

# Alderton Parish Council

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## Minutes of the Parish Council Meeting held at Alderton Village Hall on Tuesday, 19 March 2024 commencing at 7.00pm.

**Present:** M Davies (Acting Chair), J Kettle, N Broderick, M West, P Woodman, D Rayton  
**Attendance:** Parish Clerk and 1 member of the public, Borough Cllr Mason

- 240319/01 To elect a Chair and sign Acceptance of Office Form**  
**COUNCIL RESOLVED** that Cllr Davies be elected for Acting Chair with immediate effect. Proposed by Cllr Broderick and seconded by Cllr West. Cllr Davies accepted the position and signed Acceptance of Office.
- 240319/02 To accept apologies for absence and confirm the meeting is quorate**  
Apologies received from County Cllr Gray and Borough Cllr Madle
- 240319/03 To receive Declarations of interest for items on the agenda below**  
Declarations were received from:  
Cllr D Rayton for **240319/08d** - 22 St Margarets Rd  
Dispensation Cllr Woodman - Allotments
- 240319/04 To receive comments from members of the public - no decisions will be made on issues raised. Items requiring decisions will be added to the agenda for the next meeting**
- The Chair from the Alderton Allotment Association gave the following report:  
The AAA plans to plant six native trees along the Western boundary of the APC hedge to create a wildlife habitat and windbreak. The trees will have minimal impact on residential views and require minimal maintenance. This was raised at the recent AGM to consult with plot holders.  
**ACTION** Clerk to contact Cllr Gray for potential funding
- 240319/05 To confirm and sign the minutes of the Parish Council meeting held on 20 February 2024**  
The minutes of the meeting held on 20 February 2024 were **AGREED by COUNCIL** and signed by the Acting Chair.
- 240319/06 To receive the County and Borough Councillors' reports**  
Cllr Madle sent a Borough Council report, see Appendix A .
- Cllr Mason gave a Borough Council report and informed the council of the following:
- TBC agreed to raise council tax by £5 per annum (Band D)
  - £300k funding available to boost borough's cultural, historical, heritage and energy efficiency for community facilities.
- 240319/07 To receive an update on maintenance of Parish Council Assets:**
- a. Benches**  
Currently awaiting better weather for maintenance and repair work of the benches  
Quote received for replacing the concrete slab outside the village hall is £350 (ex VAT)  
**Council AGREED** to this quote to spend from the village asset maintenance budget
  - b. Speed Sign (VAS)**  
**COUNCIL AGREED** to defer this item until the April meeting
  - c. Review the repair quotes for the old village shop and agree actions**  
Three quotes have been received.  
**ACTION** Cllr Woodman to submit the Severn Trent Community funding application  
**ACTION** Clerk to contact TBC Community funding officer to explore grant funding opportunities such as the cultural funding grant
  - d. Painting the external cladding of the changing facilities**  
**ACTION** Cllr Woodman offered to create a working party to treat the external cladding. To wait for better weather.  
**COUNCIL NOTED** that the roof of the bunker has rusted and is letting in water and will need to be addressed.
  - e. Flooding reported across the village**  
**ACTION** Cllr West to contact Dumbleton estate to see if they are aware of the increased volume of water entering the village

These minutes have not yet been approved by Parish Council

Openreach manhole overflowing outside the school gate could cause potential problem accessing the school

**ACTION** Clerk to raise complaint on behalf on APC on the Openreach website.

**240319/08 To discuss planning application and agree actions**

Reference	Location	Description	Update
a. 22/00624/OUT	Land east of St Margarets Drive, Alderton	Outline Planning application for the demolition of 16 St Margaret's Drive and the erection of up to 55 dwellings, associated infrastructure, landscape and biodiversity enhancements, all matters reserved except for access to St Margarets Drive	Pegasus Planning consultant has contacted APC. Consultation meeting for initial plans <b>ACTION</b> Clerk to respond and organise dedicated meeting parish councilors after Easter
b. 22/00998/FUL	Land Behind 52-74 Willow Bank Road Alderton	Full planning application for the erection of 48 dwellings with associated infrastructure and amenities along with demolition of an existing dwelling on land to the west of Willow Bank Road, Alderton	Decision notice has been issued <b>ACTION</b> Cllr Broderick to review decision notice and timescales
c. 23/00204/FUL	Land at Dibden lane, Alderton	Proposed rural exception site comprising 26 affordable homes and associated works	Technical paper has been submitted as advised by Highways consultant Awaiting archeological reports <b>ACTION</b> Cllr Broderick to follow-up
d. 23/00720/FUL	Land Adjacent To 22 St Margarets Road Alderton	Proposed dwelling and altered access	No update
e. 24/00053/FUL	18 Beckford Road	Replacement porch	<b>COUNCIL AGREED</b> to no response

**240319/09 To agree or note matters relating to the Playing Field and Changing Facility**

- a. Play area inspections
  - i. Council noted that the play surface patch repair, bash plate replacement and repaired hydraulics system on the self-close gate have been completed. Invoice to be made in March payments.
- b. Awaiting two further quotes for fencing off the play area. Separate quote required for the reprofiling of the mound.  
**ACTION** Cllr Davies to chase quotes
- c. New mole hills have been reported  
**ACTION** Cllr Kettle to follow-up with treatment between football matches
- d. Four companies were approached for the tender of the grass cutting and maintenance of Playing field. Two quotes were received. Quotes were based on 14 grass cuts April to October.
  - 1) £2047.58 (inc VAT)
  - 2) £3924 (inc VAT)

**Council AGREED** to contractor 1) quote of £2047.58 based on their reliability from the previous year to deliver a good standard of work at a rate which is in line with the 24/25 budget. Clerk to check the 22% increase from previous year is correct.
- e. **Council noted** that TAFC will not be renewing their hire agreement for the playing field and changing facility for the 2024/25 season.

**240319/10 To agree or note Allotments Matters**

- a. **To consider Severn Trent Community funding application**  
Cllr Woodman circulated application document prior to the meeting.  
**Council AGREED** to the funding request  
**ACTION** Clerk to contact GCC to complete consent form and forward supporting documents to Cllr Woodman
- b. **To receive update on allotment hedges and consider actions**  
Two quotes have been received for cutting back boundary trees and to chip all arisings.
  - 1) £240 (inc VAT)
  - 2) £450 (plus VAT)

**COUNCIL AGREED** that company 1) £240 (inc VAT) was more cost effective for the allotment maintenance budget  
**ACTION** Clerk to appoint company 1)

**COUNCIL AGREED** to pay for diesel costs for grass maintenance on the allotment site. Receipts must be submitted to the Clerk for council approval.

**ACTION** Cllr Woodman to communicate to volunteers

- c. **Plot 22 inspection** – Cllr Woodman and Cllr Rayton carried out the plot inspection and reported that the Loral hedge had been improved  
**ACTION** Clerk to email plot holder

**240319/11 Finances** – documents circulated prior to meeting

- a. To record income received up to 29 February 2024 and approve the March 2024 Payment List  
**COUNCIL APPROVED** the March 2024 Payments list and payments since the last meeting.

**COUNCIL AGREED and APPROVED** that the Clerk has achieved annual performance targets and will progress an annual wage increment on the NALC pay rates. Pay rate of SCP 22 to start from 1st April 2024.

**February receipts received:**

Date	Source	Purpose	Amount £
02/02/24	Plot 7B	Allotment rent	25.00
02/02/24	Tewkesbury Athletic FC	Pitch hire (Feb)	125.00
08/02/24	Plot 23B&C	Allotment rent	30.00
09/02/24	Lloyds Bank	Bank Interest	19.11
09/02/24	Lloyds Bank	Bank Interest	19.70
14/02/24	Plot 16B	Allotment rent	10.50
23/02/24	HMRC	VAT reclaim (Apr – Sept)	717.51
27/02/24	Plot 16C	Allotment rent	21.00
<b>TOTAL</b>			<b>967.82</b>

**Payments made since last meeting**

Chq no	Payee	Description	Amount	VAT	Total value
DD	SSE Energy	Electricity for phone box	13.06	2.61	15.67
FPO	London Hearts	Defibrillator	750.00	0.00	750.00
				<b>TOTAL</b>	<b>765.67</b>

**March Payments list**

Chq no	Payee	Description	Amount	VAT	Total value
DD	EDF Energy	Electricity for changing facility	45.00	0.00	45.00
FPO	C Bridges	Clerk's salary – March 2024	725.66	0.00	725.66
FPO	HMRC	NI & Tax on Clerk salary - March	196.73	0.00	196.73
CHQ	K. Romain	Allotment rent reimbursement	20.00	0.00	20.00
FPO	Greenfields	Playing area equipment repairs	694.20	138.84	833.04
FPO	PATA	Payroll (Jan, Feb, Mar)	31.05	0.00	31.05
FPO	We Build It Ltd	Service of Bio-Pure sewage treatment system	320.00	64.00	384.00
FPO	Highways Advice Ltd	Highways Planning Consultant – technical note	840.00	0.00	840.00
				<b>TOTAL</b>	<b>3,055.48</b>

- b. To review the renewal of the service contract for Bio-Pure 5 sewage treatment system  
**COUNCIL AGREED** to the renewal of the service contract for Bio-Pure 5 sewage treatment system

- c. To approve bank reconciliation  
**COUNCIL APPROVED** the bank reconciliation (Appendix B) for the current state of accounts 29 February 2024

Current Account balance = £ 1318.30  
Deposit Account = £ 17863.44  
Business Account (CIL) = £ 18138.46  
High Interest Saving Account CIL (3.6%) = £60,000.00  
High Interest Savings Account CIL (2.95%) = £30,063.14

**COUNCIL NOTED** that statements for the high interest Savings Account CIL (2.95%) are not available through online banking and would be received by post for the previous month.

- d. To receive the budget monitoring report  
**COUNCIL NOTED** the budget monitoring report (Appendix C)

- e. To consider expenditure items for S106 and CIL monies and agree actions  
**ACTION** Clerk to process S106 claim for £833.04 for the playing field repairs

**240319/12 To receive an update on the community consultation for Section 106 and CIL priorities and agree actions**  
**COUNCIL NOTED** we are currently awaiting a response from GRCC.

**240319/13 To receive an update on the Strategic and Local Plan and agree any actions**  
Once the feedback has been reviewed it will be used to shape the next stage of the SLP, called 'Preferred Options'. Consultation on the Preferred Options is programmed for early 2025 and will include feedback on this draft plan, a preferred strategy, potential site allocations and draft policies.  
**ACTION** Clerk to upload APC response to the APC website

**240319/14 To receive an update on the Tewkesbury Garden Communities meeting and agree any actions**  
Cllr West attended the TGC meeting. The Charter had been taken to TBC meeting and had been adopted. The presentation delivered was the same as what was delivered at the SLP briefings. Issues regarding transport and flooding have yet to be addressed. Next meeting 3/4/24.

**240319/15 To discuss Community Right to Bid application of the School Playing Field and agree actions**  
TBC have requested additional evidence to support the bid, no physical evidence (photographs & posters) are available.  
**ACTION** Clerk to respond with a more detailed account of how the school field is used  
**ACTION** Cllr Kettle to communicate with the school about the fence and broken gate

**240319/16 To discuss the use of the gov.uk domain for the Parish Council**  
**Council AGREED** to add the additional gov.uk domain. It was also **agreed** that having the councilors photographs on the website would be of benefit.  
**ACTION** Clerk to action and to explore setting up council emails addresses

**240319/17 To note agenda items for next meeting 16 April**

- Document review: Risk management scheme
- Councillor photographs to be taken for the APC website
- Flooding

Meeting closed at 21.45 pm. Date of next Meeting: 16 April 2024 commencing at 19.00pm, in Alderton Village Hall.

.....  
Chairman

.....  
Date

**2024 Meeting Dates:** 16 Apr, 21 May, 18 Jun, 16 Jul, 20 Aug, 17 Sept, 15 Oct, 19 Nov, 17 Dec

## APPENDIX A – Report from Borough Cllr Madle

### TBC Council Decisions:

- to raise council tax by £5 per annum (Band D)
- To agree in principle to follow forthcoming Government guidance to raise council tax on second and empty homes. This was a split vote with some of us feeling there wasn't enough information yet on how this could be enforced so whilst I agree in principle I did abstain as I would have liked more detail and felt this was being rushed through unnecessarily since the guidance has not yet been published.
- To raise the upper age of eligibility for care leavers exemption or discount from 21 to 24. It was also mentioned that the council will be looking to have a more joined up approach to care leaver support with a more cohesive package of support in future rather than each council service working independently
- Approved a number of growth budget items including the appointment of a young people's engagement officer into the budget.

### Council Plan Consultation:

- Feedback was generally positive and encouragingly 1/6 of responses were from 16-24 year olds because the council proactively went into some sixth forms to consult. This is the first time the council has consulted on a 4 year plan and hopefully as consultation becomes more normal engagement will increase. The draft plan is being brought to April's council meeting.

### HOSC (Health Overview and Scrutiny):

- We heard from the NHS trust regarding their response to the panorama programme about Maternity services. HOSC have asked to call in independent bodies who have reviewed Gloucestershire's data and also to follow up on progress on the recommendations from the case reviews later this year. The new Chief Exec described the service as 'improving, not improved yet'.
- Following Winchcombe Surgery's recent public statement it was helpful to have a presentation by the Gloucestershire Local Medical Committee who represent GPs in Glos. They said the funding gap is significant - between 60-90% of general practice budgets is spent on staffing yet Govt funding assumes 44% leaving GPs to find the shortfall. In addition there are now 20% more appointments being offered in Glos than in 2019. The GMC recommendations are 1600 patients per full-time GP, in Glos this is on average 1850. I asked the ICB what was being done to support these practices and was told they are supporting with Accountants and budget setting and other practical support. But the point was made that current funding doesn't allow GPs to provide the General Practice that patients are looking for. We'll get further updates at HOSC later in the year.
- South West Ambulance NHS Trust update showed that response times are still higher than in Jan 2021 - average 10.3 mins for Cat 1 and 35.4 mins for Cat 2. Tewkesbury lies in the middle range of the county and slightly higher than national average for Cat 1 and slightly lower for Cat 2. There's clearly a rural issue in response times so SWAST are increasing the number of double crewed ambulances in rural areas and increasing the number of first responders from 95 to 100, plus working with BASICS who provide doctor support to paramedics at the scene.
- We had an update on CAMHS (Children and Adolescent Mental Health Services) statistics that was requested at a previous meeting and heard that over 500 young people are still waiting for CAMHS treatment (this hasn't changed in the last quarter) and yp's mental health is still declining so HOSC is setting up a working group to review CYP mental health in the county and this will be added to the work plan.

## APPENDIX B

Period to: 29 February 2024

<b>Lloyds TSB Current &amp; Deposit A/cs</b>		£	£
Balance per Treasurers Acc	29 February		1318.30
Balance per Business Acc (CIL)	29 February		18138.46
Balance per Business Acc	29 February		17863.44
High Interest Savings Acc	29 February		60000.00
High Interest Savings Acc	31 January		30063.14
Internal Transfer:			
Less:			
Outstanding/unpresented cheques			
<b>Reconciled balance</b>			<b>127,383.34</b>

### Cash Book Summary

Opening balance 1.4.23 (inc CIL)	31429.98
Add: receipts to date	115256.86
Less: payments to date	19303.50
<b>Cash Book balance</b>	<b>127,383.34</b>

## APPENDIX C

## BUDGET v ACTUAL Year 23/24

2022/23	2023/24 Financial Year			
Actual £	Budget £	Receipts	Actual £	Difference £
17272.34	14033.6	Carried forward	31430	17396
18480	19040	Precept	19040	0
2543.66	2500	Allotment rents	1869	-631
420	800	Changing Facility Receipts	1306	506
286.44	270	Grass Verges	0	-270
51.32	100	Interest	806	706
13987.93	89891.38	CIL/S106 play pitches	89891	0
572.76	0	S106 play facility	0	0
261.04	270	Solar Receipts	323	53
2403	0	Other funding/grants	0	0
2289.01	2500	Vat reclaim	2021	-479
<b>58567.8</b>	<b>129,405</b>	<b>Total income</b>	<b>146,687</b>	<b>17282</b>
		<b>Payments</b>		
8132.02	8000	Staff Salary	6389	1611
1168.04	0	HMRC	1876	-1876
282.91	500	Admin Expenses	383	117
444.9	500	Audit	458	42
519.09	575	Insurance	574	1
411.28	500	Hall Hire	414	86
340	825	Grass Verges	420	405
1640.21	2100	Playing Field Maintenance	2478	-378
0	0	Playing Field - Pitches S106	0	0
0	0	Playground Improvements S106	120	-120
0	1920	Play Area Repair Reserve	0	1920
0	0	Changing Facility - solar	0	0
0	500	Mower Replacement Reserve	0	500
1339.85	2000	Changing Facility - maintenance	1547	453
1875	1250	Allotments - GCC rent	1250	0
544.01	550	Allotments - water etc	333	217
3706.3	500	Allotments - maintenance	812	-312
2102.62	0	Village Events		
802.78	500	Village Assets - maintenance	558	-58
582.1	500	Subscriptions	295	205
304.27	500	Training	45	455
35	50	Data Protection	35	15
0	3000	Professional Fees Reserve	0	3000
61.45	0	Village Communications	0	0
95.15	100	Defibrillator	0	100
0	500	B4077 Road Safety	0	500
0	3456	Planning Reserve	0	3456
911.65	0	IT Equipment	499	-499
0	0	S137	0	0
77.26	150	Phone Box electricity	120	30
0	5000	General Reserve	0	5000
1761.93	2500	VAT paid	843	1657
<b>27137.82</b>	<b>35,976</b>	<b>Total Expenditure</b>	<b>19,448</b>	<b>16,528</b>