

CHURCHDOWN PARISH COUNCIL

MINUTES OF THE MEETING OF THE FULL COUNCIL HELD ON TUESDAY, 14th JANUARY 2020 AT 7.30 PM IN THE CHURCHDOWN COMMUNITY ASSOCIATION HALL

PRESENT:

Cllr Jane Attwood	Cllr Roy Nutting
Cllr Lt Col BJ Barton-Ancliffe (Chairman)	Cllr Haydn Pearl
Cllr Gill Blackwell	Cllr Alan Porter (Vice Chairman)
Cllr Nick Dring	Cllr Paulette Vallois
Cllr Leo Fletcher	Cllr Stephen Wall
Cllr Mary Jordan	Cllr Mrs. Lorain Yates
Cllr Noushien Khazeni-Rad	

Also, present: County Councillor Ben Evans and 2 Residents,
Miss Geraldine Connor, Clerk taking Minutes.

351 TO RECEIVE APOLOGIES

351.1 Cllrs Graham Bocking, Julie Evans and Richard Smith.

352 TO STATE ANY DECLARATIONS OF INTEREST

352.1 Cllrs Gill Blackwell and Mary Jordan – planning Minute 355.1

353 TO RECEIVE ANY QUESTIONS FROM PARISHIONERS

353.1 None

354 TO CONSIDER AN APPLICATION FOR COOPTION TO CHURCHDOWN PARISH COUNCIL

354.1 Mr Ian Yates addressed the meeting setting out his background and reasons for applying for Cooption.

It was proposed, seconded and
RESOLVED that the applicant be appointed to the Council.

Councillor Ian Yates was invited to join the meeting.

355 TO CONSIDER PLANNING CORRESPONDENCE

355.1 NEW

[Erection of a two-storey side and rear extension, single storey rear extension and front porch.](#) Ref. No: 19/00997/FUL

95 Orchard Way Churchdown Gloucester Gloucestershire GL3 2AP

Objection

The Clerk was asked to refer TBC Planning Dept. to previous comments from the Council.



No objection

355.2 CORRESPONDENCE

PERMIT: 14 Boleyn close: Erection of a single storey rear/side extension and garage extension

PERMIT: Sugarloaf Cottage, Pirton Lane: Erection of 1 Landfill

CONSENT: TPO re-pollard lime tree back to previous points

ENFORCEMENT: 5 Winston Road: Building Works not in accordance with plans

356 TO CONFIRM THE MINUTES OF THE FULL COUNCIL MEETING HELD ON TUESDAY 10TH DECEMBER 2019

356.1 The Minutes were confirmed as a true record.

357 TO RECEIVE REPORTS OF COUNTY AND BOROUGH COUNCILLORS

357.1 Councillor Evans invited questions from Members.

A Member reported concerns about the response to a query at Glos County Council regarding repairs to Winston Road

Cllr Evans is due to meet the local Highways Manager regarding issues in Winston Road and Brookfield Road.

The first youth services meeting went well.

The travellers have been served notice to move from the GL3 Hub. There is a fear that the family may return to previous sites from which they were legally removed, as 3 months have now expired.

357.2 Councillor Mary Jordan has tabled a question for TBC regarding the travellers and the provision of sites for travellers.

Councillor Jordan has had a meeting with the Environmental Team at TBC regarding the disposal of electrical goods. A repair center was also discussed.

Councillor Jordan reported that the next Council surgery will be on 25th January 2020 at the Churchdown Community Association coffee shop, 10 am – 12 noon.

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

358.1 CCA Executive

Cllr Alan Porter reported that a recent meeting took place at which CCA plans and possible new directions were discussed.

358.2 GAPTC

Cllr Lt Col. Barton-Ancliffe reported that there has been no meeting since the last meeting of Full Council.

358.3 Glos Airport Consultative Committee

Councillor Stephen Wall reported that there has been no meeting since the last meeting of Full Council.



[as per Policy Review Working Group Minutes Appendix D]

It was proposed, seconded and
RESOLVED that the policy be approved.

360.3.6 Churchdown Parish Council Retention of Documents Schedule

[as per Policy Review Working Group Minutes Appendix D1]

It was proposed, seconded and
RESOLVED that the schedule be approved.

360.3.7 Churchdown Parish Council Lone Worker Policy

[as per Policy Review Working Group Minutes Appendix E]

It was proposed, seconded and
RESOLVED that the schedule be approved.

361 CLERKS REPORT

361.1 Insurance Claim

The Clerk spoke to the lead contractor at Clover Maintenance today. A copy of the work schedule has been forwarded to Members. The Clerk was informed that the repairs to the far wall will not extend as far as the annexe. Further any damage to the Clerk's office will be repaired. Clover hope to start repairs within 2 weeks.

361.2 Neighbourhood Plan

The plan has been approved by the Tewkesbury Borough Council Executive Committee. The Plan is with TBC Democratic Services who will notify us of the Referendum date in due course. A meeting of the Churchdown & Innsworth Neighbourhood Plan will be convened in order to establish how the Referendum will be publicised.

362 TO CONSIDER AND RESOLVE THAT CHURCHDOWN PARISH COUNCIL HAS MET ALL CRITERIA FOR THE LOCAL COUNCIL AWARD SCHEME FOUNDATION AWARD

362.1 It was proposed, seconded and
RESOLVED that the Churchdown Parish Council has met all criteria for the Local Council Award Scheme – Foundation Award Action Plan.

363 TO RECEIVE ITEMS OF CORRESPONDENCE

363.1 FOR ACTION

Quote for Rialtas Business Solutions Year End Closure: **£560 + 45p per mile**

It was proposed, seconded and
RESOLVED that the above quote be accepted.

365 QUESTIONS AND INFORMATION

365.1 A Member reported that a Traffic Warden attended Churchdown in recent weeks

365.2 A Member reported that the bus service to Cheltenham is currently taking approx. 10 minutes longer due to the current road works in the village.

365.3 A Member reported that the traffic lights are down at the Hare & Hounds junction.

358.4 GL3 HUB

Councillor Mary Jordan reported that there has been no meeting since the last meeting of Full Council.

359 TO ANSWER ANY WRITTEN QUESTIONS FROM MEMBERS

359.1 None

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

360.1 BURIAL COMMITTEE 6TH JANUARY 2020

Cllr Lt. Col Barton–Ancliffe, Vice-Chairman of the Committee presented the Minutes. There were no recommendations. He invited Members to contact him should any potential sites or a new Burial Ground be identified.

360.2 FINANCE AND ADMINISTRATION COMMITTEE 8TH JANUARY 2020

Cllr Alan Porter, Chairman of Finance and Administration presented the Minutes. There were 2 recommendations:

360.2.1 Payment of Accounts including additional in the sum of £12,278.93 [Appendix A].

It was proposed, seconded and **RESOLVED** that the payments for **JANUARY** in the sum of £12,278.93 be approved.

360.2.2 It was proposed, seconded and **RECOMMENDED to Full Council** that the draft **Action Plan 2020** be approved.

360.3 POLICY REVIEW WORKING GROUP 14TH JANUARY 2020

Cllr Alan Porter, Chairman of the Policy Review Working Group Finance and presented the Minutes. There were 7 recommendations:

360.3.1 Churchdown Parish Council Health & Safety Policy [as per Policy Review Working Group Appendix A]

It was proposed, seconded and **RESOLVED** that the policy be approved.

360.3.2 Churchdown Parish Council Health & Safety Procedures Manual [as per Policy Review Working Group Minutes Appendix A1]

It was proposed, seconded and **RESOLVED** that the policy be approved.

360.3.3 Churchdown Parish Council Equalities Policy [as per Policy Review Working Group Minutes Appendix B]

It was proposed, seconded and **RESOLVED** that the policy be approved.

360.3.4. Churchdown Parish Council Data Protection Policy [as per Policy Review Working Group Minutes Appendix C]

It was proposed, seconded and **RESOLVED** that the policy be approved.

360.3.5 Churchdown Parish Council Retention of Documents Policy

Chairman's Initials



365.4 The Chairman read emails sent to and received from Tewkesbury Borough Council regarding the allocation of S106 funds.

365.5 The Chairman advised that he had a meeting with County Councillor Ben Evans regarding the provision of youth services. He has suggested that the Clerk seek tenders for this service from Youth Service providers.

366 CONFIDENTIAL BUSINESS - PURSUANT TO S1 PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

At **8.44.pm** the Chairman proposed, and it was agreed to move into Confidential Business pursuant to s1 Public Bodies (Admission to Meetings) Act 1960.



CHAIRMAN

