

HAMFALLOW PARISH COUNCIL

Meeting at Vale View Meeting Room at Cattle Country

Thursday 21st May 2018

7.30 pm

AGENDA

Public Discussion – 20 minutes

Public Discussion time is the part of the meeting that gives the opportunity for members of the public to bring to the Council's attention any issues of concern or interest

County and District Councillors have the opportunity to give their reports

1. Opening of Meeting
2. Apologies
3. Election of Chair
4. Election of Vice Chair and Outside Committee Representatives
5. Approval of Minutes of previous meeting
6. Planning:
 - a. Planning Decisions
 - b. Any declarations of Interest
 - c. New Applications

S.18/0963/ADV – TCS Coutry Supplies- Installation of 2 facia signs (1 illuminated, 1 non illuminated) and 10 other signs (including 1 illuminated totem sign)

S.18/0896/FUL – Cattle Country Adventure Park – Proposed New catering Facilities for Adventure Park, comprising of dining area, 2 party rooms, kitchen and food preparation and storage areas

S.18/0941/HHOLD – 1 Elmtree Villa, Wanswell – Loft Conversion

S.18/0961/FUL - Glebe Cottage, Halmore – Installation of two glamping pods and demolition of redundant stable block
7. Clerk/Committee Reports – see attached
8. Expenditure/Budget Review – see attached
9. Correspondence – see attached
10. Parish Verge Cutting – To retrospectively agree to the contact with GCC Highways and Mr D Davies Contractor for year 2018/2019
11. National Salary Award 2018 -2019 – see attached

To agree to implement the 2018 – 2019 National Salary Award to all staff employed by Hamfallow Parish Council, which have been agreed between NALC and SLCC

To consider making a pay increase to all staff employed by Hamfallow Parish Council backdated from 1st April 2018.
12. Audit and Accounts 2017/2018
 - o Internal Auditor Report - sent by email
 - o Certificate of Exemption
 - o Approval of Accounts for 31st March 2018 – see attached
 - a) Section 1 - Annual Governance Statement 2017/18 – see attached
 - b) Section 2 - Accounting Statements 2017/18 – see attached
13. Review Standing Orders and Financial Regulations – sent by email
14. To note Highways/Public Rights of Way/Bridleways Reports
15. Grit Bin – Jubilee Way
16. Items for next meeting/Any other Business
17. Next meeting of Hamfallow Parish Council is Thursday July 5th 2018 at the Vale Meeting Room, The Barn, Cattle Country.

Minutes of
Hamfallow Parish Council Meeting
Thursday 24th May 2018 at 7.30pm
At Cattle Country, Berkeley Heath

Present: Cllrs: Heather Priestley (Chairman)
Steve Chandler
Liz Lane
Jerry Fowler
John McStea
Bill Payne
Caroline Child (Clerk)
County Councillor Brian Tipper
District Councillor Craig
District Councillor Jones

Public Discussion – 20 minutes

County Councillor Tipper, District Councillors Craig and Jones exchanged information with Councillors regarding the Hamfallow Parish

1. Opening of Meeting:

Cllr Priestley (Chair) welcomed everyone to the meeting

2. Apologies:

Councillors Hamblin gave his apologies

3. Election of Chair:

Cllr Priestley was duly elected as Chairman of the Hamfallow Parish Council

To accept the declaration of acceptance of office for the Chairman

The declaration of acceptance of office for the Chairman was duly accepted

Election Of Vice Chair and Outside Committee Representatives:

Vice Chair: Cllr Fowler

Berkeley Burial Committee Reps: Cllr Hamblin and McIntyre

Parochial Trust Rep: Cllr Priestley

Berkeley Grammar School Rep: Cllr Chandler

Snow Warden: Cllr McStea

Magnox SSG Rep: Cllr Chandler

Public Rights of Way Rep: Cllr Payne and McStea

Tree Warden: Cllr Payne

Highways/Road Safety Rep: Cllr Fowler

Community Safety Officer: Cllr McStea and Fowler

Rural Transport & Heath Rep: Cllr Priestley

Parish Plan Reps: Cllr Chandler, Lane and Fowler

Website Co-ordinator – Cllr Lane

4. Approval of Minutes of previous meeting:

Minutes of the previous meeting held 8th March 2018 were read and verified by Cllr Priestley (Chair)..

5. Planning:

- a. Planning Decisions - noted
- b. Any declarations of Interest - none
New Applications

S.18/0963/ADV – TCS Coutry Supplies- Installation of 2 facia signs (1 illuminated, 1 non illuminated) and 10 other signs (including 1 illuminated totem sign) – no objections from parish council

S.18/0896/FUL – Cattle Country Adventure Park – Proposed New catering Facilities for Adventure Park, comprising of dining area, 2 party rooms, kitchen and food preparation and storage areas – no objections from parish council

S.18/0941/HHOLD – 1 Elmtree Villa, Wanswell – Loft Conversion – no objections from parish council

S.18/0961/FUL - Glebe Cottage, Halmore – Installation of two glamping pods and demolition of redundant stable block – recommendations made regarding this application from the parish council

6. **Clerks Report /Committee Reports/:** noted

Berkeley Burial Committee: Cllr Hamblin and McIntyre attended

Berkeley Parochial Trust: Cllr Priestley attended

SSG – Cllr Priestley attended

Severn Voice – Cllr Priestley and C Child (Clerk)

7. **Expenditure/Budget Review:**

It was agreed to approve the expenditure and the budget review.

8. **Correspondence:** - Severn Voice – The council agreed to join the Severn Voice a group of local parish councils which meet twice yearly to discuss issues arising within the parishes.

9. **Parish Verge Cutting:**

It was agreed retrospectively to the contract with GCC Highways and Mr D Davies Contractor for year 2018/19

10. **National Salary Award 2018 -2019:**

It was agreed to implement the 2018/19 National Salary Award.

It was agreed to backdate the National Salary Award to 1st April 2018

11. **Audit and Accounts 2017/2018:**

Internal Auditor Report

The report from the Internal Auditor was duly noted and it was agreed that no action was necessary at this time

Certificate of Exemption

The council agreed to a Certificate of Exemption

Approval of Accounts for 31st March 2018

It was agreed to approve the accounts to 31st March 2018

a. Section 1 - To approve the Statement of accounts for Hamfallow Parish Council

It was agreed to approve the Statement of Accounts for Hamfallow Parish Council

b. Section 2 - To approve the Annual Governance Statement for Hamfallow Parish Council

It was agreed to approve the Annual Governance Statement for Hamfallow Parish Council

12. **Review Standing Orders and Financial Regulations:**

The council reviewed the Standing Order and Financial Regulations no changes were made

13. **Highways/Public Rights of Way/Bridleways Report:**

The four street lights at Wanswell are still not working after being out of action for over 6 months due to delays from Western Power Distribution. The clerk had spoken to Bee Patrick at Skanska, Paul Helbrow at GCC Highways, County Councillor Tipper and District Councillor Craig.

14. **Grit Bin:**

The clerk was instructed to look into having a Grit Bin at Jubilee Way.

15. **Items for next meeting/Any other Business:**

The chair Cllr Heather Priestley formally closed the meeting at 9.29pm.

The next meeting of Hamfallow Parish Council is Thursday 5th July 2018 at 7.30pm at Vale View Room, The Barn, Cattle Country.

Signed:.....

Dated:.....