank Balance Carried Forward (forecasted)	£ 6,772.99
Bank Interest (forecasted)	£ 5.00
Grants	£ 0.00
Other	£ 0.00
Precept	£ 12,000.00
Vat Refund (forecasted)	£ 50.00
Total	£ 18,827.99
Total exc. balance brought forward	£ 12,055.00
FY2020/21 AGREED BUDGET - Payments & Reserves (forecasted)	
Allocated Reserves	£ 8,040.00
Business costs	£ 2,000.00
Councillors' costs (e.g. training, travel & expenses etc)	£ 180.00
Election	£ 0.00
Employment costs	£ 5,400.00
Grants & Donations (inc. S.137)	£ 500.00
Non-allocated Reserves	£ 72.99
Property Maintenance	£2655.00
Special Projects	£ 0.00
Total	£ 18,827.99
Total excluding reserves (allocated and non-allocated)	£ 10,735.00
FY 2020/21 AGREED BUDGET – Allocated Reserves (forecasted)	
Contingency (50% of Business Costs)	£ 3,790.00
Property Maintenance Fund	£ 500.00
Equipment Reserve Fund	£ 750.00
Defibrillator Replacement Fund	£ 1,000.00
Future election reserve fund	£ 2,000.00
Total Allocated Reserves	£ 8,040 .00

6.3. To consider approving the following for payment:

6.3.1. Clerk's salary and expenses - £403.40

6.3.1.1. It was **RESOLVED** to pay this amount.

6.3.2. Quoakle website fees - £255.59

6.3.2.1. It was **RESOLVED** to pay this amount

7. To resolve to approve that the clerk's salary [agreed in the contract dated 18/09/2018 and minute ref 23/19-13.1], as from November 2019, is to be paid one month in arrears and shall be paid via standing order payable on last day of each calendar month (to be reviewed at the annual parish council meeting 2020) [Decision to be made in accordance with Local Government Act 1972 s 112]

7.1. It was **RESOLVED** that salary payments would be made in accordance with this resolution.

8. To consider making an order for work based on a revised quote for the repair of bus shelters [Decision to be made in accordance with the Local Government Misc. Provisions Act 1953 s.4 and S.10.3 of Financial Regulations]

8.1. It was **RESOLVED** that an order for works would be awarded to Mr. Anthony Gardner and it was agreed that the parish council would apply for 50/50 funding from Gloucestershire Highways to help pay for eligible improvement works.

9. To consider adopting responses to the recent local plan consultation as the official view of parish council

9.1. It was **RESOLVED** that the responses proposed by Cllr. Francis would be adopted.

10. To receive verbal reports from Councillors

10.1. Cllr. Francis raised the issue of vegetation encroaching on the path between halfway Bridge and Churcham School. The clerk will report this to Highways England.

10.2. Cllr. Reeves raised issues regarding blocked drains on Church Road, which Cllr. Robinson agreed to contact the highways team about. Issues regarding the traffic lights at Over were also discussed.

10.3. Cllr. Brookes reported run-off of water from Saintshill Lane. Cllr. Robinson agreed to speak with the highways team about this.

10.4. Cllr. Robinson informed the meeting about the new Forest Lottery.

11. To consider the date of the next meeting

11.1. The next meeting will be at 7.30pm on Tuesday 21st January 2020 in Churcham Primary School

The meeting ended at 8.40pm

Signed:.....

Date:.....