

DEERHURST PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday, 14 June 2023 in Apperley Village Hall

Present: Len Attard – Chairman
Laura Bromberg
Matt Dimond-Brown
Jim Pollard
John Rutter
Fiona Wallbank – Clerk
CC P McLain

Parishioners: 1 (partial attendance)

1 APOLOGIES: Councillor Smith and BC McLain

2 MINUTES OF MEETING: The minutes of the meeting held on the Wednesday, 10 May 2023, having been circulated with the agenda were agreed and signed after one amendment

3 DECLARATION OF INTEREST: None

4 REPORT FROM COUNTY COUNCILLOR MCLAIN

Reported as follows:

- Gave an update on the potholes in the Parish. Jet patching is on a temporary measure which acts as a holding bond until a full resurfacing is carried out. Maintenance teams are asked not only to repair the pothole they are fixing but to repair any surrounding ones.
- Mowing programme has been brought forward.
- Utility services are responsible for 80% of the roadworks around the County.
- GCC promoting the tree programme and highlighting that any newly planted trees must be watered.
- An extra £6M has been agreed for domiciliary care
- High cost of Children In Care with 800 children in care

Councillor Bromberg said that there are 45 potholes in Deerhurst Walton alone and the road urgently requires attention.

BOROUGH COUNTY COUNCILLOR MCLAIN.

In her absence the Clerk read out her report:

- The new administration has paused the Garden town project for a further review. As highlighted in the local media there are concerns about the impact -or otherwise - this will have on future housing land supply numbers, as well as the risk of fragmented and piecemeal developer led building on site without any coordinated requirements for infrastructure.
- Planning committee numbers have been reduced - from 19 to 13. Concerns have been flagged that rural parishes will have less representation and the membership contains more of the urban councillors, although the option remains for individual ward members to attend and make representations.
- TBC want to "promote good news initiatives" across three broad themes: the environment, conservation and volunteering. Good news stories might include litter picking, tree planting or other community volunteering groups that bring the community together. This is very short notice but they asked "Please send any ideas or good news stories from relevant initiatives or projects, with good quality photos if you have them, by Monday, 19 June."

Councillor Dimond-Brown (who is also a Borough Councillor), provided some comments to Cllr McLain's Borough Report:

- Re the Garden Town Review. It is standard practice for projects of this size to have this form of review to check scope and value-for-money. The review is not thought to add significantly to the risk that Developers will use this as an opportunity to further their individual plans. It also has no impact on current land supply calculations. The Press article referred to was, unfortunately, factually incorrect.
- Re Planning Committee numbers (he sits on the Borough Planning Committee), is not aware that concerns have been raised to the Council about rural parishes having less representation.

5 PUBLIC COMMENT: None

6 PLANNING:

6.1 Applications: None

6.2 TBC Decisions: **22/01009/APP** 1 Court Drive, Apperley: Application for approval of reserved matters pursuant to outline 21/00054/OUT - Granted

6.3 Appeals/Appeal Decisions: None

6.4 Neighbourhood Plan: Councillor Bromberg reported as follows:

- The Steering Committee have met 3 times since the May PC meeting and much work had been carried out with updating policies
- The design policy will be revised as it is a weak policy

7 FINANCIAL MATTERS:

7.1 Accounts for payment and receipts:

	Item	Expenditure	Income	Comment
1	Clerk's salary – June Less Tax	423.39 <u>27.00</u> 396.39		Paid
2	Inland Revenue	27.00		Paid
4	AVH – Hire of hall on 10.5.23 AVH – Hire of hall on 22.5.23 for NDP meeting	10.00 <u>10.00</u> 20.00		Paid
5	Countrywide: Grass cutting on the 9 & 18 May	250.00 <u>VAT 50.00</u> 300.00		Paid
6	Shirley Fowler: Fees for carrying out internal audit	82.50		Paid
7	Wa+erplus: Period 10.5.23 to 10.6.23	17.83		Paid
8	Allotment rent		25.00	
	Total	£843.72	£25.00	

7.2 Financial Statement: Circulated with the agenda - the acting Chairman signed this.

7.3 Accounts for the year ended 31 March 2023 – Consider Internal Auditors Report: Clerk reported that Shirley Fowler had completed the Internal Audit and reported as follows:

- Applied the tests as set out in Appendix 8 of the Practitioner's Guide Governance and Accountability in Local Councils in England and Wales and found them to be satisfactory.
- Confirmed that Risk management procedures currently in place are completely appropriate, sufficient, and very well monitored in accordance with the Risk Management file.
- Tested payment procedures as against receipts/invoices, cheques drawn and bank statement entries and found these to be satisfactory, also leaving a good audit trail.
- Understands that no Petty Cash system operates within the Parish Council

Mrs Fowler therefore completed and signed Annual Internal Audit Report section of the accounts. She had submitted her invoice for these services.

7.4 Accounts for the year ended 31 March 2023 - Agree and sign Governance Statement: The Clerk took the Councillors through the Annual Governance Statement – **it was agreed and signed by the Chairman and the Clerk.**

7.5 Accounts for the year ended 31 March 2023 - Agree and sign accounts: **The accounts were agreed and signed by the Chairman and the Clerk.**

7.6 Tower Clock Apperley War Memorial – Consider donation towards maintenance costs: **It was agreed that the Parish Council would be happy to contribute the sum of £250 towards the annual maintenance of the clock and this would be reviewed annually.**

8 MATTERS ARISING

Mr Oldham reported following the AGM:

8.1 Apperley Village Hall: The Secretary will be stepping down at the next AGM so there will be a position to fill. The Committee are looking at a £8K project to expand the hall facilities in providing a new Sports Hall and wondered if the Parish Hall would show their support by making a financial donation.

Allotment: Nothing to report.

Play area: Brian Leeke is unable to be involved any longer due to family commitments. The area needs a tidy up and some more sand for the sandpit.

Playing Field: Woodpeckers under 15s, Corse & Staunton Adult and Woodpeckers ladies' team are all using the football pitch. They are using the on-line booking system and paying upfront. £20 per game Saturday and Sunday usage using one changing room. The football clubs would like the grass to be 1.5" however Countrywide leave it at 3". If the clubs want any extra cuts, they will have to pay for them.

Councillor Bromberg asked if the Football Clubs had their own Risk Assessment in place? **It was agreed that this should be part of the booking form.**

8.2 Highways: Potholes:

Criteria for Potholes: Councillor Pollard said he would circulate the criteria that potholes have to reach before action to repair is taken.

Dip B4213 Glos Highways had looked into the matter and felt the hatching is far enough back from the dip that motorists should be able to see it from quite a distance. Motorists who ignore the hatching will most likely ignore any signs installed there. A parishioner had taken video footage of cars overtaking just prior to the dip when coming from A38 and sent it to Glos Highways. If the hatching were extended this may help the situation.

Overhanging Vegetation on Footways: Councillor Dimond-Brown asked who was responsible for alerting householders to clearing vegetation from their properties causing the footways being difficult to access. The Chairman said that until the nesting period had finished these works cannot be done and asked if there was a particular location. The location is Deerhurst and **it was agreed that Councillor Rutter would speak to the householder.**

8.3 Public Rights of Way: Councillor Pollard said he was liaising with Hilary Grace who is liaising with the EA re the repair or replacement of the stile on the top of the flood defence wall and dealing with the Bridleway at the bottom of the hill at Apperley Court to the River.

8.4 Community Speedwatch Camera: Councillor Pollard reported that he was in receipt of the Service Level Agreement which he had circulated to Councillors for their information. **It was agreed that Councillor Pollard would sign Agreement on behalf of the Parish Council.** The camera would then be delivered. Check that the insurance company will cover the camera which costs £549. The Annual Licence would be £148. **Clerk to email Insurance Company.** The Parish Council needs to agree at what point letters will be sent to speeding vehicles.

8.5 Community Website: The Clerk reported that Systemforce was setting up a temporary site so a new website can be built whilst the existing site stays live. They will have to purchase a domain name for one year at a cost of £25 plus VAT. **It was agreed that the Parish Council would cover this cost.**

8.6 Councillor Vacancy: Councillor Bromberg said that she had this matter in hand and would have more information next month.

8.7 Willow Trees at Village Pond: The Chairman had been trying to establish who owned the land which is used as a Village Green. These trees were pollarded some time ago by Matt Hale. **It was agreed that the Clerk obtain quotations for the works required.**

8.8 River Severn to River Severn Transfer (SST) – Strategic Water Source Solution. A meeting had taken place with Mark Mathews. Severn Thames Transfer Engagement Manager along with the Chairman and Councillors Pollard and Rutter. The main concepts were outlined however the project is so far down the queue that may take a long time to come about. **It was agreed the Clerk would put an update on the website and Councillor Dimond-Brown would take to TBC and report back about their involvement to date.**

9 CORRESPONDENCE:

DPPFA held their AGM on the 17 May and a copy of the minutes had been sent to the Parish Council as there were some matters to be addressed by the Parish Council. They are as follows:

- Outer fencing of the playing fields: the posts & rails fencing is still in need of major work. Mr Tim Morris has expressed concern about people going through the fence and trampling on his crops. Trees planted to prevent access have been ripped up by unknown persons. Agreed that this matter should be passed to Parish Council as owners of the Playing Fields. **It was agreed to arrange a site meeting with the Chairman, Ben Oldham and Tim Morris**
- Chairman: Vacant. B Leeke did not stand for re-election and was warmly thanked for his many years in post. He did agree to happily help whenever possible until a new Chairman was appointed.
- Secretary: Vacant. B Leeke did not stand for re-election.
- C Freeman volunteered to publicise the two above vacancies seeking interest. If unsuccessful by November, then the matter will be passed to Parish Council to advertise
- The DPPFA Trustees are Mrs H Burrows, Messrs L Attard, J Dibble, R Edwards, C Freeman, B H Leeke, C Milner, B Oldham and M Dimond-Brown who has kindly agreed to be the Parish Council representative following his recent election.
- The Annual Inspection would be due in August/ September. **Clerk to arrange**
- Maintenance: B Oldham confirmed that the Parish Council had agreed the need for an ongoing DPC maintenance fund for the DPPFA and had allocated a sum of £350 to assist on play area projects. **This amount was set aside for the current financial year.**
- Risk Assessment. A draft Risk Assessment has been drawn up for the Pond Area which will be sent to Parish Council. One for the Playing Fields will be drawn up for Parish Council in due course. **Awaiting sight of the Risk Assessments.**

10 MATTERS RAISED FOR NOTIFICATION:

Parish Boundary: Councillor Rutter asked for a map of the Parish Boundary. **Councillor Pollard said he would send him a map.**

11 DATE FOR NEXT MEETING: Wednesday, 12 July 2023 at 7.15pm

Close of meeting 21.06pm