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DRAFT MINUTES: of a Council Meeting held in Toddington Village Hall on Monday the 4th March 2019 at 7.30pm.

PRESENT: Parish Councillors: Joe Humber, Nigel Parker and Margaret Merritt. Cllr Bertie Alvis joined the meeting at 7.40pm

Three parishioners were present.

Members of the public were welcomed to the meeting and invited to address the council at item three on the agenda.

- 1) **To receive and consider apologies for absence.** Apologies were received and accepted from Cllr Blake
- 2) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011):** None declared.
- 3) To approve the minutes of a **Parish Council Meeting** held on the **14th January 2019** and of a **Planning Meeting** held on the **11th February** both at 7.30pm in Toddington Village Hall: the: The minutes of both these meetings were approved and duly signed by the Chairman as a true record.
- 4) **Matters arising from previous minutes.**
- 5) **To receive comments and concerns from the public for any items on the agenda:** A parishioner raised the following matters:
 - i. Speed in the Village: the parishioner asked action the Parish Council proposed to ensure the problem relating to speeding is tackled? The parishioner explained that additional resources were available from the Police, i.e. Mobile police Speed cameras. The Council were in favour of the Parishioner continuing to pursue this resource for Toddington.
 - ii. The Parishioner asked if the VAS signs were in the most appropriate position? Cllr Parker responded to this, stating the cameras were moved to various positions on a regular basis and agreed some could be angled better.
 - iii. An environmental issue had been witnessed: The resident was encouraged to report this directly to Environmental Heath.
- 6) **To provide an update regarding the forthcoming local elections:** The Clerk had now received the Nomination Papers for this Parish. Anyone wishing to stand as a Parish Councillor must completed a form and deliver it by hand to Tewkesbury BC offices between 19th March and 4pm on Wednesday 3rd April 2019.

7) To discuss the possibility of dog waste bins in the Parish: It had been brought to the Council's attention that there were no dog waste bins in the Parish and that the waste bin near the war memorial was being used for this purpose. The clerk had received the necessary information relating to the cost of the dog waste bins and their installation. The Clerk had also been informed that the Parish Council could use some remaining S.106 money to fund these.

Council resolved to order 3 bins for the following locations:

- The junction of Church Lane and Broadway road
 - The fork of Church Lane and the Holloway
 - The junction of Church Lane and Tewkesbury road.
- 8) To consider litter pick equipment/event for Toddington Parish:** Cllr Merritt and the Clerk had contacted Tewkesbury BC to discuss the possibility of organising a litter pick or borrowing equipment. Cllr Merritt will be organising a volunteer litter pick scheme on a regular basis and anyone interested in assisting should contact her or the Clerk.
- 9) To discuss issues relating to the 4 pull-ins on the B4077 into the Newlands Home development at New Town:** These pull-ins had been overlooked on the original plans and Newlands were now looking for permission to adopt these from both the Parish Council and the Borough Council.
Action: Cllr Humber to contact Gloucestershire Highway to discuss the option of the bus pull-in.

10) To consider and note planning applications and agree responses:

For consideration

19/00098/FUL - Lawnswood Church Lane Toddington Cheltenham - Erection of detached timber framed carport at the front of the property: **No objection**

18/01892/OUT Long Marston Airfield (SDC)

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PAZF34PM00F00>

18/01883/FUL South Western Relief Road (SDC)

<https://apps.stratford.gov.uk/eplanning/AppDetail.aspx?appkey=PAZ5AIPM00F00>

Council resolved not to respond to either of these applications as it was felt they would have minimal impact on this Parish.

For noting

Thatchers Cottage, 44 Newtown, Toddington (18/01275/FUL) –

Dropped kerb: **Application Permit**

11) To discuss ongoing issue of external lighting on the Newland Homes site:

Cllr Parker reported the ongoing issue to the lighting on the Newlands site. Street lighting had not been agreed for this development but there was currently some downlighting which were not on PIR's. Cllr Parked had spoken to the new residents, and they are now sometime turning off their outside lights at night.

Newland Homes have agreed that the external lights should be fitted with PIR, which they have undertaken to do. When asked if Newland Homes

would be changing the present lights to down lights, as pre the under taking in the planning permission, the reply from Newland Homes was that this would be independently assessed against the approved reports in due course to ensure the lighting across the site is compliant. A date for this assessment has not yet been confirmed.

12) Highways & Road Safety Update: no further matters to report

13) To receive report following inspection of Council's Assets: Some minor comments were noted following the Clerk's recent inspection.

14) To appoint Internal Auditor for 2018/19: Cllr Humber proposed GAPTC should conduct the Internal Audit. This was seconded by Cllr Alvis.

Council resolved to appoint GAPTC to conduct the Internal Audit.

Action: Clerk to complete and return the required form.

15) To consider renewal of GRCC membership - £25: After due consideration,

Council resolved to renew its membership with GRCC

Action: Clerk to complete and return the membership form

16) Finances

- The statement of accounts and bank reconciliation were received as follows:

TODDINGTON PARISH COUNCIL

BANK RECONCILIATION

Period to: 28 FEB 2019

Lloyds TSB Current & Deposit A/cs	£	£
Acc: 02251838 - Statement Balance @ 31.01.19	4961.92	
Acc: 01042917 - Statement Balance @ 31.01.19	1423.32	
Add		
Less:		
outstanding/unpresented cheques	882	10.50
		10.50
Reconciled balance		<u>6374.74</u>

Cash Book Summary

Opening balance 01.04.18		4753.49
Add: receipts to date	8301.45	
Less: payments to date	6680.40	
		6374.54

Cash Book balance

6374.54

- The following payments were approved:

Payments made between meetings				
	None made			
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheque value
887	Todd Village Hall	Meeting room hire – Feb 19	LGA 1972 s.142	10.50
888	Todd Village Hall	Meeting room hire – Mar 19	LGA 1972 s.142	10.50
889	Ruth Waller	Clerk's Salary Feb/March	LGA 1972 S.112	208.39
885	GRCC	Annual Subscription.	LGA 1972 s.143	25.00
886	GAPTC	Annual subscription	LGA 1972 s.143	100.77

- To perform an Internal Control Check:** An Internal Control check was completed by Cllr Humber and the certificate signed by the RFO.

17) To consider quote from Greenfields regarding Grass Cutting 2019: **Council resolved to accept this quote and offer Greenfields the contract for grass cutting.**

Action: Clerk to contact Greenfields to instruct them to commence the contract.

18) To note recent correspondence and agree responses:

- GAPTC – sector updates, newsletter and info re: Purdah: already forwarded to Cllrs
- Glos. Chartered Parish + Town Meeting on 7th March
- PATA end of year forms: **Clerk to complete and return**
- GRCC: free First Aid courses: **Clerk to forward info to Village Hall Committee**
- Roses Theatre: **request for funding: Council decided not to support this request due to lack of funds. Clerk to write a letter of response.**

19) Items for information only: None raised

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Chairman

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Date