

CHURCHDOWN PARISH COUNCIL

MINUTES OF THE MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE HELD ON TUESDAY 5th SEPTEMBER 2023 IN THE PARISH COUNCIL CHAMBER AT 7.30 PM

PRESENT

Cllr Lt Col Barton-Ancliffe
Cllr Julie Evans
Cllr Alan Porter

Cllr Pierre Weinzweig
Cllr Richard Smith
Cllr Mrs. Lorraine Yates

Also in attendance: Mrs Heather Day, Deputy Clerk taking minutes

121 To receive apologies for absence

121.1 Councillors Gill Blackwell, Paul Grierson, Jane Attwood and Wayne Hands

122 To make any declarations of interest and receive requests for dispensations

122.1 Councillor Richard Smith – Planning TBC : **Minute 124.1**

123 Public Participation

123.1 None.

124 Planning

124.1 New Applications :

[Removal of existing conservatory and creation of a new rear extension, principally single storey with a two storey bedroom extension. Proposed dormer extension to the front of the property, along with internal alterations.](#)

44 Goodmoor Crescent Churchdown Gloucester Gloucestershire GL3 2DL

Ref. No: 23/00568/FUL |

Objection – support the residents letters of objections regarding rear dormer extension

[Side extension over existing garage, including dormer windows, to provide office /bedroom \(amendment to development approved under application reference 22/00798/FUL, to include changes to dormer window on front elevation roofslope and the addition of dormer window to rear elevation roofslope\)](#)

4 Parton Drive Churchdown Gloucester Gloucestershire GL3 2JL

Ref. No: 23/00658/FUL

No Objections

Proposed converted shipping container for A1 use for a hairdressing salon 73 St Johns Avenue

73 St Johns Avenue Churchdown Gloucester Gloucestershire GL3 2DH

Ref. No: 23/00662/FUL |

Objection – Strongly object due to over development of site, design and appearance and not in keeping with mature residential properties in the vicinity

Removal of existing bell tower and make good roof.

Churchdown Village Infant School Station Road Churchdown Gloucester

Gloucestershire GL3 2NB

Ref. No: 23/00687/FUL

Objection – Feature of the school and a landmark in the village

124.2 Correspondence

18 Tallis Road Churchdown Two storey side extension and single storey side extension **PERMIT**

2 Cranham Lane Churchdown Proposed single storey extension at rear and extension of first floor dormer to side elevation **PERMIT**

11 Grove Road Churchdown Demolish existing conservatory and construct single store rear extension **PERMIT**

125 To confirm the minutes of meeting of Finance & Administration Committee held on 4th July 2023

125.1 The Minutes were confirmed as a true record were signed by the Chairman, Councillor Lt. Col Barton-Ancliffe.

126 To receive statement of income and expenditure – Appendix B

126.1 It was proposed, seconded and **RESOLVED** to defer to Full Council in September.

127 Clerk's request to attend SLCC National Conference 11th & 12th October - cost of £390

128.1 It was proposed, seconded and **RESOLVED** to allow the Clerk to attend and report back after.

129 To receive copy of Internal Control Report 18-08-23 - Appendix C

129.1 The report was tabled for Members.

130 To approve CPC Internal Controls Policy & Checklist - Appendix Di & ii

- 130.1 It was proposed, seconded and **RESOLVED** to approve the policy and checklist with two amendments.
- 131 **To approve CPC Staff Vehicle Use Policy & consider proposals for storage Appendix**
- 131.1 It was proposed, seconded and **RESOLVED** this policy is not approved and is to be reworked and submitted to Full Council in September for approval. If not approved, use of the van is to be suspended until such times as Council approves the Policy.
The Proposals for storage are to be deferred until the next meeting in October.
- 132 **To approve CPC Health and Safety Policy & Procedures - Appendix Fi & Fii**
- 132.1 It was proposed, seconded and **RESOLVED** to approve the policy and procedures document.
- 133 **To approve CPC Staff Sickness Absence Policy – Appendix G**
- 133.1 It was proposed, seconded and **RESOLVED** to approve the policy with one amendment
- 134 **To approve CPC Premises Hire Policy – Appendix G**
- 1341 It was proposed, seconded and **RESOLVED** to make amendments and submit to Full Council for approval.
- 135 **Correspondence**
- 135.1 None
- 136 **Questions and information**
- 136.1 None

The meeting closed at 9.08 pm.

Date of next meeting Tuesday 3rd October 2023 at 7.30 p.m.

CHAIRMAN