

UPLEADON PARISH COUNCIL

Minutes of the Annual General Meeting of Upleadon Parish Council held on Thursday 11 May 2017 at Upleadon Village Hall at 7.30 pm.

Present: Cllr M Manning (Chairman), Cllr H Dunn, Cllr E Wood, Cllr T Webster, Cllr P Dallow, Cllr A Bassett

Also present: District Cllr P Burford

Cllr Wood left the meeting at 8.20 pm

2.0 Apologies for absence

Apologies for absence had been given by Cllr Mrs Turner due to holiday commitments which was unanimously approved.

2.1 Declarations of Interest

Cllr Manning declared a personal interest in planning application P0664/17/FUL Edens Hill Farm, Upleadon

2.2 Election of Chairman – 2017/18 Period of Office

Cllr Manning advised that he had served three years as Chairman and would stand down for nomination if other Members wished to go forward as Chair. He thanked everyone for their support during his period at Chairman.

Cllr Manning proposed Cllr Dunn as Chairman for the 2017/18 Period of Office. In the absence of any further nominations a vote was taken resulting in unanimously in favour, and Cllr Dunn was duly elected Chairman.

2.3 Declaration of Acceptance of Office

Cllr Dunn signed the Declaration of Acceptance of Office which was witnessed by the Clerk.

2.4 Election of Deputy chairman – 2017/18 Period of Office

Cllr Webster proposed Cllr Manning as Deputy Chairman. This was seconded by Cllr Dallow. In the absence of any further nominations, a vote was taken resulting in unanimously in favour.

2.5 Declaration of Acceptance of Office

Cllr Manning signed the Declaration of Acceptance of Office which was witnessed by the Clerk.

2.6 Approval of Minutes of meeting 2 March 2017

Approval of the Minutes of 2 March 2017 was proposed by Cllr Manning, seconded by Cllr Dallow and unanimously agreed.

2.7 Matters Arising

P.18 Mud on Road re activity at Old Oak Farm

The Clerk advised that at the time of inspection by the local Highways Manager there was no mud on the road. However they are continuing to monitor it and Forest of Dean District Council are also aware as this falls under their remit regarding the planning consent.

Members agreed to respond that they were pleased with what had been done but were concerned about the poor condition of the road between Old Oak Farm and Oridge Street and requested the potholes that had been marked be filled in.

P.18 Boundary fencing at the Causeway

The matter regarding the old posts has been raised under an Amey reference number and has been assigned to the local Area Highways representative.

P.19 10.2 Transparency Grant

The Clerk advised that the website had now been set up and she had recently received a manual from the web provider on how to use it.

P.21 Review of signatories on Bank account

The Clerk advised that the Bank had forwarded a letter confirming that six of the seven Members were now signatories on the Council's bank account, and they were currently awaiting Cllr Dunn to provide required identification to complete this matter.

2.8 Approval of Minutes of Extraordinary meeting 6 April 2017

Approval of the minutes of the Extraordinary meeting of 6 April 2017 was proposed by Cllr Dunn and unanimously agreed.

2.9 Matters Arising

P.21 8.2.1 Voneus –introduction to high speed broadband to the area

Cllr Manning referred to the meeting with Erica Stanford from Voneus which had taken place on 20 April at the Annual Assembly, this meeting having been postponed from 6 April to accommodate this important matter.

Cllr Manning reported that the meeting had been very well attended and some twenty plus people had signed an expression of interest form on the night. Ms Stanford had since written enquiring what more could be done to encourage interest, possibly a further letter drop?

Members considered this matter further and concluded the Parish Council had facilitated the meeting for Voneus and felt it could little more in this regard. It was however, suggested in order to encourage a greater interest from the public that if Voneus could utilise St Mary's Church as a point to house a mast, a number of parishioners in nearby Hartpury may benefit and thus sign up to add to the names already registered in Upleadon. It was unanimously agreed to suggest this to Ms Stanford so that she might pursue this option.

The Clerk advised that she had just received a notification from Glos Rural Community Council that they were hosting a countywide Broadband event in partnership with Fastershire on 22 May 2017 where Fastershire would be giving a presentation on the status of the project so far and information on Phases 2 and 3 of rollout and answer frequently asked questions from communities. Representatives from the Parish Council invited to attend – 6.30 to 8.30 pm at the Pavillion, Hatherley Lane, Cheltenham.

Cllr Manning advised he would have been interested in attending but the timing of the meeting was unfortunately inconvenient.

P.22 8.3.2 Council website

Cllr Dunn advised that he had not yet purchased the laptop and software as previously minuted he would do on behalf of the Council, but would undertake shortly.

2.10 Finance/Sundry Payments

Income received – Forest of Dean District Council Precept £2000

Payments for consideration:-

1. Glos Assoc Parish and Town Councils – Subscription	£77.39
2. Aon UK Ltd – Insurance premium – from 1 June 2017	£339.71
3. D Morley – Expenses – stationery	£14.75

Cllr Manning proposed approval of payments which was seconded by Cllr Dunn and unanimously agreed.

2.11 Correspondence

2.11.1 Glos Assoc of Parish and Town Councils – invitation to submit Resolution for AGM

No resolutions were put forward for submission to the AGM

2.11.2 Local Government Boundary Commission – Electoral Review of Forest of Dean Warding Arrangements

Advise that the Commission is inviting proposals for a new pattern of electoral wards for Forest of Dean District Council. The Commission is minded to recommend that 39 district councillors should be elected to Forest of Dean District Council in future. The Commission invites proposals from the Council, interested parties and members of the public on a pattern of electoral wards to accommodate those Councillors.

District Cllr Burford advised that the District Council had proposed a reduction of Council members from 48 to 39 at its January meeting. Three quarters of the Council had supported this number and the Boundary Commission had responded it was minded to agree. The District Council had attempted to split the reduced number into equal wards but eventually it appeared it was unlikely to get 39 to work and their re-working of the members to wards showed the optimum number to be 41.

Cllr Wood proposed that a response be made to the Boundary Commission that the Parish Council's preferred option would be to include Corse Hartpury and Upleadon within one ward but if it needed to be larger, to include Rudford and Highleadon. This was seconded by Cllr Manning and unanimously agreed.

2.11.3 Upleadon Village Hall Management Committee – request for grant for boundary maintenance

Cllr Manning proposed a grant payment of £100 towards the boundary maintenance costs which was seconded by Cllr Webster and unanimously agreed.

Cllr Wood gave his apologies and left the meeting at this point.

2.11.4 Forest of Dean District Council – Community led Housing

Advise the Government Housing White Paper "Fixing Our Broken Housing Market" identifies the government's intention to help empower local communities to take the lead in building their own homes in their areas. Community Led Housing is about local people playing a leading and lasting role in solving local housing problems and is a way for local communities to provide their own decent and affordable homes that their communities needs.

To help meet the Government's vision for increasing the development of Community Led Housing, enquire if the Parish Council would be interested in receiving a presentation from Ian Crawley of Wiltshire & Gloucestershire Community Land Trust to explain the benefits that Community Led Housing could bring to its area. Alternatively – a district wide parish

council presentation where interested parish councils could send representatives may be preferred and could be arranged.

Cllr Manning proposed preference be given to a District wide parish Council presentation which was seconded by Cllr Dallow and unanimously agreed.

2.12 Business

2.12.1 To give consideration to planning applications

Cllr Manning declared a personal interest and refrained from speaking and voting on planning applications P0664/17/FUL and P0665/17/LBC Edens Hill Farm, Upleadon

1. P0664/17/FUL Edens Hill Farm, Upleadon

Conversion of stable, barn and former milking parlour to a single dwelling and demolition of attached shelters and structures

Comment: Have concern regarding the scale of development in the centre of the village and the impact on neighbours. However believe conversion would preserve the redundant farm buildings.

2. P0665/17/LBC Edens Hill Farm, Upleadon

Comment: Listed Building consent for conversion of stable, barn and former milking parlour to a single dwelling and demolition of attached shelters and structures

As Above

3. P0695/17/FUL Greenways, Gloucester Road, Upleadon

Siting of a mobile log cabin for use as a holiday let

Comment: Object – fully concur with reasons in neighbouring letter attached

2.12.2 To give approval to End of Year Accounts – 2016/17

Members gave consideration to the End of Year Accounts – 2016/17 including a balance sheet and bank reconciliation and internal audit report. Members firstly considered and approved the Section 1 the Annual Governance Statement followed by Section 2 the Accounting Statements.

Cllr Manning proposed approval of Section 1 Annual Governance Statement which was seconded by Cllr Dallow and unanimously agreed.

Cllr Mrs Bassett proposed approval of Section 2 the Accounting Statements which was seconded by Cllr Webster and unanimously agreed.

2.12.3 Highway matters

Cllr Mrs Bassett advised of ongoing problems relating to vehicles driving on the wide verges in Forge Lane. A neighbour had complained to the Highways authority asking them to install bollards to prevent access on to the verge but they had responded they would need the whole of the Parish to be in agreement. It was agreed to request the Highway

representative to meet with two Members of the Parish Council on site to ascertain what could be done to prevent this problem continuing. Cllrs Dunn and Mrs Bassett volunteered to do so which was agreed.

2.12.4 Date of next meeting

It was agreed due to the Clerk being on holiday in early September that the next meeting be held on Thurs 21 September 2017

2.12.5 Any Other Business

The Clerk advised the Council that given the additional workload now imposed on the Council regarding additional Planning meetings as well as the website maintenance that she would from this financial year be claiming her full salary as agreed at the time of her employment in 2009 – 2 hrs per week- (claimed 1.5 hrs).

A discussion ensued on this matter and Cllr Manning proposed that the Clerk's hours be increased to 2.5 hrs per week given the increased workload. This was seconded by Cllr Webster – this matter however to be referred to the next meeting as an agenda item.

This concluded the business of the meeting and it was declared closed at 9.15 pm.