CHURCHAM PARISH COUNCIL

c/o Birdwood Farm Flat, Churcham, Gloucester, GL2 8AP
Email: clerk@churchamparishcouncil.org.uk Tel: 07561611858

Minutes of the meeting of the Parish Council
Tuesday 20th July 2021 at Churcham School

In attendance:
Cllr. Francis, Cllr. King, Cllr. Reeves, Cllr. Newbery and Cllr Brookes
Clerk B Jelf

1. To receive apologies for absence

1.1 Apologies were received from Cllr Price and Cllr Freeman.

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 AGREED to sign the minutes

4. Public Open Forum

4.1 There were no members of public present

5. Planning

5.1 To receive an update on recent planning decisions received from from Forest of Dean District Council

5.1.1 The Clerk advised members of the following planning decisions:-

a. P0921/21/HED Town and Country Planning Act,1990 (As Amended)
Churcham House, Main Road, Churcham, Gloucester.
Removal of hedge due to poor species and quality. – **Permission Granted**

b. P0638/21/FUL
Town and Country Planning Act,1990 (As Amended)
Avenue Cars, Birdwood Garage, Birdwood, Gloucester.

Erection of boundary fencing (retrospective). . - **Permission Granted**

6. Finance and Audit

6.1 To consider and approving the following for payment:

6.1.1 Clerk's salary £306.50

6.1.1.1 It was RESOLVED to pay this amount

6.1.2 Shirley Fowler (Internal Auditor) £55.00

6.1.2.1 It was RESOLVED to pay this amount

6.2 To accept essential payments made between meetings

6.2.1 HMRC £216.20

6.2.1.1 This amount was queried by a member of the public. The Clerk advised that the amount was paid to HMRC for PAYE Tax not National Insurance as printed on the agenda, (typing error) due to the fact that she was being taxed at Basic Rate (BR). Clerk will contact accountant for a written clarification. It was then RESOLVED to pay this amount

6.3 To accept the report of the independent internal auditor and pages 4 & 5 of the AGAR return in respect of financial year 2020/2021.

6.3.1 The AGAR forms and internal auditors report were circulated and members AGREED to accept the report and AGAR return.

7. To receive an update on the Coppice

7.1 Cllr Newbury gave an update, the matter is still ongoing and will be closely monitored

8. To receive an update regarding Cllr Jones

8.1 The clerk updated members that despite sending two emails she had had no response from Cllr Jones or Cllr Preest

9. To discuss/receive report from Clerk regarding upcoming A40 works

9.1 A discussion took place and the clerk advised members that after a discussion with Highways, parishioners had received a card from highways detailing the proposed works. Parishioners were guaranteed to have access during this time. **Action** - clerk to reiterate to highways the need for noise reducing tarmac

10. To discuss Huntley NDP and the request to include properties from from Churcham Parish

10.1 Members AGREED to oppose this request

11. To consider the date of the Annual Parish Meeting

11.1 Members AGREED a date for the Annual Parish Meeting as Tuesday August 17th at 7.00pm, Churcham School. **Action -** Clerk to advise parishioners, via website, noticeboard and facebook page of the date, time and place.

12. To receive verbal reports from Councillors

12.1 Cllr Reeves advised of the need for the grass verges to be trimmed in Church Lane. Cllr Brookes advised of the same in Saintshill Lane - **ACTION** - clerk to contact county council. There has been a dead deer at the side of the road for a few days. **ACTION** - clerk to contact street warden. Cllr Francis reported that he had received an email from a parishioner regarding concerns over the lack of information provided on the website and inadequate information on the minutes provided by the clerk. It was RESOLVED that the clerk would seek further training from SLCC, contact the website provided for further training and ask Cllrs for support should it be required and cc Cllr King into emails. A review would then take place at the September meeting. Cllr Newbury asked the clerk to ensure that the minutes were sent to the parish magazine for publication.

13. To consider the date of the next meeting

13.1 The date of the next meeting is Tuesday 21st September 2021