

Badgeworth Parish Council

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

MINUTES

Minutes of the meeting held on 30th April 2019 at Badgeworth Village Hall at 8.05pm.

Present:

Cllrs. Chris Haines MBE (Chairman), Nigel Cottell, David Hitchcock, Mike Howe, & Neil Marshall

Clerk: Mrs. H Jones

Borough & County Councillor Vines

3 residents

Public session: A number of residents attended and raised questions regarding the complicated planning situation at Brookside Stables and the emerging Tewkesbury Borough Local Plan.

The issue of volume and speed of traffic in Cold Pool and Badgeworth Lanes was raised. It was agreed that there would be an agenda item at the next meeting to discuss, including the same issue in the Bentham Ward on the former A417.

1. **Apologies** – were received from Cllrs Jones & Nelson.
2. **Declarations of Interest** – there were none relating to this agenda. Cllr Hitchcock stated that he was now a trustee of the Witcombe & Bentham Village Hall which may be relevant to decisions in the future. This was noted.
3. **The minutes of the meeting held on 5th March 2019 were agreed and signed.**
Matters Arising not included as an agenda item.

Dog Waste bins –

- **Cold Pool Lane development** – siting has been agreed and the bin ordered. It will be installed by TBC shortly.
 - **Green Lane** – sites have been looked at but no consensus on where it should go. It was agreed that a note would be put around to local residents to find agreement on a location.
4. **The County and Borough Councillor** gave a very brief report. Elections for TBC would be held on May 2nd, 2019.
 5. **Planning**
 - a) **Tewkesbury Local Plan** – update regarding sites at Badgeworth/Shurdington. No further information is available until the plan is published probably in July.
 - b) **Delegated Comments,**
 - 19/00211/FUL - Extension to existing garage to create home office/summer room. Glengarry Dog Lane, Witcombe– NO OBJECTION.
 - 19/00278/PDAD - Prior approval for conversion of agricultural building into 1no. larger dwelling house (use class C3) and associated building operations. The Barn Half Penny Farm Cold Pool Lane Badgeworth. NO OBJECTION but expect conditions relating to building materials.
 - 19/00180/FUL Erection of a single storey rear extension and installation of front and rear dormer windows. 46 Lambert Avenue Shurdington. NO OBJECTION

Planning Decisions (Tewkesbury Borough Council)

- 18/01246/FUL - Regularisation of the existing lawful detached garage/ garden room building and the erection of a single storey extension to the garage/garden room. Half Acre Badgeworth Lane. PERMIT
- 18/01048/FUL - Retention of The Cottage as a separate dwelling unit and erection of a single storey rear extension. The Cottage Dryhill Farm. PERMIT
- 19/00027/FUL - Proposed rear and side extensions. Wenallt Badgeworth Lane Badgeworth. REFUSED

c) To agree Parish Council response to planning applications:

- i. 19/00354/FUL Replacement Dwelling re-siting, of Approval 16/01211/FUL at Rowan Cottage, Dog Lane, Witcombe – situation regarding Public Right of Way should be resolved prior to consent. Legal requirement needed that the existing dwelling cannot remain on site after construction of new.
- ii. 19/00357/FUL Retention of hardstanding & 3 no. agricultural buildings. Erection of proposed polytunnel, additional hardstanding & extension to agricultural track. Removal of existing structures at Greenacres, Brookfield Road, Churchdown. Detailed response, conditions should be implemented in full.

6. Community Issues

- a) **Maintenance: To receive reports on any maintenance issues regarding Parish Council assets and approve expenditure as necessary.** Cllr Cottell advised that minor repairs were needed to the Badgeworth Village noticeboard. It was agreed that costs of repair would be brought back to the PC for approval.
- b) **'Wheels on the Green' – to receive further information and discuss the request for permission to use the green for a small classic car event on Little Witcombe Green (Parish Council side) in July 2019.** Further information had been provided. It was agreed that this low-key community-based event could go ahead on 20th July 12.00 – 16.00 subject to certain conditions.
- c) **Badgeworth & Shurdington Welfare Trust – request received to support nomination from Badgeworth Parish Council. Discuss nomination and requirements.** The suggested nominee, Graham Peck was agreed for a 4-year period. The Clerk was asked to find out further details of the other Badgeworth PC representative on this organisation.
- d) **Cold Pool Lane Recreation Field – update on transfer from TBC, and anti-social behaviour.** TBC has stated that there is a small hold up with legal agreements with adjoining landowner, but they hope to resolve this and open the site in the next few weeks.

7. Finance

- a) **Donation requests from**
 - Great Western Air Ambulance Charity
 - The Roses Theatre, TewkesburyCllr Howe proposed, and Cllr Hitchcock seconded the motion, that as the amount available for donations is limited, donations would only be given to local groups that directly serve the community within the Parish. This was agreed.
- b) **Internal Audit Controls** –Cllr Hitchcock (Finance Lead) reported on internal audit checks in accordance with the adopted policy. He reminded cheque signatories about

the need to initial all invoices and cheque book stubs. It was also prudent to take more time over the signing of cheques at the end of the meeting. It was agreed that Cllrs Jones & Marshall would be added to the bank mandates and former Councillors removed.

- c) **Independent Internal Audit** –the report from the GAPTC Independent Auditor was accepted and actions suggested would be implemented during the year.
- d) **Accounts 2018-19**
- i. **Parish Council accounts for 2018-19** were received and approved. (Proposed Cllr Howe, Seconded Cllr Hitchcock)
 - ii. **Certification of Exemption (AGAR part 2)** It was confirmed that the Parish Council has an income/expenditure of less than £25,000 and resolved that the qualifying criteria as set out in the Certificate of Exemption has been met. The Certificate of Exemption to be signed. (Proposed Cllr Howe, Seconded Cllr Hitchcock)
 - iii. **Annual Governance Statement** – was received and approved and Accounting & Governance Review certified (Proposed Cllr Howe, Seconded Cllr Hitchcock)
 - iv. **Accounting Statement 2018/19** – was receive and agreed. (Proposed Cllr Howe, Seconded Cllr Hitchcock)
- e) **Payment were authorised cheques issued:**
- £424.06 GAPTC annual subscription. Note 10% discount for CILCA qualified Clerk)
 - £450 – G Knight grass cutting x 3
 - £95 – HH Electrics – essential repair to WBVH defib cabinet
 - £18 (£15 +£3 VAT) – Community Heartbeat. Lightbulb for WBVH defib
 - £45.60 (£38+£7.60 VAT) – Community Heartbeat. Electrode pads for BVH defib
 - £40 – Information Commissioner. Annual subscription
 - £309.10 – Rradar. VAT element of legal & enforcement services relating to removal of travellers in BVH car park (to be reclaimed from HMRC)
 - £164.05 – GAPTC Independent Internal Audit
 - £31.32 (£29.29+£2.03 VAT.) Clerk’s expenses. April
- f) **Clerk’s salary** –
- i. the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2019-2020 to be implemented from 1 April 2019. This was noted.
 - ii. payment was authorised & cheque for April 2019.

8. **Ward Reports.**

Cllr Howe raised the issue of traffic volume and speed in Badgeworth Lane. To be discussed formally at the next meeting.

9. **Next Meeting** – Annual Meeting of the Parish Council. May 16th, 2019. Witcombe & Bentham Village Hall. 7.30pm

The meeting closed at 21.40pm

Signed..... Dated.....

BADGEWORTH PARISH COUNCIL

ACCOUNTS YEAR END 31ST MARCH 2019

	2016 - 17	2017 - 18	2018 -19
	£	£	£
INCOME			
PRECEPT	11517	11590	12000
GRANTS	983	451	0
TRANSPARENCY FUND GRANT	243	0	0
DONATIONS	0	0	100
ALLOTMENT RENTS (inc £64 2019)	183	231	408
SUNDRY	66	98	60
S.106 REFUNDS BADGEWORTH VILLAGE HALL FROM TBC *	0	0	5435
VAT REFUND	2395	534	791
INTEREST RECEIVED	2	3	2
TOTAL INCOME	15389	12906	18796
EXPENDITURE			
SALARIES	5605	5457	5622
GENERAL ADMIN	682	546	548
GRASS CUTTING	1850	1650	2000
ROOM HIRE	250	255	165
SUBSCRIPTIONS	503	511	549
INSURANCE/LEGAL/ACCOUNTS	1012	985	936
DONATIONS	292	0	200
MAINTENANCE/TREES/CONTINGENCY	669	1102	857
TRAINING	160	228	273
VILLAGE HALL EXPENDITURE	2627	0	2015
ALLOTMENTS	0	599	303
S.106 BADGEWORTH VILLAGE HALL	0	0	2340
WEB SITE/TRANSPARENCY	530	171	261
VAT RECOVERABLE	346	317	1119
TOTAL EXPENDITURE	14527	11820	17187