

MINSTERWORTH PARISH COUNCIL

Minutes of the Meeting held on Monday, 8 June 2015, in Minsterworth Village Hall.

PRESENT:

Councillors - R Blowey – Vice Chairman
R Crisp
R Few – Chairman
T Pearson
Councillor Phil Awford
Borough Councillor Derek Davies
Mrs F Wallbank – Clerk

Parishioners: 6

1 APOLOGIES Councillors Garbutt, King and Thomas. The Chairman pointed out the emergency exits. He said it had been a very sad time with the loss of Cathy Watkins and Julie Forbes.

2 MINUTES OF THE MEETING The minutes of the meetings held on the Monday, 11 May 2015 having been circulated with the agenda were agreed and signed.

3 DECLARATION OF INTEREST: None

4 COUNTY COUNCILLORS REPORT:

- Been appointed as Chair of Governors at Minsterworth School
- Arranging for the visibility splays by the Appletree Pub to be cut to improve the sight lines
- GCC considering employing a lengths man to attend to some small jobs eg signs
- Attended the Flood Meeting at TBC on 2 June.

The Chairman reported that a small amount of work has been done outside the Church and to the potholes at the top of the lane. Glos Highways has agreed to provide the materials and he will carry out the repair works required to Ham Lane and the lane to Cornham although he has to have a licence which is in hand.

5 TEWKESBURY BOROUGH COUNCIL REPORT:

- He has always found Minsterworth to be a very friendly village but was horrified to experience the dangerous and irresponsible situation caused by the chain which is across the entrance to the Village Hall. 5 cars were waiting to get in when he arrived.
- JCS is now been considered by the Inspector. She may be of the opinion that there are not enough houses included.
- Attended the A48 meeting – the signs on the A48 were discussed as some of these are damaged and need to be updated.
- From the 15 June-22 September repair works will be done to the viaduct on the Northern Bypass which will cause considerable delays.
- Meeting at TBC re traveller needs assessment – the Chairman to attend as an observer.

6 PUBLIC COMMENT (MAX 10 MINUTES) Received

7 PLANNING

7.1 Applications: None

7.2 TBC Decisions:

15/00403/15/FUL Chapel Cottage, Calcotts Green: Single storey front extension – sunroom - **Refused**

7.3 Appeals/Appeal Decisions: None

Any Other Planning Matters:

Appletree Pub, Minsterworth: The Parish Council has been informed by TBC that they had received a “community right to bid”. The Chairman had met with one of the Planning Officers at TBC along with Councillor Davies and Awford and the matter had been discussed at length. Councillor Awford reported that he had been advised by the Planning Officer that TBC would be granting permission for the pub to be returned a “private status dwelling”.

8 FINANCIAL MATTERS

8.1 Accounts for payment and receipts:

Mrs F J Wallbank –			
Salary 1-30 June 2015	348.10		
Less Tax for June	<u>19.60</u>	328.50	Cheque No: 101289
Inland Revenue		19.60	Cheque No: 101290
Minsterworth Village Hall: Meeting 8.6.15		28.60	Cheque No: 101291
Parish Magazine Printing: Printing The Villager A5 booklet 206 copies of 20 pages		65.41	Cheque No: 101292
Shirley Fowler: Fee in respect of carrying out Internal Audit for the financial year ended 31 March 2015		43.00	Cheque No: 101293
Total:		£485.11	
Receipts:			
The Villager: Advertising Revenue		64.80	
Total:		£64.80	

8.2 Financial Statement for the month ended May 2015 was signed

8.3 Accounts for the year ended 31 March 2015: Clerk reported that Shirley Fowler had completed the Internal Audit and reported as follows:

- Applied the tests as set out in Appendix 8 of the Practitioner’s Guide Governance and Accountability in Local Councils in England and Wales and found them to be satisfactory.
- Confirmed that Risk management procedures currently in place are completely appropriate, sufficient and very well monitored in accordance to the Risk Management file.
- Tested payment procedures as against receipts/invoices, cheques drawn and bank statement entries and found these to be satisfactory, also leaving a good audit trail.

Shirley therefore completed and signed Annual Internal Audit Report section of the accounts. She had submitted her invoice for these services.

The Clerk circulated copies of the accounts and took the Councillors through and completed the Statement of Assurance. The accounts were agreed and then signed and dated by the Chairman and Clerk.

9 MATTERS ARISING:

9.1 Highway Matters:

Potholes: The Clerk had reported the very bad potholes outside Councillor Blowey’s house and Councillor King’s house and had been informed that the Safety Inspectors will inspect.

Church Lane: The problems in this area have also been reported and the Safety Inspector will inspect.

Welcome to Minsterworth Signs: These are obscured by foliage growth. Councillor Awford would raise this with Richard Waters.

9.2 Affordable Housing Scheme: Councillor Blowey had emailed Erin Davies at TBC for an update and was informed that Rooftops and the Village Hall Trustees have still not met but hopefully this would be in the very near future.

9.3 Service Village Forum: The last forum was on 4.12.14 and since then individual surgeries have been held with TBC officers and the Local Plan consultation has been held. Andrew Cox has stood down as chair of the Service Village Forum. Denis Murray has agreed to act as interim chair. Elin Tattersall enquired whether there was a need for the forum to continue. Councillor felt it would be helpful if there was a forum meeting in July. Clerk to email Elin Tattersall.

9.4 Village Green: The Clerk had made enquiries with Land Registry and the Parish Council has to formally apply with ordnance survey map identification. It was agreed that it was important to identify the land in question.

9.5 Flood Resilience: Councillors Blowey, Garbutt and Pearson attended the flood meeting at TBC on the 2 June and listened to the presentations. They felt there was logic to be prepared for any emergency and that a sub-committee should be set up to look at what was required. Suggestion of two Councillors, two representatives from the Village Hall and two parishioners and have an external Chairman. It was agreed to form a sub-committee and that the Chairman would make a few telephone calls.

9.6 Parish Hall – Entrance Chain The Clerk had written to Richard Cockcroft about the dangerous highways situation that is being caused by the chain across the entrance. A reply was received by Simon Bourne who stated that he had not received any complaints and thought it strange hall users had not contacted the VHC rather than the PC. The Chairman confirmed that at least three Councillors had been informed about different occasions when the chain had caused problems. This was proved that evening as the Clerk was unavoidably delayed and there were 5 cars waiting to get into the Village Hall Carpark. The Councillors were sympathetic why the chain had been erected in the first place but were in total agreement that it is in the wrong place. The chain needs to be repositioned 20 yards further into the carpark to allow cars to drive in and turn around.

10 CORRESPONDENCE: None

11 MATTERS RAISED FOR NOTIFICATION: None

12 DATE FOR NEXT MEETING: Monday, 13 July 2015 at 7.30pm

The meeting closed 8.50pm.