

Badgeworth Parish Council

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

MINUTES

Minutes of the meeting held on 12th July 2018 at Witcombe & Bentham Village Hall at 7.30pm.

Present:

Cllrs. Chris Haines MBE (Chairman), Nigel Cottell, David Hitchcock, Mike Howe, Jill Jones & Doug Nelson

Clerk: Mrs. H Jones

Also, in attendance: Borough & County Councillor Robert Vines & 1 resident.

1. **Apologies** – there were none.
2. **Declaration of Interest** – Cllr Haines declared an interest in item 5(b)(i)
3. **The minutes of the meeting** held on 22nd May 2018 were agreed and signed.
Matters Arising – the grass verge and visibility splay opposite Badgeworth Village Hall has now been cut
4. **To Receive a Report from the County and Borough Councillor.**
5. **Planning**
 - a) **Tewkesbury Borough Council Planning Decisions:**
 - 17/01190/FUL – Retention of residential annexe at Elm Cottage, Shurdington. REFUSED
 - 18/00336/FUL – parking area at Journeys End, Crickley Hill. PERMIT
 - 17/01371/FUL Erection of 3 summerhouses for display purposes and
 - 18/00044/FUL Retention of six storage containers and associated open storage at Shurdington Nurseries Little Shurdington. Both PERMITTED**Appeals** – Knapp Farm, Conversion of existing redundant buildings to dwelling with the benefit of existing vehicular and pedestrian access. ALLOWED
 - b) To agree Parish Council response to planning applications:
 - i. **18/00568/FUL Demolition of existing barn and pig pens and replacement with single dwelling at Oakland Farm Barns Dog Lane Witcombe** – (Cllr Haines declared an interest in this item and left room. Cllr Cottell chaired the meeting at this point)
COMMENT: neighbours were consulted and there were no specific objections, and many supported the application. The proposal is within the AONB and Green Belt. There is little significant difference between this application and the previous proposal and appeal in 2006 (refused & dismissed) except that it is smaller in scale and lower in height. It is not clear whether there are very special circumstances to outweigh the harm to the AONB and Green Belt.
 - ii. **18/00607/FUL Retention of hard standing and 3no. agricultural buildings. Proposed polytunnel, additional hard standing and extension to agricultural track. Greenacres, Brookfield Road,**

Churchdown – OBJECT – adverse impact on Green Belt and support the objection from Churchdown PC.

- iii. **18/00513/LBC Replace first floor rear window with sash window and the retrospective installation of an external bathroom vent. 3 Witcombe Court, Little Witcombe. NO COMMENTS**

6. Community Assets

- a) **Tree Maintenance at Little Witcombe & Badgeworth Village Greens** – to receive & agree quote for routine work recommended in Tree Survey 2017. 3 quotes had been sought and 2 were received: £165 + VAT and £618.12 +VAT. Cllr Hitchcock proposed, Cllr Jones seconded, and it was agreed that the lower quote be accepted.
- b) **Badgeworth Village Hall** –Cllr Cottell presented the annual report and the unaudited accounts from Management Committee. These were received. (see appendix)
- c) **Allotments** – the new water trough was delivered and installed immediately as the contractors had a short timescale. The landowner would be thanked formally for continuing to supply water to the allotments.
- d) **Asset checks** – a schedule for regular checking of Parish Council assets was agreed. The checks would be carried out in spring & autumn with trees being checked after high winds.

7. Finance

- a) **Update** – the quarterly budget update was received and noted
- b) **To authorise payment and issue cheques:**
 - £81.32 (£67.77 + £13.55 VAT) Green Barnes Ltd. Noticeboard for allotments
 - £282 (£235 + £47 VAT) Community Heartbeat. Defibrillator battery. Note: £100 contribution from W&BVH
 - £168 (£140 & £28 VAT) - Water trough & fixings for allotment
 - £500 - G. Knight grass cutting. 23rd May 11th June 25th June 2018 & verge/splay opposite Village Hall £50
 - £22.50 PATA Payroll Apr-June
 - £49.16 - Clerk’s expenses. June & July
- c) **Clerk’s salary** – Payment was authorised & cheques issued for June & July.

8. Ward Reports.

- Blocked footpaths have been reported by Cllr Hitchcock
- The letter to new residents at Bentham Green would be circulated
- Parking problems outside Shurdington Primary School have become intolerable for local residents. It was agreed that this would be discussed further once the building works were finished in the autumn
- Litter and dumping in the lay-by in Badgeworth Lane would be reported by the Clerk.

- 9. **Next meeting** – to be held on Tuesday 4th September 2018 at Badgeworth Village Hall.

The meeting closed at 8.50pm

Signed.....

Dated.....

Badgeworth Village Hall

Annual Report for year ending 5th April 2018

The Village Hall continued to see a high level of utilisation during 2017/2018. Income from letting the hall was £2,848. This was slightly down on the previous year which was £3,206 (-11.2%) but still substantially up on the typical levels of 5 years ago. Variations were largely due to the business lettings which are not regular but can make significant contributions due to block booking for up to one week. (Income for a full working week is £150 compared to a typical one off social booking that might generate £15 or £30). We continue to have a good spread of regular bookings and have benefitted recently from additional booking from Faith groups.

The basic costs of running the hall (Electricity, Water, Gas insurance and cleaning) for 2017/2018 were £1236 compared to £1425 in 2016/2017 (-13,2%) which reflects the reduced usage- particularly of Electricity and Gas. Variable running costs have generally remained proportionate to use.

The only additional expenditure during the year was for fire safety equipment (£77)

The excess generated across the year was £1515.

There were no significant extraordinary expenses during 2017/2018 given the large outlay in 2016/2017 on the commercial dishwasher and internal redecoration (£3699). However planning has taken place to define the priorities for next phase of investment for the Hall. At one point there was a proposal that we should apply for 106 monies from the Bentham Works development however this now seems unlikely to yield any benefit. The list of priorities generated by the management committee were as follows.

- Additional Cupboards in the Kitchen (recently installed)
- A range style cooker
- Replacement of the defective plastic guttering on the front of the hall with metal guttering as fitted to the rear.
- Data projector and screen

During the past year the Parish Council and the Management Committee reviewed and updated the Village Hall constitution and rules. This primarily acknowledged the addition of maintenance of the car park to the scope of committee responsibilities and formalised the reporting structure between the Management Committee and the Parish Council.

There are not considered to be any urgent maintenance risks associated with the hall at present.

A proposal has been made by the Parish Council that the Management Committee should seek to build up a fund to support ongoing maintenance of the fabric of the building, the objective being to reduce the burden of risk on the Parish Council. The Management Committee have agreed that in any year when the financial performance will permit, a sum of up to £500 will be set aside and partitioned within the Village Hall accounts, the expectation being that if expenditure on the building is agreed then the Management Committee will seek to support up to 50% of the expenditure from the partitioned fund. This agreement does not remove the ultimate responsibility for the fabric of the building from the Parish Council.

Nigel Cottell

Chairman of Management Committee

BADGEWORTH VILLAGE HALL

RECEIPTS & PAYMENTS FOR TWELVE MONTHS ENDING 5TH APRIL 2018

<u>Receipts</u>	<u>2016/17</u>	<u>2017/18</u>
Hall hire	£3,206	£2,848
Events	£27	£0
Interest	£20	£11
Total	£3,253	£2,859
 <u>Payments</u>		
Electricity	£475	£391
Water rates	£131	£119
Gas	£421	£328
Insurance	£258	£278
Cleaning	£140	£120
Repairs & maintenance	£847	£202
Dishwasher	£1,649	£0
Redecoration	£2,050	£0
Fire equipment	£0	£77
Total	£5,970	£1,515
Excess (defecit)	-£2,718	£1,344
B/F	£10,806	£8,088
Balance	£8,088	£9,432

Represented by

Cash	£8	£8
TSB	£8,080	£9,424
BALANCE	£8,088	£9,432

BUDGET UPDATE: APRIL – JUNE 2018

RECEIPTS	
DESCRIPTION	AMOUNT
PRECEPT	£12,000.00
ALLOTMENT RENTS	301.5
ALLOTMENT ADMIN	£30.00
WBVH CONTRIBUTION TO DEFIB BATTERY	£100.00
INTEREST	
TOTAL	£12,431.50

PAYMENTS			
	PAID	BUDGET	% OF BUDGET SPENT
PAYE/SALARY	£1,874	5600	33%
HOME OFFICE	£69	208	33%
GENERAL ADMIN/EXPENSES/PAYROLL	£125	250	50%
GRASS CUTTING	£950	2400	40%
ROOM HIRE	£30	225	13%
SUBSCRIPTIONS	£494	550	90%
INSURANCE/LEGAL/ACCOUNTS	£936	1200	78%
DONATIONS	£0	432	0%
BADGEWORTH VILLAGE HALL	£0	1000	0%
MAINTENANCE (inc. trees)	£310	1000	31%
OTHER/CONTINGENCY	£6	500	1%
ALLOTMENTS	£144	300	48%
TRAINING	£158	200	79%
WEBSITE/TRANSPARENCY	£261	265	98%
VAT	£88		
TOTAL	£5,445	£14,130	39%