

BISHOPS CLEEVE PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD AT THE TITHE BARN ON
THURSDAY 6TH MARCH 2008 AT 7.30 PM

Present: Councillors P Lightfoot (chair) A Lightfoot, G Jackson, P Taylor, P Badham, M Cooper, J Habgood, J Peake, P Richmond, C Lawrence, J Stephens, P Rawlings. Borough Councillors J Richardson, S Hillier-Richardson and County Councillor C Jones.

5 Members of the public attended

Welcome and introductions from Cllr P Lightfoot including apologies from Cllr V Ayres who is unwell at present time.

Public Session

Points Raised by the Public:

What would the Parish Council do regarding extra parking needs if the proposed Homelands Farm development goes ahead?

Chair of Traffic Committee responded that traffic issues had been raised at the Planning Inquiry and he had been informed by the Planning Inspector that the comments of the Parish Council had been taken on board.

Vice-Chair of Council responded that the Parish had raised concerns regarding health care provision in their response submitted.

John Beattie (Tithe Barn Committee) expressed disappointment on the response from the Planning Committee of Bishops Cleeve Parish Council to the recently submitted planning application.

Chair of Planning Committee responded that the Planning Committee was concerned over access being included in the second phase of building rather than the first phase. She referred to Parish Council minutes taken in July 2004 which stated that the Parish Council supported the Tithe Barn Committee and wished to see the building to be DDA compliant.

Cllr Rawlings appreciated the Tithe Barn Committee disappointment but stated that the P. Council had been very supportive of the Tithe barn over many years. Cllr Jackson spoke as a member of the planning committee and noted that the plans had been seen for the first time at the committee meeting. He felt that it would have been helpful if someone from the Tithe Barn Committee or the Parish Council representative on the Tithe barn committee had come to the public open meeting of the planning committee to explain the rationale behind the plans.

Cllr P Lightfoot commented that both parties would benefit from closer communication and the decision on the plans was the responsibility of Tewkesbury Borough Council Planning Committee as the parish was only consultees. Cllr Taylor proposed that the Parish Council extend its representation on the Tithe Barn Committee and Cllr Lawrence seconded the proposal. The Council agreed for the Clerk to note for the May 2008 agenda.

Mr M Taylor asked if the Council had acted on the request from Mrs Fryer (see Feb 2008 minutes) to employ a dog warden.

Cllr P Lightfoot stated that the matter would be discussed at the next BestValue meeting. Clerk was instructed to ensure the item was placed on the agenda. Discussion took place on the responsibility on emptying the bins which was confirmed as the responsibility of Tewkesbury Borough Council. Cllr Taylor stated that he was still chasing a schedule of works, but that the officers of TBC had taken on the concerns of the Parish Council and organisational changes had been met. Cllr Badham asked who could legally levy a fine on people who did not clear up after their dogs. Clerk to ascertain from TBC.

End of public session 8pm

Apologies received from Cllr Ayres.

Apologies noted from Cllr Mackinnon (sent through Cllr Richmond)

08/26 Minutes from previous meeting were proposed by Cllr Taylor and seconded by Cllr Jackson as approved for accuracy after the following points were raised. All Agreed

Note the apology of absence from Cllr Hillier-Richardson (Cllr Richardson)

Note Mr M Beresford should not be referred to as Alderman Beresford (Cllr Richmond)

Note 8/14 should read as "Photographic record" not photography (clerk)

Cllr Richmond raised the matter of the Allotment Committee minutes regarding the matter declared confidential in the public interest. The clerk referred Councillors to the February 2008 Parish council meeting where it was stated that discussions were not to be minuted but decisions were (clerk referred to the Local Council Administration Book seventh edition)*. As there was no decision taken, there were no minutes to be published. The clerk repeated her offer to Councillor Richmond that she would make available her handwritten notes to him, if he came to the parish office.

*now identified as pg 67

08/27 Matters arising from Committee minutes and working groups' updates
Planning Committee Minutes

Cllr Badham sought clarification on the phrase "lawful use". Cllr A Lightfoot responded that it referred to an application for dropped kerbs.

Cllr Richmond informed the Council that he had advised the Tithe Barn Committee to seek pre-planning advice.

Cllr A Lightfoot informed Council that Cllr Jackson had spoken on behalf of the Parish Council Planning Committee at the Homelands Development Planning Inquiry.

Cllr A Lightfoot informed Council that discussions had taken place on the planning committee regarding the Village Design Statement (VDS) and passed over to Cllr Taylor. Cllr Taylor informed the Council that the VDS is not a priority

for planning authorities to consider when making decisions. He noted that work had started on the VDS in 1998 with a timeline of 6 months. It was still not available in electronic or paper format. It was still along way from completion and terms of reference were being changed. Cllr Taylor proposed that work on the VDS cease and work focus on producing a Parish Plan, which would contain elements of the work already done for the VDS. Cllr Richmond stated that he was very disappointed to hear this and suggested employing a planning consultant to complete the document.

Cllr A Lightfoot stated that she could not justify to members of the public, the cost of employing a consultant.

Cllr A Lightfoot noted that the Parish Plan could contain work already produced on historical features of the village. She referred Councillors' to reading matter available on the subject in the committee room of the Parish Office.

Cllr Jackson noted that a Parish Plan would fit with the work being done by the Vitality, Vulnerability and Visability (VVV) Study.

Cllr Rawlings if a Parish Plan carried any legal weight or if it would be just for the benefit of the parish council

Cllr A Lightfoot proposed that the planning committee look into the feasibility of a Parish Plan. Cllr Taylor seconded and all agreed

Cllr Badham asked for a monetary value of S106 grants gained if Homelands Farm should go ahead. Cllr Rawlings noted there is a number of conditions and considerations put forward by TBC and it the legal opinion that the developers would meet such conditions.

Cllr P Lightfoot reminded Council that he had attended a meeting with TBC to discuss S106 items and had informed the Parish council via the Playgrounds Committee of the matters discussed.

Cllr A Lightfoot noted that the Parish Council had been asked to contribute ideas at an early stage and Chairs of Committees had been asked for their comments for the Parish Council to put to TBC.

Cllr Hillier-Richardson was concerned that the Parish councils were not involved in detailed negotiations at a later stage of the process, in order to facilitate maximum effect.

Cllr Jackson noted that at the public meeting held in February 08, TBC officers asked for input from local authorities but local councils had not been informed after that point.

It was agreed by Council that Cllr P Lightfoot would draft a letter for the Clerk to send to TBC expressing concern that the consultation had not been as fullsome as wished for by the Parish Council.

Cllr Lawrence referred the Council to the planning committee minutes regarding the signage outside of Tesco's advertising the Costa Coffee department. Cllr A Lightfoot informed Council that the Clerk had brought the matter to the attention of TBC and was waiting a response. The clerk was instructed to seek a response from TBC.

Playgrounds Committee

Cllr P Lightfoot distributed a letter from a young local resident who had written in support of the new play area at Finlay Way. Cllr Rawlings asked that the Parish Council write to thank her for her letter.

Cllr Jackson informed the Council that he had received representation from a local resident regarding inconsiderate parking in the area. Cllr P Lightfoot responded that the Community Police team were involved and were looking into the matter. The residents had been supplied with no parking cones and Glos Highways were now consulting with residents and other stakeholders regarding the painting of Keep Clear signs in the vicinity of the hidden driveway off Blackberry Grove. In addition the Parish Council would be putting a notice on its web page and in the local press via "Village Voice correspondent" to appeal to the public re parking concerns.

Cllr Jones informed the Council that he had received a phone call from a local resident concerned about the late night behaviour of youths in the park area. The Clerk noted that she had spoken to the resident and that the Police had been informed of the situation.

Cllr Richmond stated again his concern of the treatment of the hedge along Finlay way. He wished to know who gave the instruction and which contractor was used.

Cllr P Lightfoot responded that the instruction was given by the Playgrounds Committee and all due process' had taken place in line with standing orders. The name of the contractor was available in the Parish records. The Committee believes that there has been no significant damage done to the hedge and it will grow back again to the meter high level that has been recommended by the Safer Communities Police Officer. The hedge along the by-pass had not been cut as it did not belong to the Parish Council and the residents' wishes had been taken into consideration regarding the hedge alongside the fence line of properties in Blackberry Grove.

Allotment Committee minutes

Cllr Habgood explained that a member of the public had attended the allotment committee meeting on two occasions and was seeking clarification from the full parish council regarding funding of the allotments. The member of the public was in attendance of the parish council meeting and Cllr Habgood asked if the Council be so minded, that they confirm the Council's wish that the allotments be self funding and the reasons for this policy. Cllr Richmond noted that the decision had been minuted and asked if the Clerk had made the minutes

available to the gentleman. The clerk explained that she had made the minutes available and signposted all members of the public who expressed an interest in the minutes, to the Library and to the website. In addition she had shown copies of the minutes held within the Parish office.

Cllr Habgood again stated that the gentlemen was attending the meeting and would like to hear from the Council.

Cllr Taylor asked if it was the view of the Parish Council that the allotments be self funding.

Council all agreed.

Cllr Rawlings stated that the Council has to cover the costs of rents and maintenance and the allotment tenants in turn have to cover the costs.

Cllr Jackson noted that other facilities within the village, such as the Community Building have to be self funding and the allotments have to be self funding as well.

Cllr Lawrence noted that residents of the village who were not allotment holders do not receive a benefit from the allotments and should not be asked to pay for the allotments.

Cllr Richmond asked why Cllr Stephens was reviewing the tenancy agreements.

Cllr Stephens informed Council that it was with a view to looking at the eviction process for individual tenancy holders who break the terms of their agreements.

Employment working Group

Cllr Lightfoot noted that all Councillors had received the Confidential notes of the employment working group and asked Council to ratify the decision taken to place the present Clerk at the same grading as the previous clerk when that clerk was performing the same duties as the current clerk. After Cllr Rawlings had been satisfied by Cllr P Lightfoot that the meeting had been Quorum and that the decision made was a consensus decision with no vote being necessary, the Council accepted the proposal by Cllr Rawlings that the decision be ratified and Cllr Jackson seconded the proposal. A vote was taken and 9 agreed with 3 abstentions. The proposal was accepted.

Traffic Committee update

Cllr Rawlings informed the Council that he had attended the Homelands Farm Planning Inquiry on the behalf of the Traffic Committee and had raised traffic issues. He read out the opening statement made by TBC.

He noted that he had subsequently received two emails from concerned residents that he had instructed the clerk to forward to Glos Highways.

School Safety Zone emails sent by a Parish councillor without the knowledge of the Traffic Committee had been forwarded to him. He noted that the Parish Council had not received any correspondence from residents regarding these issues and asked that any such matters be raised through the traffic committee or the clerk and not individual Councillors.

Cllr Rawlings informed Council that Glos Highways had identified footpath sites within the parish for future expenditure.

Cllr Rawlings had attended a joint meeting, at the invitation of the Playgrounds Committee, and Glos Highways to discuss at a preliminary stage improvements to the Sports field. Costings and feasibility notes had been received from Glos Highways and discussions would take place with the Playground Committee.

Cllr Taylor asked if the Civil Parking Enforcement Officer had responded to Cllr Rawlings. Cllr Rawlings confirmed that a TBC Officer had been most helpful and would send the relevant figures on an ongoing basis and was open to information sharing with the Parish Council. A practical response had been noted by local shop-keepers.

Cllr Richmond informed Councillors that he had attended a Road Safety Meeting recently and a poster would be displayed.

Cllr Rawlings noted that an email had been received by Glos Highways on a matter raised by Cllr Richmond regarding road accidents in the vicinity of Stoke Road. The response from Glos Highways was read out to the Council. Cllr Rawlings reported that Cllr Richmond was aware that the Traffic Committee had raised the very same matter 3 times.

Best Value Working Group

A proposal was put forward by Cllr A Lightfoot that the Best Value Working Group become a Committee (known as General Purposes) with effect from May 2008 in order to facilitate public scrutiny of its budget and expenditure. Cllr Richmond seconded the proposal and all agreed.

08/29 Finance.

The Council was asked to approve the attached draft cheque payment list for the month of February 2008.

Cllr P Badham sought clarification of the payment made to the Public Works Loan Board

Cllr C Lawrence noted the payments made for handyman duties. The clerk stated that the payments made were all in line with instructions of individual committees. Cllr A Lightfoot informed the Council that she had investigated the figures when the budget for 08/09 was prepared and that the Council was achieving best value.

Cllr Taylor proposed approval of the payments and was seconded by Cllr Jackson. All Agreed

08/30 Clerks Report as submitted

Additional correspondence received was noted from:

Mr M Beresford

Overview and Scrutiny Committee for TBC invitation to attend a drop in session on 12th March

Emergency training/seminar to be held on 3rd April

Petition against bureaucracy for small councils noted

Clerk also sought approval from the Council to reappoint the internal auditor – Mr Iain Selkirk as in previous years. All agreed

Clerk informed Council that the VAT advice confirming the advice given at the February 2008 meeting was now available in written format in the Parish Office. Councillors were requested to inform the Clerk if they wished to look at.

Parish Assembly arrangements. It was confirmed that the agenda had been distributed and published. The date had been published in the local press. The invited speaker had been confirmed. The furniture would be set out as last year. In the unfortunate circumstance of Cllr Ayres being unable to attend, Councillors agreed that Cllr Rawlings should Chair the meeting.

Cllr P Lightfoot asked the Clerk to confirm the date and arrangements for the Councillors' training workshop. The session will be held on 12th April in the Community Building, finishing at 12.30. Councillors were encouraged to inform the Clerk if they were able to attend.

08/31 Grants and Donation requests. – None were made

08/32 Garden Competition. Cllr Badham reported that the Carnival Committee would be unable to facilitate the organisation of a Garden Competition but was inviting a Parish Councillor to attend the next carnival committee meeting on 17th March in the Parish Office to discuss the matter. Cllr Cooper agreed to discuss the matter with Cllr Badham.

08/33 Borough Councillors' reports

Cllr Taylor as submitted – Cllr Taylor highlighted the workshop being held by the VVV study group.

Cllr Hillier- Richardson as distributed

I spoke at the recent meeting, on March 5th 2008, held by the Planning Inspector, outlining the considerable response to our recent campaign and petition against development on Homelands Farm. I also pointed out the strength of feeling reported in the 'Green Issues' Report as a result of their exhibition/consultation, which the inspector seemed unaware of.

I previously wrote to the Planning Inspectorate outlining the objections and sent them a copy of the petition including all the names and addresses but I still have not yet received a written acknowledgment for this.

Flood Review

TBC Overview and Scrutiny Committee is carrying out a Review of Flood Emergency July 2007. As part of this, TBC is holding a Community Consultation meeting in Bishop's Cleeve at 6pm on Wed March 12th at Bishop's Cleeve Primary School. The object of the meeting is to get first hand information from residents about what actions they thought successful and what could have been done better. In addition we shall be asking for any useful initiatives to prevent or combat flooding in future. I shall be one of the councillors on hand at this meeting. The Committee will be publishing their findings in May 2008.

Rooftop Housing - Residents meeting

I attended the meeting, organised by Ceri Jones, on March 3rd. Issues discussed included:

- maintenance programme by Connaught- internal work nearly completed and external decoration repairs now underway
- garages - some in poor condition need attention
- Rooftop Day of Action on 27th Feb - this was a success
- Connaught - Tenants Day on March 6th

Local Issues

In response to further concerns from residents, I have been informed that TBC has collected litter along Kayte Lane and work has been done to clear the ditches. In addition a group of residents have formed a litter picking group in this area.

As a result of a request from a resident I have asked TBC and the Highways for the trees along the stretch of the by-pass between the Voxwell Lane roundabout and the Finlay Way roundabout to be trimmed.

Cllr Richmond reported verbally that he had attended the Homelands Farm Planning Inquiry. He gave a verbal list of S106 grants that had been agreed. This provoked a discussion from Parish Councillors that they had not been informed by TBC Officers, and the list as relayed by Cllr Richmond was not in line with the Parish council representations.

Cllr Richmond noted that he was following up the issues of street cleansing.

Cllr Richmond noted Cllr Hillier-Richardson notes re Day of Action response.

08/34 County Councillor Jones reported:

Issues:

1. **Wingmoor Farm:** Only two Enforcement Complaints for Wingmoor this month. Minerals and Waste Core Strategies consultation underway. 'Local List' consultation re validation of Development and Waste planning applications – Parish should receive details soon.
2. **Flooding:** County Officers continuing to work (alongside Tewkesbury Borough colleagues) on various areas of concern; A435 work completed for time being;

Stoke Road , Kayte Lane, Finlay Way also worked upon. Unstatisfactory letter received from Phil Woolas (Govt Minister) by GCC re flooding money. Eddie Coventry will be attending the next Parish Emergency Management Committee meeting.

3. **Homelands:** Desperate situation. Horrified by undemocratic process. Important to write to Hazel Blears to ask for her view! Did meet with Mark Power (County Officer) re possible 106 provision – but stressed I did not want the wretched development in the first place!
4. **Rooftop:** Meeting held Monday 3rd March. Generally becoming less contentious. Connaught work nearly finished. Discussion about trees in Pecked Lane Playing Field – Rooftop will be contacting the Parish Council about this. Played a major role in the Day of Action (Feb 20th). Future walkabouts with PCSO also planned. No real progress on parking projects – awaiting response from a number of freeholders. The Association to be inspected in June.
5. **Highways Issues:** Working with Martyn Midgley and Parish on highways issues relating to Blackberry Grove Play park. Station Road residents –will shortly be writing to Cabinet member to request a meeting. SSZ – scheduled to go ahead this month; unfortunately neither of the additional features requested by residents to be included (budgets are tight). Extra money for some stretches of footpath is good news – have discussed with Pat. Will be going on another greenery ‘walkabout’.
6. **Children’s Centre:** Official opening 26 March (same day as Full Council).
7. **Other ‘Council’ issues:** Budget set Council tax at 4.9% (to include 1.1% ringfenced for flood prevention measures). Personally thought good idea to put aside additional money, but need to ensure it is genuinely ringfenced; also expressed concerns about certain cuts in Children and Young People’s Dept. including losing an Ed Psychologist, not acting on large School balances, loss of Library relief staff budget and glib words about combating traffic congestion. Post Office closures – spoke at Council against closure of Woodmancote and generally blamed it on a society fixated on targets and so-called Value for Money; also wondered if County doing all it can to encourage use of Post Offices. Councillors will probably have seen press coverage about motion on discouraging plastic bags.

Cllr Taylor raised the issue of bollards in the vicinity of the Library
The clerk raised the issue of the identity badges

08/35 Any other business at the discretion of the Chair that do not require decisions to be made.

Cllr Lawrence asked why there was no Community Building or Sports field minutes. The Chair confirmed that no meetings had taken place since the last parish council meeting.

Cllr P Lightfoot noted that the precepts for the County had been published in the local press and that Bishops Cleeve was the second lowest in similar sized parishes.

Meeting closed at 10.10 pm

Signed..... April 3rd 2008

BISHOPS CLEEVE PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING HELD AT THE TITHE BARN ON
THURSDAY 7TH FEBRUARY 2008 AT 7.30PM

Present: Councillors' P Lightfoot (chair) A Lightfoot, P Taylor, G Jackson, P Badham, M Cooper, J Habgood, J Peake, A Mackinnon, P Richmond, C Lawrence, P Rawlings. Borough Councillor J Richardson and County Councillor C Jones.

4 Members of the public attended

Welcome and introductions from Cllr P Lightfoot, including apologies from Cllr Ayres who is unwell at present time.

Public Session:

Points raised by the public:

- **Would the Parish Council consider appointing a dog warden.**
- **Footpath ABC19 from Bishops Cleeve to Brockhampton will be upgraded by Gloucestershire County Council during 08/09**

Public Session closed at 7.40pm

08/01 Apologies were noted from Cllr Stephenson and Cllr Ayres

08/02 The minutes from January 10th were accepted for accuracy after the following amendment. 07/210 re Website update: Cllr Richmond asked if we had a hit counter on the web page.

08/03 Matters arising from the minutes:

Cllr Badham asked how the Council was going to recognise the resignation of former Cllr Beresford. Cllr Lightfoot informed the Council that Cllr Ayres was planning an event, an article was being prepared for the newsletter and the Clerk has sent a letter of thanks to Alderman Beresford. Cllr Richmond noted that the Vitality, Vibility and Vunerability Study meeting had taken place and the information provided by Cllrs' Jackson and Richmond was deemed very useful.

Cllr Lawrence sought clarification of the phrase "minded to refuse" as used by Tewkesbury Borough Council Planning Committee. Cllr Richmond explained that the Planning Committee were not responsible for determining the planning application in question, but had they been, they would have recommended refusal and therefore the phrase "minded to refuse" was used when Tewkesbury Borough Council gave their view.

08/04 Election of Councillor to the Playgrounds Committee.

After discussion regarding the use of ballot for election to Committees, a ballot was conducted and Cllr Mark Cooper was duly elected.

08/05 Election of Councillor to represent Bishops Cleeve Parish Council on the JMC for the Sports Centre. Cllr Lawrence was proposed by Cllr Rawlings and seconded by Cllr Jackson and all agreed.

08/06 To seek to fill the Vacancy on the Parish Council. The Council agreed to notify Tewkesbury Borough Council of the wish to fill the vacancy due to the resignation of Alderman Beresford.

Minutes from Committees:

08/07 Planning Committee minutes were noted.

- Cllr Richmond asked for an update on the Village Design Statement (VDS). Cllr A Lightfoot informed the Council that a planned meeting for the end of January had to be postponed and therefore the matter would be discussed by the Planning Committee on February 12th .
- Cllr Badham sought clarification on the Lidl application noted in the minutes. Cllr Jackson informed Council that the application referred to was for signage.
- Cllr Rawlings sought clarification on the application for Denley Close. Cllr Taylor provided details of the application and why the Planning Committee had objected.

08/08 Traffic Committee Minutes were noted. Cllr Rawlings provided updates on:

- Safer School Zone meeting had taken place
- Traffic Committee would ask the Clerk to write to Tewkesbury Borough Council seeking statistics on Civil Parking Enforcement visits made, notices issued and value . Discussions took place on the impact that the CPE initiative was having on the village, possible ways forward and the role of PCSO's in traffic obstruction infringements. Cllr P Richmond asked that Councillors' report specific issues, dates, times etc. Cllr Taylor explained the rationale of the regulations that the CPE was operating under .

08/09 Emergency Planning working group Minutes were noted

- Cllr Lawrence asked if there would be an individual responsible in such an emergency. Cllr Taylor stated that would be discussed at the next meeting on 12th February

08/10 Playgrounds Committee Minutes were noted.

- The start of the Finlay Way play area was noted.
- Cllr Richmond questioned who had pollard the trees in Finlay Way. Cllr Taylor informed the Council that TBC had offered as part of the handover of the land to the Parish, the work had been done by TBC operatives under the instructions of TBC Officer.
- Cllr Richmond questioned if there were plans to improve drainage in the field. Cllr P Lightfoot informed Council that there were no plans to change the drainage of the field and as the play equipment was to be sited on grass mat, a natural surface, there would be no

difference to the original environment. Cllr Richmond reported that the surface was very wet. Cllrs Taylor and Cooper stated that the area did not flood in July 2007 and had not flooded since.

- Cllr Cooper asked if the Council was keeping a photographic record. The clerk informed Council that she was and the first photography was on display in the committee room.
- Cllr Richmond asked for the date of the Heart Foundation Bike ride. The Clerk stated that the event was to take place on the weekend of May 17th, and further details were available in the Parish Office.
- Cllr Richmond noted from the minutes that the Committee had discussed pedestrian access to the Sports Field. Cllr Habgood informed Council that a meeting was to take place on February 21st with a representative from Glos. Highways and the Police Safer Communities Officer. Cllr Habgood stated that no decisions had been made at this stage and it was a preliminary discussion.

08/11 Community Building Minutes were noted

- Cllr Lightfoot highlighted point 6.1 regarding the difficulty expressed by the Youth Leader on engaging the young people on trips
- Cllr Rawlings noted the revenue figures
Cllr P Lightfoot stated that the matter was to be discussed at the next meeting.
- Cllr Rawlings asked if the Committee was happy with the cleaning contract.
- Cllr P Lightfoot stated that the Committee would be reviewing all aspects.

08/12 Allotment Committee minutes were noted.

- Cllr Habgood observed that 3 allotment holders and a member of the public had attended and had put forward some constructive ideas. It was agreed to keep allotment tenants more fully informed regarding the finance of the allotments. Cory had been approached to supply some compost to improve the soil conditions and has agreed to donate a quantity.
- Cllr Richmond noted that the public were asked to leave to enable the committee to discuss confidential matters. He wished to be informed of the decisions taken. Cllr P Lightfoot informed the Council that no decisions had been taken, but only discussions. The Clerk informed the Council that under standing orders it was allowed to suspend standing orders for confidential or sensitive discussions to take place. The minutes should only record decisions and not discussions. Cllr Richmond stated that minutes should be taken of all discussions. Clerk informed the Council that the minutes had been taken and were available for Councillors. She reminded Councillors that once a decision had been taken to suspend standing orders due to confidentiality, the discussions should remain CONFIDENTIAL at all times thereafter.

- 08/13. Best Value Working group minutes noted
- Clerk was asked to seek clarification regarding Quality Council status should a qualified clerk be replaced with a non-qualified clerk.

08/14. New Barn update

- Cllr A Lightfoot informed Council that there has been progress and it was hoped to have more good news in the next few days. It was hoped that the Parish Council would be occupying a new Parish Office by the end of the year.
- Cllr P Lightfoot proposed thanks to Cllr A Lightfoot and Clerk for the hard work gone into the project.

08/15 Newsletter update

- Cllr A Lightfoot informed Council that the deadline for articles was the 13th February and the newsletter would be going to the printers ready for a middle of March distribution.

08/16 Wingmoor Farm report noted.

- Cllr Habgood informed Council that steps had been taken to address “smell issue”. Cllr Richmond clarified name of developer mentioned in report.

08/17 Parish representation on Wingmoor Farm group.

Cllr Taylor informed Council on the current practice of asking representatives to declare their personal interests. Cllr Taylor informed Council of the interests of himself and Cllr Hagbood. Council discussed the issues involved and agreed that Parish Councillors were duly elected to represent the views of the Council and not any other groups. As long as declarations of interests were made were appropriate, Council felt that they were happy with the representation of the Council by Cllrs Taylor and Habgood. Cllr Rawlings proposed and was seconded by Cllr Jackson that Cllrs Taylor and Habgood continue to represent the Parish. It was agreed by a majority of the council.

08/18 Councillors sought clarification on the following points:

- Payment to BT for the internet line- clarified as the broadband line
- Payment to Pitchcare – noted that the invoice had not been received from advertisement for groundsman for the sports field.
- Payment for clock maintenance. – noted that it was the annual agreement with the Parish Church to pay half.
- Cllr Lawrence stated that historically sports field costs had been shown separately. Clerk informed council that the individual committees had detailed breakdown of finances at each committee meeting. The format presented was in line with the previous RFO and came from the accountancy package.

LIST : Cheques 2764 to 2782

Vchr.	Cheq.	Cde.	Name	Description	Amount
708	2764	64	K White Esq.	weekly pg maintenance	£128
709	2764	84	K White Esq.	cleaning office/steps	£58
710	2764	317	K White Esq.	notice board wkly update	£58
711	2764	317	K White Esq.	notice board wkly update	£0
712	2764	276	K White Esq.	wkly memorial garden/parish pu	£68
713	2764	270	K White Esq.	bus shelter cleaning	£70
			Subtotal Cheque No. 2764		£383
723	2765	22	Diocese of Gloucester	rent to mar 08	£388
722	2766	174	business	Gas	£344
720	2767	73	Staples	Stamps	£20
721	2767	75	Staples	stationery	£144
			Subtotal Cheque No. 2767		£164
718	2768	181	D Walker	Ground Maintenance	£750
719	2769	181	d lewis	Ground Maintenance	£750
717	2770	73	British Telecom	internet line	£159
716	2771	54	GAPTC	cilca training	£160
750	2773	180	pitchcare.com ltd	advertising	£118
			Smith of Derby Ltd	clock maintenance	£107
749	2776	64	Ltd	clock maintenance	£107
748	2777	110	DBF electrical	section 137	£881
747	2778	184	D Walker Winchcombe Day care	Ground Maintenance	£305
746	2779	110	Foundation	section 137	£50
270	278	51	Inland Revenue	Tax and NIC	£676
744	2780	75	Staples	stationery	£106
745	2780	73	Staples	stationery	£26
			Subtotal Cheque No. 2780		£132
743	2781	174	Npower	electricity	£661
758	2782	83	b holder	mileage/office costs	£84
				TOTAL	£7,630

Cllr Richmond proposed authorisation of the payments made and was seconded by Cllr Habgood. Council agreed

08/19 Homelands Farm update

Cllr P Lightfoot asked Councillors to note that the Clerk has legal responsibility for health and safety at events that the Parish Council organise and as such any instructions given by the Clerk to Councillors should be followed. It was also noted that the Council did not take kindly to political leaflets being handed out at the meeting, without the prior knowledge or consent of the organisers of the meeting.

Cllr Richardson responded that it was not a political leaflet but a fight against homelands farm. Liberal Democrat Party had been very active in organising petitions against the proposed development. He apologised to the Council if the Council felt that they had done something wrong. Cllr Rawlings supported the statement from the Chair and noted that the meeting had been organised by the Parish Council and did seem to many that the Parish Council was being usurped.

Cllr Richmond informed Council that he had stood where he had on health and safety grounds and thanked the clerk for the work done. He noted that the Officers of TBC were very happy to receive comprehensive notes from the clerk.

Cllr Rawlings noted that it was a very good turnout, and the Council agrees that it must do its best to stop the development. He noted Mr Jones' recommendations that we must do our best to get the best deal for the village. We must oppose it but the Council should not bury its head in the sand.

Cllr P Lightfoot informed Council that he had been invited to attend a meeting on behalf of the Parish Council with TBC planning officers and an agent of the developers where discussions took place on planning gains for the communities.

Cllr Jones apologised to the Council for any discourtesy by the L.D party. He stated that he did not think TBC Officers should have responded in such a quick manner to the RSS report as there had not yet been any response from the Secretary of State. Cllr Jones felt very strongly on this matter.

Cllr Richmond informed Council that confidential legal advice had been given to TBC, which had led them to reconsider their decision.

Cllr Taylor stated that he was very unhappy with the environment agency and felt that its report did not represent the experiences of those residents of Bishops Cleeve that had suffered in last years' floods.

08/20 Parish Assembly.

The Clerk informed the Council, that a window of opportunity had presented itself for the community building to be available on March 12th and asked if the Council wished to arrange the Parish Assembly for that date. After due consideration, Council agreed to seek to arrange the

Parish Assembly for that date with a topic of “Social Care of the Elderly” and that Cllr Jones and Clerk would seek to arrange speakers on this topic. It was also suggested that a display of the new barn development and Finlay Way play area be prepared. Cllr A Lightfoot informed Council that the Best Value Working group would be preparing an annual report this year and Chairs of Committees would be required to prepare their annual reports by the 28th February for the Clerk to prepare the documents for availability to the public at the Parish Assembly.

08/21 Clerks Report noted.

Clerk highlighted the following points.

- **Post Office Closure literature-** Cllr Rawlings spoke about the proposed closure of the Woodmancote post office and the implications on Bishops Cleeve. Cllr Rawlings asked that the Clerk liaise with local parish councils and offer the support of the Council in their efforts to fight the planned closures. Council agreed.
- **NALC conference –** It was agreed to bring forward to the next parish council and Councillors were asked to inform the Clerk via email if they wished to express an interest in attending.
- **Whole Council training-** Council expressed a preference for a Saturday morning event. The brief outline of a workshop/facilitation session based on Committees , structures, procedures and terms of reference was accepted by Council.
- **Reasons for absences to be recorded where given by Councillors** was accepted by Council

08/22 Requests for Section 137 funding grants were agreed by Council as follows:

- **JMC request for funding of £2781 for 07/08 agreed by Council**
- **Tithe Barn request for £23,000 towards refurbishment project.** The clerk informed Council of the advice received from NALC via GAPTC regarding the complications of accepting invoices from contractors when they had been instructed by another body, insurance consideration of being involved in paying invoices on a project not under the control of the Parish Council, Project management implications, of not having the benefit of the services paid for etc. After due consideration, Cllr Jackson and Cllr Taylor proposed and seconded that a grant of £23,000 be given to the Tithe Barn Committee. A majority of the Council agreed with 2 abstentions. It was agreed that the Clerk would contact the Chair of the Tithe Barn Committee to explain the decision.

08/23 Borough Councillors reports were noted
Cllr Richmond informed Council that:
Tewkesbury Borough – Vitality, Viability & Vulnerability Study

Tewkesbury Borough Council (TBC) managed to secure funds from Gloucestershire First for this important study which will consider what the main factors are currently affecting the economic stability and growth of Bishops Cleeve, Tewkesbury & Winchcombe. It will provide an assessment of the effects of the recent flooding on the three communities and how to encourage and nurture the areas economic potential. The economic profile provided by the study will provide an authoritative record of the state of the economy in each settlement. The data from this study will feed into other TBC strategies which are required for our Local Development Framework (LDF) such as regeneration plans, development agreements, tourism and economic strategies. The final report is expected in May 2008.

Police & Community Consultative Meeting (PCCM)

I attended the meeting held on 17 January which received a report from the INA inspector and progress on the implementation of the new Neighbourhood Policing model.

Public Inquiry

The Planning Inspectorate began its first of three planning inquiries at Tewkesbury Borough Council on Monday, 28 January 2008. The first inquiry into the **BA1** site situated on the south west side of Cheltenham close to Up Hatherley has been adjourned and is expected to close in mid-March 2008. The second inquiry into a development at **Longford** began on Monday, 4 February and will continue for about a fortnight. The third and final inquiry for the **Homelands Farm** development is scheduled to begin on 4 March. The holding of these planning inquiries are a direct result of the successful legal challenge in the High Court by Wimpeys against TBC's Local Plan which created a shortfall of land earmarked for development to build over 2,600 dwellings in the borough.

Planning

The planning committee at its meeting on 5th February 2008 reconsidered Wimpeys outline planning application for Homelands Farm following the recent publication of the EiP panel report. The decision was unchanged i.e. "*minded to refuse*" the application but the grounds for its refusal are now reduced to technical arguments. These will be heard at the public inquiry referred to above...

Cllr Taylor informed Council that the provision of dog-bags free of charge had been stopped in the agreed budget of TBC for 08/09. Best Value Chair was looking into alternative sources.

I've attended both an Executive Committee and a Budget Working Group meeting which were mainly involved in the setting of a proposed budget for 2008/9 which was agreed at Full Council on

29th January 2008. This did include a reduction in the subsidy provided by Tewkesbury Borough Council for all JMC by 25% .

The leadership of the Council, both officers and members, have twice been to see the Minister for Local Government, John Healy, and have been successful in obtaining a further £50,000 funding for the Borough.

I met with the Cleeve JMC on 17th January 2008 and explained the proposed budgetary reductions. There are further discussions planned with the JMC.

There is an ongoing debate about changing the name of the Council to something that would be more relevant across the Borough. The current proposal favours "North Gloucestershire District Council". If you have any constructive views please feel free to feedback to officers or members.

I'm continuing to work with those affected by the flooding to ensure they get access to the grants and funding that is available. The Gloucestershire Flood Relief Fund has just received more funds from Severn Trent Water and I would stress to all those effected that this fund is for the benefit of all victims of the flood on 20th July 2007. To register please call 01684 295010.

There is a public meeting on 2nd February 2008 for residents of Cleevecroft Avenue to discuss flood prevention measures with Chris Pike, TBC Head of Commercial Services, at 10.00am in the Parish Offices.

Thank you to those that took part in the Viability, Vitality and Vulnerability Survey although it was disappointing that no-one from Bishop's Cleeve Chamber of Commerce chose to attend. I hope to see the draft report in April/May 2008.

Finally I would like to thank the Parish Council for arranging the Homelands Farm public meeting and playing host to our neighbours from Gotherington and Woodmancote

Cllr Mackinnon informed Council that the compensation received from the Government and STWA for the flooding 07, was being devoted to flood defence measures.

Report to parish council on matters relevant to Bishops Cleeve from Councillor Jack Richardson.

18/1/08 Attended a meeting at TBC. The meeting was arranged by Dave Jones and the agenda was the RSS panel report and the implications for Homelands Farm. The officers gave their views on the report. I believe that they are acting prematurely and that we should continue to oppose this development. At the end of the meeting they indicated that they were prepared to attend a public meeting and explain their opinions to the residents. The borough councillors present at the meeting agreed to this and it was decided that the parish councils would be approached, and if they were unable to organise a public meeting then the borough councillors would do so.

30/1/08 I attended the public meeting organised by the parish council on the panel report. I would like to congratulate the clerk for her rapid response and her organisation of the meeting. I wish to congratulate Councillor Lightfoot in chairing the meeting. This was a difficult job that he handled expertly, keeping the meeting moving and enabling many people to participate.

Report from Cllr S Hiller-Richardson was distributed

Homelands Farm meetings attended at TBC, Planning Committee meeting and Public Meeting at Bishops Cleeve Primary School. The outcome of the Planning Committee was to object on technical grounds.

Cleeve School Residents Liaison Group

Organised and Chaired the third meeting of this group. Issues raised included litter and children smoking in the vicinity. Full notes of the meeting are available.

Cleeve School JMC

Attended meeting of TBC and JMC. Asked for a message of thanks to be sent to Parish Council for providing funds for the sports centre for the forthcoming year.

08/24 County Councillor report

Issues:

8. **Wingmoor Farm:** Still no news on rescheduled meeting of HIA Group. Wingmoor Farm Liaison Group – Tues 15/01: Cory more in the dock – also their applications, Grundon not to reveal details of their survey until public consultation; Stoke Road meeting (8/2); declaration of interests (openness, balance).
9. **Orchard House:** Mark Branton and Carey Watkins, Strategic Commissioning Manager, looking forward to meeting us at 5.30pm on 26th Feb.
10. **Flooding:** SARA Priority. Met with Clevecroft residents alongside P Taylor, Sat 2/2. County Officers are working (invariably alongside Borough colleagues) on various areas of concern – A435 (did try to clear culvert today), Stoke Road, Kayte Lane,
11. **Homelands:** Still personally unsure why there was a need to react to recommendations which have not finally been accepted and which (if consultation means consultation) could be overturned during the 12-week consultation period. Highly undemocratic.
12. **Power cuts:** Problem during recent windy weather – explanation from Allan Donaldson.
13. **Rooftop:** Next meeting 3rd March. Also planning another ‘walkabout’ before then.
14. **Highways Issues:** Minutes back from discussion with Station Road residents – I have added to them and reissued to residents; awaiting their OK before writing to Stan Waddington. Adie Boyes met with Mrs Vallance and me; also looked at raised manhole covers Stoke Park Close and missing bollard by Library/Community Centre. SSZ Meeting 29/1 – attended by Head and a number of parents – made a number of interesting points; passed them on to Martyn Midgley – we now await a start date! Closure of Stoke Road (4-15 Mar). resurfacing of Brockhampton Lane (not in the Cleeve division).

15. **Children's Centre:** Nigel is new librarian; Children's Centre should be up and running in April.
16. **Other 'Council' issues:** Post Office closures – huge impact throughout the County. Various questions asked at Council.
17. **Community Safety Conference, 25/01/08.** Well attended and considered by many to be very useful; did take the opportunity to say some good things about Bishop's Cleeve Parish Council!

Cllr Taylor asked Cllr Jones of the progress of the bollards in the library vicinity.

Cllr Lawrence asked Cllr Jones to look into the litter in the library vicinity.

08/25 Any other business at the Chair's discretion for information purposes only.

Cllr Mackinnon noted Cllr Hillier-Richardson comments regarding thanks to the Parish Council for funding for the JMC sports centre.

Meeting closed at 10pm

Signature.....dated.....

Bishops Cleeve Parish Council – Planning Committee

Minutes of meeting held at 6.30 pm on Tuesday 12TH February 2008

1. Attendance (chair), AL GJ, PT PL
2. Apologies noted VA
3. Minutes of previous meeting held on 22nd January 2008 agreed
4. Planning Applications received for consideration

Site Address	TBC ref number	Proposal	BCPC response
11 Acaia Park	08/00085/ful	Loft conversion	supported
23 Alverton Drive	08/00129/ful	Ist Floor side extension	supported
46 Crown Drive	08/00065/ful	New kitchen and garage extension	supported
74 Meadoway	08/00092/ful	Conservatory	commented
6 Snowhill Drive	08/00061/ful	2 nd floor extension over garage	supported
Tithe Barn	07/01429/ful	Erection of 2 storey side extension	Objections
Tithe Barn	07/01427/LBC	Erection of 2 storey side	objections
79 Tobyfield Rd	08/00044/ful	Erection of extension	supported
118 Tobyfield Rd	08/00091/ful	Ground /1 st floor extension & conservatory	objection

5. Decisions made by TBC/GCC - noted

Site address	Ref number	BCPC	TBC
20 Haycroft close	07/01737/ful	supported	permission
43 Bramble chase	07/01771/ful	Supported	permission
17 Berwick Road	07/01576/ful	No objections	permission
9 Jesson Road	07/01730/CLP	supported	Certificate of lawful use

6 Other notices noted

Consultation document re minerals core strategy was given PT to look at

Consultation on revised methodology.. Response sent to TBC noting that it is useful that an objective system for assessment is now in place
07/00587/ful Application withdrawn – erection 2 storey side extension.
84 Meadoway - noted

7.Village Design Statement - Cllr Taylor agreed to look at paperwork and bring back to Committee

8. Bovis planning gain- car park –noted response

9. Costa Coffee signs on front of tesco- Cllr Lawrence expressing concerns.
It was agreed to contact TBC to seek clarification

Any other business for information purposes only

Noted correspondence received from resident re Homelands farm

A new design top sheet would be considered.

The Meeting closed at 7.45 pm

Bishops Cleeve Parish Council – Planning Committee

Minutes of meeting held at 6.30 pm on Tuesday 26th February 2008

1. Attendance (chair), AL GJ, PT PL JP

2. Apologies noted VA

3. Minutes of previous meeting held on 12th February 2008 agreed

4. Planning Applications received for consideration

Site Address	TBC ref number	Proposal	BCPC response
12 snowhill drive	08/00148/ful	Conversion of garage	supported
Land at rear of 48 evesham road	08/00160/ful	Erection of bungalow and garage (original enclosed..BCPC objected)	objected
15 Wheatsheaf drive	08/00052/ful	Erection of single storey extension	supported
1 Streamside	08/00198/ful	First floor extension	supported
6 Willow park drive	08/00197/ful	Single storey kitchen extension(original enclosed ...BCPC commented)	supported

5. Decisions made by TBC/GCC -noted

Site address	Ref number	BCPC	TBC
15 Haylea road	07/01615/ful	Supported	permission
Land adjacent to 48 evesham road	07/01641/ful	objection	refusal

6 Other notices

Street trading consent – Tartaglias of Gloucester - noted

7. Any other business for information purposes only

VDS- Cllr Taylor reported to Committee

Update of Barn noted

Noted that Cllr Jackson will speak at Public Inquiry on 5th March on behalf of BCPC planning committee

Noted that Cllr Taylor will speak at Public Inquiry on 5th March as a Borough Councillor

The Meeting closed at 7.22 pm

Playground Committee meeting held on 14th February 2008 at 7.30

1. Present at meeting – Cllrs A Lightfoot, Stephens, Taylor, Habgood, Cooper and Peake

2. apologies noted from Cllrs Ayres

Public Session

Mr Richmond spoke regarding Finlay Way and urged the committee at its earliest convenience to visit the play area to see the hedge. He felt that it had been part of the planning conditions imposed that the hedge should be there.

Cllr Lightfoot responded that the plans to lower the hedge had been fully publicised and part of the consultation process.

3. The minutes of 16th January 2008 were proposed as a true record and all agreed.

4. Actions from previous meetings as reported by Clerk

- Waiting response from VAT experts
- Clerk to contact R Warwick re decision taken regarding his proposal.

5. Sports field update

Cllr Taylor distributed photographs taken to illustrate the use and proportions of the storage unit at the Astro compound. He confirmed that the photographs had been sent to TBC who would be visiting the site on 15th February 2008.

Bowls Club update. The Clerk and Cllr Taylor had visited the Bowls club to follow up reports of excessive damp under the floor boards. After discussion it was agreed to seek advice from O'Brien and Price, without prejudice. The Committee gave the Clerk to action this without referring back to the Committee.

Signs for sports field had been produced by Alderman Beresford. Clerk was instructed to action.

6. Millham road play area footpath. Clerk was instructed to write to Severn Vale Housing regarding the reinstatement of the footpath

7. Finlay Way play area. Cllr Taylor and the Clerk will visit the site to agree the satisfactory completion of the project. It was confirmed that the hedge has been cut, the playground was anticipated completion by 22nd February. It was agreed that location of bins would be discussed with Best Value Working Group. The clerk was instructed to ascertain the process necessary for a formal opening of the play area. The clerk was requested to follow up the traffic calming measures agreed with Glos. Highways.

8. Skate Park. Cllr Stephens reported that the meeting with the school council had been postponed. A meeting with the Head teacher of Bishops Cleeve Primary School had been arranged. Cllrs Taylor and Habgood agreed to assist with moving the project forward.

9. South Park. Cllr Habgood had arranged a meeting on site with PC Phil Russ and Martin Midgeley from Glos Highways to discuss access. It was agreed to discuss the preferred location of the play area at the meeting. Cllr Rawlings was to attend as Chair of Traffic and Highways committee.

10. Budget/Expenditure to date was noted by Committee

11. Glos Play Association subscription renewal was agreed by committee

12. The Shrubbery. It was agreed by the committee not to renew the current contract due for renewal from 1st March 2008. The clerk was instructed to write to present contractor. It was agreed to offer 52 hours a year to general handyman. A Budget of £50 was agreed for the replanting of the area where necessary. Cllrs were to replant some of the existing parish pump area into the Shrubbery land.

13. Section 106

The committee discussed the proposals for section 106 funding regarding play areas. It was agreed that Cllr Lightfoot would respond to TBC. The preferred option was for any future play areas to be installed by Developers to an agreed specification. It was agreed that the provision of utilities including water was requested for any new play areas.

14. Playground inspections. Handyman reported the path area at Millham Road play area. It was agreed that Cllr Cooper would attend a weekly inspection during March/April 2008.

15. There was no correspondence to report

16. Date of next meeting 13th March 2008. Cllr Stephens to Chair. Apologies received from Cllr Lightfoot.

Meeting Closed at 9.40 pm.

Signed Dated 13th March 2008

Allotment Committee meeting held on 28th February 2008 in the Parish Office

Present Councillors Habgood, Stephens, A Lightfoot, P Lightfoot and Taylor

Public Session – 5 members of the public attended

Points raised:

Clarification of dogs being allowed at the Allotments. It was confirmed that the tenancy agreement did not allow dogs to be brought onto the allotments, but the committee agreed that providing the dogs were under control on the owners' plot and did not cause a nuisance and any mess was cleared from the site, dogs would be permitted. The tenancy agreement will be reviewed to reflect this decision.

Concern was expressed that a more full discussion had not taken place at the full parish council meeting regarding comments from allotment holders regarding the rent increases for 08/09. Councillors' explained that Parish Councillors had sight of the allotment committee minutes and it was the role of the chair of the committee to answer any questions put by other Councillors'. It was also highlighted that the public session at the beginning of the Parish Council meetings was for members of the public to raise issues. Further confirmation was made that the Parish Council had historically agreed that the allotments should be self financing and that this was reinforced again during Parish Council Meetings held this year.

The Chair of the Committee explained the difficulty in attracting funding/grants for allotments.

Concern was expressed regarding rumours Parish Council wished to sell the land for redevelopment. It was again stated that the Parish Council did not own the land and that the Parish Council would do everything it could to keep the allotments. The best protection for the allotments was for the allotments to be a used green space with a thriving allotment community.

End of public session. Members of the public remained.

1. Election of Vice Chair to allotment Committee. Councillor Stephens was proposed by Cllr Taylor and seconded by Cllr P Lightfoot. All agreed and therefore Cllr Stephens was elected as Vice chair
2. Minutes of previous meeting.
Paragraph 7 – compost was a supplement material not an alternative
Paragraph 6 – spelling correction for Questionnaire
The minutes were then agreed as a true record and duly signed.
3. Matters arising for information purposes only
Notices distributed and responses recorded

A costing for a repairs to the fence had been received and would be discussed in the next financial year

Trees which had been planted along fence line had not come from local developer and further investigations were to take place

Stones to fill pot holes to be followed up by Cllr Habgood

Compost – 4 trucks loads to be delivered shortly at zero cost

4. Finance reports were presented to Committee by Clerk. Zero activity during February. The Committee noted that at the present time (Year to date) the allotment budget was overspent by £158. It was agreed that a narrative presentation of the year –end financial report for allotments would be placed on the notice board.
5. Inspection report was distributed to Committee and discussions took place over responses to notices and further action. The Clerk was instructed to contact plot numbers 26, 28, 31 and 25a to arrange a meeting with the Chair of the Committee. The Clerk would distribute notices (first time) and letters (second time) to those on the list. Cllr Stephens was asked to investigate the eviction process. It was noted that a hardstanding had been constructed next to plot 57 but due to circumstances no further action would be taken at this stage.
6. Future inspections were agreed for:
Cllrs Taylor and Stephens – 3/08 and Cllrs P and A Lightfoot 4/08
7. Infrastructure
Clerk was instructed to contact manure supplier re manure bays and deliveries- brought forward from previous meeting

Cllr Habgood offered to organise a stand at the Bishops Cleeve Carnival in June 08, with produce donated by plot holders, to promote the allotments to local residents. Any profits would be donated to the allotments.

Notice board map. It was agreed that Cllr Habgood would produce a copy of the map he had prepared for the notice board.

A schedule of works for 08/09 and 09/10 would be prepared by Clerk for the approval of the committee. The plot holders present at the meeting identified a need for the repair of the fence and track. Other items noted was for a look at the plumbing system, manure bays and rabbit control. Long term aims would be to consider provision of extra plots if there was still a need. It was also agreed to act upon their suggestion of turning off the water for the period November to March each year.

The tenancy agreement is being reviewed by Cllr Stephens and a draft copy would be emailed to the Chair.

Public left the meeting at 8.40 The meeting closed at 9pm

DRAFT PAYMENTS LIST :
Cheques 2783 to 2790

Vchr.	Cheq.	Cde.	Name	Description	Amount
781	2783	83	b holder	office clock and telephone	£15
780	2784	174	Npower	elec at sports field	£433
782	2785	270	k white	cleaning bus shelters	£70
783	2785	84	K White Esq.	cleaning office/steps parish pump/no.	£65
784	2785	276	K White Esq.	boards/memoria	£126
785	2785	64	K White Esq.	playgrounds weekly checks	£128
786	2785	173	K White Esq.	locking/unlocking astro	£28
787	2785	107	K White Esq.	install new bins/notice boards	£199
			Subtotal		£617
776	2786	75	Staples	stationery	£297
777	2786	73	Staples	Stamps	£53
			Tewkesbury Borough		
775	2787	255	Council	new barn construction costs	£9,808
			Tewkesbury Borough		
774	2788	290	Council	grant to JMC sports centre	£2,781
773	2789	291	Tithe Barn	grant to tithe barn committee	£23,000
			Rhodes		
281	279	63	Fencing	Fencing Nottingham Rd	£670
			British		
772	2790	73	Telecom	office telephone	£114
771	1711	82	Npower	office elec	£98
769	1712	181	D Walker	Ground Maintenance	£800
770	1713	181	dave lewis	Ground Maintenance	£800
			Inland		
766	1714	50	Revenue	paye/ni	£487
			Inland		
767	1714	51	Revenue	paye/ni	£185
765	1715	174	STWA	Water at pavillion	£358
			Premiere		
764	1716	184	Products	cleaning supplies at pavilion	£14
			Rhodes		
763	1717	66	Fencing	gate at finlay way	£325
			Commutaports		
762	1718	103	Ltd	notice board	£282
			Cleeve		
761	1719	83	Supplies Ltd	sundry supplies	£22
760	1720	85	Scribe 2000	accounts software licence	£245
			Public Works		
759	1721	250	Loan Board	loan interest for new barn	£11,265
				TOTAL	£52,586

Clerks Report
Dates for diaries
Parish Assembly 12th March 2008 at Community Building 7.30pm
Planning 11th and 25th March
Traffic 20th March
Playgrounds 13th March
Best Value after planning on 11th March
Allotments 27th March
Police 10th march
Community Building 25th March

Correspondence received
Consultation re Bus 528 Cheltenham to Alderton via Bishops Cleeve
Invitation to an evening reception regarding recent changes within the Army
Letter of thanks from BC Chamber of Commerce re Christmas Lights 2007 and Income and Expenditure Account

Parish Assembly arrangements

Date 12th March 2008 in Community Building
Agenda to include Guest Speaker – Mark Branton
Main agenda item -Issues of the social care of the elderly in Gloucestershire
Chairs of Committees are requested to send an electronic version of their annual report to the clerk asap if not already done so.

Borough Councillor Report from Phil Taylor - Cleeve St Michael's

Ceri Jones and I met with local residents from Clevecroft Avenue to discuss the summer flooding and the steps being taken by the various agencies responsible for drainage. Chris Pike, Head of Commercial Services at Tewkesbury Borough Council, explained that a Land Drainage Engineer had been appointed and together with GCC will conduct a thorough review of the drainage systems running through Bishop's Cleeve. As the first part of this review a computer model will be produced and any video or photos of the flooding will be invaluable in helping this process. All material supplied will be returned. Please Contact Chris Pike at TBC or any Borough Councillor for further details.

I made written objections to the revised Homelands Farm planning application held on 5th February 2008 as I was unable to attend in person due to a previous commitment. The Planning Committee confirmed its previous decision "minded to refuse". The Planning Inspectorate hearing the Taylor Wimpey appeal will be holding a session at Bishop's Cleeve Primary School on 5th March 2008 and I intend to again speak against the application.

I have attended an Executive Committee meeting and a meeting of the Improvement Board that is driving the efforts of Tewkesbury Borough Council to get out of Voluntary Engagement.

The Viability, Vulnerability and Vitality survey, intends to hold a workshop for those interested on Wednesday 19th March between 6.30pm and 8.30pm. The survey is designed to assess the economic activity in Tewkesbury, Bishop's Cleeve and Winchcombe and to advise on how these economies can be nurtured and allowed to develop. Attendance is by invitation only and if you'd like to attend please contact me as soon as possible. The workshop will be held in Bishop's Cleeve.

Unfortunately due to family illness I was unable to attend the full Council meeting on 21st February 2008 where the Borough Council element of the Council Tax was sent with an increase of £4.33 for Band D properties. The Council also confirmed that Cllr Brian Calway will be Borough Mayor for 2008/9 with Mark Williams as Deputy Mayor.

