

ALDERTON PARISH COUNCIL

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DRAFT MINUTES: of a Parish Council meeting held in Alderton Village Hall, Alderton, on Tuesday 18 October 2022 commencing at 7pm.

PRESENT: Parish Councillors: Dennis Rayton (Chairman) Nicki Broderick, Keith Page. Yasmin Shaikh and Mike West

In attendance: Ruth Waller, Locum Clerk
Borough Cllrs. Jim Mason and John Murphy
County Cllr. David Grey

221018/01 To receive and consider apologies for absence and confirm the meeting is quorate.
Apologies were received from Cllr. John Kettle.
The Clerk confirmed that the meeting was quorate.

221018/02 To receive comments from members of the public
The following issues were raised at the meeting:

- Is there a bylaw preventing caravans being parked in front of homes?
This was not a matter for the Parish Council, and more a dispute between neighbours. Resident would be urged to seek legal advice.
- The bench in Cambridge Square was in need of repair.
Action: Cllr Page to attend to this bench.
- Resident's comments relating to the minutes of last meeting.
Action: Clerk to clarify the Council's actions relating to the ivy to the resident.

221018/03 To receive Declarations of Interest in items on the agenda
Cllr. Page declared an Interest in Item 20 as a family member is a candidate for the Clerk vacancy.
Cllr. Rayton has a dispensation in place in relation to allotments (Item 13).

221018/04 To receive further information in relation to an Annual Celebration Event for Alderton and agree actions
A resident had been invited to provide further information to the Council on this proposal. Due to the absence of the speaker, this matter was deferred to the next Council meeting.

221018/05 To confirm and sign the minutes of the Parish Council meeting held on 22 September 2022
The content of the minutes were approved and duly signed by the Chairman as a correct record.
Any inaccuracies within Appendix B would be corrected following the conclusion of the scrutiny of the accounts.

221018/06 To receive the Clerks Report
The Clerk's Report had been circulated to Members prior to the meeting and its contents noted.

221018/07 To receive details of decisions made under delegated authority since the last meeting on 22 September 2022
None

221018/08 To receive a report from the Borough Councillor
Borough Cllr. John Murphy provided a detailed update to Council including:

- **Complaints:** In 2021 a member of the O&S committee suggested moving to a system that the NHS had been using for some time.
This is the 4C's system:
 - Compliments
 - Comments

- Concerns
- Complaints

Complaints are now at a level that is less than a third they were 4 years ago with just 30 justified complaints during 2021-22.

The detailed “Have Your Say” report can be found at:

<https://www.tewkesbury.gov.uk/audits-and-performance>

- **Tewkesbury Leisure Centre:** O&S recently received a presentation from “Places Leisure” – a company that runs Tewkesbury Leisure Centre.

For example, in 2016, 500 children were being taught swimming at Cascades – since moving to the Tewkesbury Leisure Centre this figure has increased to 1500 – a 200% increase. This is after shutting the Centre due to COVID restrictions.

In terms of demographics: Ashchurch, Teddington and Alderton use the facility just as much as Tewkesbury Town and Beckford. These three groups individually use the leisure centre at just over 18% Each.

Their intention is to reach out to the whole of Tewkesbury Borough.

They intend to have:

- A greater social media presence
- Publicise their facility within newly established housing developments
- Continue to use Tewkesbury Borough News etc.

Future Plans to generate income include:

- Development of a “Party Offering”
- Designated Group Cycling Studio
- Virtual Studio Offering
- Soft Play Structure

- **Review of Council Plan Performance Tracker (Quarter One 2022/23) by Overview and Scrutiny Committee on 6 September 2022.**

The O&S committee noted the performance management report which was mostly positive.

The report only relates to Q1.

Significant accomplishments include:

- The delivery of the solar panel canopy
- Approval of the Tewkesbury Borough Plan
- Support to the successful Tour of Britain women’s cycle event
- The rollout of carbon literacy training.

- **Processing of planning applications:** The processing of planning applications had improved from the previous year. However, specific targets have yet to be achieved. So, a workstream within the Development Management Review will look at existing targets to see if they:

- Remain realistic
- Align with national targets

A positive is that it was reported that:

- Three team leaders have now been recruited
- Interviewing for a Chief Planning Officer recently took place

The negative side of this is that:

- Two of the team leader posts were filled internally
 - There is therefore the need to backfill these senior planner posts
- Due to the shortage of permanent staff within the department, several contractors are working within the team to help deliver the service.

- **Planning application tracker**

The Business Transformation Team remains on target to provide a tool that would help customers track the progress of planning applications.

- **Electric charging points**

An Electric Vehicle Infrastructure Strategy was being taken to the Climate Change and Flood Risk Management Group to support the roll-out of electric vehicle charging points within the borough.

Since Gloucestershire County Council had an on-street charging strategy it was important to ensure there was no duplication.

- **Non-designated heritage assets**

The Head of Development Services confirmed that the Parish Councils had been actively engaged regarding non-designated heritage assets. She also said that most of the work had been done.

The list will shortly be published on the Tewkesbury Borough website.

- 221018/09 To receive a report from the County Councillor**
County Cllr. D. Grey provided Council with an update including:
- Dispute with Stagecoach. Some rural services had been cancelled due to problems recruiting drivers.
 - Investment Zone: County Council were taking the lead to roll-out joined-up transport links. More sustainable community transport using existing infrastructure.
 - Joint Core Strategy expires in December. It was noted that this could impact current planning applications proposed for Alderton.
 - The construction of Junction 9 had been postponed.
 - Parish Council encouraged to apply for Build Back Better funding.
- 221018/10 Planning**
- a) [To consider 22/00998/FUL | Full planning application for the erection of 56 dwellings with associated infrastructure and amenities along with demolition of an existing dwelling on land to the west of Willow Bank Road, Alderton | Land Behind 52 To 74 Willow Bank Road Alderton](#)
COUNCIL RESOLVED to object to this application.
Action: Cllr. Broderick to send a holding objection to the case officer.
- b) [To consider 22/00901/FUL | Variation of condition 2 of 19/00772/FUL to allow minor alterations to the layout of plots 8, 9, 10, and 11, parking arrangements for plots 9 and 10, amendments to the accommodation schedule and associated minor amendments to the internal layout of the dwellings and elevational alterations. Including the provision of one M4\(3\) accessible dwelling and one M4\(2\) dwelling as required by the original s106 agreement. | Land Parcel 0088 Willow Bank Road Alderton Tewkesbury Gloucestershire](#)
Council had questioned some of these details directly to the Planning Officer
- c) **To consider Community Infrastructure Consultation in relation to Planning Application 22/00624/OUT and agree actions**
No details had been obtained relating to this Consultation. Item deferred to next meeting.
Action: Cllr Page to contact Anj Patel in relation to this matter and invite to the next Parish Council meeting.
- d) **To consider letter from Bruton Knowles in relation to proposed Residential development of Land to the South of Beckford and agree actions**
COUNCIL RESOLVED to acknowledge receipt of the letter and to request further information on their proposed methods of Public Engagement.
- e) **To receive update report on the CALA homes development and any other Planning Matters**
As stated in Item 10b
- 221018/11 To receive update on the Community Right to Bid application for the Oakhill School Playing Field and agree actions**
Clerk reported that the submission for the Community Right to Bid could be made at any time.
The Community Team at Tewkesbury Borough Council were looking at the existing paperwork relating to this bid and would report back to the Clerk with next actions.
- 221018/12 Finances – documents circulated prior to the meeting**
- a) **To consider Clerk’s request for part-funding of an Allotment Management Training course (£178+VAT for APSC members, £289 + VAT for non-members)**
COUNCIL RESOLVED not to part-fund the Clerk’s attendance at this Allotment Management training. No vote was taken.
- b) **To complete an Internal Controls check**
The internal Controls form would be completed following final scrutiny of the cashbook.
- c) **COUNCIL APPROVED** the October Payments list (Appendix A)
The following receipts were noted:
- Interest: 0.81
 - Eon Next Energy (FIT): £118.53
 - Allotment/shed rent: £262.50
 - Precept: £9250
- d) **COUNCIL APPROVED** the bank reconciliation for 30 September 2022. (Appendix B)
- e) **COUNCIL RECEIVED** the budget monitoring report.
COUNCIL AGREED, that prior to approval of the budget monitoring report, a final scrutiny of the Accounts would be completed by Cllrs. Page and Kettle.

- 221018/13 Allotments**
- a) **To consider software package for future Allotment management administration and agree actions**
COUNCIL RESOLVED not to pursue this software at the current time.
 No vote was taken.
- b) **To consider any other matters relating to the Allotments and agree actions**
 Clerk confirmed plot 102b had now been let along with shed no.6.
- 221018/14 To discuss future of the Village Newsletter and agree actions**
 No volunteers had come forward to support the future publication of the newsletter in its current form. **COUNCIL AGREED** to have one final recruitment drive via the October newsletter and Social Media. The Clerk confirmed that she had enrolled for newsletter training organised by GAPTC on the 26 October.
- 221018/15 To receive update on Traffic Assessment survey and agree actions**
 The Clerk had submitted a funding application form for a Traffic Survey following an action from the previous Council meeting.
COUNCIL AGREED that this was no longer required as residents were satisfied following the inclusion of an article placed in the September newsletter.
 Action: Clerk to cancel funding request.
- 221018/16 To note any Highways matters raised and agree action**
 Item deferred to next meeting.
- 221018/17 To consider any matters relating to the Changing Facility and Playing Field and agree actions**
 Item deferred to next meeting.
- 221018/18 To note agenda items for the next Parish Council Meeting**
 None raised at the meeting.
- 221018/19 To resolve that due to the sensitive nature of the business about to be transacted, the public and press will be excluded from the meeting for the following agenda item:**
RESOLVED
 10.35pm Clerk and Cllr. Page left the meeting.
- 221018/20 To receive update in relation to the vacancy of Clerk and RFO and agree actions**
COUNCIL AGREED that the interview panel would consist of four Councillors.
 The times and details of the interview process were also discussed.
 It was also **AGREED** that interview panel would make the final decision and inform the other councillors of their decision of successful candidate.

The Chairman concluded the meeting at 11pm.

Next Parish Council Meeting: **15 November 2022, 7pm** in the Village Hall. (Please note change of time).

These draft minutes are subject to approval at the next Parish Council Meeting

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 Chairman

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 Date

2022/23 Meeting Dates: - 15 Nov, 13 Dec 2022
 17 Jan, 21 Feb, 21 March, 18 April, 16 May, 20 June, 18 July, 15 Aug, 19 Sep, 17 Oct, 21 Nov and 19 Dec 2023.

APPENDIX A

October 2022 Payment Schedule:

Payee	Details	Net amount	VAT	Total	Purpose	Authority
Southern Electric	DD	£7.16	£0.35	£7.51	Phone box electricity (Defib) 2.5.2020 - 1.6.2020	PHA 1936, s,234
EDF Energy	DD	£17.00	£0	£17.00	Changing Facility electricity – September payment	LG(MP)A 1976 s.19
B & W Hire Ltd	FPO	£88.00	£17.60	£105.60	Toilet hire (Allotments) 24.8.22 – 30.9.22	LGA 1972 s.111
Water Plus	FPO	£42.89	£0	£42.89	Water Supply: Allotments	LG(MP)A 1976 s.19
Gloucestershire CC	FPO	£625	£0	£625	Allotment Rent	SHAA 1908,ss 23,25

Receipts received:

- Interest: 0.81
- Eon Next Energy (FIT): £118.53
- Allotment/shed rent: £262.50
- Precept: £9250

APPENDIX B

ALDERTON PARISH COUNCIL

BANK RECONCILIATION

Period to: 30th September 2021

Lloyds TSB Current & Deposit A/cs		£	£
Balance per Treasurers Acc	30th September	3486.91	
Balance per Business Acc	30th September	27468.12	
			30955.03
Less:			
outstanding/unpresented cheques	0	0.00	
	0	<u>0.00</u>	
			0.00
Reconciled balance			30955.03
Cash Book Summary			
Opening balance 1.4.21			17272.34
Add: receipts to date		26256.85	
Less: payments to date		12574.16	
			30955.03
Cash Book balance			30955.03