

## DEERHURST PARISH COUNCIL

Minutes of the Annual Council Meeting held on Tuesday, 24 May 2016, in Apperley Village Hall.

### PRESENT:

Councillors L Attard – Chairman  
E Checkley  
J Pollard  
S Ridal  
J Smith  
Mrs F Wallbank – Clerk

Parishioners: 0

**1 APOLOGIES:** Councillor Wilkes and County Councillor Awford.

### 2 ELECTION OF OFFICERS DECLARATION OF ACCEPTANCE

The Clerk asked for nominations for Chair – Councillor Smith proposed Councillor Attard as Chairman and Councillor Checkley seconded the proposal. Councillor Attard accepted the post and signed the Declaration of Acceptance as Chair.

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, 22 March and 26 April 2016, 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 TBC Deerhurst: Norman Macpherson tbc Deerhurst Walton: Jonathan Smith
Planning Sub-Committee	Len Attard – Lower Apperley Jim Pollard – Apperley Emma Checkley – Deerhurst Jonathan Smith – Deerhurst Walton
Allotment:	Penny Williams

**6 PUBLIC COMMENT: None present**

**7 COUNTY COUNCILLORS REPORT: Not present**

### 8 BOROUGH COUNCILLORS REPORT:

- **Oaklands:** TBC has no control over any advertisements placed on the Homeswapper website, however all the relevant Housing Associations have been reminded of their duty to comply with S.106 agreements, particularly those concerning local connections before completing any tenancy agreements.
- **Leisure Centre** opens on the 30 May. Cascades will be knocked down very quickly for development. Looking at redeveloping the site with housing, retail and carparking.

### 9 PLANNING:

## 9.1 Applications:

**16/00490/FUL** 26 Apperley Park, Apperley: Single storey rear extension

Comments to Tewkesbury Borough Council:

The Parish Council has no adverse comments regarding this application

**16/00483/FUL** 4 Severn Way, Apperley: Two storey side and rear and single storey front extension

Comments to Tewkesbury Borough Council:

The Parish Council has no adverse comments regarding this application

**16/00239/FUL 2 Court Drive, Apperley:** Erection of 1 no dwelling and detached garage with associated access and amenity space – Application withdrawn

## 9.2 TBC Decisions:

**16/00298/FUL & 16/00370/LBC** 22 Lower Apperley, Apperley: Proposed revisions to 14/01289/FUL & 14/01278/LBC to include utility area to plot 1 and removal of steps to sun lounge on plot 2 together with two double garages, one for each plot oak construction and timber cedar clad – **Granted**

**15/01282/FUL** Apperley Cricket Club: Extensions and alterations to existing pavilion - **Granted**

**9.3 Appeals/Appeal Decisions:** None to date

## 10 FINANCIAL MATTERS:

### 10.1 Accounts for payment and receipts:

Mrs F J Wallbank –

Salary for 1-31 May 2016	309.33		
Less Tax	61.80	247.53	Via bank transfer
Inland Revenue – Tax for FJW		61.80	Cheque No: 000859
Apperley Village Hall – meeting 26.4.16		24.00	Via bank transfer
Shirley Fowler: Carrying out internal audit		48.00	Cheque No: 000860
Came & Co (Broker Network Ltd): Renewal of insurance due 1 June 2016		276.49	Via bank transfer
Countrywide: 1st cut 7 April and 2 <sup>nd</sup> cut 19 April	250.00		
	<u>VAT 50.00</u>	300.00	Via bank transfer
<b>Total Payments</b>		<b>£957.82</b>	

### Receipts

Precept for 2016/17	6290.00
Community Support Grant	568.00
Allotment rents	350.00
Football Club	600.00
Andrew Sykes – refund	1562.08
<b>Total Receipt:</b>	<b>£9370.08</b>

**10.2 Financial Statement:** Noted and signed by the Chairman.

**10.3 Accounts for the year ended 31 March 2016:** 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.

The Clerk circulated copies of the accounts and took the Councillors through and completed the Statement of Assurance. The accounts were agreed and then signed and dated by the Chairman and Clerk.

**10.4 Proposed Clerk's salary increase:** The Clerk had circulated a spreadsheet with the agenda. It was agreed to increase the Clerk's salary by 2% which is an extra £6.19 per month. The Clerk thanked the Councillors.

**10.5 Pinkerton Leeke & Co – Invoice for acting on behalf of DPC and the DPFA:** No further update.

## 11 MATTERS ARISING

**11.1 Apperley Village Hall:** Nothing to report.

**Playing Field:** Nothing to report.

**Play Area:** ROSPA check to be carried out shortly. The Clerk confirmed that an application for grant money has been submitted to the GPFA and is awaiting to hear the outcome.

**Football Club:** The football club are considering purchasing a mower so that they can carry out regular grass cuts of the football pitch which will be much more satisfactory.

### 11.2 Highways:

**Parking Outside The School:** Councillor Ridal reported that County Councillor Awford had recently had a site meeting with Glos Highways looking at the parking situation outside the School. Clerk to obtain an update from CC Awford.

**Inghams Corner:** This was badly flooded during the recent heavy rain storm. Councillor Pollard had been out in the storm and managed to clear debris from some of the gullies which eased the situation and he has reported this matter to Richard Waters.

**Flytipping Wainloade Lane:** There have been 3 lots of fly tipping – two lots had been collected but the tree clippings were still there. Clerk to report to TBC.

**Winter Maintenance:** Clerk reported that she had received a request from Glos Highways regarding salt requirements for the winter. Clerk to contact the wardens.

**Severn Way:** The Chairman reported that he had received complaints about the terrible condition the builders had left the road surfacing with raised manhole covers, potholes etc. It was agreed that Councillor Waters would take this up with TBC and also the Clerk would write to Richard Waters.

**Road Safety Event:** Councillor Pollard attended this event and reported as follows:

- Interesting meeting mainly focusing on the Rodborough speed camera which has been installed for about 3 months This is very much an evolving project. The downside for a parish like Deerhurst is the cost, which would be about £11k over five years. This is based on buying the camera and licence/support for the software.
- The above scheme was funded through the Commissioner's Fund utilising financial penalties received from motorists who have exceeded the speed limit in roadwork schemes on the M5 motorway. This fund has a balance of c.£250,000 and it is Martin Surl's intention to use this to finance road safety initiatives within Parish Council areas that support his Police and Crime Plan priority of Safe and Social driving.

It was agreed that the Clerk would ascertain costings for 2 speed activated speed cameras. The Chairman said that he would complete the Commissioner's grant application which had to be in by Friday, 17 June.

**11.3 Deerhurst Walton Flood Alleviation Scheme:** Councillor Smith reported that the planting has been carried - currently waiting for the fencing to be done.

**11.4 Public Rights of Way:** Councillor Pollard reported that the trees blocking Stubbs Lane have been removed.

**11.5 Broadband:** The Clerk said that she had received several emails from local residents regarding the dreadful broadband service in Apperley and enquiring when fibre broadband will be installed in the village/s. Unfortunately, Councillor Oldham was not present so was unable to update the Councillors on any progress/information he had on this matter.

The Clerk informed the Councillors that BT/Fastershire presented to all the Chief Executives of Councils and following that presentation Forest of Dean District Council invited all Town and Parish Councils to attend a presentation by BT regarding the Fastershire broadband project. At the presentation BT would provide an update on the project and would also discuss the potential of co-investing in other sites with Town and Parish Councils. There would also be an opportunity to ask questions. The Clerk had asked Councillor Waters if there were any plans of TBC holding such an event and he reported that possibly this could be included in the next Town and Parish Council seminar. The Clerk also said that that Ministerworth Parish Council has approached Mark Harper MP about the very poor broadband speeds that their residents had to endure and Mr Harper urged the Parish Council to carry out a parish survey on resident's usage, speeds etc as this would add considerable weight to the case. Councillors thought this was a good idea and it was agreed that the Clerk would draft a questionnaire and circulate prior to next month's meeting. Once agreed this could then be hand delivered by Councillors to all residents in the Village.

## **12 CORRESPONDENCE:**

**12.1 Lesa West TBC: Catchup email:** Asking if there is anything in the parish that is causing an issue, or want help promoting or projects you may like additional support with? Councillors raised the following:

- Broadband
- Clearing up of road edges School Road, Sawpit Lane and Deerhurst Road
- Rectifying the terrible condition that the builders have left Severn Walk in following the building of the bungalows.

It was agreed that the Clerk should email Lesa West re these problems.

## **13 MATTERS RAISED FOR NOTIFICATION:**

**Cars For Sale on Verge by junction of Saw Pit Lane and B4213:** Concern was raised by Councillors about the vehicles that keep appearing for sale. It was agreed that the next time any vehicle appears vehicle registration number would be taken and passed onto the relevant authorities. Clerk to contact the Licensing Department at TBC.

**Verges Apperley and Deerhurst:** The Clerk confirmed that she had asked Ken Preece to carry out the first cut of the verges throughout the villages.

**14 DATE FOR NEXT MEETING:** Tuesday, 28 June 2016 at 7.15pm

The meeting closed 9.04pm.