

Badgeworth Parish Council

Clerk: Mrs. H. Jones | 07840073143 | badgeworthpc@outlook.com

MINUTES

Minutes of the meeting held on 20th October 2020 held virtually via Zoom at 7.00pm.

Present:

Cllrs. Nigel Cottell (Chairman), Chris Haines MBE, Dave Hitchcock, Mike Howe, Jill Jones, Neil Marshall.

Clerk: Mrs. H Jones

1. **Apologies** – All Parish Councillors present. Borough & County Councillor Vines was attending another meeting.
2. **Declaration of Interest** – there were none.
3. **Minutes of meeting** held on 17th September 2020 were agreed and signed.
Matters Arising not included as an agenda item
 - **Church Lane, Badgeworth** – the local Highways manager has confirmed that the state of the road surface does not fit the criteria for resurfacing or patching.
 - **Badgeworth Village Green damage** – The Management of the refuse company, contracted by the Care Home, have elected to use an alternative collection system alleviating the problem. The situation will continue to be monitored.
 - **Great Western Air Ambulance** has thanked the Parish Council for the donation of £50
 - **Gloucestershire Airport & night flying of helicopters** – it appears that the police helicopter is temporarily using the airport whilst its Bristol base has works carried out. However, still some circuit flying in night by other operators. Will continue to monitor.
4. **To Receive a Report from the County and Borough Councillor** – attending another meeting.
5. **Parish Council Administration**
 - a) **Review of Parish Council regulations, orders, and policies**
 - **Risk assessment** – review & amend (circulated to Councillors)
 - **Financial Regulations** – review & amend (circulated to Councillors)
 - **Code of Conduct** – note changes (circulated to Councillors)
 - **No amendments to:** Standing Orders, Donations Policy, GDPR Policy & data retention, Publication Scheme, Absence Policy, Disciplinary & Grievance Procedure.
Asset Register – reviewed Jun 2020
Agreed. (proposed NM, seconded CH)
6. **Planning**
 - a) **Delegated Comments,**
20/00868/FUL Erection of a second storey side extension and loft conversion at Orchard Farm Bentham Lane Bentham. NO OBJECTION
TBC Planning Decisions
20/00669/FUL The Lodge, Dryhill Farm, Crickley Hill, Witcombe. PERMIT

b) **Parish Council response to planning applications received** - none received

7. Community & Environment

a) Allotments

- **Request for extra water trough at the lower end of the site** – it was agreed that Cllr Haines would liaise with the water supplier regarding extra pipework and obtain a written quote for the work outlining any costs. A quote for an extra water trough would be sought. This was agreed.
- **Allotment condition check** – the allotments have been inspected and mostly are in particularly good condition. There are concerns about the accumulation of paraphernalia on one plot and there would be discussions with the tenant.

b) **Bentham Ward Project – update regarding small plaque near Bentham Green.** Cllr Hitchcock had circulated the wording before the meeting and after some discussion, this was agreed (proposed DH, 2nd NM) An up to date quote would be sought from the specialist plaque company found previously.

Cllr Haines would liaise with the Management Company of Bentham Green and pass information to the Clerk. Formal consent needed from the management company. After that, a quote would be sought from a stonemason for a suitable piece of stone.

c) **Grass cutting contract** – would be discussed fully in November

8. Highways

a) **Badgeworth Lane** – extensive discussion of issues. Limited progress with County Highways. Agreed that the situation is likely to get worse with new developments planned around Cheltenham. Cllrs Cottell & Howe would work on a document which could be used in future as a basis for improvements should S106 funds become available

b) **A417 Missing Link** -Cllr Jones had attended an on-line briefing and provided some background to the amended proposals. It was agreed that the Parish Council ‘strongly supports’ all the proposals. (Proposed CH, 2nd JJ)

9. Finance

a) **Bank reconciliation** – from April– Sept 2020 was presented. The current balance at the bank is: £25442. Cllr Hitchcock (Finance Lead) reported that because of lockdown he had not been able to carry out a formal check on the reconciliations dating back to October 2019. He had however been able to sample check transactions since March (report circulated to Members). This was all noted by Councillors.

b) **payments previously authorised, paid by BACS since the last meeting. Noted**

Payee	Details	Date of invoice	Power to spend	Amount (ex VAT) £	VAT £	TOTAL £
Ermine St. Guard	Clearing & removal of rubbish from	28/9/20	SHAA 1908 s.26	50	0	50

	allotments					
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c) payments authorised for following. (Proposed JJ, 2nd CH)

Payee	Details	Date of invoice	Power to spend	Amount (ex VAT) £	VAT £	TOTAL £
Clerk	Expenses: October	14/10/20	LG(FP)A 1963 s 5	57.55	5.23	62.78
Greenfields	Grass cutting (August x 1)	30/9/20	HA 1980 s.96	165	33	198

d) Clerk's salary –payment authorised & BACS for October 2020. All details checked by Councillor Hitchcock. (Proposed JJ, 2nd DH)

10. Miscellaneous

Website accessibility – update on requirements of Government legislation. Agreed that Clerk would put something in the news section relating to timescale for update

11. Ward Reports.

Little Witcombe Green – the planter on the side maintained by TBC has now been repaired.

12. Date of the next meeting is 19th November 2020, at 7.00pm to be held by Zoom.

The meeting closed at 8.40pm

Signed.....

Dated.....