

MINSTERWORTH PARISH COUNCIL

Minutes of the Annual Council Meeting held on Monday, 11 May 2015, in Minsterworth Village Hall.

PRESENT:

Councillors - R Blowey – Vice Chairman
R Few – Chairman
N Garbutt
T Pearson
C Thomas
Borough Councillor Derek Davies
Mrs F Wallbank – Clerk

Parishioners: 6

1 APOLOGIES –Councillors Crisp and King and County Councillor Awford. The Chairman pointed out the emergency exits.

2 DECLARATIONS OF ACCEPTANCE - ELECTION OF OFFICERS

All Councillors signed the Declaration of Acceptance forms and witnessed by the Clerk. Councillors completed their register of Members Interest forms for the Clerk to forward to TBC. Councillor Few asked for nominations for the Chair – Councillor Blowey proposed that Councillor Few continued as Chairman and Councillor Thomas seconded the proposal. All in favour. Councillor Few accepted the post and signed the Declaration of Acceptance as Chair. He stressed that this would be the last year he would be prepared to stand as Chairman. The Chairman then asked for nominations for Vice-Chairman – Councillor Garbutt proposed Councillor Blowey to continue as Vice-Chair – and Councillor Thomas seconded the proposal. All in favour and Councillor Blowey accepted the post.

3 MINUTES OF THE MEETING The minutes of the meetings held on the Monday, 9 March and Monday 13 April 2015, having been circulated with the agenda were amended with Councillor were then agreed and signed.

4 APPOINTMENT OF:

Snow Warden	Cathy Thomas
Flood Warden	Cathy Thomas
Village Hall Committee Trustee	Nigel Garbutt
A48 Meeting Representative	Clerk to check Rod Crisp still wants to continue

5 DECLARATION OF INTEREST: Councillor Pearson planning application 15/00403/FUL

6 COUNTY COUNCILLORS REPORT: Not present

7 TEWKESBURY BOROUGH COUNCIL REPORT: Council now made up of 33 Conservative seats, 2 Independent and 3 Lib Dem.

8 PUBLIC COMMENT (MAX 10 MINUTES) Received

9 PLANNING

9.1 Applications:

15/00197/FUL Land adjacent to Minsterworth Village Hall, Main Road, Minsterworth: Proposed erection of 14no dwellings (comprising 11 affordable houses and 3 market houses) with associated hard and soft landscaping

Comments to Tewkesbury Borough Council:

The Parish Council **strongly supports** the application

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

Comments to Tewkesbury Borough Council:

The Parish Council has **no objections** to this application.

9.2 TBC Decisions:

15/00110/FUL Castle Pool, Hygrove Lane, Minsterworth: Erection of fishing store – **Granted**

15/00291/FUL The Ryders, Main Road, Minsterworth: Replacement dwelling - renewal of 12/00135/FUL – **Granted**

15/00218/FUL & 15/00219/LBC Minsterworth Court, Church Lane, Minsterworth: Widening of the vehicle access from Church Lane by removal of a modern brick pier and modern wooden gates. Making a new opening in the existing wall to accommodation relocation of new metal pedestrian gates - **Granted**

9.3 Appeals/Appeal Decisions: None

Any Other Planning Matters:

Appletree Pub, Minsterworth: In the public comment section the Councillors had heard from the owner of the Appletree pub that it was currently on the market with very little interest and would have to go to auction at the end of the summer. The owner has applied for a change of use from a pub back to a house but TBC are putting up arguments why this should not be permitted. The application is now going to the June committee meeting. Councillor Davies said that he and Councillor Awford would meet with the planning officer in charge of the application to express the parishes concerns. The Chairman said he would be happy to attend any meeting.

10 FINANCIAL MATTERS

10.1 Insurance: The Clerk reported that it was the end of the 3 year contract with Came & Co and she had obtained quotations from Aon and Zurich who were the other leading Town and Parish Councils. Unfortunately Aon could not provide a quote as they underwrite with Aviva who Came and Co underwrite with. Zurich quoted £371.73 for 1 year and £356.03 for 3 years Came & Co quoted £337.25 for 1 year and £320.39 for 3 years. It was agreed to continue and renew for 3 years with Came and Co as they had dealt with the insurance claim with the bus shelter in a fast and efficient manner and offered best value.

10.2 Accounts for payment and receipts

Came & Co renewal due 1 June 2015	320.39	Cheque No: 101281
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Mr C Crisp: refund due in respect of new Perspex for noticeboard by Pump Court	20.00	Cheque No: 101282
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Biz Stationery:

Cost of printing The Villager	50.00	
	<u>VAT 10.00</u>	60.00
		Cheque No: 101283

Brandon Hire: Hire of toilet 17.4.15-

22.4.15	50.00	
	<u>VAT 10.00</u>	60.00
		Cheque No: 101284

Mrs F Wallbank expenses for October 2014-April 2015

Travelling	9.90
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Photocopying	14.40
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Telephone Expenses	14.00
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Cartridgesave.co.uk

Ink cartridge	29.47
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Refund to Clerk	<u>VAT 5.89</u>	35.37		
Amazon.co.uk: Black ink cartridge twin pack				
Refund to Clerk	16.00			
	<u>VAT 3.20</u>	19.20		
Expenses (postage, paper etc)		20.28		
Use of room July-December 2014		37.50	150.65	Cheque No: 101285
Mrs F J Wallbank –				
Salary 1-31 May 2015		337.96		
Less Tax		17.60		
Plus tax overpaid for April		<u>15.80</u>	336.16	Cheque No: 101286
Inland Revenue: Tax for FJW			1.80	Cheque No: 101287
Minsterworth Village Hall – Hire of Hall:				
PC meeting - 13.4.15		28.60		
PC meeting – 11.5.15		<u>28.60</u>	57.20	Cheque No: 101288
Total Payments			£1006.20	

Receipts

Precept for 2014/5 7289.00

Sponsorship for The Villager 373.00

HM Customs & Excise 682.42

Total Receipts £8344.42

10.3 Financial Statement for the month ended March 2015 was signed

10.4 Accounts for the year ended 31 March 2015: Defer to next month

10.5 Salary Increase for the Clerk – The Clerk left the room whilst this matter was discussed. It was agreed to increase give the Clerk an increase of £10.14 per month which represents a 3% increase. The Clerk thanked the Councillors

10.6 The Villager: The Clerk has received an email from Mr Oxley from the MVHMC regarding the finances of The Villager. There was £522.30 covering revenue from advertising for the period beyond 31 March which should be transferred to the PC. However Mr Oxley highlighted that since the Villager started around 2004 MVH has supported the magazine with a net subsidy of £1,500 and MVHMC felt the £522.30 should be offset against the subsidy.

Councillor Pearson reported that with the monies received from The Villager's recent request for sponsorship now totaling £505 and it would be acceptable to not request the sum of £522.30 being transferred to the PC. The Councillors agreed to the MVH's proposal.

Councillor Pearson further reported that Mrs Ruffley had been in contacted with a firm in Devon who were prepared to print The Villager in colour for the sum of £70 per edition. This would be an increase of £20 per edition. The magazine would look much more impressive in colour and will hopefully encourage more people to advertise. It was agreed to trial colour printing for 6 months. The Clerk asked Mrs Ruffley if she was prepared to continue in dealing with the advertising requests/payments and she confirmed that she was happy to continue. The Clerk thanked her.

11 MATTERS ARISING:

11.1 Highway Matters:

A48:- Queues: Councillor Garbutt reported that there were no longer queues outside his house in the mornings and it would appear that the improvements to the roundabout at Over are helping enormously.

Potholes: Very bad potholes outside his house and Councillor King's house. Clerk to report.

Safety: Councillors are extremely concerned about the dangerous situation that is being caused by the chain that is across the entrance to the Village Hall entrance. Traffic is forced to park on the A48 as cars cannot get into the carpark. Clerk to write to the VHMC to ask if a Risk Assessment has been carried out and request that the chain is removed

Church Lane: The Chairman reported that the island had been knocked over but had been replaced quickly by Glos Highways.

Footway: The Chairman reported that Glos Highways had started to cut back the foliage overhanging the footway.

Accident: by The Ryders on Sunday, 3 May 2015 – not major but did close the road for a short time.

Church Lane: Councillor Garbutt reported that the surfaced has collapsed badly outside the entrance to the Church. A meeting had taken place with Richard Waters (Glos Highways) and various options were discussed with kerbing etc but this would be very costly. The cheapest solution would be tarmac up to the church wall. Clerk to chase Richard Waters.

11.2 Affordable Housing Scheme: Nothing further to report.

11.3 Service Village Forum: Nothing further to report.

11.4 Village Green: Councillor Thomas gave the Clerk the postcodes for the village greens for her to contact Land Registry to find out if the land is registered. Councillor Thomas said that she would ask Mr Dowdie to cut Ham Green and Councillor Few said he would cut Calcotts Green.

11.5 Flood Resilience (see email from Cllr Garbutt): Councillor Garbutt had circulated an email to all Councillors prior to the meeting regarding a proposed Minsterworth community resilience plan. A discussion took place and several Councillors felt that it was best to keep any such plan simple. There is a perfectly good plan already in place. If a committee is set up it could be made up of several Councillors, a couple of people from the VHMC and several other volunteers. Parishioners need to be made aware of what equipment is available if required. TBC are holding an event on Tuesday 2 June "Flood Wardens and Community Emergency Planning" and several Councillors said they would attend. Discuss further at the June meeting.

12 CORRESPONDENCE

12.1 TBC Settlement Audit (see email): Several changes were made to the form sent by TBC. Clerk to submit changes.

Any Other Correspondence

GAPTC: Councillor representative for Executive Committee: No nominations to be put forward.

13 DATE FOR NEXT MEETING: Monday, 8 June 2015 at 7.30pm

The meeting closed 9.05pm.