

MINSTERWORTH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Monday, 9 July 2012, in Minsterworth Village Hall.

PRESENT:

Councillors - R Blowey
R Crisp
R Few
S King
C Thomas
Borough Councillor D Davies
County Councillor Awford
Mrs F Wallbank – Clerk

Parishioners: 5

1 APOLOGIES Councillors Garbutt and Ruffley.

2 MINUTES OF THE MEETING held on Monday, 11 June 2012 were agreed and signed.

3 DECLARATION OF INTEREST: Councillors Crisp, Few and Thomas planning application 12/00654/FUL. County Councillor Awford and Councillor Few in agenda item 6.3.

4 COUNTY COUNCILLORS REPORT: As follows:

- Glos Highways will be only carrying out one cut to the verges this year and they will commence cutting on the 16 July. It is very unfortunate that the first year they decided to carry out only one cut it is a terrific year for grass growth. However if there is a highways safety issue caused by the grass being too long Glos Highways will carry out a cut.
- Went through what Glos Highways are prepared to deal with.

Councillor Thomas commented that when going into Glos Eastgate the wild flowers looked lovely. The Chairman said the footway from the Stonechute to Oakle Street was impossible to use as the grass from both sides had engulfed the footway.

5 BOROUGH COUNCILLORS REPORT: As follows:

- Been away in America for the last 3 weeks.
- New Model Code of Conduct and Register of Members of Interest – as this was on the agenda for later in the meeting he would discuss then.

6 PUBLIC COMMENT (MAX 10 MINUTES) None

7 PLANNING

7.1 Applications: 12/00654/FUL Highcross House, Minsterworth: Extensions to dwelling & erection of a greenhouse. Due to three Councillors having to declare an interest in this application this only left two councilors able to comment and therefore were not quorate so the Parish Council were not able to comment on this application.

7.2 TBC Decisions: 12/00166/FUL Fairfield, Main Road, Minsterworth: Existing garage to be converted into annex and erection of proposed attached garage - **Granted**

7.3 Appeals/Appeal Decisions:None

7.4 The Firs, Main Road – The Clerk had sent a reminder email to Paul Skelton requesting an update. He informed that authority to prosecute for non-compliance with the enforcement notice was granted by Committee at the June meeting provided the Borough Solicitor was happy with the evidence that it is expedient to do so. David Taylor will be in contact with the owner/agent and will visit the site shortly to check inside the building, as TBC need to be certain that works to regularize the breach have not taken place. If this is the case then the next step will be to prepare the evidence and apply to the court for a hearing date.

8 FINANCIAL MATTERS

8.1 Accounts for payment and receipts:

Accounts for Payment:

Mrs F J Wallbank –

Salary 1-31 July 2012	317.64		
Less Tax	<u>63.40</u>	254.24	Cheque No: 101141

Inland Revenue: Tax for FJW		63.40	Cheque No: 101142
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Minsterworth Village Hall – Hire of Hall: PC meeting 11.6.12		28.60	Cheque No: 101143
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Moore Stephens – audit fee for the year ended 31 March 2012	135.00		
	<u>VAT 27.00</u>	162.00	Cheque No: 101144

Total Payments		£508.24	
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Receipts

Money from the sale of mugs:

Roger Blowey	14.00		
Richard Few	7.00		
Cathy Thomas	38.50		
Nigel Garbutt	10.50		
Steve King	<u>17.50</u>	87.50	
Total Receipts		£87.50	

Payments for August 2012: (postdated cheques)

Mrs F J Wallbank –

Salary 1-31 August 2012	317.64		
Less Tax	<u>63.40</u>	254.24	Cheque No: 101145

Inland Revenue: Tax for FJW		63.40	Cheque No: 101146
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Minsterworth Village Hall – Hire of Hall: PC meeting 9.7.12.		28.60	Cheque No: 101147
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Total Payments		£346.24	
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8.2 Financial Statement for the month ended June 2012 was circulated – contents noted.

Any Other Financial Matters:

Audit for the year ended 31 March 2012 - The Clerk reported that the external auditors had approved the accounts with no comment. There had been a £15 increase in the audit fee as due to the claim for the bus shelter the income had increased to over £10,000 which put the audit fee into the next bracket. The Clerk said that the audit completion notices would be put up.

9 MATTERS ARISING:

9.1 Report from representative of Village Hall Committee – Representative not present

9.2. Highway Matters:

Replacement Water Main – The Chairman reported that these works have nearly come to completion although they have just changed contractors at the last minute. He has reminded them that they had agreed to give the Parish a donation of £300 and was hopeful to still get this. Councillor Thomas had written to the CEO of STW to pass on the Parish's sincere thanks in the co-operation of their workmen with regard to the Diamond Jubilee Celebrations and in fact the CEO had been out to Minsterworth to thank the workmen in person.

Site Meeting – The Chairman reported that he had a site meeting with Richard Waters and Alan and had considered the following matters:

Road to Mrs Trigg’s property – The Chairman explained that there was a lady who lived down the lane who required regular trips to the hospital and the ambulance drivers had been complaining about the state of the road. They took on board that the road was in a dreadful condition and would consider what could be done.

Sunken manhole cover near Church Lane – This manhole cover belongs to STW and the PC has been reporting this matter for over a year. STW have been notified but are not sure how they are going to carry out the repairs hence the delay in making the necessary repairs.

Church Lane Turning – They witnessed for themselves the dangers that can occur at this turning but was not sure what the solution would be. They agreed to go back to the office and discuss this further. They said that there had only been 3 accidents there in the last 3 years so was not classed a “serious” problem.

Watery Lane – They would look at carrying out some repairs.

Overhanging Hedges – Pound Lane - The Clerk reported that Richard Waters sent an email stating that he was not sure that Mrs Shepherd was the person responsible for the hedge and he wondered if it was the responsibility of the adjacent landowner. Councillors said that it was owned by the same person and the Clerk to notify Richard Waters.

Watery Lane/Junction of A48 “Greenacres” – The Clerk said he had spoken to the owners and they had cut back the hedge.

Winter Maintenance and Adverse Weather – Request from Glos Highways to see if the Parish requires any more salt for this coming winter. The Chairman requested another 20 bags to be delivered to his house. Mr King will continue to be Snow Warden.

9.3 Review of Severn Estuary Strategy – The Clerk reported that she had spoken to Dan Matthews to see if there was an update on the proposed consultation. Dan said that MPC was one of the first Councils they had spoken to so were still contacting other PCs and would be back in contact soon. The Chairman said that they said that the 2007 floods were a one in a hundred event but there we are 5 years later and levels are nearly as high as 2007 – he and Councillor King had over 120 acres at the moment that cannot be farmed.

9.4 Affordable Housing Scheme – The Clerk reported that she had emailed Frances Evens to obtain an update for the meeting but unfortunately Frances was not in a position to update the Council. It was agreed that the Clerk email her again requesting an update within the next month and clarify if she had met with Martin Hutchings to visit the identified sites.

9.5 The Standards Regime and the Localism Act 2011 – The Clerk had forwarded to Councillors the Model of Conduct that TBC had adopted - TBC was recommending all Parish and Town Councils within the Borough adopted the same Code for consistency. Within 28 days of Parish Council’s adopting the code all Councillors must complete the register of members interest form and this includes detailing interest of their partners/husbands/wives. Also the Parish Council will need to agree a procedure of how they handle applications of dispensations and the Standing Orders will also have to be reviewed. These members of interest forms will be on the TBC website and if the Parish Council has a website the information needs to be available there too. Several Councillors had reservations about this information appearing on the websites as they felt it was an intrusion of their privacy especially having to include details about their partners. Regarding the detailing of land that Councillors own does this just apply to land in Minsterworth or the whole of the Borough? It was agreed that the Clerk would seek clarification from Lin O’Brian at TBC about these points and therefore the Parish Council were not in a position to adopt the Model Code of Conduct now.

10 CORRESPONDENCE:

10.1 British Red Cross – Recruiting of 30 volunteers who can be trained to join the Fire and Emergency Support Service which will be based at Shepherd Road Fire Station. It was agreed to put this in The Villager and the Church Magazine.

Any Other Correspondence:

Provision of a Dog Warden – Brockworth Parish Council had sent an email requesting whether any other parishes would be interested in looking at employing a dog warden to try and deal with the problem of dog fouling. The Parish Council felt this was not a problem in Minsterworth

11 MATTERS RAISED FOR NOTIFICATION:

Bus Shelter – The Clerk reported that several of the shelters were in need of a tidy up. Councillor Crisp said he would attend to this.

Awards Scheme for Sport – It was agreed to advertise this in The Villager and in the Church Magazine.

12 DATE FOR NEXT MEETING: Monday, 10 September 2012 at 7.30pm

The meeting closed 9.05pm.