

BISHOPS CLEEVE PARISH COUNCIL

**Minutes of the Parish Council meeting held in the Tithe Barn on
1st November 2007 at 7.30pm**

Public Session

Phil Clapham - Bishops Cleeve Youth Club representative updated the Council on the Detached worker programme working with groups. He is now the Youth Worker for Winchcombe and Bishops Cleeve.

The youth club now has football and netball teams.

He updated the Council on recent vandalism/theft from the Community Building.

He requested that monies budgeted for the youth club, be released.

The Council asked that he put the request in writing.

Some residents of Blackberry Grove attended the meeting and Mr Watson and Ms Agg spoke on their behalf. Points raised included:

- Forms now forwarded to Council from 20 residents expressing concerns.**
- Concerns that the Council does not have contingency plans for vandalism/un-sociable behaviour**
- Request for consideration to be given to provide parking spaces on the grass area**
- Possible victimisation of residents who report/intervene in un-sociable behaviour situations at other play area**
- Questioned whether Health and Safety Regulations had been taken into account**

Cllr Taylor identified himself as The lead Councillor for the project.

Cllr P Lightfoot responded to the comments made as Chair of the Playgrounds Committee in that:

- There had been over 3 hours of debate with the residents at the public consultation event and that the feelings of the residents have been taken into account. Plans were being drawn up by preferred contractor.**
- At the 3 other play areas in Bishops Cleeve, there are no issues regarding parking but if there were issues then discussions would take place with the Highways Department at Gloucestershire County Council.**
- Vandalism issue was difficult at Nottingham Road due to the play area not being overlooked. The play equipment surface**

was to be different at Finlay Way and Tewkesbury Borough Council had confirmed that the proposed site was in a good location.

- Confirmed that on the issues of parking, the Council wished for people to walk to it and not to be encouraged to drive to the play area.

Cllr Beresford (vice-chair of playgrounds) informed the residents of the historical context of the site

Cllr Badham reported that residents come to him to ask for it and that they felt there was a desperate need for it.

Cllr Rawlings (Chair of Traffic) stated that the Traffic Committee can not be blamed if the residents feel there is no strategy in place for parking/traffic, as the Committee spends hours working for the benefit of the public. Enforcement was now passing to the Local Authority.

Cllr Peake responded to the issues raised regarding Nottingham Road Play area and stated that the incidents referred to, had taken place before the play area had been built as the specific incident had taken place 2 to 3 years ago.

Cllr Ayres asked if there were any difficulties on the open space at the present time. The residents reported some youths were sleeping under the hedges sometimes.

The Clerk re-affirmed from the minutes of the previous playgrounds committee meeting that it had been agreed to publish and widely distribute the plans when available and agreed by the Committee.

Cllr Beresford informed the residents and Council that the Committee had met with the preferred Contractor on site and had taken into account the views of the residents.

Cllr Ayres closed the public session at 8pm and the residents left the meeting.

- 1. Present at the meeting were : Cllr Ayres(Chair) P Lightfoot, A Lightfoot, P Taylor, J Habgood, M Beresford, J Peake, C Lawrence, T Mackinnon, P Richmond, J Stephens, P Badham**
Also present were Borough Councillors J Richardson, S Hillier-Richardson and County Councillor C Jones
- 2. Apologies were noted from Cllr Jackson**

07/166 Minutes of the meeting held on 4th October 2007 were proposed by Cllr Lightfoot as a true and accurate record, seconded by Cllr Taylor and all agreed

07/167 There were no matters arising

07/168 Draft minutes and updates from Committees and working groups were presented to the Council from:

Allotments- Cllr Richmond

- Starter plots created**
- Ragwort Clearance completed**
- Rents were being collected in**
- Survey to allotment holders to be sent out**
- Annual Inspection to take place on 3.11.07**
- Budget to be discussed on 8.11.07**

07/169 Community Building – Cllr P Lightfoot

- Recent break in target was the Youth Centre**
- Committee were looking at security measures**
- Cllr Badham asked if the deficit of receipts to payments would be an ongoing situation**
- Cllr P Lightfoot responded that the hire charges had been increased at the last meeting and there was no reason to believe that there was any serious financial difficulties.**

07/169 Employment Group update- Cllr Ayres

- Confirmed that the decision to replace RFO with a clerical assistant had been taken**
- The position of the Clerk had been reviewed and made permanent**
- Cllr Rawlings asked what the duties of the clerical assistant would be**

- Cllr A Lightfoot stated that there would be formalised job descriptions and duties agreed.
- Cllr Ayres informed the Council that there had now been confirmation of national pay agreement increase in the sum of 2.475% backdated to April 07 for all Local Authority Employees.

07/170 Planning Committee: Cllr A Lightfoot

- Pan Pizza licence application meeting had been attended and the licence approval given but the formal notification had not yet been received
- Homelands Farm response from Councillors was needed and an email had been sent with details of dates etc
- Cllr Peake raised concerns over Developer notices on lamp-posts as not being placed in the highest footfall areas. The plans for Homelands Farm were available in Bristol and Cllr Peake would look at them on behalf of the Council. Cllr Richmond proposed that the Clerk contact Tewkesbury Borough Council to convey the concerns of the Council.
- Cllr Lawrence queried the planning application for Pan Pizza's relocation.
- Cllr A Lightfoot informed the Council that sometimes the address is not accurate and investigations were currently underway.
- Cllr Lawrence expressed concern regarding the sign at the above outlet. Cllr Lightfoot stated that the Council was following the matter up with Tewkesbury Borough Council
- Cllr Jones reported that residents had expressed concerns regarding the lay bye on the A435 and stated that the Local Authority had changed the surface and access with intention to be able to work in fields near to Farriers Reach.
- Cllr Lawrence noted that the plans for the rear of 2- 8 Mill Parade had been amended.
- Cllr Lightfoot responded that the Planning Committee had expressed concern with regard to Parking and the shape of the canopy.

07/171 Playing Fields Committee- Cllr P Lightfoot

- Cllr Lawrence asked what the results of the public consultation regarding Finlay Way had been.

- The Clerk referred Cllr Lawrence to Page 17 of the papers for the meeting.
- Cllr Richmond informed the Council that he had been assisting the residents with speed guns.
- Cllr Jones informed the Council that Gloucestershire Highway officers will be attending the Finlay Way site and Parish Councillors would be invited to meet with the officers.
- Cllr Hillier-Richardson noted that the Police had recommended the site as an ideal location for a youth shelter.
- Cllr Taylor responded that a youth shelter had been considered but that the Council had been advised by PC Russ that a very long consultation process would be needed
- Cllr P Lightfoot informed Council that the lease for Kayte Lane had been due for renewal, but based on changes that it felt would be detrimental to the Parish Council, the Playgrounds Committee had chosen not to renew the lease and that GCC had been informed.
- Cllr P Lightfoot informed the Council that following the July Floods effecting the Cheltenham Road opposite GE Aviation, a quotation had been sought to clear the ditch at the Sports field site. The quotation received was in the region of £6k and was outside the budget of the sports field. A request was made for the Council to vire monies from the Contingency sum held by the Parish Council. After discussions, the Clerk was instructed to contacted GE Aviation to seek a contribution. Cllr Beresford proposed that the Council authorise the work at the Sports field and Cllr Richmond seconded the proposal. All Agreed.

07/172 Traffic Committee update Cllr Rawlings:

- Cllr Rawlings informed the Council that he had attended two GCC Highways meetings including response to flood damage and another meeting to update the continuity of the Stakeholder Manager.
- Points raised by Cllr Rawlings and Cllr Jones included the footpath at Kayte lane and the Grangefield school safety zone
- Cllr Rawlings had also attended a meeting with Tewkesbury Borough Council regarding the Civil Parking enforcement . Concerns expressed included : the staffing levels needed to operate the scheme in Bishops Cleeve, the public perception that it was a scheme driven by money, as if it was successful

- there would be no revenue coming in, The need for the road markings to be present before enforcement could be actioned unless there was an obstruction which would involve the police. Cllr Rawlings stressed the 14 day appeal period was very important and if appeals were not lodged within the 14 day period, fines would be increased.
- Street signs in Harpfield Road were being considered with assistance from Tewkesbury Borough Council.
 - The proposed budget would be discussed at the Committee meeting on 15th November 2007.
 - The cleaning of bus shelters were being done very successfully by K White and Cllr Rawlings would recommend that the Committee renew the contract at the end of November 2007.
 - Stagecoach Manager had been invited to attend the Traffic Committee meeting on 17th January 2008.
 - The traffic committee shared the concerns of the planning committee regarding the proposed Homelands Farm development.
 - Cllr Badham asked the Committee to note that metal strips had been removed from the bus shelter in Church Road. Cllr Rawlings responded that action had been taken to have the metal strips replaced on the bus shelters where necessary.
 - Cllr Richmond presented a Road Safety report.

07/173 Sports field users group report: Cllr Beresford: Noted

07/174 Newsletter- Cllr A Lightfoot

- Cllr Habgood informed the Council that the Newsletter had gone to the printers. A copy was available on the prototype web site
- Cllr Beresford congratulated Cllr Habgood on the excellent prototype website
- Cllr Rawlings asked if the new paypoint site had been put in the newsletter. Cllr Habgood said it had not at the present time, but could be put on the prototype website.

07/175 New Barn update: Cllr A Lightfoot

- Current situation is that the design incorporates a first floor with a lift. It was confirmed that there was no extra money available from the Parish. Documents were to be signed by the parties in November 2007.

07/176 Finance Schedule

Cllr Taylor proposed and Cllr Beresford seconded that the Finance Schedule be accepted. A majority agreed

07/177 Budget to date expenditure comparison would be provided by Clerk in future

07/178 Clerk set out the process for preparing the 08/09 budget and precept request. Namely that individual committees were in the process of agreeing a budget request that would be collated and presented to all committee chairs and financial monitoring councillor on December 10th/11th and after any recommendations had been taken into account, the Clerk would present the budget/precept request report to full Council for consideration at the January 2008 meeting. There were no objections.

07/179 Clerks Report.

Actions raised from previous meeting were noted as completed

Dates for diary were noted

It was agreed that the Community Building committee meeting would be rearranged for 20th November instead of 27th November.

It was noted that Bishops Cleeve Primary school would be holding a firework display on November 2nd.

The Clerk reported the contents of a letter received from a local resident asking for recognition of the hardwork done by Cllr I Hatton.

Cllr A Lightfoot noted that the Council recognises the hard work done over many years by Cllrs' I Hatton, P Hatton and M Taylor.

07/180 Section 137 donations as agreed by the Council

- Cllr Jones updated the Council on the funding situation for the bicycle requested for the PCSO. It was confirmed that funding would be forthcoming from the Police Authority sources.**
- Cllr P Lightfoot noted from the recent Police Liaison meeting that a suitable bicycle had been identified and training was awaited.**
- Cllr Beresford asked that the Clerk inform the PCSO of the Council's decision.**

07/181 Vacancy on Parish Council

Cllr Beresford proposed and Cllr P Lightfoot seconded that the Parish Council formally declare a vacancy. All Agreed

07/182 Gardening Competition

Cllr Badham informed the Council that funding was being sought by the Chamber of Commerce. It was intended to link the Gardening competition with the summer carnival on the 2nd Sunday in June 2008.

07/183 Borough Councillors' reports

Cllr Richardson report available and distributed at meeting

Cllr S Hillier Richardson report available and distributed at meeting

Cllr Richmond report available and distributed at meeting

Cllr Taylor report available

07/184 County Councillor reported on the following points

- **Grundon Application**
- **Flooding regarding Milham Road residents**
- **Churchfields new cable now installed**
- **Roof top minutes now available in Parish Office**
- **School Safety Zone and bollards by Library**
- **Gloucestershire County Council are following up the situation of the footpath at Homelands Farm**
- **Children Centre work at Library commencing 6th November**
- **Orchard House meeting should take place end of November**

07/185 Any other business at the discretion of the Chair that does not require decisions to be taken.

Cllr Richmond raised concerns over security at the Community Building

Cllr Badham informed the Council of the total sum raised at the summer fair and that Father Christmas would be visiting Bishops Cleeve on 17th November.

Meeting Closed at 10pm

Date of next meeting December 6th 2007

Signed