

## HARESCOMBE PARISH COUNCIL

### MINUTES OF THE MEETING HELD AT THE VILLAGE HALL

ON 21<sup>st</sup> MARCH 2023 AT 8PM.

Present: Cllrs Mike Hyett, Kath Pritchard, Caroline Ractliffe (Chair), Paul Richards (Vice Chair) and Sheila Murray (Clerk).

There were no members of the public present.

#### **1/03.23 Public question time**

None

#### **2/03.23 To receive apologies for absence**

Apologies were received and accepted from Cllr Williams and Cllr Mossman. Cllr Lawday was absent.

#### **3/03.23 To approve the minutes of the previous meeting**

The minutes of the meeting held on 31<sup>st</sup> January 2023 were accepted and approved as a true record. Signed by Cllr Ractliffe on behalf of the Council.

#### **4/03.23 Matters Arising from the Minutes not covered on the Agenda.**

None

#### **5/03.23 Member's declaration of interest to items on the agenda.**

Cllrs Pritchard and Ractliffe declared an interest in PPC Church Hall matters.

#### **6/03.23 Report on roads, ditches and footpaths in the village**

***Highways follow up was contributed by Cllr Williams via email.***

**6.1** Resurfacing of Church Lane – Highways confirmed that work is not included in this financial year and will be kept safe through safety inspections. It is hoped that the work will be carried out in 2023/24 with a contribution from County Council funds and minor works funding. (*First initiated March 2021 Minute: 6.03.21*)

##### **6.2 Grit Bins and BT Pole relocation**

**6.2.1** Highways have reclarified the situation regarding our last minute about Grit Bins. "The response was that it is not the policy to provide salt bags instead of grit bins. Grit Bins are still provided if the location meets the criteria set out, which is that the site has to be a steep incline and there is somewhere safe to install a bin. Having looked at google mapping there used to be a bin next to the BT pole, which the parish would like relocated as they say it has been hit on several occasions and hence the bin would be as well. Highways added that they are more than happy to approve a bin which will have to be located in the layby away from the junction. Funds have been approved for grit bins and once these are available Highways will purchase one for this location." Councillors have noted these comments and look forward to seeing a grit bin in due course.

**6.2.2** Cllr Richards agreed to make enquiries regarding the relocation of the BT Pole.

**6.3** Blocked drains are causing flooding from Brooke Farm down Gruntas Lane – this was inspected. Highways confirm that they are arranging for jetting of the system and once this is done they will know what the issue is and will arrange a dig down if needed in the new financial year.

**6.4** Hayes Farm – Cllr Williams confirmed this is with the street works team and a programme of work will be advised. (*First initiated July 2021 Minute: 6.07.21*)

#### **7/03.23 Village Projects**

**7.1 In Memory of the Late Queen Elizabeth** – Cllr Pritchard put forward a proposal for a Cotswold stone built seating arrangement to include an option for planting. She will obtain a proposal and costings from the stone mason.

**7.2 Defibrillator training** – Councillors agreed that these arrangements will be made during the summer months.

### 8/03.23 County Councillor's Report

Cllr Williams submitted her monthly report prior to the meeting.

She also provided an update from other Highways outstanding issues mentioned earlier at Minute 6/03/23

### 9/03.23 District Councillor's Report

No report

### 10/03.23 Planning update

New planning applications:

S23/0229/HHOLD – 2 Sparrow Farm Cottages – Off street parking for 2 vehicles.

Councillors resolved to support this application.

S23/0544/FUL – Hayes Farm, Harescombe. Change of use from agriculture to amenity/event use.

Councillors noted this was not in their district but resolved to support with comment to the Environmental Agency regarding noise pollution after midnight hours.

**Gateway A4173** – No further update available.

**11/03.23 Casual Vacancy** – Councillors agreed that the Clerk should issue formal notification of the Casual Vacancy following Cllr Hyetts resignation.

### 12/03.23 Future for Harescombe Parish Council

Councillors debated this issue and decided to encourage more support from the villagers before taking any further action to pursue a merge.

### 13/03/23 Finance

**13.1** The monthly Financial Report including the Bank reconciliation was provided to Councillors prior to the meeting. Cllr Ractliffe proposed to accept the Report

Vote: Unanimous.

**13.2** The Bacs schedule was presented and authorised for payment. The schedule and invoices were signed by the authorising signatories which included the items listed:

Payment schedule

Date	Payee	Details		Total	Powers
21/03/2023	Mrs Sheila Murray	Clerks Salary Feb-£135.76	Bacs	£ 271.52	LGA 1972 s.112(2)
	Mrs Sheila Murray	Clerks Salary Mar-£135.76			
21/03/2023	HMRC	Paye Feb/Mar	Bacs	£ 68.00	LGA 1972 s.112(2)
21/03/2023	D Baldwin	Ditch Clearing	Bacs	£ 420.00	PHA 1936 s.260
21/03/2023	James Hyett	Ditch Clearing	Bacs	£ 450.00	PHA 1936 s.260
21/03/2023	PATA	Payroll Services Year End	Bacs	£25.80	LGA 1972 s.111
			Total	<b>£ 1,235.32</b>	

**13.3** The Clerk presented 3 quotations for the Insurance renewal and Cllr Pritchard proposed the continuation of a 3-year contract with First Community. Seconded by Cllr Ractliffe. Vote: unanimous.

### 14/03.23 Administration

**14.1 SDC Town and Parish Charter.** Councillors previously resolved to support the charter but do not propose to change the email address at this time. The set up costs are £30 and there is an ongoing charge of £30 per annum with storage at 250mb.

**14.2 Clerk Appraisal** Cllr Ractliffe carried out the annual appraisal noting that the Clerk has requested a replacement be found which she will support whilst a recruit is in training. No other matters were raised.

**14.3 GAPTC auditor internal** – The Council resolved to support that the internal audit be carried out by GAPTC. Proposed by Cllr Ractliffe vote: unanimous. The Clerk also noted that the full AGAR paperwork has been received for the External Audit.

**15/03.23 Correspondence**

**15.3** An acknowledgement of donation was received from Longfield Trust.

**15.4** Councillors were notified of their responsibility of ownership relating to tree damage that may cause a danger. No trees are owned by the Parish Council.

**16/03.23 Councillors' Submissions**

**The Kings Coronation** – Councillors agreed to support the Village Picnic with a donation of £150 towards the costs. *Expenditure to be approved at the next meeting.*

**Cllr Ractliffe** reported that Severn Trent carried out “wash out” works in the village and have sealed a fire hydrant with tarmac. She requested the Clerk contact the Fire Safety Officer to report their concerns.

**17/03.23** Date of the next Parish Council meeting will be held on Tuesday 16<sup>th</sup> May, 2023

There are two meetings :

7.30pm The Annual Parish Meeting

8.00pm The Annual General Meeting of the Parish Council.

Agendas will be posted on the Notice Board and website with further information.

*It is noted that the Clerk is absent for these meetings and notes will be taken by Cllr Lawday.*

*The Proper Officer will be: Cllr Ractliffe*

There being no further business the meeting closed at 9.10 pm