

MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6 April 2004 IN THE JUBILEE ROOM OF THE VILLAGE HALL

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

REF

ACTION

OPEN FORUM

District Cllr Janet Wood advised that her Annual Report had been sent out to all. Council tax discount on second homes in the district had been reduced from 50% to 10%. The properties still required Police, Fire and Refuse services. There had been examples of second home owners with a property in the Stroud District and another in perhaps London, who were applying for the property in the Stroud District to be counted as their first home thereby saving money on council tax elsewhere. The District Council had achieved beacon status for its services to the elderly. A new service had been set up in Dursley 'People For You' offering advice and help. At present this would not be relevant for residents of either Uley or Coaley. Janet concluded by offering her apologies for the Annual Parish Assembly, which she would be unable to attend due to other commitments.

Mr M. Wyatt of 2, Hamshill commented regarding revised plans for an extension and garage for his property. He advised that he had been liaising with Melanie Beddoe the planning officer assigned to the application, to reach a satisfactory outcome.

Mr R. Hallam advised that he had apprehended some teenagers recently sliding down the roof of the bus shelter next to the Recreation Field. Mr K. Wibberley was alerted and the Police arrived to attend to the matter.

Mr Hallam also commented that he did not believe a blanket 30mph speed limit would work in Coaley. He would like the Council to investigate the possibility of variable speed limits for the village. In Australia a lower speed limit in some areas around school finishing times applies and then reverts back to a higher speed limit. Mr Hallam also took the view that it was quite often Coaley residents who were breaking the speed limit rather than those from outside the village.

01/05 **Declarations of Interest by Councillors**

Cllr L. Wilcox declared an interest in Agenda Item 6) f., allotments renewals due and review of rents. The declaration was entered in the book reserved for the purpose.

02/05 **Apologies**

Apologies had been received from Cllr Dickinson, Cllr Chalmers and the County Cllr Margaret Nolder. The Chairman advised the Council that Cllr Chalmers had now missed six Council meetings. He proposed that the Council accepted the reasons for the non-attendance; seconded Cllr Poole; all in favour.

03/05 **Minutes** of the meeting

The minutes of the meeting held on 2 March 2004 were approved as a true and correct record by those present at the meeting. Proposed Cllr Poole; seconded Cllr Wilcox; all in favour.

04/05 **Planning**

Council discussed:

- a) S.03/C0138/FUL 22522 (03/2004), 2, Hamshill. Revised plans for the erection of a garage and two storey extension.

Cllrs Poole and Prout had visited the site on behalf of the Council. Cllr Prout proposed that the application be supported; seconded Cllr Poole; all in favour.

Cllr Bryant raised the issue of the recent permission granted for development at the Lanterns site and wondered if there were any means to appeal against the decision. He commented that a village appraisal had already been carried out and it appeared to have been taken no notice of. Janet Wood suggested that the Council could write to Ian Gobey the Development Control Manager to express this view. She felt that the Development Control Committee, who had made the decision, had been boxed in and that perhaps officers should have been more aware of other objections. The decision was made as it was felt that a mix of housing had been achieved in line with SDC policy. Janet advised that only developers have the right to appeal, objectors do not have the right. The Council decided not to respond further on the issue as it was felt nothing would be achieved in doing so.

Bob Hallam commented that the Gazette carried a report in which a home owner in Cam had wanted to extend his house, but had been refused permission to do so, on the grounds that it would be making a small sized house much bigger which was contrary to SDC policy.

05/05 **Accounts**

- a) The following monies were received:

C & G Account	35.67	Annual Interest
NSB Account	30.27	Annual Interest
Coaley Rovers	100.00	Recreation Field
Tennis Club	1.00	Annual rent
Sally Griffiths	22.50	Newsletter Advertisement
Isabel Gamman	45.00	Newsletter Advertisement

Payments for authorisation:

Colin Hoskins Mini Coaches	199.70	Little Green Bus – March 04
Coaley Village Hall	30.00	Room Hire
JsK8 Cam Parish Council	400.00	Contribution agreed

Payments authorised to H. Targett:

Clerk's salary	288.20	March 2004
Newsletter	28.82	April/May Issue
Clerk's expenses	6.72	Postage

Accounts approved by Council. Proposed Cllr Prout; seconded Cllr Bryant; all in favour.

- b) Final Quarter's Income and Expenditure Report to March 31st 2004 was presented to Council. Cllr Hobson proposed that the accounts be adopted; seconded Cllr Wilcox; all in favour.
- c) The Clerk requested that the Council acquired an accounting software package her use. This would be beneficial in that the package could be handed on to any subsequent Clerk to make continuity possible. The Clerk had acquired information on several packages. The version by 'Impact' seemed to be the best all round. The cost of £280 should be absorbed within the predicted amount for Clerk's expenses for the coming financial year. Cllr Wilcox proposed that the Impact package be acquired; seconded Cllr Bryant; all in favour.
- d) The Council reviewed the budget amounts predicted for the financial year 2004/2005 as calculated at the time of the precept request. The tree maintenance budget of £200 would now be inadequate, as work would need to be carried out on the lime tree on the Recreation Field at some stage. Quotes already received for this, put the cost at around £500. The Council resolved to increase the tree maintenance budget by £500 making a total of £700. The budget for special projects would be reduced by the corresponding amount, from £2150 down to £1650. Proposed Cllr Wilcox; seconded Cllr Poole; all in favour.
- e) Martin Hall the internal auditor for the last financial year had been approached and had agreed to act as auditor for the financial year 2003/2004. Proposed Cllr Hobson; seconded Cllr Poole; all in favour.

Items for discussion

06/05 a) Clerk's Report

- The Clerk reported that the new style newsletter seemed to have gone down well with most residents. Buckstop the new printers were producing the newsletters at cost or less to themselves hoping to increase their profile within the community and to advertise their services. The Clerk commented that Buckstop had been very helpful and amenable in the change over and she hoped that the company might acquire more business through their efforts.
- The circulation folders appeared to have been passed around Councillors far quicker during the past month. The Clerk reminded Councillors that if they felt an agenda item was required for any issue within the folders to inform her.
- The Clerk had been in further communication with Juliet Twining of Allianz Cornhill the parish insurer. Juliet had advised that the lime tree on the Recreation Field could now be felled. She was reminded that all advice given by various tree surgeons to the Clerk had been that reduction in the size of the tree was preferable to felling due to the possibility of subsequent 'heave' damage. The Clerk was instructed by Allianz Cornhill to write to the residents of Bramble Cottage, stating that the tree could be felled in line with what their insurers had recommended, if their insurers would accept liability for any subsequent 'heave' damage caused by the felling of the tree. A letter from the Clerk had been given to the residents of Bramble Cottage stating this.
- A copy of the draft Housing Strategy had been received from SDC along with a questionnaire regarding affordable housing. Cllr Bryant agreed to complete the questionnaire on behalf of the Council. Janet Wood commented that Parish Plan affordable housing recommendations had to conform with the SDC local plan. If the Parish Plan view differed from the local plan she could foresee conflict.
- An Annual Report had been received from Janet Wood. Councillors who had not received copies would receive one from the Clerk.

- An Audit Commission questionnaire had been received with regards to the performance of SDC, which Cllr Prout agreed to complete on behalf of the Council.
- The agenda for the Annual Parish Assembly would be finalised on Cllr Dickinson's return from holiday. A reminder of the date, 27 April and time 7pm start was given.
- The gratuity payable to Sian Smith the previous Clerk needed to be addressed now the new financial year had begun. The sum due had been calculated and confirmed by the Financial Advisor of the SLCC. The Clerk had been in touch with the Inland Revenue during the Autumn of 2003. Due to the sum of money involved, a separate agenda item was required, a resolution passed by the Council to agree payment and a signed copy of the minutes sent to the Inland Revenue, who would give permission for the sum to be paid to Sian tax free. The matter would appear as an agenda item at the next meeting.
- Jeremy Evans of the Woodland Trust had offered to come and give a talk to the Council. It was generally agreed that either the Produce Show or the Gardening Club might be interested in taking the offer up.
- E-mail had been received from AOL UK and Citizens Online, who had financially assisted in various computer based projects. It was felt that both the Community Shop and FOCS might benefit from the information.
- A copy of the draft Licensing Policy 2004 had been received from SDC. Cllr Poole took the copy for his perusal.

07/05 b) Coaley School Governors – change in composition

Cllr Poole reported that Coaley School had adopted on 11 March 2004 the new Instrument of Government that determines the composition of the Governing Body. The adoption of the new Instrument had consequences for the Parish Council, in that as from 1st September 2004, they would have no representatives. A new category 'Community Governor' appears in the Instrument. Coaley School will have two Community Governors. In adopting the Instrument, the Governors appointed Cllr Poole as a Community Governor for a period of four years beginning in September 2004. The new Instrument had been introduced to minimise the effect of politically motivated appointments. Within the Instrument, Governors are given the ability to determine the overall size of the Governing Body relating to the number of children on the school roll. Coaley School Governing Body from 1st September 2004, would have thirteen members. At the Council AGM a representative to the Governing Body would only be appointed until 31 August 2004. Cllr Poole also reported that a review of Primary Schools would take place during 2004/2005. The number of pupils attending a school would only form part of the review, the place held in the community by the school and its utilisation would also feature.

08/05 c) 30mph speed limit – options for enforcement

Cllr Poole reported that there were options available to ensure observation of the 30mph speed limit through the village.

- PC David Croot, our community policeman would include Coaley in his programme of speed limit checks.
- The Community Safety Panel could loan to Parish Councils a hand held radar gun that could be used by Councillors to conduct occasional speed checks. No police presence would be required and no formal action would ensue against motorists who were found to be breaking the speed limit. However, it would provide information about the observance of the limit.
- The Mobile Police Station carries a portable sign, radar operated, which flashes up a

response visible to the motorist indicating the speed at which they are travelling. This sign required a human presence to ensure against damage or theft. The sign would be available to the Parish Council. Cllr Poole proposed that all three options be taken up; seconded Cllr Hobson; all in favour.

09/05 d) Little Green Bus

A report by Cllr Prout had already been circulated to Councillors. Cllr Prout reported that Countryside Agency funding for the service ceased at the end of March 2004. Funding was now coming from Gloucestershire County Council and would continue until the end of September 2004. GCC would then review the situation and decide whether or not to continue their funding. Whilst in the hands of the GCC the service would have to be monitored to ensure that the service was not altered or amended to the detriment of the parishes it serves. If GCC funding ceased at the end of September, other funding would be possible from the Market & Coastal Town Initiative. From April 1st 2004, Slimbridge PC had taken on the administration of the LGB Steering Group.

10/05 e) Highways repairs and maintenance

Cllr Prout reported that he would be having a meeting with Mr D. Portlock of the County Highways Department after Easter. It was noted that the poor road surface immediately before the railway bridge heading towards Cam & Dursley station had been repaired. The Clerk had been informed that a large pothole had appeared in one of the pull in areas towards the top of Peak Lane. Cllr Wilcox commented that the road surface of The Ham had deteriorated badly recently as had Trenley Road. As previously reported, there was a water leak in the road outside 'Streamleaze', The Ham.

11/05 f) Allotments – renewals due and review of rents

A prospective new tenant had come forward, Mrs Sue Bird of 5, Hamshill. She had initially requested one plot immediately behind her property. The Clerk and Cllr Wilcox had met Mrs Bird at the site to discuss the feasibility of this. Since the meeting, Mrs Bird had requested an additional second plot. A letter had been received from Mr R. Wilcox on behalf of A.J. Wilcox & Sons, current tenants of the bulk of the allotment land at Hamshill, advising that they would be prepared to relinquish one plot but not two. To do so would make the viability and maintenance of the plot difficult. Mr R. Wilcox also advised that appropriate fencing would be installed if the new one plot allotment were granted. A reminder was also given that the tenancy agreement between A. J. Wilcox & Sons and the Council would be in force until March 2005. The Council resolved that Mrs Bird should become the tenant of one allotment plot. Proposed Cllr Bryant; seconded Cllr Hobson; all in favour. Due to the costs that would be incurred by A. J. Wilcox & Sons installing new fencing to accommodate the new plot, it was proposed that the rent for A. J. Wilcox & Sons would be reduced by 50% for the coming year. Proposed Cllr Hobson; seconded Cllr Bryant; all in favour.

A review of the rents had last taken place in 1999, the rates set then coming into force in March 2000. The Council resolved that all allotment rents would be increased by 10% for the coming year, payable by tenants in March 2005. Proposed Cllr Bryant; seconded Cllr Hobson; all in favour.

12/05 Village maintenance

The bridge across the stream at the bottom of the Recreation Field, consisting of two railway sleepers had been replaced. County Estates had provided two sleepers free of charge and Cllr Wilcox and her husband Mr R. Wilcox had kindly used their front loader vehicle to put them into place. Mr K. Webb had informed the Clerk that a sign had been tampered with on the bus shelter next to the Recreation Field. He had kindly facilitated a repair. Cllr Bryant reminded Council that the village litter pick was still scheduled for 17 April.

13/05 h) Village Of The Year Fund & Parish Grants – Allocation of funds

The Village Of The Year Fund stood at £2000 with an additional £450 already earmarked for youth projects. Applications from groups from within the village had been invited for all or part of the money.

COSPA had suggested that some of the money be used to site a tree seat around the tree immediately outside of the community shop. The Council having considered various estimates for a seat obtained by the Clerk, resolved in principle that some of the money should be allocated to this project. The seat would serve as a lasting reminder of the village's success in the competition. Proposed Cllr Hobson; seconded Cllr Poole; all in favour.

After much discussion the Council proposed and agreed the following amounts:

- Coaley Amateur Dramatic Society (CADS) £500 for wiring and lighting on the stage in the Village Hall.
- Friends of Coaley Church £274 for the purchase of a new clock hammer.
- Coaley Village Playgroup £400 for the acquisition of a shed to store equipment.

Proposed Cllr Bryant; seconded Cllr Prout; all in favour.

The above amounts totalled £1174, leaving a balance of £826.

At this point in the meeting Cllr Poole made the Council aware that the meeting had continued past 9.30pm. Councillors agreed to carry on with the business in hand to conclude no later than 10pm.

The Parish Grant Fund stood at £1050. (Total £1650, £600 of which had already been earmarked)

After discussion the Council agreed the following amounts:

- Friends of Coaley Church £300 for servicing activity for the church clock.
- Village Hall Refurbishment Fund £500
- Here to Help Scheme £100 to purchase a shredder. The Council would buy this item and present to Here to Help in order to claim back VAT element.

The above amounts totalled £900, leaving a balance of £150, which would be reserved in order to make a grant if necessary later in the year.

Proposed Cllr Bryant; seconded Cllr Wilcox; all in favour.

The Youth Project Fund (Village Of The Year) stood at £450.

The Council agreed the following amount:

- 1st Coaley Guides £100

Proposed Cllr Hobson; seconded Cllr Prout; all in favour.

The balance remaining £350

14/05 **Matters for forward consideration**

- Bledisloe Cup 2004
- JsK8 – Future role for the Council on the JsK8 committee
- Gratuity payment to previous Clerk.

15/05 **Items for press release and publication on website**

The usual minutes to be published on the website. Cllr Hobson advised that a PDF format version of the last newsletter had still not been received from Buckstop. Clerk to follow up.

CLERK

16/05 **Date of next meeting**

The Annual Parish Assembly on Tuesday April 27th. The AGM Tuesday 4 May 2004.

The meeting closed at 9.57pm.