

DEERHURST PARISH COUNCIL

Minutes of the Annual Council Meeting held on Tuesday, 23 May 2017, in Apperley Village Hall.

PRESENT:

Councillors E Checkley
J Pollard
J Smith
A Wilkes
Borough Councillor D Waters
Mrs F Wallbank – Clerk

Parishioners: 0

In the absence of the Chairman Councillor Pollard chaired the meeting.

1 APOLOGIES: County Councillor Awford and Councillor Attard.

2 ELECTION OF OFFICERS DECLARATION OF ACCEPTANCE

The Clerk asked for nominations for Chair – Councillor Wilkes proposed Councillor Attard and Councillor Checkley seconded the proposal. The Clerk said that she would have to check whether Councillor Attard would be willing to accept the post and if he was would sign the Declaration of Acceptance as Chair at the June meeting.

It was agreed not to appoint a Vice-Chairman.

3 DECLARATION OF INTEREST: None

4 MINUTES OF MEETING:

The minutes of the meetings held on the Tuesday, 25 April 2017, having been circulated with the agenda were agreed and signed.

5 APPOINTMENT OF REPRESENTATIVES:

Village Hall	Chris Freeman
Deerhurst Parish Playing Field	Len Attard
Public Rights of Way	Jim Pollard
Neighbourhood Watch	Emma Checkley
Snow	Steve Topham/Timothy Morris
Flood	Apperley, Gabb Lane: Ginger Blayney Deerhurst: Norman Macpherson Deerhurst Walton: Jonathan Smith
Planning Sub-Committee	Len Attard – Lower Apperley Jim Pollard – Apperley Emma Checkley – Deerhurst Jonathan Smith – Deerhurst Walton
Allotment:	Jean Scorer

6 PUBLIC COMMENT: None present

7 COUNTY COUNCILLORS REPORT: Not present

8 BOROUGH COUNCILLORS REPORT:

- Change of leadership at TBC and that he had taken over the role from Robert Vines

9 PLANNING:

9.1 Applications:

17/00421/FUL Oak House, Deerhurst Road, Apperley: Use of studio for self-contained accommodation with extra windows and altered access

Comments to Tewkesbury Borough Council:

The Parish Council has no adverse comments to the alteration to the building but has concerns about the safety of the access onto the narrow Deerhurst Road and are unsure whether Highways have been consulted

17/00216/FUL Green Farm, School Road, Apperley: Change of use of land to residential and replacement of existing hut with a timber frame building.

Comments to Tewkesbury Borough Council:

The Parish Council has no adverse comments to this application

9.2 TBC Decisions: None

9.3 Appeals/Appeal Decisions: None

10 FINANCIAL MATTERS:

10.1 Accounts for payment and receipts:

Mrs F J Wallbank –

Salary for 1-31 May 2017	315.52		
Less Tax	<u>63.20</u>	252.32	Via Bank Transfer

Inland Revenue – Tax for FJW		63.20	Cheque No: 000905
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Apperley Village Hall Meeting 23.5.17		15.00	Via Bank Transfer
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Shirley Fowler: Carrying out internal audit		48.00	Cheque No: 000906
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Came & Co Renewal of insurance due 1.6.17		379.89	Via Bank Transfer
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Countrywide:

Cuts 13 & 20 April 2017	250.00		
	<u>VAT 50.00</u>	300.00	Via Bank Transfer

Total:		£1058.41	
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Receipts

Precept for 2017/18		6600.00	
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Community Support Grant		236.00	
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Allotment rents		405.00	
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Total Receipt:		£7241.00	
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10.2 Financial Statement: Noted and signed by the Councillor Pollard

10.3 Accounts for the year ended 31 March 2017: Clerk reported that Shirley Fowler had completed the Internal Audit and reported as follows:

- Applied the tests as set out in Appendix 8 of the Practitioner's Guide Governance and Accountability in Local Councils in England and Wales and found them to be satisfactory.
- Confirmed that Risk management procedures currently in place are completely appropriate, sufficient and very well monitored in accordance to the Risk Management file.
- Tested payment procedures as against receipts/invoices, cheques drawn and bank statement entries and found these to be satisfactory, also leaving a good audit trail.
- Understands that no Petty Cash system operates within the Parish Council

Shirley therefore completed and signed Annual Internal Audit Report section of the accounts. She had submitted her invoice for these services.

10.4 Accounts for the year ended 31 March 2017 Agree and sign Governance Statement: Councillor Pollard took the Councillors through the Annual Governance Statement – it was agreed and signed by Councillor Pollard and the Clerk.

10.5 Accounts for the year ended 31 March 2017 Agree and sign accounts: The accounts were agreed and signed by Councillor Pollard and the Clerk.

10.6 Proposed Clerk's salary increase: The Clerk had circulated a spreadsheet with the agenda. It was agreed to increase the Clerk's salary by 4% which is an extra £12.62 per month. The Clerk thanked the Councillors.

11 MATTERS ARISING

11.1 Apperley Village Hall: Nothing to report.

Playing Field: Nothing to report.

Play Area: See separate agenda item.

Football Club: The Clerk reported that she had received an email from Chris Freeman which had been circulated to all Councillors. It looks like there will not be a football team next season in Apperley. There is currently a project in hand to make a substantial club within Tewkesbury. The Tewkesbury Town committee has all but collapsed and the youth structure has approached Apperley Football club to combine the teams in Tewkesbury to make a super team. Chris has blocked a merger leaving Apperley FC as a dormant club, i.e. a club with just a bank account and management team with no active teams competing.

Chris Freeman had been considering the sustainability of the club given rising cost and involvement of the parish as a community. At a great personal cost, he tried to raise some capital to allow the team to procure their own grass cutting equipment to reduce the clubs bottom line. Until he returns at the end of the year from his travels he requests that no decisions regarding the pitch or facilities in the Village Hall are made. A short discussion took place as to whether the Football Club would still pay their £250 per annum which was unlikely as there would be no football club. Clerk to see clarification.

11.2 Highways:

Lengthsman Scheme: Councillor Pollard had been in email dialogue with Richard Waters about the tasks for the Lengthsman scheme. Jobs he thought were clearing road edges, clearing the gullies and cleaning roadside signs.

B4213: Numerous patches had been repaired.

Fly tipping: Garden rubbish had been tipped in Deerhurst Road on several occasions. Tipping been reported to TBC who had attended to the matter. Councillor Pollard to liaise with County Councillor Awford about when the Lengthsman Scheme was scheduled for Apperley and Deerhurst.

Verge Sawpit Lane: In the process of the roadside verges being cut, at the bottom of Sawpit Lane, the concrete kerbstones that were covering the access hole on the verge have been damaged. One has been broken and the other pushed into the hole, where the broken original cover is still sitting. This has been reported to Richard Waters.

11.3 Public Rights of Way: Councillor Pollard reported that he had been doing a lot more walking and had concerns about Handkerchief Pool which is constantly full of water with a consequence that the bridle path is under water. Councillor Pollard said he would report this to Amey.

11.4 Broadband: The Clerk reported that the Broadband event had been rescheduled for Monday, 12 June. Councillor Pollard said he would attend and would report further at the June meeting.

11.5 Play Area - refurbishment

Councillors Attard and Smith and seen the draft wording for the plaque and it was agreed to circulate the email to all Councillors for their approval.

12 CORRESPONDENCE:

12.1 GCC Police: Review of Neighbourhood Policing: It was agreed that a particular problem for Apperley and Deerhurst is fly tipping and the Councillors would like to see more police presence. Clerk to email Sally Allanson.

13 MATTERS RAISED FOR NOTIFICATION:

Ringers Close: Penny Williams has reported that there is still a major parking problem in Ringers Close and the question of parking on the Green had resurfaced. Currently Severnvaile is questioning ownership. Borough Councillor Waters said he would make some enquires.

Three Bridge House, Hawbridge: The Clerk reported that Building Control has reported that the building is not structurally unsafe. However, that doesn't resolve the situation of the overgrown garden. Unfortunately, the garden is not a health hazard or statutory nuisance so there is little that EH can do about it so they are passing the matter back to planning enforcement to see if there is anything that they can do. Borough Councillor Waters said he would follow this up.

14 DATE FOR NEXT MEETING: Tuesday, 27 June 2016 at 7.15pm

The meeting closed 8.45pm.