

STOKE ORCHARD & TREDINGTON PARISH COUNCIL

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The Minutes

Minutes of Stoke Orchard and Tredington Parish Council Meeting held 7th February 2023 at Stoke Orchard Community Centre

Present Cllrs - R Chatham (Chairman) A. Troughton, A. Macdonald, J. Gilder, T. Jukes, G Ferguson

07.02.23.1 The Chairman will formally ask if anyone is intending recording or filming the meeting.

The Council agreed that the Chairman would make a sound recording of the meeting to facilitate the recoding of written Minutes. There were no other requests.

07.02.23.2 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.

No Comments received.

07.02.23.3 To receive and consider apologies for absence and to confirm the meeting is quorate.

Apologies were received from The Clerk/RFO Mrs M Hinde and Cllr G Fairburn, Borough Cllr McLain and County Cllr Hegenbarth sent apologies. Minutes will be taken by Richard Chatham

07.02.23.4 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)

No declarations of Interest were disclosed or recorded.

07.02.23.5 To confirm and sign the Minutes for the Parish Council Meeting held on 6th December 2022

The Minutes were received and confirmed as correct.

07.02.23.6 To receive the Clerk's Report and agree actions Report attached as App 1.

The Clerks report was discussed and the following agreed. And the document content noted.

- a. The three Quotations for the BMS update were discussed and the Council agreed to award the work to ABEC. Cost of this should be covered from the reserve account and not from the general a/c
- b. The Council agreed that all payments would be authorised and completed by March 30th.
- c. Cllr Troughton would contact Lloyds Bank to ensure that he has all the necessary items to authorise payment etc.

07.02.23.7 To receive a report from the Borough Councillor Report attached as App.2

The Borough Councillors Report was received and noted .

07.02.23.8 To receive a report from the County Councillor

No report recd.

07.02.23.9 To receive a report from Community Speed Watch Report

In the absence of Sue Shorrock – Cllr Macdonald gave the report. The CSW has applied for new ANPR cameras which will record the numbers of speeding vehicles. There will be a considerable number of required agreements with reference to GDPR and recording and management of records of such vehicles. All this data will come under strict regulations which the CSW and The Council will be required to comply. The required legislation is described in the report. Letters will be sent out by the Police advising speeding motorists at a cost of 50p per letter and it was agreed that the Council should put an agreed sum aside to cover this cost- suggested at £25 per month. It was agreed to explore the costs and potential need for insurance of the equipment. There is an annual license fee of £140 and the cameras would need replacing every 7 years. The Council discussed the system in full approved the system in principle unanimously. The Council then discussed the Tree trunk placed by the land owner at the point where the Mobile Speed Camera usually parks which was now preventing it's use. The Council were advised that the CSW would be in discussion but that misuse of the gateway had caused the positioning of the Tree. Comment was also made about cars parking by the MUGA at night. The POS Committee would advise the Police and the use of a Barrier would be considered as previously discussed.

07.02.23.10 Finance, documents circulated prior to the meeting All details will be appended to the Minutes.

a. To approve the February 2023 payment list/those paid since last meeting, to note receipts and agree actions

All Payments were noted and approved.

b. To approve the February 2023 bank reconciliation and budget monitoring report

The Council approved as requested,

07.02.23.11 To review quotes for selling the community bus and agree actions. Quotations App 3

The Council were dismayed by the level of offers made for the bus and agreed to make further enquiries. The original supplier Pickrells would be contacted and other offers sought. Agreement to sell was confirmed and it was agreed to circulate further quotations and agree sale by email.

07.02.23.12 To discuss the clerks position and agree actions.

A long discussion ensued over the offer by Jules Owen to cover the clerks position on a temporary basis. The Council agreed to employ Jules Owen on the details previously circulated however the council felt that the matter of holidays, sick pay and terms need to be finalized.

The council will confirm the budget allows for this recruitment once all details have been confirmed.

07.02.23.13 To discuss approaching local parish councils to form an alliance to create a Neighbourhood Development Plan and agree actions.

This was suggested during the Online meeting with Miss Andrea Pellegram with reference to the Council resurrecting an NDP. It was confirmed at the meeting that SOTPC would not pursue the idea of their won NDP as it appeared that it would be a great deal of work for very small benefit. However the suggestion was that SOTPC might ally itself to Ashchurch Rural - the potential benefits might would be control of traffic on Fiddington Lane and associated storm water control on the Tirl brook as much of the Parish drains to that brook. The concerns raised were that we might be left with a large amount of

work for little benefit and also what costs might be involved. It was agreed that the Chairman would make a tentative inquiry about benefits and costs and even if A.R. would be interested. RHC to pursue.

07.02.23.14 To Appoint an Internal Auditor and agree actions.

The Council agreed unanimously to employ GAPTC.

07.02.23.15 To discuss energy prices for the hall and agree actions

Cllr Macdonald reported that following considerable discussion, the CLG had agreed a contract with the supplier which would mean – on an equal use of electricity an annual cost of £14K as against last year's contract of £4.1. That level of cost was not sustainable and grants were available for Community buildings which may certainly help in the short term. It was agreed that the updating of the BMS as agreed earlier would help in climate control costs with the building. Item 16 would also involve the same concerns.

07.02.23.16 To discuss applying for a grant from Enovert to fund the Solar Panel batteries and agree actions

Cllr Macdonald was encouraged to activate proceedings to obtain grants from Enovert and others to provide a battery system to work alongside the Solar Panel array on the roof. The original FIT arranged by Bloors had been very poor and proper controlled use of our own solar array – possibly assisted by the upgraded BMS would no doubt reduce the costs.

07.02.23.17 To receive an update on traffic, highways, drainage, village gates, speed cameras and speeding in the village and agree actions.

There was serious concern over the safety of pedestrians – especially children on the Orchard estate as motorists were totally disregarding the safety of others. The shared space system advocated by the powers that be just does not work and Cllr Ferguson requested the opportunity to follow up on this matter. The others gave him full support and suggested that County Highways would only act if ordered to do so by the Police. It was suggested that he discuss the matter with the CSW and Sue Shorrocks in Particular. The matter of the tree trunk in Mudway's gateway was also further discussed.

07.02.23.18 To receive an update regarding the Public Open Space and agree actions

It was advised that Cllr Troughton was in discussion with Philip Parkinson the Council Solicitor to hasten the preparation of documents for discussion which included several points of concern over future responsibility for matters outside the control of the Parish Council to ensure that there were no potential unseen problems that might arise in the future. Cllr Macdonald agreed to write to Jon Launchbury of Bloor to obtain the commuted sums to cover 15 year maintenance on the POS which had been agreed when the original S106 was signed in the TBC Offices between Bloor and SOTPC. The sums consisted of a figure around £238,000 = the figure for the Office site and also the extra £10K for the extras and Dean brook dredging this should be indexed linked from 2011.

07.02.23.19 To discuss handling of the newsletter and agree actions

It was agreed to postpone this to the next meeting.

07.02.23.20 To receive an update regarding M5 Junctions 9 and 10 and agree actions

There was a short discussion on the Councils position with reference to J9 and J10 which had not changed at the present but Laurence Robertson was concerned about the present situation and would make further comment at a Breakfast meeting on February 24th. The Chairman would report back.

07.02.23.21 To receive an update regarding Neighbourhood Watch and agree actions.

The Chairman reported that he no items under this heading but Cllrs were warned about Eastern European looking gentleman had been seen looking for scrap cars. He drove into one farm and straight around the back of the buildings to be confronted with an advancing JCB. The driver reversed and high tailed it off at speed. and a white van with a sliding side door also visiting the area on an opportune theft patrol. A short discussion on the rise in phone and email scams ensued. All covered in the newsletter scam articles.

07.02.23.22 To discuss the following planning applications made since the last meeting and agree actions

- 07.03 Planning Consultation – 22/01377/FUL – Manor Farm Stoke Road Stoke Orchard Cheltenham
The Council wished to note their continuing concern that the entrance was close to the Old Spot Road Junction and that this should be considered in the future with perhaps a re-alignment of the Old Spot Junction or the inclusion of a Roundabout under the J10 improvements promised.
- 07.04 Planning Application Amendment – 22/01161/FUL – 3 Armstrong Road Stoke Orchard Cheltenham Gloucestershire.
There were no comments or objections on this application.

**07.02.23.23 To note agenda items for the next Parish Council Meeting
There were no matters raised**

08 Date of next Parish Council Meeting: 4th April 2023

The Chairman closed the meeting at 20.31.

Please be aware this meeting may be filmed or recorded

Appendix 1

Clerks Report 07.02.2023

Professional Agreement between the council and SOHL – When speaking with GAPTC to see if there was a way round the 3 quotes for the BMS system they advised that in order to determine this they would need to see a professional agreement. When I advised there wasn't one they strongly advised one was setup by a solicitor asap to protect both parties and ensure transparency during audit.

I am happy to get some prices for this and arrange for one to be drawn up but I will need some help with a list of council and SOHL financial responsibilities.

BUS VAT – I have managed to track down the original invoice for the bus and GAPTC have advised the council does not need to charge VAT on the sale of the bus.

Handover – I am putting together a handover with screen shots etc of managing the email accounts and website so it is clear how to update. I will also arrange Scribe training for the new clerk and for the bank account to be updated with new clerk details.

I will try to complete year end documentation before I go on leave however in order to do this I will need to have all payments completed and authorised by 30th March.

Bank Account – I have added George to the bank account and his paperwork is at the community centre. Andrew was already on the bank account but needed to contact Lloyds in order to get some equipment to log in. I am not sure if this has been done? I cant do it on his behalf due to data protection.

Asset Management Document – I am currently working on a asset management policy which will be ready for approval at the April meeting.

Elections – I have taken some advice and there is not anything I can do to prep for the elections. Some paperwork should be coming out for all councillors which I have asked to be delivered to the community centre. This needs to be completed by each councillor and delivered back to TBC by the deadline.

BMS System Quotes:

Supplier	Price
ABEC	£5,527.41
DJC	£6500

Appendix 2

The introduction of the solar canopy at the TBC car park. This now provides green energy for all the council's buildings, including the leisure centre.

TBC has brought in a new housing and homelessness strategy which includes returning empty properties into use. The number of empty properties across the borough is as follows: 7 empty after 10 years, 20 over 5, 43 between 2-5 years.

Council tax discounts will apply as follows:

25% for unoccupied for 6 months

25% for those requiring major structural work for 12 months

Empty homes premium of an additional 100% for properties empty for between 2-5 years, 200% for between 5-10 years, 300% for at least ten years.

The TBC Budget has a projected Surplus of 200k overall for the current year. On the revenue side pay rises have been agreed with 2 of 3 unions, roughly 500k is needed, (TBC had budgeted 200k). However investment and related income is above anticipated levels and covers both the shortfall and allows a surplus as above.

Recruitment and retention - particularly within planning - remains a concern. Cold comfort that this appears to be a national issue.

The MTFS including proposed council tax levels, treasury and capital management has just been agreed by the TBC executive and will be coming to full council presently for consideration, amendment and approval.

Electric vehicle strategy work is asking place with GCC. TBC are seeking to access a variety of funding pots to install more points in car parks and other publicly accessible sites.

Home for Ukraine Scheme - at last count just before Christmas there were 115 homes across the borough. No significant change to date

The HFU team began revisiting guests and sponsors in early September 2022. The purpose of these visits is to check on the welfare of guests and their sponsors, provide an opportunity for guests and sponsors to ask questions and to initiate a discussion about what might happen at the end of the initial six-month sponsor relationship. If plans are in place for ending the arrangement after six months, rematching and housing options are then discussed.

As of 15th December 2022, 115 revisits have taken place across the county to a total of 260 guests. Feedback from the revisits that have taken place so far is very positive, with the majority of sponsors wishing to continue sponsoring their guests. Sponsors and guests have also welcomed the opportunity to ask questions and talk through any challenges that they are experiencing. Many guests are keen to move into private rented accommodation in future, and the HFU team are currently working with partners to consider options to help support these transitions in the future.

Rematching

- Work is ongoing to rematch guests with new sponsors where necessary. As of 15th December 2022, a total of 86 households across the county have been rematched to new sponsors, corresponding to 168 guests.

As you know TBC's Warm Spaces fund was launched in November. Since then, we have had 20 applications to the fund. We currently have 21 venues advertised on our website as a Warm Space and numbers continue to grow.

Appendix 3

Bus Quotes

Company	Price
Sam Steel	£13500
We Buy Any Car	£10015
Auto Village	£9400