

Badgeworth Parish Council

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

MINUTES

Minutes of the Annual Parish Meeting held on 16th May 2019 at Witcombe & Bentham Village Hall at 7.30pm.

Present:

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

Clerk: Mrs. H Jones

Borough & County Councillor Robert Vines

1. **To elect a Chair and receive declarations of acceptance of office for Councillors and Chairman** – Cllr Howe proposed, and Cllr Jones seconded Cllr Haines as Chair and this was agreed.

Declarations of Office were signed.

2. **Apologies** – apologies had been received from Cllr Hitchcock
3. **Declaration of Interest** – there were none.
4. **The minutes of the Annual Parish Meeting and ordinary meeting of the Parish Council** both held on 30th April 2019 were agreed and signed.

Matters Arising not included as an agenda item.

Dog waste bins

- Cold Pool Lane development. Location agreed and on order
- Bentham – site meeting to be arranged with TBC Officer to agree locations

Badgeworth Village noticeboard repair – a quote of £48 for repair had been received.

Cllr Howe proposed, and Cllr Cottell seconded that this be accepted. It was agreed.

5. **To consider Co-options to the Parish Council** – there had been no applications. A poster would be prepared and displayed on noticeboards and website.
6. **Parish Council admin** - the following responsibilities were agreed:
 - Vice – Chair of Parish Council – Cllr Cottell
 - Personnel Discussion Group – Cllr Cottell (Lead), Cllr Jones, Cllr Howe.
 - Allotment Discussion Group – Cllr Jones (Lead), Cllr Haines, Cllr Marshall
 - Footpaths x 2 – Cllr Hitchcock (Bentham Ward), Cllr Marshall (Badgeworth Ward)
 - Internal Finance Lead – Cllr Hitchcock
 - Badgeworth Village Hall Management Committee -Cllr Howe
 - Gloucestershire Airport Consultative Committee – Cllr Marshall
7. **Report from Borough & County Councillor** – Cllr Vines gave a brief report about activities at the County and Borough authorities.
8. **Parish Council Administration**
 - a) **Parish Council regulations, orders and policies were reviewed as follows:**
 - **Publication Scheme** – no amendments
 - **Asset Register** –additions noted
 - **Risk assessment** – reviewed & amended. Specific items to be discussed in July 2019

- **Standing Orders** – reviewed & amended
 - **Financial Regulations** – reviewed & amended. It was specifically agreed that 11.1h for requiring 3 quotes to be sought for works & purchases, would be set as minimum at £300. (Proposed by Cllr Howe & seconded by Cllr Jones)
 - **Code of Conduct** – no amendments
 - **Donations Policy** – no amendments
 - **GDPR Policy & data retention** – no amendments
 - **Absence Policy** –policy adopted
 - **Disciplinary & Grievance Procedure** –policy adopted
- b) **Local Council Award Scheme** – the criteria were considered and value to Parish Council assessed. It was agreed not to pursue this for the time being.

9. Planning

a) Delegated comments to TBC:

19/00395/TPO Removal of the ivy and a crown lift of the canopies to the tree's detailed in the attached Schedule of Tree Surgery Works Report which will apply to T50, T51 and T52 Horse Chestnut within Group 6 (G6) shown on TPO 375 due to the low hanging branches to the rear gardens of a number of plots on our development. Bentham International Bentham Lane. NO OBJECTION

19/00444/FUL Proposed side and rear extensions. Wenallt, Badgeworth Lane Badgeworth. NO OBJECTION. Suggestion that consideration should be given to the side elevation, at the rear, should have a hipped roof line (similar to the front) to soften the impact of a continuous and solid side elevation stretching along the length of the boundary.

10. Community Issues

- a) **Maintenance:** To receive reports on any maintenance issues regarding Parish Council assets, and approve expenditure as necessary
The seat on Badgeworth Village Green and the need for repairs was discussed. More information on options would be gathered and presented to the Parish Council in due course.
- b) **Traffic volume & speeds in various locations in Parish** – the issues of the speed and volume of traffic in various locations within the Parish were discussed at length and the problems in getting the Highway Authority or Police to acknowledge that there is a problem. It was agreed that the Clerk would attempt to arrange an onsite meeting with Highways and Police to witness the problems of traffic close to Shurdington Primary School (A46/Badgeworth Lane) and Bentham Lane

11. Finance

- a) **Donation request** – St Mary's PCC had requested a donation towards the upkeep of St Peter's Churchyard. Cllr Cottell proposed that a donation of £100 be given and Cllr Howe seconded this. It was agreed.
- b) **payment was authorised and cheques issued:**

Payee	Details	Date of invoice	Power to spend	Amount (ex VAT)	VAT	TOTAL
Clerk	Expenses (MAY)	24/04/19	LG(FP)A 1963 s 5	27.66	1.16	28.82
G. Knight	Grass cutting x 1	29/04/19	HA 1980 s.96	150.00	0.00	150.00

Witcombe & Bentham VH	Room Hire 17/1/19	03/04/19	LGA 1972 s.134(4)	20.00	0	20.00
Henry Hodgson (replacement cheque)	Essential maintenance to WBVH defib	21/03/19	LGA 1892 s.8 (1)(i)	95.00	0.00	95.00
				292.66	1.16	293.82

c) **Clerk's salary** –payment was authorised and cheque issued.

12. Ward Reports.

Agricultural building, Badgeworth Lane – it was agreed to take this issue further with Senior Officers at TBC

Possible unauthorised development at Bamfurlong – TBC Officers would be asked about the planning situation.

13. Items for the next agenda –

- specific issues raised by the risk assessment
- Bentham & Badgeworth Ward projects (£1000 each)

Date of the next meeting – 9th July 2019 at 7.30pm at Badgeworth Village Hall.