

To Members of the Council

Councillors are hereby summoned to attend the Meeting of Brimpsfield Parish Council at the Village Hall on TUESDAY the 22nd October 2019 at 7.30pm for the purpose of transacting the following business.

15th October 2019

BHOLDER.

B Holder Clerk to the Council

Date

Members of the public are welcome to attend and are invited to address the council at item 12 on the agenda following the statutory annual meeting business that the Parish Council will conduct first.

AGENDA

Welcome members of the public by the Chair of Council

- 1) **To record attendance from Councillors' Tom Overbury, Jane Parsons, Heather Eaton, Claire Jardine, Michael McWilliam, Roger Lock and Archie Larthe. County Councillor Robbins and District Councillor Judd**
- 2) **To receive and consider apologies for absence.**
- 3) **To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).**
- 4) **To approve the minutes of a Parish Council Meeting held on the 17th September 2019**
- 5) **To receive comments and concerns from the public.**
- 6) **To receive reports from District and County Councillors as relevant to matters on this agenda**
- 7) **To consider and agree response on planning application - 19/03492/FUL Proposed Alterations to Access Track. at Woodfield House Caudle Green Cheltenham Gloucestershire GL53 9PR**
- 8) **Highways matters- consultation on A417 –Council to agree its response**

Date of next meeting to be confirmed as 19th November 2019

Meeting to be closed

Draft Minutes of the Meeting of Brimpsfield Parish Council at the Village Hall on TUESDAY the 17th September 2019 at 7.30pm

Welcome to members of the public by the Chair of Council

1. Attendance recorded

as Councillors Tom Overbury, Jane Parsons, Heather Eaton, Claire Jardine, Michael McWilliam and Roger Lock. County Councillor Nigel Robbins, Chairman of Village Hall Committee and one member of public.

2. Received and consider apologies for absence.

Apologies received from District Councillor Judd and Parish Councillor Archie Larthe.

3. There were no Declarations of Interest on items on the Agenda.

4. Public session at the discretion of the Chair of Council including verbal report from County Councillor Robbins. There were no items raised by members of the public and the report from Councillor Robbins included the following topics.

- A417 link consultation process
- Engagement on the Health Service in Gloucestershire
- Incinerator at Quedgeley

5. Council approved the minutes of a Parish Council Meeting held on the 16th July 2019.

6. Matters arising from previous minutes:

- a. Map of Parish Boundary provided for Council records to be put on website- cfwd-Clerk.
- b. Village notice board – additional work for alternative catch system discussed by council (quotation sought). Councillor Eaton will contact contractor.
- c. White line markings opposite the War Memorial – Clerk reported- County Councillor will follow up with Highways Manager.
- d. Bank Mandate update completed.
- e. Tree warden role details to be distributed - outstanding – Clerk.
- f. Public Footpath running from the Knapp towards Longdole.

Councillor Larthe's update has been received and Councillor Overbury has also spoken to landowner and will liaise to ensure stone around gateway as the weather changes.

- g. Review of all policies considered and no updates have been identified as being necessary.

7. Hermits Corner –

Clerk to email District Councillor Judd to seek update and then to forward response to Parish Councillors.

8. Village Hall update by Chair of Village Hall Committee

The kitchen floor has been repaired by volunteers.

9. Council considered the following planning applications

- 19/02815/FUL – erection of two storey side and rear extensions etc at 4 Newcombe, Climperwell Road – noted.
- 19/02642/TCONR -tree works in conservation area at the Old Rectory, Brimpsfield- noted.
- 19/01931/FUL – woodstore to commercial food production – The Mussards –Permitted.
- 19/03087/FUL - Priory Cottage–Following discussion and a mixed reaction, Council agreed “no comment” from Parish Council.

10. Highways and PROW updates discussed

- Some pot holes have been marked out by Glos Highways, but encouragement to be continued to reporting of pot holes.
- Bridge over stream, side rail missing – dangerous. Climperwell Road at bottom of Common Hill adjacent to Watercombe. Clerk to email- danny.taylor@gloucestershire.gov.uk
- Grass cutting dumping opposite the Coach House, Brimpsfield reported which damages the hedgerow and is within the confines of the Village. Councillor Overbury will liaise with landowner.
- Noted that cutting back of hedgerows is responsibility of landowners but is not being done in some places. **Agenda item for November meeting.**

11. Caudle green notice board repair agreed (£320).

Required - One locking and one closing door design – Clerk to email contractor.

12. Grass cutting area confirmed as

- Caudle green small area to left- Red 2 cuts and Green 7 cuts per year and middle area
- Brimpsfield area as described below
- 7 or 8 cuts per year- war memorial (page 3) (a)
- Newcombe (b)
- Village Hall to the edge of Village by 30 mile per hour sign (c)

Suitable contractors who could tender would be Cotswold Estate Services, Alan Partridge and Greenfields and any others. Parish Website to be used for advertising Grass Cutting contracts. (Clerk to confirm with Chair the tender package before publicising)

13. Finances

a. Approved payments

16/7/19- R Lock- Light for BT box £18.00

26/9/19 Salary - £194.06 (paid by Standing order)

26/9/19 HMRC £48.40

14/9/19 Expenses as submitted £43.85

16/9/19 PATA (UK) payroll £23.25

24/10/19 Salary £194.06 (paid by standing order)

24/10/19 HMRC £48.40

b. Noted financial reports update – Allocation of payment to be considered towards financial year end for notice board.

c. Completed internal control checklist at close of meeting.

14. Items for information only

- *Date of next meeting November 19th 2019*
- *Agenda items for next meeting –*
- *Paint for BT box for future maintenance to be approved at next meeting (Councillor Lock)*
- *Defibrillator discussion*
- *Budget setting agenda item – Up to date Grass cutting contract figures to be included*
- *Meeting closed at 20.45pm*