

CLERK: Ruth Waller, Copperfields, Colman. Temple Guiting. GL54 5RT

Tel: 01451 850611 E-mail: clerk.toddingtonpc@gmail.com

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MINUTES: of a Council Meeting held in Toddington Village Hall on Monday the 6th January 2020 commencing at 7.35pm.

PRESENT: Parish Councillors: Christine Fawcett (Chairperson), Nigel Parker, David Wynne, Margaret Merritt and Bert Alvis.
Clerk: Ruth Waller and 1 member of the public

200106/01 To receive and consider apologies for absence. None. All councillors present.

200106/02 To receive Declarations of Interest on items on the Agenda. (Localism Act 2011): None declared.

200106/03 To approve the minutes of the **Parish Council Meeting held on the 6th November 2019** in Toddington Village Hall. The minutes of this meeting were approved and signed as a true record and duly signed by the Chairman.

200106/4 Matters arising from previous minutes (Clerk's Report): The Clerk's report had been circulated to Cllrs prior to the meeting and its contents noted. Councillors requested that the Clerk continued to initiate the mobile speed enforcement van by liaising with PSCO Chapman.

200106/5 To receive comments and concerns from the public: The member of the public stated concern regarding the spend of traffic outside the Newlands estate. She volunteered to enrol on a Community Speedwatch programme for the area.

Action: Clerk to investigate this and contact the resident with details of the training programme.

200106/6 To receive report/update from Borough Councillors: Cllr Gore had sent her apologies prior to the meeting. No report was available, but she wished everyone a Happy New Year.

200106/7 To consider and adopt new Financial Regulations, in line with NALC recommendations: Some minor administration changes were required. Other than the minor changes, **Councillors resolved to adopt these new regulations.**

Action: Clerk to amend as necessary and then upload revised regulations onto the Council's website.

200106/8 To consider and note planning applications and agree responses:

For consideration:

i) 19/01167/FUL | Erection of a Yurt. | The Mulberry Bush Third Space (MB3), Church Lane Toddington Cheltenham GL54 5DH: Councillors resolved to OBJECT to this application on the following grounds:

- The likely use had not been specified, along with hours of use,
- Potential noise disturbance
- Car parking for guests would be an issue so a restriction on numbers would be requested.
- Possible change of use of land to residential.

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ii) **19/00752/FUL | Land Off Broadway Road Part Parcel 9070 Toddington, Gloucestershire:** Councillors resolved to OBJECT to this application as the details of the footpath still needed to be determined prior to this application being permitted.

iii) **19/00595/APP | Approval of Reserved Matters (appearance, landscaping, layout and scale) pursuant to outline planning permission reference 18/00302/OUT, for the erection of 2 no. dwellings and associated access | Beech House Stow Road Toddington GL54 5** (*This application has now been amended by submission of revised plans being: Omission of originally proposed garages and amendment to red line on Location Plan.*): Councillors agreed that the original comments submitted by the Parish Council were still relevant and requested TBC approached Severn Trent Water for a report on this matter.

iv) **19/00781/OUT | Erection of up to 41 new residential dwellings, including 20 affordable houses, associated access and landscaping | Land On The South Side Of Dibden Lane Alderton Gloucestershire:** Council resolved to object to this application by supporting the objection comments made by Alderton Parish Council.

v) **19/00772/FUL | Residential development up to 28 units, including means of access and landscaping. | Land Parcel 0088 Willow Bank Road Alderton** which is a proposed extension to the existing Cala Homes site on Willow Bank: Council resolved to object to this application by supporting the objection comments made by Alderton Parish Council

vi) **19/01051/CLE | Use of building for residential purposes (Class C3) for continuous period in excess of 4 years. | 29 Warren Fruit Farm Evesham Road Greet Cheltenham Gloucestershire GL54 5BN:** The Parish Council resolved to object to this planning application as there is insufficient evidence to prove that the agricultural unit has been used as a residential property continuously for more than 4 years.

vii) **19/00865/FUL | Construction of 3 no. outbuildings comprising a garden room, double garage and gazebo. | 6 The Square Toddington GL54 5DJ:** The Planning Officer had requested that the Parish Council considered the application for the gazebo as a separate matter. However, Council unanimously agreed that the application should be considered as a whole and therefore resolved to continue to OBJECT to this application.

For noting:

19/01064/FUL | Erection of a detached timber clad garage/car port and conversion of the ground floor garage into habitable accommodation ancillary to the main dwelling. | Dower House Stanway Road Stanton WR12 7NE: **Application Permitted.** It was noted that this was the Dower House in Stanton, not Toddington.

200106/9 Highways and Road Safety update:

i) **Highway maintenance matters:** The pot holes towards the end Church Lane And overgrown hedges opposite the Village Hall were again noted.

Action: Cllr Parker and the Clerk would again report these issues online.

ii) **VAS Update:** Cllr Fawcett requested any excessive speeds and times or any evidence in regard to quarry traffic that could be used as points to raise at Quarry Stakeholder Meeting.

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200106/10 To approve and adopt this Council’s revised Risk Assessment Policy: Following a detailed review at the last council meeting held in November 2019, **Council resolved to adopt this policy.**

Action: Clerk to upload this document onto the Council website.

Action: Clerk to purchase second encrypted memory stick to provide back up of Council files for Chairman’s Box.

200106/11 To receive quotes for tree work behind the War Memorial and agree next actions: The Clerk had requested three quotes for the tree work by the War Memorial. One person was unable to quote. Dave Hare (Hares Tree Work and Garden Services) had quoted £720 for the work and Stockwell-Davies had quoted £600, incl. VAT. **Council therefore resolved to use Stockwell-Davies unless the Clerk was able to get a third, more cost-effective quote.** The reduction in height of the conifer trees was discussed and it was agreed to approach the neighbouring residents for their opinion.

Action: Clerk to approach residents to confirm how much they wish to have reduced from the top of the trees.

Action: Clerk to contact Stockwell-Davies to commence this work.

201006/12 Finances

a) **To approve current statement of accounts and bank reconciliation:** The bank reconciliation was approved and signed. The budget vs. spend had been circulated to Councillors for their information.

TODDINGTON PARISH COUNCIL			
BANK RECONCILIATION			
Period to: 10th December 2019			
Lloyds TSB Current & Deposit			
		£	£
Acc: 02251838 - Statement Bala	5128.99		
Acc: 01042917 - Satement Balar	4107.12		
Add			9236.11
Less:			
outstanding/unpresented cheques			
		46.50	
			46.50
Reconciled balance			9189.61
Cash Book Summary			
Opening balance 01.04.19			5281.94
Add: receipts to date	8846.66		
Less: payments to date	4938.99		
			9189.61
Cash Book balance			9189.61

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- b) **To consider proposed budget, as circulated to Cllrs:** The final budget figures for 2020/21 were agreed as follows:

	Budget 2019_20	Anticipated Spend to March 2020	Proposed Budget for 2020/21
	£	(Year end)	
Receipts			
carried forward	5282	5282.00	4963
Precept	8600	8600.00	8994
Council Tax Support Grant	0		
Interest	4	1	1
Other	0		
Vat reclaim	550	300	180
Total income	14436	14183	14138
Payments			
Staff costs	3940	2,557	4,567
Admin expenses	400	125	400
Insurance	390	381.52	390
Audit fees	200	173	200
Grass cutting	1127	1080	1127
Meeting room hire	120	130.1	180
Subscriptions	100	140.77	178.32
Village Hall loan repayment	1680	1680	1680
Training	340	385	250
Village Newsletter	50	0	0
Donations	0	0	0
Reserve	0	0	0
VAT	300	300	300
Management of Assets	500	1000	1000
Website	260	250	280
Total Expenditure	9,407	8,202	10,552

Due to increase in spending in some budget areas, Council resolved to increase the precept by 4%. The amount to be requested from Tewkesbury Borough Council would be £8944.

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c) The following payments were approved:

Payments made between meetings:				
0924	R. Waller	Security Software (Reimbursement)	GPC	£278.49
0925	Todd Village hall	Meeting room hire (Oct)	GPC	£46.50
0926	Greenfields	Grass Cutting - October	HA 1980 s.96	£180.00
The following payments to be approved at this meeting:				
Chq no	Payee	Purpose	Auth	Cheque value
0927	Todd Village Hall	Meeting room hire – November	LGA 1972 s.142	10.50
0928	PATA (UK)	Payroll (Sep- Dec)	GPC	12.75
0929	Mrs R Waller	Salary Sep - Dec	GPC	664.92
0930	HMRC	Tax	GPC	153.63

200601/13 To note recent correspondence and agree responses, if any:

- Nominations for Queen’s Garden Party: Council decided to nominate two members of the Parish.
- Response to GCC Budget proposal: Council decided not to respond to this.
- Councils Connected newsletter: on website + circulated to Cllrs.
- Parish Matters newsletter: on website and circulated to Cllrs.

200601/14 Items for information only:

- Noticeboards: Quotes for 2 replacement noticeboards to be included in March agenda.
- Appointment of Internal Auditor: This would also need to be included in the March agenda.
- Clerk’s appraisal: Forms to be sent to Cllrs Fawcett and one other Councillor and a date arranged.

The Chairman concluded the meeting at 9.25pm and thanked everyone for their attendance.

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Chairman

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Date