

ALDERTON PARISH COUNCIL

Locum Clerk: Ruth Waller, Copperfields, Colman, Temple Guiting, GL54 5RT
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MINUTES: of a Parish Council meeting held in Alderton Village Hall, Alderton, on Tuesday 15 March 2022 at 7.30pm.

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

In attendance: Ruth Waller, Locum Clerk

- 1. To receive and consider apologies for absence and confirm the meeting is quorate.**
None. All Councillors present. Borough Cllrs. Murphy and Grey had sent their apologies. The Clerk confirmed that the meeting was quorate.
- 2. To receive comments from members of the public**
An email had been received from a member of the public in relation to Agenda Item 9. This would be discussed at that item.
- 3. To receive resignation of Cllr. Hughes and agree actions**
Council noted the resignation of Cllr. Hughes and thanked her for her participation as a Member of the Parish Council especially as the Allotment Representative.
Action: Clerk to notify Tewkesbury Borough Council (TBC) of the vacancy.
- 4. To receive Declarations of Interest in items on the agenda**
Cllr Rayton declared an Interest relating to Agenda Item 12 – allotments.
- 5. To confirm and sign the minutes of the Parish Council meeting held on 15 February 2022**
Details relating to the Borough Councillors were incorrect. The minutes would be corrected and signed at the next Council meeting. No other issues were raised relating to their content.
- 6. To receive the Clerk's Report**
The Clerk's Report had been circulated to Members prior to the meeting and its contents noted. There was no further update on the new roller.
Correspondence relating to a 20mph campaign was noted, no response required.
Thanks were again given to Cllrs. Kettle and Page for completing the installation of the notice boards.
- 7. To receive a report from the Borough Councillor**
No report had been received.
- 8. To receive a report from the County Councillor**
No report had been received.
- 9. To consider response to concerns raised for children's safety outside the school and agree actions**
The Clerk had spoken to the Headteacher of Oak Hill Primary School about this matter. He stated that, although he was aware of the issue, he was unable to respond to either the Parish Council or the parent as this matter was now being dealt with by the school Governors. He did confirm that the children were not insured if they were on the school premises.
The parent had been advised to take the matter up with the County Council.
Action: Clerk to write to the Headteacher to request a response to this matter.

10. Planning

a) To consider the following Planning Application

[22/00027/CONDIS | Application for approval of details subject to Conditions 3 \(floor levels\) and 9 \(SUDS\) of planning permission 19/00772/FUL. | Land Parcel 0088 Willow Bank Road Alderton Tewkesbury Gloucestershire](#)

COUNCIL AGREED to submit the following comment relating to this application:

Alderton Parish Council raise concern over the foul water and drainage system in this application.

This does not appear to have been covered in the documents submitted.

b) To receive update report on the CALA homes development

Following discussion with Tewkesbury Borough Council (TBC), CALA homes had agreed to revert the top Eastern corner to the original layout. Clerk recommended that a new layout plan was requested, prior to final agreement by Members.

Action: Clerk to contact TBC to request a revised plan layout for the non-material application.

COUNCIL AGREED that it was happy with the scheme, although it was noted these were now 3 bed units rather than the 5 bed units originally proposed.

c) To receive an update on other Planning Matters

The proposed change to the Speed Restriction was discussed. Members expressed concern over potential damage to the bridge.

COUNCIL AGREED to recommend that the B4077 was used as the main access route.

11. To consider a response to the following Public Consultation - Local Heritage List Selection Criteria for Tewkesbury Borough. Supplementary Planning Document and Consultation Statement Consultation

COUNCIL AGREED no response was required to this Consultation.

A brief update was provided relating to the remaining proposals from the Parish Council for the Heritage List, i.e., the Pillboxes and Milestone.

12. Allotments

a) To consider allocation of sheds and cost of rent to allotment holders

Further consultation was required with the Allotment holders relating to the shed allocation.

COUNCIL AGREED that the rent for a shed would be £50 per annum.

It was noted that one coat of the Rustic green paint had now been applied to the new sheds and that the guttering was in place.

b) To consider any other matters relating to the Allotments and agree actions

Due to the resignation of Cllr. Hughes a new Allotment Representative was required. In the interim period, all allotment issues would be dealt with by the Chairman and the Clerk.

13. To note any Highways matters raised and agree actions

A historical invoice was discussed. There was a vast discrepancy with what had been estimated and the final invoice the Council had received.

COUNCIL AGREED to pay the first invoice for £1,000 providing the Contractor could justify the difference.

The review of Flooding matters was also now due.

Action: Chairman to contact GCC Highways to discuss various outstanding work.

14. To consider any matters relating to the Changing Facility and Playing Field and agree actions

Tewkesbury Athletic had expressed an interest in using the football pitch. They are currently liaising with other users to establish the feasibility of multiple teams sharing the pitch.

COUNCIL AGREED to arrange a one-off, end-of-season clean for the Changing facility.

15. To receive update regarding the play inspection volunteers

See Clerks Report.

16. To receive update on Planter for the War Memorial and agree actions

A quote for the planter had not been received. A draft plan was shared for the location of proposed planters. Permission would be required from GCC Highways Department before the Planters could be placed in situ.

17. Finances

a) The following payments were approved:

Payee	Details	Net amount	VAT	Total	Purpose	Authority
Southern Electric	DD	£6.84	£0.34	£7.18	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 – May payment	LG(MP)A 1976 s.19
Water Plus	FPO	TBC	£0	TBC	Millennium Copse water supply 25.3.20 - 4.6.20	LGA 1972 s.111
BENCE & Sons Ltd	FPO	£4.41	£0.88	£5.29	Allotment Shed Materials	SHAA 1908, ss.23, 25
BENCE & Sons Ltd	FPO	£2.75	£0.55	£3.30	Allotment Shed Materials	SHAA 1908, ss.23, 25
BENCE & Sons Ltd	FPO	£19.80	£3.96	£23.76	Allotment Shed Materials	SHAA 1908, ss.23, 25
BENCE & Sons Ltd.	FPO	£51.36	£10.27	£61.64	Allotment Shed Materials	SHAA 1908, ss.23, 25
Tamsin James	FPO	£111.40	£0	£111.40	Clerks Salary	LGA 1972, s112 (2)
Ruth Waller	FPO	£580.00	£0	£580.00	Locum Clerk Salary	LGA 1972 s112 (2)
HMRC	Chq	£134.00	£0	£134.00	TAX on Locum Clerks Salary	LGA 1972, s.111
A+E Fire + Security	FPO	£85.90	£17.18	£103.08	6-month Inspection- Changing Facility	PHA 1936, s,234

COUNCIL APPROVED the NJC Salary award for the previous Clerk, backdated to 1st April 2021.

It was noted that the Water Plus account was changing to monthly billing.

Action: Clerk to clarify the difference this will make to the Councils payments and request if the billing arrangement can remain the same for the Parish Council.

The following receipts were noted:

- E-on (Feed-In £14.12
- Allotment rent: £14.12 + £23.00
- Alderton FC: £60
- Cheltenham FC: £30
- Interest: 0.22

b) To approve the bank reconciliation

The bank reconciliation had been circulated to Members prior to the meeting. It was approved and signed by Cllr. Shaik. (Appendix A). The balance per Treasurers Account on 28 February 2022 was £12,086.95 and the Business Account was £15,121.60.

The budget monitoring report had also been circulated to Members prior to the meeting. (Appendix B)

23. To review banking arrangements

Clerk had commenced initial investigation to Unity and Barclays bank. Insufficient information was available for Cllrs. to decide at this meeting. The item was deferred until the next council meeting.

24. To note agenda items for the next Parish Council Meeting

- To receive report from PCSO Teresa Hirions
- To consider allocation of sheds to allotment holders
- To allocate vacant allotment plots to those on the waiting list
- To approve the GAPTC membership subscription for 2022/23

The Chairman concluded the meeting at 10.35pm and thanked everyone for their attendance.

Next Parish Council Meeting: **19 April 2022, 7pm** in the Village Hall. (Please note change of time).

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Chairman

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Date

2022 Meeting Dates: - 19 Apr, 17 May ,21 Jun,19 Jul, 16 Aug, 20 Sep,18 Oct, 15 Nov, 20 Dec

APPENDIX A

ALDERTON PARISH COUNCIL

BANK RECONCILIATION

Period to: 28th February 2022

Lloyds TSB Current & Deposit A/cs		£	£
Balance per Treasurers Acc	28th February	12086.95	
Balance per Business Acc	28th February	15121.60	
			27208.55
Less:			
outstanding/unpresented cheques			
		0	0.00
		0	<u>0.00</u>
			0.00
Reconciled balance			27208.55

Cash Book Summary

Opening balance 1.4.21		20363.91
Add: receipts to date	26670.24	
Less: payments to date	19825.60	
		27208.55
Cash Book balance		27208.55

APPENDIX B

BUDGET v ACTUAL as at 28 February 2022

2020/21 £	2021/22 £	Detail	Actual £	Difference £
Actual	Budget	Receipts	Actual	Difference
20395	17487	carried forward	20364	2877
17600	17600	Precept	17600	0
2657	2062	Allotment rents	836	-1227
20	280	Changing Facility Receipts	700	420
286	286	Grass Verges	286	0
6	3	Interest	2	-1
9884	0	S106 play pitches	0	0
0	0	S106 play facility	833	833
557	270	Solar Receipts	320	50
1116	0	Other funding/grants	3412	3412
3899	2980	Vat reclaim	1700	-1280
56420	£ 40,968	Total income	£46,054	5086
		Payments		
7638	7638	Staff Salary	6365	1273
583	600	Admin Expenses	559	41
260	360	Audit	260	100
360	425	Insurance	445	-20
88	120	Hall Hire	108	13
510	800	Grass Verges	825	-25
4021	3900	Playing Field Maintenance	1264	2636
10349	0	Playing Field - Pitches S106	0	0
0	0	Playground Improvements S106	0	0
0	1920	Play Area Repair Reserve	0	1920
0	0	Changing Facility - solar	0	0
0	500	Mower Replacement Reserve	0	500
3451	1347	Changing Facility - maintenance	1073	274
1250	1250	Allotments - GCC rent	1250	0
662	600	Allotments - water etc	400	201
896	4943	Allotments - maintenance	3684	1259
148	300	Village Assets - maintenance	0	300
393	425	Subscriptions	115	310
50	675	Training	100	575
35	35	Data Protection	35	0
0	3000	Professional Fees Reserve	0	3000
73	170	Village Communications	278	-108
0	50	Defibrillator	0	50
0	500	B4077 Road Safety	0	500
1275	4000	Planning Reserve	544	3456
110	200	IT Equipment	109	91
0	0	S137	0	0
70	96	Phone Box electricity	71	25
0	5000	General Reserve	100	4900
3837	2114	VAT paid	1319	795
36059	£ 40,968	Total Expenditure	£18,901	£ 22,067
		Balance in hand	27153	