



# Stoke Orchard & Tredington Parish Council

## STOKE ORCHARD AND TREDINGTON PARISH COUNCIL MEETING

**Minutes of Stoke Orchard and Tredington Parish Council Meeting held 6<sup>th</sup> December 2022 at Stoke Orchard Community Centre**

**Present:** R Chatham (Chairman), A Troughton, A Macdonald, G Fairbairn, J Gilder

**Attendees:** Clerk/RFO M. Hinde,

### **06.12.22.1 The Chairman will formally ask if anyone is intending recording or filming the meeting**

There were no requests to film or record the meeting

### **06.12.22.2 To receive comments from the public - no decisions will be made on issues raised. Items requiring decisions will be added to the agenda for the next meeting**

None

### **06.12.22.3 To receive and consider apologies for absence and to confirm the meeting is quorate**

Cllr Jukes and Cllr Ferguson sent their apologies. The meeting was declared quorate.

### **06.12.22.4 To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests that members may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e) (NB this does not preclude any later declarations)**

None

### **06.12.22.5 To discuss the response from Tewkesbury Borough Council regarding increasing the number of councillors on the council and agree actions**

Tewkesbury Borough Council confirmed that the parish council were unable to increase the number of councillors and therefore no further action was required.

### **06.12.22.6 To confirm and sign the Minutes for the Parish Council Meeting held on 1<sup>st</sup> November 2022**

Council **APPROVED** the minutes from 1<sup>st</sup> November 2022

### **06.12.22.7 To receive the Clerk's Report and agree actions**

The Clerk requested that the internal control process was completed by two councillors. Cllrs. Macdonald and Fairbairn **AGREED** to complete the task.

The Clerk asked if further councillors should be added to the bank account as signatories. Cllrs. Troughton and Fairbairn **AGREED** to be added as signatories.

### **06.12.22.8 To receive a report from the Borough Councillor**

None received



## 06.12.22.9 To receive a report from the County Councillor

None received

## 06.12.22.10 To receive a report from Community Speedwatch

None received

## 06.12.22.11 Finance, documents circulated prior to the meeting

### 06.12.22.11a To approve the December 2022 payment list/those paid since last meeting, to note receipts and agree actions

Council **APPROVED** the payment list for **£1778.30** as per **APPENDIX 1**

### 06.12.22.11b To approve the October 2022 bank reconciliation and budget monitoring report

Council **APPROVED** the bank reconciliation and budget monitoring report.

Current Account - £17,483.33, **Bus Account** - £16462.06, **Community Fund** - £47,933.24

### 06.11.22.12 To consider and resolve to agree 2023/24 budget/precept

The council **AGREED** the budget as per **APPENDIX 2** and the precept was set at £29050.

### 06.12.22.13 To review quotes for selling the community bus and agree actions

The council confirmed they had received one quote for the community bus for £18400 from Andy Steele. The council **AGREED** to get 2 more quotes to ensure they were getting the best deal. Council also **AGREED** that they would sell the bus for the highest quote and therefore the bus would be sold for a minimum of £18400.

### 06.12.22.14 To review quotes for the pump track and agree actions

Council reviewed the following quotes:

Company	Price
C&K	£45,000 + VAT
JB Extreme	£36,400 + VAT
Trailcraft	£62,654 + VAT

Council **AGREED** to proceed with the JB Extreme quote subject to a further site meeting and confirmation from Tewkesbury Borough Council that the S106 will cover the cost. The council will also request the remaining S106 money of £12,000 will be used for landscaping the area.

### 06.12.22.15 To discuss forming a coronation committee and agree actions

Cllr. Macdonald advised that the Community Centre Manager will handle it as part of the social committee and that he will act as a go between, between the CLG and council. Cllr Chatham confirmed he would like it to be a parish event.

### 06.12.22.16 To discuss members of the finance and general purposes committee and agree actions



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Cllr Fairbairn **AGREED** to join the finance and general purposes committee.

### **06.12.22.17 To discuss handling of the newsletter and agree actions**

Council **AGREED** that Cllr Chatham will continue producing the newsletter after he retires from the council and the council will pay him £50 a month for his time.

### **06.12.22.18 To receive an update on traffic, highways, drainage, village gates, speed cameras and speeding in the village and agree actions**

There were no further updates

### **06.12.22.19 To receive an update regarding the Public Open Space and agree actions**

Dog bin at the end of Banady Lane was dug up and put in hedge. Dog bin to be relocated to Dean Lane. Cllr Macdonald confirmed that the trees had now been planted.

### **06.12.22.20 To receive an update regarding M5 Junctions 9 and 10 and agree actions**

Cllr Chatham confirmed that following the meeting between the council and M5 team he had written a letter confirming the points raised and had received a response confirming they will action and respond back.

### **06.12.22.21 To receive an update regarding Neighbourhood Watch and agree actions**

Cllr Macdonald confirmed that this was temporarily being covered by Helen Macdonald until a permanent replacement could be found.

### **06.12.22.22 To discuss the following planning applications made since the last meeting and agree actions:**

#### **06.12.22.22a Planning Consultation – 22/01107/OUT – Land West of Cheltenham Gloucestershire**

Councillors **AGREED** to discuss outside of meeting due to vast information in the application and the planning working group would put together a response.

### **06.12.22.23 To note agenda items for the next Parish Council Meeting**

None Raised

### **06.12.22.24 Date of next Parish Council Meeting: 7<sup>th</sup> February 2023**

### **06.12.22.25 To discuss the Clerks position in a confidential session**

Council **AGREED** to employ another clerk to cover her temporary absence. The Clerk will contact locums in the new year and send any details to the staffing committee.

Meeting Close 21:02





# Stoke Orchard & Tredington Parish Council

## APPENDIX 2

	<b>2022/23</b>	<b>2023/24</b>
Clerk Salary	11,200.00	15000.00
Clerk PAYE and Pension	2,203.00	2500.00
PATA	225.00	250.00
Admin, Stationary, clerks exp	885.00	600.00
Admin Fees	161.00	50.00
Website	288.00	250.00
IT Software and Maintenance	684.00	400.00
Insurance	2,500.00	2500.00
Subscriptions	500.00	400.00
Electric	30.00	0.00
Training	300.00	300.00
Internal/External Audit	500.00	500.00
Telephone	30.00	
Newsletter	2,100.00	1600.00
ABEC BMS Monthly Mainten	450.00	450.00
Hall Maintenance	2,554.00	3000.00
Parish Maintenance	500.00	500.00
Grass/Hedge Cutting	620.00	650.00
Grants and Donations Paid	100.00	100.00
	<b>£ 25,830.00</b>	<b>29050.00</b>