

CHURCHDOWN PARISH COUNCIL

MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY, 12TH MARCH AT 7.30 PM IN THE CHURCHDOWN PARISH COUNCIL CHAMBER ANNEXE

PRESENT:

Cllr Jane Attwood

Cllr Lt Col BJ Barton-Ancliffe (Chairman)

Cllr Graham Bocking

Cllr Nick Dring

Cllr Julie Evans

Cllr Leo Fletcher

Cllr Roy Nutting

Cllr Mary Jordan

Cllr Alan Porter

Cllr Audrey Ricks (Vice Chair)

Cllr Richard Smith

Cllr Stephen Wall

Cllr Mike Willis

Cllr Mrs. Loraine Yates

Also, present: Miss Geraldine Connor, Clerk to Parish Council [taking minutes]
One member of the public

432 TO RECEIVE APOLOGIES

432.1 Cllrs Gill Blackwell, Pearl Stokes, and Alistair Wasey

433 TO STATE ANY DECLARATIONS OF INTEREST

433.1 None

434 TO RECEIVE ANY QUESTIONS FROM PARISHIONERS

434.1 None

435 TO CONSIDER PLANNING CORRESPONDENCE

435.1 NEW

[Approval of Reserved Matters \(appearance and landscaping\) pursuant to outline planning permission reference 18/00218/OUT for the erection of three dwellings](#) Planning Application Ref. No: 19/00203/APP

Stoneyhurst Station Road Churchdown Gloucester GL3 2JR.

Members note that there are two entrances/exits and endorse their original observations /objections regarding the impact on Highways safety. In relation to the reserve matters application, the Members have no further comments.

[Demolition of existing conservatory and erection of a single storey rear extension.](#) Ref. No: 19/00147/FUL

8 Farrant Avenue Churchdown Gloucester GL3 2BP.

No objection

435.2 CHURCHDOWN & INNSWORTH NEIGHBOURHOOD PLAN

It was proposed, seconded and

RESOLVED that the REGULATION 16 VERSION be formally submitted to Tewkesbury Borough Council.

436 TO NOTE THE FORMAL RESIGNATION OF CLLR ALEX HOLDER

436.1 It was proposed, seconded and **RESOLVED** to accept the resignation of Cllr Alex Holder. Cllr Holder was thanked for her service to the Council and the Community.

437 TO CONFIRM THE MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 12th FEBRUARY 2019

437.1 The Minutes were confirmed as a true record.

A Member queried the report of the Clerk presented to Finance and Admin Committee on 6th March in relation to the statutory provision empowering the Council to make a grant to the hub for youth activities. The Member was advised to contact the Clerk setting out the query and statutory provision in writing.

438 TO RECEIVE REPORTS OF COUNTY AND BOROUGH COUNCILLORS

438.1 The following report, forwarded by Borough Councillor Kay Berry, was tabled for Members [**Appendix A**]. A Member clarified that Tewkesbury Borough Council is responsible for litter picking arrangements for all grassed areas falling under the responsibility of Tewkesbury Borough Council.

It was proposed, seconded and **RESOLVED** that the Clerk establish the areas of grass cutting which fall under the responsibility of Tewkesbury Borough Council.

The Chairman thanked Cllr Kay Berry sincerely on behalf of all Members who value her regular reports.

439 TO RECEIVE REPORTS OF REPRESENTATIVES ON OUTSIDE BODIES & REPORTS OF TRAINING/ATTENDANCE AT OTHER MEETINGS

439.1 CCA Executive

Cllr Mary Jordan tabled the following report [Appendix A].

A Member clarified that the actual loop system installed is an infra-red system. A scheme for new 'partial' lighting on the stage is currently being progressed.

439.2 GAPTC

Cllr Lt. Col Barton – Ancliffe reported that there has been no meeting since the last meeting of Full Council. He informed Members that GAPTC will be contacting all Parish and Town Councils to establish what expectations each Council has of GAPTC.

439.3 Glos Airport Consultative Committee

Cllr Stephen Wall reported that the AGM was held on 21st February 2019. The Chairman and Vice Chairman remain the same. Several Members have not attended for six years.

Plans for the memorial are currently on hold due to lack of funding.

The new operations director, Mr James Head, is very knowledgeable. Mr Head is going to implement a scheme where pilots contact the airport prior to landing (a booking in system). Currently the radar system is not working properly. Mr Head is currently reviewing fixed flight paths from the airfield. Drones will be prohibited within 5km of the airport. Any drone seen in Churchdown should be reported.

Complaints received were as follows: November 18 - 8, December 18 – 8 and January 2019 – 8. The Operations Director is considering setting up a mailing system whereby Residents can contact the Airport directly, so that complaints can be dealt with by the

operations team. A Member reported that he had not been contacted after making a complaint. The Operations Director stated that the airport staff should not be expected to police 'noise issues. A Member reported that the Airport Operators have a 'Duty of Care' to the public in relation to noise complaints.

439.4 Glos Market Towns Forum

No report.

439.5 GL3 HUB

Cllr Ricks reported that there has been no meeting.

440 TO ANSWER ANY WRITTEN QUESTIONS FROM MEMBERS

440.1 None

441 TO NOTE REPORTS OF COMMITTEES AND WORKING GROUPS; TO RECEIVE AND RESOLVE ANY RECOMMENDATIONS THEREIN

441 .1 HIGHWAYS 19TH FEBRUARY 2019

Cllr Mrs. Loraine Yates, Chairman of the Committee presented the Minutes. There were no recommendations. A lot of actions have been progressed, but some will need to be reviewed in light of the recent site visit conducted by the Clerk, Local Highways Manager and Amey representative.

441.2 AMENITIES 27TH FEBURARY 2019

Cllr Audrey Ricks, Chairman of the Committee presented the Minutes. There were no recommendations.

441.3 FINANCE AND ADMINISTRATION COMMITTEE 6TH MARCH 2019

Cllr Roy Nutting Chairman of Finance and Administration presented the Minutes. There was one recommendation

441.3.1 Payment of Accounts including additional in the sum of £8533.26

It was proposed, seconded and

RESOLVED that the payments for **MARCH 2019** in the sum of **£8533.26** be approved [Appendix B].

442 CLERKS REPORT

442.1 Funding of Library Services

The following advice has been forwarded from GAPTC regarding financial contributions to the cost of library services.

In our October 2018 update we referred to our view that a local council with the general power of competence (GPC) can trade and that we subsequently updated our guidance to reflect this. We want to make it clear that the same factors relate to libraries and it is our view that a local council with GPC can contribute to a library authority (county or unitary council) towards the cost of their library service.

The same goes for s.137 of the Local Government Act 1972. Whether such expenditure is a good use of s.137 funds would be a matter for an individual council, also considering that councils have to act reasonably in their decision making.

442.2. VAT (NOTICE 749)

The Clerk has emailed Mr S Parkinson establishing if the Council need to register if all proceeds from the Fireworks Extravaganza go to charitable causes.

A reply has been received highlighting the Councils obligations.

The council is not a charity, nor is it a qualifying body in relation to charitable fundraising. If the council makes a charge for admission, the ticket sales will be taxable, regardless of what the council chooses to do with the money.

If the council has been reclaiming VAT on the cost of the firework event, it has been wrong to do so because the costs relate to a taxable business activity and only a VAT-registered council is entitled to reclaim VAT under those circumstances.

Do the ticket sales pay for the fireworks, or does the council give all the ticket income to registered charities?

RBS could not help with this issue and TBC are not allowed to give VAT advice...

The Clerk has also emailed HMRC directly.

A Members reported that the cost of the fireworks event has never been included in the Precept request.

A Member observed that the Council's integrity depends on following the advice of Clerk who will report back to Council when she is in receipt of all the relevant information.

442.3 Community Infrastructure Levy

The Clerk will be attending a training event next Wednesday 13th March 2019 at the GL3 Hub on the Community Infrastructure Levy , organised by Tewkesbury Borough Council.

442.4 The Clerk has had a meeting with Mr Adrian Goode, Tewkesbury Borough Council. regarding need for the Council to acquire suitable land for a Burial Ground. This is becoming a pressing issue, given the limited number of Burial Plots remaining at the present Burial Ground on Chosen Hill. The Clerk can report that a ring-fenced Earmarked Reserve has been set aside for the purchase of such land in the sum of **£118746.00**.

443 TO RECEIVE ITEMS OF CORRESPONDENCE

443.1 TO NOTE

- ▶ Correspondence from Historic England concerning 'listing' of War Memorial.
- ▶ Local Council Update
- ▶ Rural Services Network
- ▶ Copy newspaper article forwarded by Cllr Pearl Stokers regarding GPs' prescriptions for 'gardening therapy, for the lonely

443.2 FOR ACTION

443.2.1 Election packs for Members . A pack is available at the Clerk's office.

443.2.2 Correspondence from Panthers Secretary regarding Panthers Football Club.

The Clerk explained that she has already outlined the steps being taken by the Council in relation to its' responsibility for the maintenance of amenities (pitch improvement programmes at both John Daniels Playing Field and Churchdown Park).

The Local Football Association arranged for two site visits from the Institute of Groundmen - two separate reports have been commissioned by the Parish Council and quotes have been obtained to action the steps contained for each pitch respectively.

In light of this the Parish Council is already meeting its' duties.

A Member explained that s106 are available for upgrading sports facilities.

It was proposed, seconded and

RESOLVED that the Clerk make enquiries with TBC regarding the availability of s106 funds.

The Chairman expressed concern regarding the particularly ungracious tone of recent correspondence received from the Secretary and another Resident involved with the club. The Chairman advised that the Clerk has always responded courteously and professionally to all correspondents which makes the content of the above correspondence even more disappointing. A Member asked why the MP for Gloucester was contacted about this issue (as Churchdown falls under Tewkesbury Borough Council)?

Members agreed that the car park can be used by parents dropping off players on a Sunday.

443.2.4 Correspondence from GL3 Hub regarding grant award for 2019/20 [Appendix C]

It was agreed that every financial application is assessed on its merits and against the clear criteria set out in within the Churchdown Parish Council grant policy – every award is at the discretion of the Council.

A Member asked a question relating to the financial details provided. The Chairman stated that he would not allow a debate on the financial income and expenditure of the Hub at this stage as the matter of the grant to be awarded for 2019 /20 has already been voted on.

The Chairman offered to draft a reply on behalf of Members. A Member asked if a considered reply could be sent to the Hub.

It was proposed, seconded and

RESOLVED that a considered response be sent by the Chairman. The letter is to be circulated to Members prior to Full Council for approval.

443.2.5 Correspondence from CMAS – Churchdown Youth Club – received 18th February 2019 [Appendix D]

A Member questioned the ratio of staff to attendees. The Member also suggested that 6.9 households in Churchdown pay for one attendee at the ‘Youth Activities’.

A Member asked on what basis the above statistics are calculated? This information was not provided.

The Chairman informed Members that the Hub Coordinator would be addressing the Annual Parish Meeting about the Hubs current and planned activities for 2019 /2020.

443.2.5 ROSPA approved training on Legionella and Legionnaires Disease for Clerk - £30

It was proposed, seconded and

RESOLVED that the quote for the Clerks attendance on the ROSPA approved training on Legionella and Legionnaires Disease for Clerk @ £30 be approved.

443.2.6 Request for funding from Chosen Hill School (& associated correspondence)

A brief discussion ensued

It was proposed, seconded and

RESOLVED by 9 to 3 that the Churchdown Parish Council do not donate as requested.

443.2.7 Quote for advice to Churchdown PC on need to register for VAT - £225/ £500

It was proposed, seconded and

RESOLVED that this be deferred pending a response from HMRC

443.2.8 Correspondence regarding request of TBC to use Churchdown PC Broadband

It was proposed, seconded and **RESOLVED** that this request be approved.

A Member proposed that this agreement should be reviewed in 6 months, in order to assess if there has been any impact on Churchdown PC download or internet speeds.

444 QUESTIONS AND INFORMATION

444.1 A Member asked if there were any further developments with the proposal for a pedestrian crossing on Parton Road and whether any further news had been received about the 97/98 Bus Service.

The Clerk reported that she had not been notified of any updates regarding the above.

At 9.25 pm the Chairman proposed, and it was agreed to move into Confidential Business pursuant to s1 Public Bodies (Admission to Meetings) Act 1960 for the following business:

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CHAIRMAN