



MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING) of the Full Meeting of the Parish Council held on 12th January 2021 at 7.30pm.

This meeting is allowable under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 4th April 2020 in response to the COVID-19 outbreak. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The published agenda for this meeting contained a link enabling members of the public to join the meeting.

Councillors present: Cllr Adrienne Wood (Chairman), Cllr Carli Burke, Cllr Steve Lennon, Cllr Karen Licence, Cllr John Workman.

Also Present: Clerk – Liz Dowie
10 members of the public

1. To receive apologies.

Apologies were received from Cllr Ken Davey and Borough Cllr Mike Dean.

2. To receive Declarations of Interest.

No declarations of interest were received.

3. To agree the minutes of the meeting held on 8th December 2020.

The minutes of the meeting held on 8th December 2020 were approved unanimously and will be signed by the Chairman.

4. To receive reports from Borough Councillors.

Cllr Dean had sent his apologies but had spoken to the Clerk. There were no matters to report on in addition to the routine reports provided by Tewkesbury Borough Council.

5. To receive reports from Parish Councillors and Clerk.

The Clerk reported on the following:

- The Council's application for the Local Council Award Scheme had been submitted.
- TBC Property Services Department has agreed to contact Taylor Wimpey with regard to the request to site a new dog waste bin at the end of Desert Orchid Road close to Mill Lane.
- The Clerk had met virtually with the Community Speedwatch Team who had provided assistance with the completion of the OPCC Safe and Social Roads Survey.
- A resident of Bishops Cleeve had reported to the Highways Department a problem with hedge debris blocking the overflow drainage inlets by the bus shelter on the A435.
- The Clerk had contacted the Highways Department regarding water running down Haymes Drive from properties on Cleeve Hill. This had been logged and assigned to a Highways Team member under reference 11299265.

Cllr Licence reported that vehicles were no longer being parked across the pavement by the bus turning circle on the Noverton Park estate. However, it was believed that a larger vehicle, not a bus, had caused more recent substantial damage to the verge. She had reported to the Highways Department drainage issues on Cockroft Lane which had been caused by hedge cutting debris blocking the trash screen.

Cllr Lennon had attended a virtual briefing meeting facilitated by Tewkesbury Borough Council regarding the 3G artificial grass pitch project at Bishops Cleeve Football Club. Presentations were given by representatives of the Football Foundation and the Gloucestershire Football Association and the slides have been circulated to Councillors. An application for grant funding is being submitted to the Football Foundation and it was hoped that the improved facility would benefit surrounding parishes and local football clubs and schools. Additional funding will be needed and the Club Chairman asked local parish councils to publicise the crowdfunding campaign when it is launched.

Cllr Wood advised that the Village Hall had been closed again due to government COVID restrictions and the premises were being checked regularly.

6. Public adjournment.

A resident raised the issue of the Parish currently having no County Councillor and only one Borough Councillor to represent the residents. The Clerk advised that County elections were cancelled in May 2020 and postponed until May 2021. She would try to find out whether the 2021 elections would also be delayed. She would also ask Tewkesbury Borough Council about the timescale for filling the Borough Councillor vacancy.

7. Planning.

7.1 To consider the following application: 20/01147/FUL – Country View, School Lane, Southam – Erection of a single storey rear extension. **No objection.**

7.2 Other planning matters:

There were no other matters to report.

8. Prestbury United Charities.

The Council had been request to nominate a candidate to apply to fill a vacancy on the Board of Trustees of the Prestbury United Charities. Details had been circulated and five expressions of interest had been received. These names will be passed on to the charity and details of how to apply will be circulated to those interested.

9. Council Policies and Procedures.

9.1 The Council agreed to adopt revised Standing Orders which had been updated to reflect changes made by NALC to Standing Order 18 (f) and (g).

9.2 The Council agreed to adopt the revised Risk Management Schedule which had been updated to include a section on the activities of the Southam Community Support Group volunteers.

9.3 The Council agreed to adopt the Terms of Reference for the Staffing Committee which had been drawn up following the appointment of councillors to the Committee (November 2020 meeting).

10. Finance.

10.1 The accounts and bank reconciliation as at 31st December 2020 (previously circulated) **were approved** by the Council.

10.2 Cllr Lennon confirmed that he had completed the quarterly internal control check of bank reconciliations.

10.3 Payments for January **were approved** by the Council: website £128.86, Clerk's salary £259.69, admin £137.87, PAYE £64.80.

10.4 The Council confirmed the payments budget of £14,650 for 2021/22. It was also agreed to increase the precept to £10,760 which equates to an increase of 2.48 pence per week in the Band D charge.

11. Date of Next Meeting

The next meeting will be held on Tuesday 9th February 2021 at 7.30pm (virtual meeting).

The meeting closed at 8.02pm