

MINUTES OF THE ANNUAL GENERAL MEETING OF COALEY PARISH COUNCIL HELD ON 4 MAY 2004 IN THE JUBILEE ROOM OF THE VILLAGE HALL

Present: Cllrs C. Dickinson (Chairman), J Hobson, L Wilcox, C Prout, D Poole, L Bryant, H Targett (Clerk)

REF

- 17/05 Apologies for absence
District Cllr, Janet Wood, Cllr Chalmers
- 18/05 Election of Chairman for 2004/05
Nominee: Cllr Hobson. Proposed Cllr Wilcox; Seconded Cllr Poole; all in favour
- 19/05 Election of Vice-Chairman for 2004/05
Nominee: Cllr Dickinson. Proposed Cllr Wilcox; seconded Cllr Poole; all in favour.
- 20/05 Appointment of Planning Committee and sub-committee for 2004/05
Planning Committee Full Council, sub committee any three Councillors
Proposed Cllr Hobson; seconded Cllr Dickinson; all in favour.
- 21/05 Appointment of Recreation & Leisure Committee and sub-committee for 2004/05
Committee Full Council, sub committee L Bryant, J Hobson, L Wilcox.
Proposed Cllr Hobson; seconded Cllr Poole; all in favour.
- 22/05 Appointment of Tree Warden 2004/05
Nominee: Cllr Bryant. Proposed Cllr Wilcox; seconded Cllr Prout; all in favour.
- 23/05 Appointment of Council's Representative on Village Hall Committee
Nominee: Cllr Wilcox. Proposed Cllr Hobson; seconded Cllr Poole, all in favour.
- 24/05 Appointment of Council's Representative on CoSPA
Nominee: Cllr Chalmers. Proposed Cllr Hobson; seconded Cllr Wilcox, all in favour.
- 25/05 Appointment of Council's Representative on Coaley School Governors and on matters of Education

Appointment not required.
- 26/05 Appointment of Council's Representative on matters of Policing and Community Safety
Nominee: Cllr Poole. Proposed Cllr Hobson; seconded Cllr Dickinson; all in favour.
- 27/05 Appointment of Council's Representative on matters of Footpaths and PROW
Nominee: Cllr Wilcox. Proposed Cllr Dickinson; seconded Cllr Prout; all in favour.
- 28/05 Appointment of Council's Representative on matters of Transport
Nominee: Cllr Prout. Proposed Cllr Dickinson; seconded Cllr Wilcox; all in favour.

- 29/05 Appointment of Council's Representative on matters of Environment
Nominee: Cllr Bryant. Proposed Cllr Wilcox; seconded Cllr Dickinson; all in favour.
- 30/05 Appointment of Council's Representative on matters of Highways Repair & Maintenance
Nominee: Cllr Prout. Proposed Cllr Dickinson; seconded Cllr Poole; all in favour.
- 31/05 Appointment of Council's Representative on matters of Health
Nominee: Cllr Wilcox. Proposed Cllr Hobson; seconded Cllr Poole; all in favour.

MINUTES OF THE PARISH COUNCIL MEETING HELD ON **4 May 2004** IN THE JUBILEE ROOM OF THE VILLAGE HALL

Present: Councillors J Hobson (Chairman), C Dickinson, L Bryant, L Wilcox, C Prout, D Poole, H Targett (Clerk)

REF	OPEN FORUM	ACTION
	<p>Three residents attended the meeting and one non-resident.</p> <p>County Cllr Margaret Nolder reported that the GCC AGM had taken place and a new Chairperson had been appointed, Mrs D. Phillips. All other portfolio holders remained the same. The Boundary Review process had proposed a joint Councillor arrangement for Dursley, Cam, Uley and Coaley.</p>	
32/05	Declarations of Interest by Councillors	
	<p>There were no declarations of interest made.</p>	
33/05	Apologies	
	<p>Apologies had been received from District Councillor Janet Wood and Cllr Chalmers.</p>	
34/05	Minutes of the meeting	
	<p>The minutes of the meeting held on 6 April were approved as a true and correct record by those present at the meeting. Proposed Cllr Bryant; seconded Cllr Poole; all in favour.</p>	
35/05	Planning	
	<p>Council had received permission for:</p>	
	<p>a) S.04/0334/FUL Riverside, Halmore Lane. Renewal of permission S.99/146 for conversion of barn to dwelling. Erection of double garage to side. Demolition of lean-to buildings. Conditions attached to the permission were read out.</p> <p>b) S.03/C0138/FUL 2, Hamshill. Erection of garage and two-storey extension, revised plans received 27.2.04 and 8.3.04. Conditions attached to the permission were read out.</p>	
Items for discussion	Parish Clerk – Clerk’s Report	
36/05	<ul style="list-style-type: none"> • Correspondence had been received from GCC advising that the Gloucestershire Structure Plan Third Alteration was now available for public information. • The Clerk reported that the Impact accounting software the purchase of which was authorised at the last Council meeting had arrived and had been installed. • Brochures and information regarding tree seats as discussed at the previous meeting had been obtained. Cllr Bryant took the information for his perusal. • The VAT element of the shredder purchase, authorised for the Here To Help scheme 	

at the last meeting had been clarified. VAT can be recovered for this item.

- The Clerk advised that all payments authorised at the last meeting in the form of Parish or Village Of The Year money grants had been distributed and signed for.
- A health survey questionnaire had been received from SDC entitled 'Choosing Health'. Cllr Wilcox agreed to complete the questionnaire on behalf of the Council.
- Advice had been obtained that if a planning sub-committee of the Council are required to respond to SDC regarding a planning application, that a meeting should be held, advertised in the usual manner and be open to the public. Council agreed to accept the advice and conduct matters accordingly.
- Correspondence had been received from The Boundary Committee for England. The Committee's report had been sent to the Electoral Commission setting out its final recommendations for electoral arrangements in GCC. As previously advised by Cllr Nolder in the Open Forum, a joint Councillor arrangement has been recommended for Dursley, Cam, Coaley and Uley.
- An invitation had been received for attendance at the Severn Vale Area Transport Forum on 26 May 2004. Cllr Prout agreed to attend.
- Correspondence had been received from Mrs J. Dickinson regarding motorcycle noise from riders using the fields around the church and the school, rented by Mr M. Griffiths of Ashmead Farm. The Clerk to write to Mr Griffiths drawing his attention to the problem.

CLERK

37/05 Proposed temporary kick wall

Cllr Wilcox reminded the Council that last September discussions had taken place with youths in the village for the siting of a kick wall. At the time no site could be agreed, so no action had been taken. Further damage had now been caused due to the kicking of footballs up against the side of the Village Hall. A site ideally needed to be looked for as an area to be used by 14-16 years age group, to incorporate a hard playing surface area with basketball nets. In the short term a temporary kick wall, that could be moved around to ascertain the best siting was put forward. Cllr Wilcox had obtained estimates for the costs that would be involved. She had also sought advice from ROSPA, who had suggested that the youths met with the Police and decide on a way forward together. It was proposed that Derek Harrison, the Police Architectural Liaison Officer, should be to be contacted to arrange a meeting. Proposed Cllr Wilcox; seconded Cllr Bryant; all in favour. Cllr Wilcox agreed to arrange contact.

LW

38/05 c) Correspondence received from Chair of Trustees, Coaley Village Hall

A letter had been received from Mr A. Eve, bringing to the Council's attention further damage caused by youths kicking footballs up against the side of the Village Hall. Disturbances had also been caused whilst the Village Hall was in use. The letter inferred that the Parish Council had responsibility for Law and Order, and could possibly be considered negligent. It also advised that invoices for the repairs required would be handed to the Council for payment. A copy of the letter had been circulated to Councillors previous to the meeting.

Cllr Hobson circulated copies of an extract from the Central Register of Charities regarding the Recreation Field. This included a plan of the land owned by the Village Hall and that owned by the Parish Council. The plan showed that the Village Hall owned the land running alongside the Village Hall that forms part of the Recreation Field. Cllr Poole asked what the Village Hall Committee had done in order to protect their property.

He also advised that the Police were responsible for Law and Order not the Parish Council. Cllr Poole also advised that at a recent meeting, which had been attended by the Chief Constable, encouragement had been given to report incidents of disturbance. 999 could be used legitimately. Although agreeing not to accept liability for the damage, or to accept any repair invoices from the Village Hall Committee, the Council did agree that steps should be taken to try and alleviate the problems. Cllr Poole would request that PC Croot the Community Officer for Coaley made his presence felt around the area of the Recreation Field, particularly during the evenings when the problems seemed to occur. The Clerk was instructed to respond to Mr Eve, stating that although sympathetic to the problems the Council was not responsible and that no invoices for repairs would be accepted. Mr Eve was to be advised as to the action agreed in the previous agenda item.

DP

CLERK

Mr Eve had also raised the possibility of re-positioning the Village Hall car park recycling facility to either the rear car park or alongside the front fence of the front car park. Council decided against the positioning of the site in the rear car park as it would cause safety problems with the site being out of view and too near to the children's play area. The ground around the Coronation Oak would also be vulnerable to damage due to heavy vehicles. If the Village Hall Committee wanted the re-siting of the facility within the front car park this would need to be negotiated between the Committee and SDC. The Clerk to respond to and advise Mr Eve of the Council's position on this issue.

CLERK

39/05 d) JsK8 Project – Future involvement

Cllr Wilcox advised that the opening of the JsK8 project at the Jubilee Field in Cam would take place on 31 May 2004. Coaley Parish Council had been invited to appoint a representative to remain on the Committee that would continue to work towards other projects in collaboration. Cllr Wilcox felt that with the completion of the JSk8 project that the Council should now stand down and concentrate on projects within Coaley. The Clerk to write to Miranda Clifton, Chairperson of the JSk8 committee, to advise of this decision.

CLERK

40/05 Highways repair and maintenance

A report by Cllr Prout had already been circulated to Councillors. Weeds had been noticed coming up through the pavements which had been renewed last year. The only remedy was treatment with a suitable weed killer occasionally. Mr D. Portlock of GCC Highways Department to liaise with Severn Trent Water regarding the reported water leakage in Elmcote Lane.

41/05 Village maintenance

The Clerk had been advised that tiles were missing from the bus shelter roof near to the Recreation Field. Mr R. Plumb was suggested as a contact for repair.

42/05 Allotments Check

A report by Cllr Prout had been previously circulated to Councillors. Attention had been drawn to a missing latch on the Far Green allotment gates. Replacement to be organised by the Clerk. Cllr Wilcox advised that a stock fence had now been erected to accommodate an allotment for the residents of 5, Hamshill.

CLERK

43/05 e) Proposed withdrawal of Cam & Dursley Rail Link Service

Correspondence had been received that Coaley would be withdrawn from the timetable of the Cam & Dursley Rail Link Service due to lack of support. The Clerk had been advised by a Coaley resident, that the service did not work as a rail link for the village due to the timetable. Cllr Nolder advised that the service was being withdrawn as it could be used to better effect elsewhere, giving more support to those who needed it most. The Council did not feel a response to the correspondence was necessary.

44/05 f) Bledisloe Cup Competition 2004

An application form to enter the competition had been received. The Council agreed that the W.I. should be contacted to ascertain if they would be willing to take on a role if the competition was entered. It they declined, then Coaley would not enter this year.

45/05 g) Renewal of parish insurance

Allianz Cornhill the current Council insurers had invited renewal for a further year. The Council agreed to the renewal.

46/05 **Accounts**

The following monies were received:

Colin Hoskins	60.00	Newsletter Advertisement
Mr Wilkins	21.00	Allotment rent
B. Gwynne	12.00	Allotment rent
SDC	6545.00	Precept 1 st instalment
VAT recovered	79.15	2003/2004
C. Fryer	5.00	Allotment rent
D. Howard	12.50	Allotment rent
M. Wyatt	10.00	Allotment rent
T. Boyd	6.00	Allotment rent
L.W. Clutterbuck	45.00	Newsletter Advertisement

Payments for authorisation:

Allianz Cornhill Insurance	648.95	Insurance renewal
Classy Glass	59.19	Golden Jubilee/ S. Smith awards
GAPTC	119.51	Annual Subscription
Buckstop	185.00	Newsletters April/May
CPRE Glos Branch	4.00	Bledisloe Cup entry
Here to Help (Stroud Office Supplies)	99.28	Authorised grant

Parish Plan Payment

Gloucestershire Rural Projects	2203.13	Analysis Coaley Parish Plan
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H. R. Targett

H.R. Targett	288.20	Clerk's salary (April 2004)
Newsletter	28.82	April/May

CLERK

Clerk's expenses	50.39	Parish line £45.50, paper £4.99
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Accounts approved by Council. Proposed Cllr Dickinson; seconded Cllr Poole; all in favour.

Due to the nature of the business the next three items were held in camera

47/05 **Gratuity payment to S. Smith the previous Parish Clerk**

The Council resolved to pay Sian Smith, the previous Parish Clerk a gratuity payment in accordance with her employment contract. The sum of £1264.14 had been calculated and confirmed by Mr Barrie Woodcock, the National Financial Advisor to the Society of Local Council Clerks (SLCC) using the following calculation:

8 year and 153 days times £4004 (current LEL) times 3.75% which equals £1264.14
This calculation is in accordance with the 1996 regulations for gratuity payments.

The resolution for payment was proposed by Cllr Hobson; seconded Cllr Dickinson; all in favour.

48/05 **Future Burial Ground**

The Clerk had received correspondence from Mr C. Barry of GCC Estates, regarding the possible purchase of GCC owned land adjacent to the churchyard, to extend into when the current churchyard was full. Mr Barry had suggested developing the Recreation Field, moving the current recreational facilities to other GCC owned land and arriving at a mutually beneficial agreement, to include possible provision of a burial site. Rev. Robb had advised Cllr Dickinson that there were currently 20 burial plots left in the churchyard. There was thus a time scale of some six or seven years if the current rate of burials per year continued, before additional burial space would be required. The Council decided that more information was needed regarding the Council's responsibility to provide a burial ground when the churchyard becomes full. The Clerk to seek clarification on this issue. The Clerk pointed out that the Council already owns land in the form of allotments and there might be a possibility of transferring some of this land to provide a future burial ground.

49/05 **Parish Plan pre-publication findings**

The Council had received the findings from the Parish Plan Committee. Councillors discussed them at length. The Countryside Agency would be funding the printing of the final document. It was the responsibility of the Council to accept the findings or not. Councillors expressed varying views including the following:

- Some of the recommendations showed a lack of reality.
- There could be a risk of over expectation.
- A lot of the actions stated were not actions but statements.
- The Parish Council had a disproportionate share of the actions allocated to it.
- Planning actions recommended would be constrained by the SDC local policy.
- No cost implications were referred to.
- No formal letter had been received from the Parish Plan Committee as to what it

now expected of the Council.

- The Council recognised the large amount of time and effort put into the project by the Parish Plan Committee.

The Council resolved that a sub-committee consisting of three members Cllr Bryant, Cllr Poole and Cllr Prout, would review the findings and liaise with the Parish Plan committee. The sub-committee was delegated the power to put forward their views on behalf of the Council as a whole. Proposed Cllr Bryant; seconded Cllr Hobson; all in favour.

50/05

Matters for forward consideration

- a) Parish Plan.
- b) Meeting with Derek Harrison, Police Architectural Liaison Officer.
- c) Vehicle weight limit on Peak Lane

51/05

Items for press release and publication on web site

The usual minutes to published on the website.

52/05

Date of next meeting

Tuesday 1 June 2004

The meeting closed at 9.33pm.