

# Badgeworth Parish Council

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

## MINUTES

**Minutes of the meeting held on 23<sup>rd</sup> January 2020 at Badgeworth Village Hall at 7.30pm.**

### **Present:**

Cllrs. Chris Haines MBE (Chairman), Nigel Cottell, Steve Faulkner (from item 3) David Hitchcock, Mike Howe, Jill Jones, Neil Marshall

Clerk: Mrs. H Jones

1. **Apologies** – There were none.
2. **Declaration of Interest** – There were none.
3. **To consider Co-options to the Parish Council** – Steve Faulkner had come forward for co-option onto the Parish Council and was confirmed as eligible. He gave a short presentation, and Councillors noted that there was a duty on the PC to co-opt to fill the vacancies from the May 2019 elections. It was agreed unanimously that Steve would be co-opted as a Member for the Bentham Ward, and he took his place on the Parish Council. 2 vacancies remain in the Badgeworth Ward of the Parish.
4. **Minutes of the meeting held on 27<sup>th</sup> November 2019** were agreed and signed  
**Matters Arising** not included as an agenda item
  - **Part Parcel 8072 (Barn, Badgeworth Lane)** – legal measures are progressing slowly
  - **Traveller site application adj. to Rudgeley House** – appeal against non-determination mid December 2019, but start date of appeal has not yet been notified to TBC or PC
5. **To Receive a Report from the County and Borough Councillor** – Cllr Robert Vines spoke about the budget setting process at both GCC and TBC. He had also listened to concerns raised locally about possible changes to secondary school catchment areas. However, as the schools involved are Academies, GCC has no control.
6. **Planning**
  - a) **Delegated Comments, Planning Decisions & Appeals – Parish Council comments**
    - 18/01241/FUL The Cot, Green Lane, Witcombe. Various minor works. SUPPORT
    - 9/01165/FUL Erection of a porch and detached garage, alterations to existing front dormer windows and rear first floor extension to provide en-suite bathroom. Half Acre Badgeworth Lane Badgeworth. NO OBJECTION
    - 19/01180/FUL. Replacement of existing conservatory with a single storey rear extension and installation of a roof light. 2 Mill Corner, Mill Lane, Witcombe. NO OBJECTION
  - Tewkesbury BC Decisions:**
    - 19/00653/FUL. The demolition of the existing dwelling and the building of one dwelling house. Hillview at the rear of Ashley Villa Badgeworth Lane Badgeworth. PERMITTED

- b) **To agree Parish Council response to planning applications:**
- 19/01201/FUL Demolition of an existing log cabin and the cessation of the extant log cabin development and the erection of a new single dwelling and associated landscaping. Change of use of part of site from lawful residential/holiday curtilage back to agriculture/paddock land. **Fortitude Birdlip Hill Witcombe**. Agreed that an OBJECTION be made with the same response as the previous planning application as the details in terms of principle are the same. (Cllr Howe proposed, Cllr Hitchcock seconded)

## 7. Highways

- a) **Badgeworth Lane** – as survey by Glos Highways indicated vehicles travelling far in excess of speed limit at gateway of Shurdington, but not particularly so through Badgeworth Village. Cllr Cottell proposed, and Cllr Howe seconded that County Highway be requested to assess the suitability of the speed limits on Badgeworth Lane. This was agreed.
- b) **Gloucestershire Local Transport Plan (LTP) Review - Public Consultation** – to agree response. It was agreed that comments be sent regarding the lack of provision for cycling on the A46 between Brockworth and Shurdington particularly given the new Perrybrook development and provision of new senior school near Leckhampton.

## 8. Community Issues

- a) **Maintenance:** no issues to report.
- b) **Asset checks** – it was agreed that assets would be checked by Councillors and Clerk before March meeting.
- c) **Grass cutting:**
- i. **criteria for assessment quotes** for grass cutting contract 2020. It was agreed that the quotes would be assessed by price, references, management of contract/quality control.
  - ii. **To receive quotes** for grass cutting contract and award contract for 2020  
Quotes received (totals based on no. of cuts) were:  
Greenfields - £1540, Glebe - £1692, All Garden Maintenance - £2100  
Cllr Howe proposed, and Cllr Jones seconded the proposal that the quote be accepted from Greenfields. This was agreed. It was further agreed that the Clerk would be authorised to authorise up to 2 extra cuts within the growing season subject to confirmation with Cllrs Haines & Cottell.
- d) **Allotments** – 1 tenant had agreed to give up plot and has returned key. Terms and conditions for contract for 2020/21 were updated and agreed.
- e) **Badgeworth Village Hall** – the shed (as agreed January 2019) has now been purchased and should be delivered shortly
- f) **Bentham Ward project** – Cllr Hitchcock has made contact with the Jet Age Museum who are happy to assist with a possible plaque somewhere near the Bentham Green development. Quotes will be sought once wording has been finalised.
- g) **Badgeworth Ward project** – Noticeboard at Bamfurlong – County Highways had confirmed that it was acceptable for the Parish Council to erect a signboard.  
**3 estimates had been received for a post mounted powder coated board:**  
Greenbarnes £479, Creative Solutions £464, Church Noticeboards £1411. Cllr Cottell proposed, and Cllr Haines seconded a proposal that the price quoted by Greenbarnes be accepted as the PC is confident of the quality of the product. This was agreed. It was

further agreed that the board be sited on the western section of Highway verge at Bamfurlong (Cllr Howe proposed, Cllr Cottell seconded). The Clerk was asked to seek a quote for installation.

9. **Finance**

- a) **quarterly budget update** (April - December) was received and noted, and bank reconciliation confirmed by Cllr Hitchcock (Apr- Sept)
- b) **On-line banking** – it was agreed that all existing bank signatories will be registered for internet banking. Lloyds were still dealing with the Clerk’s access.
- c) **Donation request** – a request from Holy Trinity Church, Badgeworth for donation to maintenance of equipment for upkeep of graveyard had been made. A donation of £100 was agreed. (Cllr Hitchcock proposed, Cllr Marshall seconded)
- d) **Independent Internal Audit** – agreed appointment of GAPTC to carry out independent audit at cost of £165 (proposed Cllr Cottell, seconded Cllr Hitchcock)
- e) **Budget 2020/21**- a draft budget had been circulated. It was agreed to set the budget at £14890 (Proposed Cllr Howe, seconded Cllr Jones)
- f) **Precept 2020/21** – it was agreed that the precept to be requested from Tewkesbury Borough Council would be £12580. (Proposed Cllr Cottell, seconded Cllr Hitchcock)
- g) **Payment was authorised and cheques issued:**
  - P. Sawczuk, £10, Allotment key deposit return, *LGA 1972 s.111* (subject to inspection of plot)
  - Glos County Council, £250 + £50 VAT, 2 x traffic surveys. Badgeworth Lane, 19/12/19, *LGA 1972 s.111*
  - Witcombe & Bentham VH, £25, Hall hire November 2020, 18/12/20, *LGA 1972 s.111*
  - Clerk, £36.35+£2.16 VAT. Expenses January 2020, *LG(FP)A 1963 s 5*
  - PATA (Payroll) £23.25, Payroll services Oct-Dec, *LGA 1972 s.111*
- h) **Previously authorised payments paid by BACS:**

Sheds UK (Sixty) £220 + £44 VAT = £264 authorised 17/1/19 minute 6(a). Agreed.
- i) **Clerk’s salary** – Payment was authorised & cheque issued for January 2020.

10. **Ward Reports.**

**Cllr Marshall** – Airport Consultative Committee: it appears that the accommodation block for the flying school is on hold.

**Cllr Hitchcock** – a gully/stream in Church Lane, Bentham has been reported to GCC

**Cllr Haines** – Bentham Green S.106 money. Nothing has yet happened with the allocation towards public transport

11. **the date of the next meeting** would be held at Witcombe & Bentham Village Hall on Thursday 5<sup>th</sup> March at 7.30pm

The meeting closed at 9.50pm

Signed.....

Dated.....

**EXPENDITURE UPDATE APRIL - DEC 2019**

<b>RECEIPTS</b>	
<b>DESCRIPTION</b>	<b>AMOUNT</b>
PRECEPT	£12,380.00
ALLOTMENT RENTS/PAYMENTS	368.5
HMRC REFUND (PAYE)	113.2
INTEREST	£1.92
<b>TOTAL</b>	<b>£12,863.62</b>

<b>PAYMENTS</b>			
	<b>PAID</b>	<b>BUDGET</b>	<b>% OF BUDGET SPENT</b>
<b>PAYE/SALARY</b>	4,462.09	5750	78%
<b>HOME OFFICE</b>	155.97	208	75%
<b>GENERAL ADMIN/EXPENSES/PAYROLL</b>	234.25	300	78%
<b>GRASS CUTTING</b>	2,300.00	2100	110%
<b>ROOM HIRE</b>	60.00	220	27%
<b>SUBSCRIPTIONS</b>	519.06	600	87%
<b>INSURANCE/LEGAL/ACCOUNTS</b>	957.77	1200	80%
<b>DONATIONS</b>	100.00	432	23%
<b>BADGEWORTH WARD PROJECT</b>	0.00	1000	0%
<b>BENTHAM WARD PROJECT</b>	0.00	1000	0%
<b>MAINTENANCE (inc. trees)</b>	1,005.00	1000	101%
<b>OTHER/CONTINGENCY</b>	0.00	500	0%
<b>ALLOTMENTS</b>	36.90	300	12%
<b>TRAINING</b>	20.00	400	5%
<b>WEBSITE</b>	165.00	280	59%
<b>S106 MONIES</b>	296.12	0	0%
<b>VAT</b>	458.44	£0.00	0%
<b>TOTAL</b>	<b>10,770.60</b>	<b>£15,290</b>	<b>70%</b>

## BADGEWORTH PARISH COUNCIL AGREED BUDGET 2020/21

Item	BUDGET 18/19	BUDGET 19/20	BUDGET 20/21
	£		
Salaries	5,600	5750	5750
General Admin/Expenses	250	300	300
Office	208	208	208
Grass Cutting & hedge cutting	2,400	2100	2000
Subscriptions	550	600	600
Room Hire	225	220	200
Donations	432	432	352
Insurance/Legal/Accounts	1,200	1200	1200
Maintenance (Inc. trees & defib)	1,000	1000	1000
Contingency	500	500	500
Badgeworth Village Hall - specific project (guttering)	1,000	N/A	N/A
Badgeworth Ward - specific project to be agreed	N/A	1000	1000
Bentham Ward - specific project to be agreed	N/A	1000	1000
Training	200	400	200
Allotments	300	300	300
Website	265	280	280
<b>TOTALS</b>	<b>14,130</b>	<b>15290</b>	<b>14890</b>

Allocation of reserves		
Badgeworth Village Hall		5000
Election fees		6000
General contingency		5000
Badgeworth Ward project 19/20 if agreed but unspent		1000
Bentham Ward project 19/20 - plaque		1000
<b>TOTAL</b>		<b>18000</b>

**Section 106 funds (Badgeworth Village Hall): there may also be limited expenditure from the remaining S.106 funds allocated to Badgeworth Village Hall**