

Alderton Parish Council

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Minutes of the Parish Council Meeting held at Alderton Village Hall on Tuesday, 16 January 2024 commencing at 7.00pm.

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

240116/01 To accept apologies for absence and confirm the meeting is quorate
Apologies were received from County Cllr Gray & Borough Cllr Madle

240116/02 To receive Declarations of interest for items on the agenda below
Declarations were received from:
Cllr D Rayton for **231219/09d** - 22 St Margarets Rd
Dispensation Cllr Woodman - Allotments

240116/03 To receive comments from members of the public
None received.

240116/04 To confirm and sign the minutes of the Parish Council meeting held on 19 December 2023
The minutes of the meeting held on 19 December 2023 were **AGREED by COUNCIL** and signed by the Acting Chair.

240116/05 To review the funding request for the Village Hall redevelopment project and note actions
Councillors met with the architect and members of village hall committee, where the scope of the project was defined: to carry out surveys and present the viable options
Village Hall committee is carrying out background checks on the terms & conditions for future options and information regarding ownership of the village hall
COUNCIL AGREED to spend up to £10521.00 (+VAT) from CIL funding money on the architect proposal
ACTION Clerk to confirm details with Village Hall Chair

240116/06 To receive the County and Borough Councillors' reports:
Cllr Gray sent a County Council report and informed the council of the following:

- Comments to budget have now closed

Cllr Mason gave a Borough Council report and informed the council of the following:

- Tewkesbury Borough Council (TBC) have been busy with flood relief fund
- TBC looking at setting council tax, 5% increase
- GCC & TBC are consulting on a new Strategic and Local Plan (SLP). The SLP will cover the three council areas and provide a new plan to deliver growth, manage development and protect our unique historic and natural environment. Priorities of the SLP topics include new housing, jobs, climate change and support to town centres.
The consultation phase includes drop-in events, online website system for feedback & events.
Consultation open for 8 weeks, until 12 March 2024.

ACTION All Councillors to review consultation opportunities

240116/07 To receive an update on maintenance of Parish Council Assets:

- Benches**
ACTION Cllr Rayton to follow-up with bench fitter, Clerk to send details
- Speed Sign (VAS)** – insurance covers street furniture, public & product liability £10M. It was noted that some of the designated posts have been repurposed for road signs (30mph). Battery life duration and safety of installation at B4077 post locations was raised as a possible concern.
ACTION Cllr Davies to liaise with Gretton PC & carry out review of current posts.
- Repair of old village shop** - 3 quotes received.
ACTION Cllr Rayton to check quote with supplier

240116/08 To discuss planning application and agree actions

An update of the current Planning Applications was reviewed, and the following comments were made on current outstanding applications:

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	No update

		except for access to St Margarets Drive	
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	No update
c. 23/00204/FUL	Land at Dibden lane, Alderton	Proposed rural exception site comprising 26 affordable homes and associated works	No update, awaiting amended plans
d. 23/00720/FUL	Land Adjacent To 22 St Margarets Road St Margarets Road Alderton	Proposed dwelling and altered access	No update, awaiting amended plans
e. CALA 2 Development	Willow Bank road	Concerns over road boundary	Comments sent CALA2 regarding the bollards and options including boundary landscaping
f. 23/01148/PIP	Land To West Of Willow Bank Road Alderton	Residential Development for up to 9 houses	Refused

240116/09

To agree or note matters relating to the Playing Field and Changing Facility

a. Play area inspections.

- i. Nothing new raised in the play area inspections
- ii. Awaiting date for the repairs by contractor
- iii. Received quote for replacing parts for bash plate on self-closing gate. Awaiting to see if hydraulics on the gate can be repaired or if the gate needs to be replaced.
- iv. Awaiting quote for mole management. **COUNCIL AGREED** to review quote between meetings

b. Fencing off play area

Councillors met at site to review play area and discuss placement of the fence. It was agreed that the boundary fence start closer to the tree and gateway to leave room for any additional play equipment in the future. There was a discussion of placement of fence boundary in relation to the mound and patio. Two fencing quotes have been received. wo benches.
ACTION Cllr Kettle contact school for fencing supplier details
ACTION Cllr Davies to request site visit with suppliers to discuss options with the fence boundary in relation to the mound.

240116/10

To agree or note Allotments Matters

a. To receive update for a compostable toilet & 3 additional standpipes and consider actions.

It was noted that the AAA have confirmed that they will take responsibility for the day-to-day maintenance of a compostable toilet.

ACTION Cllr Woodman to review the Severn Trent Community Fund proposal

240116/11

Finances – documents circulated prior to meeting

a. To record income received up to 31 December 2023 and approve the January 2023 Payment List

COUNCIL APPROVED the January 2024 Payment list and December receipts

January Payments list

Chq no	Payee	Description	Amount	VAT	Total value
DD	SSE Energy	Electricity for phone box	12.50	2.68	15.18
DD	EDF Energy	Electricity for changing facility	59.00	0.00	59.00
FPO	C Bridges	Clerk's salary – January 2023	725.86	0.00	725.86
FPO	HMRC	NI & Tax on Clerk salary - January	196.53	0.00	196.53
FPO	WaterPlus	Allotment Water	37.73	0.00	37.73
FPO	K. Clarke	3 hours deep clean of changing rooms	60.00	0.00	60.00
FPO	Village Hall	Q4 Village Hall hire	90.00	0.00	90.00
FPO	TMC Services Grounds & maintenance	Grass verge cutting x7	420.00	0.00	420.00
CHQ	St Margaret's Church	Meeting hire 2hrs rate £8	16.00	0.00	16.00
				TOTAL	1620.30

December receipts received:

Date	Source	Purpose	Amount £
01/12/2023	Plot 2B	Allotment rent underpayment	3.34
04/12/2023	Plot 15E	Allotment rent	21.00
05/12/2023	Plot 2A & 6A	Allotment rent plus underpayment	57.50
07/12/2023	EON	Solar receipts	41.24
11/12/2023	Lloyds Bank	Bank Interest	22.35
11/12/2023	Lloyds Bank	Bank Interest	122.66
11/12/2023	Shed 5	Allotment rent	50.00
11/12/2023	Plot 105A & shed	Allotment rent	80.00
18/12/2023	Plot 3D	Allotment rent	25.00
Total			423.09

- i. **COUNCIL APPROVED** the annual renewal of the SSE Energy contract for the phone box electricity
- ii. **COUNCIL NOTED** there was no payment received from TAFC, payment was received in January

b. To approve bank reconciliation

COUNCIL APPROVED the bank reconciliation (Appendix A) for the current state of accounts 31 December 2023

Current Account balance = £ 4136.98
 Deposit Account = £ 17009.25
 Business Account (CIL) = £ 107748.48

- i. **COUNCIL NOTED** that Bank transfer of £30,000 and £60,000 from the CIL account to higher interest accounts has taken place, but will be in the January bank reconciliation

c. To receive the budget monitoring report

COUNCIL NOTED the budget monitoring report (Appendix B)

d. To consider expenditure items for S106 and CIL monies and agree actions

See item **240116/05**

240116/12

To review 2024/2025 proposed budget for 2024-25

Draft budget was reviewed.

It was agreed to allocate £544 to the Planning Reserve, plus additional £800 for known upcoming payment for Highways consultant payment. Planning reserve will be £4800.

It was noted that the Parish Online subscription will increase.

ACTION Cllr Davies to review subscription

It was agreed to increase budget of Village Communications to £400.

240116/13

To agree the parish precept request for 2024-25

COUNCIL AGREED to raise the level of precept in-line with inflation, to retain its value. Inflation announced on 20 Dec 23 is 4.2%. This calculates as an increase of £1.89 to £46.90 per band 'D' household and a Precept income of £20,072.

ACTION Clerk to send Precept request of £20072.00

- 240116/14** To receive an update on the *How communities gather evidence and consult communities on Section 106 and CIL infrastructure priorities workshop* and agree actions
COUNCIL AGREED to carry this item forward to the February meeting
- 240116/15** To receive correspondence for action & noting
a. Parishioner correspondence regarding Allotment Tenancy agreement and Asset register
COUNCIL NOTED and AGREED to responses
ACTION Clerk to send response
- 240116/16** To consider the purchase of an additional defibrillator through the DHSC Defibrillator Scheme
Due to the increased population and size of the village the **COUNCIL AGREED** to spend £750 of CIL funded money on a second defibrillator through the DHSC match funding scheme. It was agreed that the second defibrillator is to be installed on the exterior wall of the changing facility, at the playing fields, Beckford Road. It was noted that the defibrillator needs to be installed within 4 weeks of receipt.
ACTION Clerk to contact DHSC and electrician regarding fitting
- 240116/17** To receive comments on Garden Communities draft charter
Cllr Woodman and Cllr West attended the Parish Council Liaison group meetings. Charter sets out principle how project will develop, including better transport, biodiversity etc. No comments were received. Issues around the traffic on A46 were discussed.
- 231219/18** To note agenda items for next meeting 20 February
- Feedback on the SLP
 - 240116/14 consult communities on Section 106 and CIL infrastructure priorities workshop
 - Village broadband
 - Preserve wood of changing facilities

Meeting closed at 22.10 pm. Date of next Meeting: 20 February 2024 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

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

APPENDIX A

Period to: 31 December 2023

Lloyds TSB Current & Deposit A/cs		£	£
Balance per Treasurers Acc	31 December		4136.98
Balance per Business Acc (CIL)	31 December		107748.48
Balance per Business Acc	31 December		17009.25
Internal Transfer:			
Treasurers Acc > Business Acc (CIL)		4.00	
Less:			
Outstanding/unpresented cheques	0		0.00
Reconciled balance			128894.71

Cash Book Summary

Opening balance 1.4.23 (inc CIL)	31429.98
Add: receipts to date	113794.94
Less: payments to date	16330.21
Cash Book balance	128894.71

APPENDIX B

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	1738	-762
420	800	Changing Facility Receipts	931	131
286.44	270	Grass Verges	0	-270
51.32	100	Interest	592	492
13987.93	89891.38	CIL/S106 play pitches	89891	0
572.76	0	S106 play facility	0	0
261.04	270	Solar Receipts	299	29
2403	0	Other funding/grants	0	0
2289.01	2500	Vat reclaim	1304	-1196
58567.8	£ 129,405	Total income	£145,225	15820
		Payments		
8132.02	8000	Staff Salary	4937	3063
1168.04	0	HMRC	1483	-1483
282.91	500	Admin Expenses	383	117
444.9	500	Audit	458	42
519.09	575	Insurance	574	1
411.28	500	Hall Hire	308	192
340	825	Grass Verges	0	825
1640.21	2100	Playing Field Maintenance	2228	-128
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	1291	709
1875	1250	Allotments - GCC rent	1250	0
544.01	550	Allotments - water etc	295	255
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	94	56
0	5000	General Reserve	0	5000
1761.93	2500	VAT paid	811	1689
27137.82	£ 35,976	Total Expenditure	£16,475	£ 19,501