

# STOKE ORCHARD & TREDINGTON PARISH COUNCIL

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## Draft Minutes of Stoke Orchard and Tredington Parish Council Meeting held 4<sup>th</sup> April 2023 at Stoke Orchard Community Centre

**Present:** Cllrs. R Chatham (Chairman), A. Troughton, A. Macdonald, T. Jukes, G. Ferguson and Borough Cllr. McLain

**04.04.23.1** **The Chairman will formally ask if anyone is intending recording or filming the meeting.**  
No requests received.

**04.04.23.2** **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.

**04.04.23.3** **To receive and consider apologies for absence and to confirm the meeting is quorate.**  
Apologies were received from The Clerk J. Owen and Cllrs G. Fairburn and J. Gilder.

**04.04.23.4** **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.

**04.04.23.5** **To confirm and sign the Minutes for the Parish Council Meeting held on 7<sup>th</sup> February 2023**  
The Minutes were received and confirmed as correct.

**04.04.23.6** **To receive the Clerk's Report and agree actions.**  
The Clerk, M. Hinde confirmed she has completed the handover to J. Owen who has agreed to cover the maternity leave. The new Clerk was unavailable for the PC meeting, so Cllr. G. Ferguson agreed to take the minutes in the clerk's absence.  
The Clerk's report was discussed and the following agreed:  
A) For the PC to renew its lapsed membership of GPFA at £50 + Vat a year  
B) For the PC to arrange an annual inspection of the Muga and playground though a recommend contractor from GPFA at £150 + vat

**04.04.23.7** **To receive a report from the Borough Councillor Report attached as App.1**  
The Borough Councilors Report was received and noted.  
In addition to the report Cllr McLain has agreed to find out how the PC can request fly tipping cameras. The chair also raised the issue of the Japanese Knot weed on the land by the chapel before the PC takes responsibility for the land. A member of the public also commented the land on the opposite side of the brook is contaminated with Japanese knot weed.  
It was also raised that Chair and PC were disappointed and frustrated that CEO Alistair

Cunningham has failed to acknowledge the 4 letters sent to him with regards to the lost 68k from S106 due to First legals failings.

**04.04.23.8 To receive a report from the County Councillor**

No report recd.

**04.04.23.9 To receive a report from Community Speed watch Report and agreed actions. Attached as App 2**

The Community Speed Watch Report was received from Susan Shorrock and noted.

In addition to the report, it was agreed that the policy's for the new ANPR camera would be presented to the PC once the grant has been confirmed for 1/2 cameras.

The post locations of the VAS need to be reviewed so that it is more effective, and the VAS moved from its current location in Tredington.

Susan is to look into what we get for the annual subscription of £350 for the VAS and if it is value for money. She was concerned that if it is only an annual inspection of the VAS it is not worth renewing it. The chair highlighted that it may be for the software updates as well.

The PC also agreed to adopt the solar sign at Waterloo farm as GCC Highways were unwilling to repair/replace it. Once it's confirmed the PC has adopted it we will look at what is needed to get it working effectively. EG a new battery.

The drainage at various locations needs addressing. This was highlighted by recent high levels of rain. Chris Hawkins has been approached to resolve this.

The bridge at Tredington needs to be looked at to allow better flow under it as it currently is causing a flood risk.

**04.04.23.10 Finance documents circulated prior to the meeting.**

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

All Payments were noted and approved.

**b) To approve the March 2023 bank reconciliation and budget monitoring report**

The Council approved as requested.

**04.04.23.11 To consider the adoption of an Asset Management Plan and agree actions.**

Agreed to adopt the Asset Management Plan

**04.04.23.12 To consider the adoption of a grants and donations policy and agree actions.**

Agreed to adopt Grants and Donations Policy

**04.04.23.13 To review asset register and agree actions.**

Cllr. A. Troughton to do a valuation of the community center and reconsider values of all other assets at Mays meeting.

**04.04.23.14 To review the equality and diversity policy and agree actions.**

Agreed

The chair suggests a safeguarding policy and officer. Cllr G. Ferguson to speak to his wife if she would be willing to take on this role given that she is a registered nurse and DBS checked.

**04.04.23.15 To review the publication scheme and agree actions.**

Agreed to adopt.

**04.04.23.16 To review action plan and agree actions.**

Agreed

**04.04.23.17 To consider the adoption of code of conduct as per recommendations from Tewkesbury**

**Borough Council.**

It was agreed the PC should seek J. Owens guidance at the next meeting on the code of conduct and how we should move forward.

**04.04.23.18 To discuss getting the Council buildings valued and agree actions.**

Agreed and action was agreed on agenda item 13.

**04.04.23.19 To discuss H road markings outside the shop and agree actions.**

Cllr G. Ferguson has agreed to apply for the license with GCC Highways on behalf of the PC

**04.04.23.20 To discuss bank accounts and consider renaming the Community Bus Account and agree actions.**

It was agreed that the account should be renamed to "Community Benefit fund" and used were appropriate for the benefit if the community or community centers upkeep as the building is now 10years old.

**04.04.23.21 To discuss drawing up a legal agreement between SOHL and the parish council to outline responsibilities and agree actions.**

HSE have a plan available on their website with a guide to who does what and tick lists that can be adopted. Cllr A. McDonald to contact the insurance company to see if this is something they can support us with. The goal is to reduce any liability to the PC in the long run.

**04.04.23.22 To receive an update regarding the Public Open Space and agree actions. Attached App 3**

The chair read a statement from Bloor's. All 3 questions that have been raised have been answered by Bloor's.

In Addition, Bloor's have offered to give us additional 12k for POS fund.

The chair has requested Q&A's are included in the transfer of POS documents to protect the PC from any future issues that may arise.

Chair requests agreement to move ahead and sign the transfer of POS documents. All agreed. The chair also recommends 2 POS accounts. One with £30k in and the rest in a trust fund. PC to take guidance from J. Owens at the next meeting as PC will have/momently received the monies.

£40k agreed for pump track as soon as POS is signed. There is also £1700 available for improving facilities around community centre.

**04.04.23.23 To receive an update regarding M5 Junctions 9 and 10 and agree actions.**

J9 there have been no further updates.

The chair has requested PC to ask Seven Trent formally if they have capacity for an additional 10k housing in their infrastructure as there are concerns how it will cope. The chair agreed to put it together for PC to send.

**04.04.23.24 To receive an update regarding Neighborhood Watch and agree actions.**

No report has been received.

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

**a) Planning Application Amendment - 22/01377/FUL - Part Parcel 4717 Stoke Road Stoke Orchard Cheltenham**

Comments have been made in the past around concerns regarding the access point especially lager HGV's but there were no objections to made.

**b) Planning Consultation - 23/00195/FUL - Hare House 31 Banady Lane Stoke Orchard Cheltenham STOKE ORCHARD & TREDINGTON PARISH COUNCIL**

No Objections made.

**C) Planning Consultation - 23/00082/FUL - The Barn Mill Lane Stoke Orchard Cheltenham**

No objections made.

**04.04.23.26 To note agenda items for the next Parish Council Meeting**

- a) POS accounts
- b) Pump track and agree contractor Cllr A. McDonald to speak to John Newton
- c) Lining in carpark quotes to be discussed Agreed from £1700 fund
- d) Business rates bill to be challenged by Helen McDonald

**04.04.23.27 Date of next Parish Council Meeting: 16th May 2023**

**The Chairman closed the meeting at 21:00**

**The draft minutes will be approved at the next Parish Council Meeting**