

STOKE ORCHARD & TREDINGTON PARISH COUNCIL

www.stokeorchardandtredington.org.uk

Draft Minutes of the Stoke Orchard and Tredington Parish Council Meeting held on 11 July 2023 at Stoke Orchard Community Centre at 7.00pm

Present: Cllrs. A. Macdonald (AM) – Chairman, G. Fairbairn, (GF), G. Ferguson (GF), T. Jukes (TJ).
Attendants: Two representatives from the Orchard Store and Amy's Coffee Shop and one member of the public.

Minute Reference	Detail	Action
11.7.23.1	The Chairman will formally ask if anyone is intending recording or filming the meeting There were no requests.	
11.7.23.2	To receive comments from the public - no decisions will be made on issues raised None received.	
11.7.23.3	To receive and approve apologies for absence Apologies were received and accepted from Cllr. Shorrocks, Troughton and Borough Cllr. McLain.	
11.7.23.4	To receive declarations of interest for items on the agenda below, including Disclosable Pecuniary Interests they 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 were disclosed or recorded.	
11.7.23.5	To confirm and sign the Minutes of the Annual Meeting of the Parish Council held on 13th June 2023 The Minutes of the Parish Council Meeting held on 13 June 2023, which had been circulated prior to the meeting, were agreed and signed by the Chairman.	
11.7.23.6	To receive the Clerk's Report The Clerk's Report was received - see Appendix 1.	
11.7.23.7	To receive details of decisions made under delegated authority since the last meeting on 13 June 2023 None recorded.	
11.7.23.8	To receive a report from the Borough Councillor H. McLain Apologies received, no report.	

11.7.23.9	To receive a report from the County Councillor Nothing received.	
11.7.23.10	Finance, all documents circulated prior to the meeting	
11.7.23.10a	To approve July 2023 Payment List/those paid since last meeting, to note receipts and agree actions COUNCIL APPROVED the July 2023 Payment List, a total of £697.45 plus additional payments of £1,430.00 and payments of £2,915.33 made since the last meeting – see Appendix 2. Receipt of £4,119.37 VAT refund from 31.3.22 to 1.4.23.	
11.7.23.10b	To consider a monthly direct debit of £65.00 to the Pockitt pre-payment card to cover regular payments and agree actions COUNCIL AGREED a monthly standing order of £65.00 to the Pockitt pre-payment card to cover regular payments, fund would need to be transferred for further purchases.	
11.7.23.10c	To receive an update with regard to the External Audit submission To be placed on next agenda for an update from the Clerk.	
11.7.23.10d	To consider Action List in relation to the Internal Audit Report and agree actions To be placed on next agenda for an update from the Clerk.	
11.7.23.10e	To consider investment of Public Open Space funds and agree action COUNCIL AGREED the following investments of Public Open Space funds: £85k in a 2 year fixed term account with the Redwood Bank £85k in Hampshire Investments in a 5 year fixed term account £10k to be used as working capital in the Lloyds Bank account £10k with CCLA as a trial until a clearer understanding of why the sudden improvement in performance was available. GF to seek approval from other members of the Parish Council to invest the remaining £130k into other accounts within the Redwood Bank and Hampshire Investments on the understanding that the Council would not have FSCS protection as it only cover £85k per organization not per account, until the Council have a clearer plan on what to do with the remaining money.	GF to seek approval from other members
11.7.23.10f	To note the pension re-declaration to the Pensions Regulator has been completed by PATA on behalf of the Council To be added to the next agenda as members did not have full information.	
11.7.23.10g	To consider the purchase of an app to monitor the building alarm and agree actions COUNCIL APPROVED the purchase of an app to monitor the Security 1 Limited alarm at a cost of £285.00.	HM to order
11.7.23h	To consider the purchase of a dedicated Parish Council laptop and agree actions	Clerk to investigate

	Clerk to look investigate the use of cloud storage instead of a laptop as there were questions raised of how much it would be used if it was based at the community centre.	
11.7.23.11	To consider email from Save Our Lanes regarding planning issues and A46 traffic congestion and agree actions Due to time scale of a response needed it was agreed councillors would submit their own objections should they wish to rather than the PC doing it as a collective.	
11.7.23.12	To receive an update from the Community Speedwatch Sub-committee and agree actions A report was received with no actions required.	
11.7.23.13	To receive an update from Stoke Orchard Community Hub and agree actions A report was received with no actions required – see Appendix 3.	
11.7.23.14	To receive an update on the proposed pump track and agree actions Awaiting updated quotes.	AM to follow-up
11.7.23.15	To receive an update from the Tewkesbury Borough Council Enforcement Officer with regard to the Land by the Chapel and agree actions The Chairman read out an email from the Tewkesbury Borough Council Enforcement Officer. SS stated that she had approached the owner who confirmed the land was going to be handed back.	
11.7.23.16	To receive an update on highways and drainage matters and agree actions COUNCIL AGREED the Clerk should write to the Planning Enforcement Officer regarding the lack of drainage in front of the old garage site as it was part of the planning consent. COUNCIL AGREED to contact Ken Preece with regard to cutting-back hedges around road signage.	Clerk to contact TBC AM to contact Ken Preece
11.7.23.17	To consider drainage of the aerodrome and agree actions COUNCIL AGREED the Clerk should write to Max Kelly at Gloucestershire County Highways regarding drainage at aerodrome to elevate the issue.	AM to get information from previous Chairman
11.7.23.18	To note agenda items for the next full Parish Council meeting <ul style="list-style-type: none"> • Pump Track • External and Internal Audit actions • POS Update • Chapel Land • Enover Grant • Highways Drainage • Legal agreement between Hub and PC • ABEC renewal 	
11.7.23.19	Date of next meeting: 5 September 2023	

The Chairman closed the meeting 8:30pm

APPENDIX 1 Clerk's Report

Planning Decision

Planning Application: 23/00343/FUL - Single storey rear extension

Location: Godwyn, Dean Lane, Stoke Orchard

Decision: Permit

Temporary closure of Public Right of Way (PROW) AS04

Tredington and Stoke Orchard Parochial Church Council advised the Council of a temporary closure of PROW AS04 due required tree maintenance in Tredington Churchyard, dates to be advised.

Battery Storage for Solar Panels for Stoke Orchard Community Centre

The Chairman had submitted the grant application to Enovert and a decision was expected imminent.

Business Rates for the Stoke Orchard Community Centre

The Council were still awaiting a response from Tewkesbury Borough Council with regard this.

Temporary Road Closure

U40352 Bozard Lane from 23:00hrs on the 16th July 2023 until 05:00hrs on the 17th July 2023 only, or until the works have been completed, whichever is the latest.

Legal agreement between the Hub and the Council

Investigating with Gloucestershire Association of Town and Parish Councils and also Gloucestershire Rural Community Council.

APPENDIX 2

Financial Report – 13 June 2023

Details	Amount
Payments made since last meeting on 13.6.23	
Cotswold Groundcare Machinery Ltd. - Inv. 0935	112.44
June 23 salaries	1527.59
Cleeve Garden Services - Inv. 2174	612.00
Cleeve Garden Services - Inv. 2175	612.00
PATA - Inv. 22/1212/PPS	51.30
	2915.33
Payments for authorisation on 11.7.23	
Abec - Inv. No. 65915 annual maintenance	45.00
Macdonald's Trad. Cobblers	29.95
Typecraft - Inv. No. 105674	60.00
Stoke Orchard Community Centre - Inv 291	449.10
Security 1 Ltd. – Inv. 32283 setting issue	99.00
J. Owen - June 23 expenses	14.40
	697.45
Receipts since last meeting on 13.6.32	
HMRC - VAT Refund	4119.37
	4119.37

APPENDIX 3

Stoke Orchard Hub Limited
The Orchard Store & Amy’s Coffee Shop
By Heather Webber

The volunteer team continue to carefully manage the hall and shop in these difficult financial times. Both are valuable resources for our community which are well used and much appreciated.

The Community Centre is used by all ages, quite literally from cradle to the grave with all sorts of events including baby showers and wakes being held in the centre.

Private events are mostly at the weekends with childrens’ and adults’ parties, barn dances, school and football club discos. The Centre makes a wonderful venue and we have had Christening parties, wedding anniversary parties and wedding receptions.

Exercise and fitness classes take place most days, with yoga, pilates, kettle bells, Zumba and chi chi for those who like their exercise to be dance based.

For young families there is a weekly Toddler group which is proving to be very popular – the cakes are delicious! In the winter months Didi rugby is available for little ones to learn some new skills and burn off some energy. For our retirees, U3A hold both Science and Art groups regularly. Companies use the facility too, with Sainsbury, Argos and Asda holding regular staff training days and catering companies such as Sweet Success and Orchard Catering holding marketing events where they invite their customers to try their goods – the large kitchen makes this possible.

The NHS holds regular blood donor sessions in the Centre, it becomes a polling station at election times and the Police hold drop in’s for residents to raise concerns and receive advice on community policing and safety issues. The police also ask to view CCTV footage when there are any incidents in the villages.

Social events are always popular, with bingo, quizzes, soft skittles, Christmas and New Year parties, Halloween childrens’ party and the summer community day (this year merged with the Coronation). As you can see, the Centre is well used and well loved.

The shop and coffee shop are also well used. Passers-by pop in for lunch or a hot drink. Children spend their pocket money or come in to get some essentials for the family’s supper. Residents use the shop and welcome it being there. Our best sellers are the essentials of life – bread, milk, eggs, newspapers, basic groceries and a bottle of wine! We average around £500 takings a day through the year. We support local suppliers – Cotteswold Dairy, Court Farm, North’s Bakery, Lewis’s newsagent. We have a local supplier of filled lunch baps and have locally made biscuits.

The Community is so lucky to have these facilities and we would like to thank you for your support.

Signed: **Date:**

The Chairman

The Minutes will be approved at the next Parish Council Meeting