**Draft minutes of Brimpsfield Parish Council meeting**

**held on 18th January 2022 at 7.30pm**

**In the Village Hall**

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|  | **Welcome and introductions from Chair** |
|  | **Attendance recorded as Parish Councillors** Tom Overbury, Roger Lock, Michael McWilliam, Jane Parsons, Heather Eaton, Claire Jardine & Archie Larthe. District Councillor Judd |
|  | Apologies for absence recorded -none  and County Councillor Joe Harris did not attend |
|  | **Declaration of interests on matters on the agenda were invited- none** |
|  | **Public session -none attended** |
|  | **Report from District Councillor Judd (as distributed via email) and a verbal update was given**  **a)** on the charges for local elections**-** Council agreed to express its opposition to this decision of the District Council – delegated via Clerk  **b)** Increase to car park charges – Free after 3 has been scrapped  **c)** Empty property Council tax discounts have been amended |
|  | **Report from County Councillor Harris- none** |
|  | **Minutes of the previous meeting approved (as attached) with no amendments** |
|  | Council received an update on the A417 proposed upgrade and correspondence received as distributed via email  Cllr Lock will attend via teams virtual meeting (8th February – to be confirmed) |
|  | **Council considered update from Village Hall Committee**  Latest minutes have been distributed via email  Fund-raising Winter Dinner is being organised |
|  | **Council considered and approved financial reports and payment list as attached** |
|  | **Council received update on electronic banking -**mandate sent to Chair for signature and has been signed and will be sent to Bank |
|  | **Council considered update on highway issues**  Brimpsfield Common Bridge -clerk is chasing via County Councillor and Highways Manager highlighting the Safety issue which has been acknowledged |
|  | **Council considered update on PROW issues**   1. Ivy cottage footpath – potential funding from County Councillor Harris. Parish Council was informed of correspondence with resident which was noted- remove from agenda 2. Common footpath warden had identified it was difficult to access and this has been remedied |
|  | **Council considered update on Hermits Corner**  Council noted some activity taking place  No recent update from CDC  Clerk to put on agenda if there is further information |
|  | **Council considered hedges, hedgerows and Caudle green Ash trees**   1. 3 quotations from tree surgeon waiting to be obtained |
|  | **Council considered update on War Memorial (Cllr Lock)**  Carry forward pending update from Stone Mason  Wet and Forget resource was mentioned |
|  | **Council considered update on Queens Platinum Jubilee celebrations**  Cllr Lock has been approached by Big Lunch organisation (Sunday)  Clerk to investigate national funding  Some other local Councils are lighting a beacon on the Saturday and a beacon may be organised locally  Platinum Jubilee oak tree will be planted on the Common |
|  | **Council considered update from**  **Common Land Management Policy Group- Cllrs Lock, Larthe, Eaton and Parsons**  Willow trees to be tidied up  See note on PROW  Public and local Primary school etc to be invited to take part in the Policy Group  Previous Silver Jubilee tree plaque to be re-instated along with a new one for the Platinum Jubilee |
|  | **Council considered update on road safety issues**   1. from Road Safety Policy Group- Cllrs Jardine and McWilliam- Road Safety workshop held on zoom in December 21 and Cllr Jardine gave feedback 2. Twenty is plenty campaign group – as distributed via emails- Brimpsfield Parish Council has already agreed to support without committing resources. CDC have agreed to support and are lobbying GCC to adopt County-wide. Cost of individual TRO’s to change the speed limit is very expensive (£10-£20k) 3. Speed cameras can be used to identify the “problem areas” |
|  | **Council considered planning matters**   1. New applications received via email (none at the time of agenda)   Leverets Barn and The Knapp applications have now been received but Council could not make decisions on matters not on the agenda and Council agreed to hold an **extra meeting on Wednesday 26th at 7.30pm – Clerk to arrange agenda and confirm meeting room**   1. Decision of planning inspectorate (as distributed via email) noted |
|  | **Any other business for the purpose of information sharing as no decisions can be made at this point-**  Complaints about flooding Birdlip/Brimpsfield Road adjacent to the Village Hall were received and more works will be undertaken |
|  | **Date of next meeting confirmed as 26th January and 15th March 2022 at 7.30pm** |
|  | **Close of meeting at 20.37pm** |

**Approved minutes OF EXTRA-ORDINARY MEETING of**

**Brimpsfield Parish Council to take place at**

**The Village Hall on Wednesday 1st of December 2021 at 7.30pm**

**The Chair of Council opened the meeting**

1. Record of attendance recorded as Parish Councillors Tom Overbury, Roger Lock, Michael McWilliam, Jane Parsons, Heather Eaton. 1 member of the public and District Councillor Judd
2. Apologies for absence recorded from Parish Councillors Claire Jardine & Archie Larthe
3. There were no Declarations of Interest on items on the agenda when invited -
4. Council approved the minutes of the Parish Council Meeting held on the 19th October 2021 (distributed via email on 19th October) with amendments on item 4 (remove word minor) and item 21 (extending Attendance point)
5. Public Session: Members of the public were invited to speak at this point – Member of the public attended specifically regarding item 6
6. Council considered the issue of the A417 proposed upgrade and agreed its response to Cowley and Birdlip Parish Council correspondence as distributed via email (clerk will respond as underlined below)

Discussion regarding the support of Brimpsfield PC. It was confirmed that Brimpsfield Parish Council are in support of Option 30 and have no support for option 12. It was noted that some Cowley residents have started a petition calling for stopping option 30. Links to on-line petitions have been put on the Brimpsfield Village Website. It was confirmed that the Parish Council has been attending the consultation on-line meetings as an interested party and has previously made representations. In response to correspondence from Cowley and Birdlip PC and in its own right, Brimpsfield Parish Council take the following stance

**Brimpsfield Parish Council agreed that it unanimously and strongly support option 30 on all counts as the most appropriate and cost-effective solution to the development of A417. At this stage all environmental issues have been thoroughly addressed including the appropriate and sympathetic treatment of the AONB landscape during the planning process**

Birdlip and Cowley Parish Council are gathering evidence for the planning inspectorate from residents regarding the rat-running issues. Brimpsfield Parish Council has conducted surveys in previous years and records may be able to be located (Cllr Lock). It was suggested that mobile phone footage could be recorded to compare and contrast at quiet/busy times. It was further suggested that Birdlip Parish Council may visit Brimpsfield with their “speed recording equipment” if that would be helpful

Birdlip and Cowley Parish Council have asked for the number of residential properties in Brimpsfield (Cllr Overbury)

1. **Planning applications - planning applications received since last meeting were discussed**

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| --- | --- | --- | --- | --- | --- |
| application | address | Summary | Received /sent to Cllrs | Closing date | PC comments |
| 21/04235/FUL | Hawcote House | Single storey extension | 17/11/21 | 8/12/21 | Resident feedback noted  **Council agreed to Object**  and draws the attention of the planning officers to  the original application conditions which stated no further development on the site  (see email for exact wording)  Over-development of the site |
| 21/04236/PLP | Birdlip View | Dwelling | 19/11/21 | 10/12/21 | **Object** on grounds of over-development of site    Re-iterate previously submitted comments |
| 21/03856/FUL | The Mill House | erection of a single storey rear extension, | 21/10/21 | 30/11/21 | PC agreed not to submit comments |
| 21/03725/FUL | The Old Granary | Replacement windows | 19/10/21 | 18/11/21 | None |

1. **Council approved payment of grass cutting invoice – Mr Partridge in the sum of £1290 (in line with contract) Council asked if the grass near the war memorial could be tidied up before Remembrance Service (as part of the contract)**
2. **Electronic banking (Cllr Lock). Council agreed to amend the bank mandate to set this up.**
3. **Date of next meeting agreed as January 18th 2022 at 7.30pm-**
4. **Matters for information**

At the end of the meeting, District Councillor Judd gave a verbal update on

* flooding issues for neighbouring parishes

Parish Councillors spoke of the lack of clearing of ditches are causing issues whilst it was noted that riparian owners are trying to do their legal duties

* GCC are looking for volunteers for planting trees
* Good practice on Parish Council minutes was disseminated

**Cllr Eaton raised issues regarding footpath across the common and Cllr Overbury will take this forward**

**Hermits Cottage has residents at the present time – next agenda**

**Damaged bridge –Clerk to chase Glos Highways**

**Meeting closed at 20.35**

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| --- | --- | --- | --- | --- |
| **Date** | **Detail** | **Chq no** | **TOTAL receipt/Payment** | **balance** |
|  |  |  |  |  |
| 01.04.21 | opening credit bal (TREASURERS C/A) |  |  | 4029.17 |
| 22/04/2021 | Precept |  | 4743.00 | 8772.17 |
| 26/04/2021 | b j holder salary | so | 194.18 | 8577.99 |
| 17/05/2021 | b holder expenses | 580 | 59.61 | 8518.38 |
| 17/06/2021 | Hmrc | 584 | 149.40 | 8368.98 |
| 19/07/2021 | b holder expenses | 585 | 68.81 | 8300.17 |
| 01/09/2021 | came & co | 586 | 374.50 | 7925.67 |
| 25/05/2021 | b j holder salary | so | 194.18 | 7731.49 |
| 25/06/2021 | b j holder salary | so | 194.18 | 7537.31 |
| 25/07/2021 | b j holder salary | so | 194.18 | 7343.13 |
| 25/08/2021 | b j holder salary | so | 194.18 | 7148.95 |
| 25/09/2021 | b j holder salary | so | 194.18 | 6954.77 |
| 23/09/2021 | Precept |  | 1581.00 | 8535.77 |
| 14/10/2021 | hmrc j,a,s | 587 | 149.60 | 8386.17 |
| 14/10/2021 | Pata | 588 | 23.85 | 8362.32 |
| 14/10/2021 | dicon Roberts | 589 | 385.00 | 7977.32 |
| 16/10/2021 | b holder expenses | 590 | 67.99 | 7909.33 |
| 16/10/2021 | I Selkirk | 591 | 105.00 | 7804.33 |
| 19/10/2021 | hmrc o,n.d | 592 | 149.60 | 7654.73 |
| 01/12/2021 | I partridge | 593 | 1290.00 | 6364.73 |
| 25\*10/21 | b holder salary | so | 225.48 | 6139.25 |
| 25/11/2021 | b holder salary | so | 225.48 | 5913.77 |
| 25/12/2021 | b holder salary | so | 225.48 | 5688.29 |
| 17/01/2022 | pata | 594 | 23.85 | 5664.44 |

**Financial reports for January meeting**

**Cash book to 17/1/22**

**Payment list for approval**

**B holder expenses £13.74**

**PATA payroll £23.85**

**Year against Budget**

|  |  |  |  |
| --- | --- | --- | --- |
| **BUDGET SUMMARY** |  |  |  |
|  | BUDGET | Y TO D income/ expenditure 28/12/21 | BALANCE |
| **INCOME** |  |  |  |
| Precept | 6324 | 6324 | 0 |
| Interest | 1 | 0 | 1 |
| VAT refund | 0 | 0 | 0 |
| Wayleave | 30 | 0 | 30 |
| other | 0 | 0 | 0 |
| **TOTAL INCOME** | 6355 | 6324 | 31 |
| **EXPENDITURE** |  |  |  |
| Clerks Salary | 2910 | 2244 | 666 |
| Admin / Expenses | 360 | 291 | 69 |
| Payroll Mgmt | 100 | 0 | 100 |
| Insurance | 365 | 375 | -10 |
| Audit | 120 | 105 | 15 |
| Grass cutting Brimpsfield | 500 | 1290 | -790 |
| Grass cutting Caudle Green | 1000 | 0 | 1000 |
| Mtg Room hire | 200 | 0 | 200 |
| Subs | 80 | 0 | 80 |
| Training | 0 | 0 | 0 |
| legal/Specialist Advice | 150 | 0 | 150 |
| Maintenance & repairs | 800 | 385 | 415 |
| Grants / Donations | 200 | 0 | 200 |
| FROM RESERVES |  | 0 | 0 |
| Equip & Assets | 0 | 0 | 0 |
| Web- site | 176 | 0 | 176 |
| Sect 137 | 0 | 0 | 0 |
| Village hall Grant | 300 | 0 | 300 |
| **EXPENDITURE TOTALS** | **7261** | **4689** | **2572** |

**Bank reconciliation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **BANK SUMMARY** |  |  |  |  |
|  | o/bal 1/4/21 |  | 4029.17 |  |
|  | payments TO 28/12/21 |  | 4688.73 |  |
|  | receipts TO 28/12/21 |  | 6324.00 |  |
|  | **Closing balance 31/3/21** |  |  | **5664.44** |
| **BANK RECONCILIATION** |  |  |  |  |
| treasurers | bank statement 28/12/21 |  |  | 5837.89 |
|  |  |  |  |  |
|  | outstanding cheques |  | 149.60 |  |
|  |  |  | 23.85 |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  | 173.45 |
|  | **current account** |  |  | **5664.44** |
|  | deposit account |  |  | 3146.78 |
|  | BANK BALANCE |  |  | **8811.22** |
|  | reconciled balance |  |  | 8811.22 |