

WHITESHILL & RUSCOMBE PARISH COUNCIL

Clerk: Mrs Julie Shirley, 60 Hawk Close, Abbeydale, Gloucester, GL4 4WE Tel: 07941 171805

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**Minutes of Parish Council Meeting held on
Thursday 12th March 2009 at 8.00pm at Whiteshill Village Hall**

Present: Councillors Gerri Kimber (Chair), Rebecca Charley (Vice-Chair), John Rogers, John Mutton, Peter Hood, Greg Dance, Michael Lakin, Steve Tomkins, Julie Shirley (Parish Clerk)

Apologies: Councillor Louise Scott (family commitments)

Members of the Public Present: None

870/03/09 Declaration of interest in items on the agenda

None.

871/03/09 Approval of the minutes of the Parish Council meeting held on 12th February 2009

The minutes of the Parish Council meeting held on 12th February were approved and signed by the Chair.

872/03/09 Chair's announcements

Chair announced that the Mobile Police Station was coming to Whiteshill Playing Field Car Park on Sunday 15th March, 10am to midday.

873/03/09 Parishioners' ten minutes

None present.

874/03/09 Report from County Councillor The Councillor was not at the meeting.

875/03/09 Report from District Councillor

An update from Councillor Booth was read out by the Clerk. Topics included:

- Ward Name Change – it is now with SDC's legal department for discussion
- District Council's Core Strategy – consultations are taking place over the next few months
- Brook and flood groups meeting held in February – next meeting to be held on 30th March.

876/03/09 Receive and consider reports from the Officer of the Council

Clerk's Report previously circulated to councillors.

Report on important correspondence

1. Letter from GCC – Public Footpath MWH10 Modification Order 2008. Information only letter concerning the modification order. No action needed.
2. Email from BT – Request to now sign payphone adoption agreement. Clerk to email the agreement to the councillors for review and add to next meeting agenda.
3. Letter from Marie Lee – various items – footpath MWH10, grit bins, handrail replacement. No action needed.
4. RoSPA inspection reminder – due in April. No action needed.

877/03/09 Finance and formal notices

It was resolved to pay the following in accordance with the budget:

Cheques:

1.	Steve Marshall	Village Maintenance	£104.76
2.	Jonas Pollard	Logo Competition Winner	£25.00
3.	Ironcrafts	Balance of Railings repair	£1799.60

(postdated to April and will be held by the Clerk until the work has been satisfactorily completed).

Direct Debit / Standing Order:

1.	Village Hall	Rent of venue	£24.00
2.	Inland Revenue	PAYE	£68.81
3.	Julie Shirley	Clerk	£275.24

It was resolved to accept Steve Marshall's quote for the Footpath Clearance contract at a cost of £320 (proposed by Councillor Rogers, seconded by Councillor Kimber and agreed by all).

It was resolved to accept Steve Marshall's hourly rate for Village Maintenance for 2009/10 at a cost of £11 per hour (proposed by Councillor Kimber, seconded by Councillor Dance and agreed by all).

Report on current financial position

The Clerk circulated the balance sheet and bank reconciliation as at 28th February 2009.

878/03/09 Street Clean-up

SDC are due to send information out soon. If it arrives in time, we will publicise in the Warbler.

879/03/09 Parish and Town Council Forum

Feedback from SDC Meeting

Councillor Rogers attend the Planning session. There has been a recent change in the planning law. For advice, contact SDC.

Councillor Kimber attended the evening session. Parish plans and emergency plans were discussed. SDC are providing £4k of funding to parish councils to help them put together emergency plans. Councillor Kimber agreed to write a short article for the Warbler on emergency plans.

SDC are holding a meeting for GrantNet search facility on 12th May.

SDC are offering money to set up Community Composting. Councillor Charley suggested this be discussed at the next playing field working party meeting.

880/03/09 Crime and Disorder Report

The broken goalpost has been reported to the police. The council discussed the football club's use of the playing field. Clerk to contact the club secretary to request a fixture list.

881/03/09 Playing Field Working Party

Notes of the latest working party meeting were circulated to the parish council.

Councillor Rogers reported that a company making signs had offered to do the "No unauthorised vehicles beyond this point" sign free of charge with the order of "20 is plenty" signs.

The working party suggested displaying a sign detailing “Playground Rules”. Clerk to find the copy of byelaws from December 1991. Clerk to contact the handyman to see if the lock on the metal notice board can be replaced.

A quote had been received for the surfacing of the boules area to turn it into a basketball court. It was approximately £3.5k. Councillor Rogers has looked into the Biffa Award funding and parish councils are not eligible to apply, so the council are unable to proceed with the larger plan. Clerk to send an update to Councillor Booth.

Councillor Charley will prepare the National Trust grant application for the Orchard information board. Councillor Hood will take a photo of the Orchard to be used in the information board. Councillor Charley will provide a list of the trees to the gardening club at the school so that they can make name tags for each tree.

Councillor Hood has spoken to HMP Leyhill about extending the drainage soakaway in the playing field. HMP Leyhill are going to look at the project and provide an estimate of how much drainage length is required.

Clerk noted that the new railings on Ruscombe Road will need a top coat of paint which HMP Leyhill could do when we next engage a work party.

Member of the Gloucestershire Playing Fields Association was considered. Membership costs £50 and members are able to apply for small grants. Councillor Charley proposed we join, Councillor Rogers seconded, all in favour. Clerk to complete the application form and raise a cheque to be signed at the April meeting.

882/03/09 Notice Boards

The council considered the notice boards in the brochure provided. Clerk to find out if the notice boards are made from a sustainable wood (FSC approved). The council preferred the 9xA4 size notice board in the oak Lintern style, cost approximately £700. Clerk to find out other quotes for the same size notice board. Clerk to put Notice Boards on the April agenda to approve purchase.

883/03/09 Allotments Working Party

Councillor Dance gave an update on the latest meeting. The landowner is looking into the lease agreement needed, and would like the parish council to help with legal costs. There has been discussion of setting up an Allotments Association. Councillor Rogers suggested that the Allotments Association would be eligible to apply for Biffa Award funding, the Clerk gave funding details to Councillor Dance. The working party are meeting with the landowner again in April.

884/03/09 Emergency Planning Working Party

Councillors Kimber, Charley, Rogers, Dance and possibly Councillor Scott (Clerk to confirm) expressed willingness to be members of the working party. A meeting was set for 26th March (after the Planning Committee meeting).

885/03/09 Public Rights of Way Committee – footpaths and highways

The parish council had met and toured the parish and noted down proposed locations for new grit bins and also the “20 is plenty” signs. The map of locations was given to the Clerk to send to Highways for approval.

Approval of “20 is Plenty” signage

Councillor Rogers circulated the design of the sign quotes had been received for:

Councillor Hood proposed a wording amendment. Councillor Mutton seconded. It was agreed that

if Highways approve the word change then signs will be ordered with the amendment. If Highways don't approve the word amendment then signs to be ordered as originally planned. Councillor Rogers to order the 16 signs:

£695+VAT plus additional £120 erection fee (Stroud signs). Council discussed this and agreed that it was beneficial to have the signs put up properly. Councillor Rogers to negotiate the fitting charge. Proposed by Councillor Mutton and seconded by Councillor Rogers, all agreed.

Stickers for recycling boxes sized 162x208mm quoted at £283+VAT for 500. Clerk to check original sticker quote received last year for comparison price. It was proposed by Councillor Rogers and seconded by Councillor Kimber that the stickers for the recycling boxes are purchased in principle, pending information from Clerk. Majority vote agreed.

Clerk to send an update to Randwick Parish Council.

Approval of Grit Bin replacement and locations

Wooden grit bin design has already been approved by Highways. Councillor Tomkins has negotiated with Hailey Wood Sawmill that a discount would be applied if we ordered 6 bins, Councillor Rogers proposed we order the 6 bins plus 2 wooden planters (priced at £100 each), seconded by Councillor Charley, all agreed. Clerk to order the grit bins and planters for delivery to Councillor Charley's address. The wooden grit bins will replace ones at the Church Bus Stop, War Memorial, Highfield Road, the old Police Houses, Victory Road Bus Stop, and outside Woodcutters Arms.

Street Lighting

The street lights identified for part-night operation will have their lighting units changed week commencing 16th March.

The Clerk also advised the council that the A46 would be closed on Sunday 26th April to allow Highways to remove a diseased tree. The diversion will take traffic through Whiteshill. The Clerk was requested to inform PCSO Lynch to monitor traffic speeds that day.

Parking

The parish council noticed some obstructive parking in Ruscombe during their tour of the parish. The Clerk was requested to write to the vehicle owner and ask them to park elsewhere.

886/03/09 Planning and Environment Committee

S.09/0274/COU – Woodcutters Arms, Whiteshill

The parish council wish to support this application.

887/03/09 Report from the Whiteshill School Governor

Councillor Mutton reported that the design for the sensory garden had been received. The school have also looked at quotes for box planters to go on the school railings. Councillor Mutton confirmed that the school would like to give a presentation to the parish council at the July meeting.

The parish council discussed a return to 7.30pm meeting time, with the July meeting possibly starting at 7pm. Councillor Rogers will talk to Mrs Bremerkamp about our revised meeting time.

888/03/09 Approval of Logo Design

The parish council voted on design number 4 of the ones submitted previously by Keith Bates. Clerk to let Mr Bates know and request a jpeg version of the logo and clarify copyright.

889/03/09 Consider attendance at forthcoming external meetings for which the clerk has received details.

The Clerk had previously circulated a list of External Meetings and Training dates to all councillors. Particular attention was drawn to the training evening on Councillors' Legal Responsibilities. Councillor Charley suggested we invite GAPTC to provide a training session to the parish council in October to update the whole council on legal responsibilities.

890/03/09 Dates of next meetings

Planning Committee Meeting – Thursday 26th March 2009, 8pm at Whiteshill Village Hall.

The Emergency Planning Working Party will need following the Planning Meeting on 26th March.

Full Parish Council Meeting – Thursday 9th April 2009, **7.30pm** at Whiteshill Village Hall.

The Chair declared the meeting closed at 10.00pm.