

Alderton Parish Council

Email: aldertonpc@gmail.com www. Aldertonparishcouncil.org.uk

Minutes of the Parish Council Meeting held at Alderton Village Hall on Tuesday, 20 February 2024 commencing at 7.00pm.

- Present:** J Kettle (Acting Chair), N Broderick, M West, P Woodman, D Rayton, M Davies
Attendance: Parish Clerk, County Cllr Gray, Borough Cllr Mason & Borough Cllr Madel
- 240220/01** **To accept apologies for absence and confirm the meeting is quorate**
None
- 240220/02** **To receive Declarations of interest for items on the agenda below**
Declarations were received from:
Cllr D Rayton for **240220/07d** - 22 St Margarets Rd
Dispensation Cllr Woodman - Allotments
- 240220/03** **To receive comments from members of the public**
None received.
- 240220/04** **To confirm and sign the minutes of the Parish Council meeting held on 16 January 2024**
The minutes of the meeting held on 16 January 2024 were **AGREED by COUNCIL** and signed by the Acting Chair.
- 240220/05** **To receive the County and Borough Councillors' reports:**
Cllr Gray sent a County Council report and informed the council of the following:
- Gloucestershire County Council (GCC) meeting to approve budget. Good financial condition as a result of the energy from wastes scheme. Focus on children's & adult services.
 - Highways Matters:
 - purchase proposal for JCB for filling in potholes
 - B4077 to Teddington hands to be resurfaced.
 - Budget focus on highways safety to reduce young/old casualties by identify blackspots road safety and additional signage to improve safety of roads.
 - TRO contracted to clear backlog due to increased flooding, rain deposits into the road urgent repairs from flooding pushes back scheduled jobs
 - The Cycle Scheme from bishops Cleeve to Cheltenham to go into construction. Old hedging to be replaced with native species and a segregated cycling/walking
- ACTION** Cllr Kettle to send photos of water runoff and deposits on Beckford road junction to Cllr Gray
- Cllr Madel gave a Borough Council report and informed the council of the following:
- Tewkesbury Borough Council (TBC) have completed the Garden Communities consultation, which was due for approval at the upcoming full council meeting
 - The consultation on the Strategic and Local Plan is still open and online forums are available to support users.
 - Youth Agenda – the Engagement Communities team has set up advisory board to improve TBCs eengagement with next the next generation
 - Floods scrutiny committee to meet and discuss outcomes of recent floods
 - TBC to webcast meetings from July
- 240220/06** **To receive an update on maintenance of Parish Council Assets:**
- a. **Benches - COUNCIL AGREED** to carry this item forward to the March meeting
 - b. **Speed Sign (VAS)** – 2020 contract has been reviewed
ACTION Cllr Davies to contact Gloucestershire Highways to check if the 2020 contract is the most current version
 - c. **Repair of old village shop** - 3 quotes have been received, awaiting confirmation of details for one of the quotes. Cllr Woodman has started the Severn Trent Community funding application. Deadline for application is 9 April 24.
ACTION Cllr Woodman to circulate funding application prior to March meeting for review
 - d. **Painting the external cladding of the changing facilities**
COUNCIL AGREED to carry this item forward to the March meeting

240220/07 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 except for access to St Margarets Drive	No update.
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. ACTION Cllr Broderick to follow-up on the 106 conditions discharge ACTION Cllr Broderick to send footage of flooding down Willow Bank to Planning & Highways
c. 23/00204/FUL	Land at Dibden lane, Alderton	Proposed rural exception site comprising 26 affordable homes and associated works	No revised plans. Cllr Broderick & Cllr West had a meeting with the specialist consultant, seeking advice on the highway issues associated with this proposal.
d. 23/00720/FUL	Land Adjacent To 22 St Margarets Road St Margarets Road Alderton	Proposed dwelling and altered access	No update.
e. CALA 2 Development	Willow Bank road	Concerns over road boundary	No further engagement from CALA landscaping or Gloucestershire Highways. Whips have been planted. COUNCIL AGREED No further action to be taken.
f. 24/00102/FUL	16 Beckford Road Alderton GL20 8NL	Conversion of existing garage into living space, including alterations to the roof design; single-storey rear extension, and construction of an oak framed porch	COUNCIL AGREED to a response of 'No Comment'

240220/08 To agree or note matters relating to the Playing Field and Changing Facility

a. Play area inspections

COUNCIL noted no new issues raised from play inspections. Still awaiting gate and play surface repairs. Cllr Davies awaiting second quote for the repairs.

b. Fencing off play area

COUNCIL noted the Specialist play area contractor advised using a separate local landscaping contractor for reconfiguring the mound. Two quote received for fencing, awaiting two additional quotes to be reviewed at the March meeting.

c. To receive update on moles

COUNCIL noted partial success but further treatment required between football matches.

d. To receive grass cutting and maintenance of playing field and agree

One quote received for the cutting and maintenance contract the playing field 24 season. Awaiting two additional quotes. To be reviewed at the March meeting.

COUNCIL noted that TAFC have offered to carry out interim cuts and rolling of the playing field.
COUNCIL AGREED this would be beneficial, providing the appropriate insurance and risk assessments are in place.

ACTION Cllr Davies to liaise with TAFC regarding documentation cover

e. To agree annual play area inspection

COUNCIL AGREED to reengage the contractor to carry out the annual play area inspection at the discounted rate of £78 +VAT

ACTION Clerk to engage contractor

- f. **Service to solar panels**
COUNCIL noted we are awaiting a quote to clean and safety check the solar panels

240220/09 To agree or note Allotments Matters

- a. **To receive update for a compostable toilet & 3 additional standpipes and consider actions 106, standpipes**
 No update at this time
- b. **To agree 2024 season portable toilet hire for allotment site**
COUNCIL AGREED to the hire contract of the portable toilet for the 2024 season
- c. **To receive update from the Alderton Allotment Association AGM**
 The AAA held their annual AGM on 15th February, Cllr Woodman attended. The **COUNCIL noted** the following:
- AAA are looking to plant trees along the Western boundary of the APC plots
 - 6th April seed swap and equipment demo
 - Request for speed limit sign near entrance
 - Repair of entranceway gate
 - Request to reinstate the entranceway fence
 - To trim the roadside hedge

240220/10 Finances – documents circulated prior to meeting

- a. **To record income received up to 31 January 2024 and approve the February 2024 Payment List**
COUNCIL APPROVED the February 2024 Payment list and January receipts

January receipts received:

Date	Source	Purpose	Amount £
08/01/24	Tewkesbury Athletic FC	Pitch hire (Dec & Jan)	250.00
09/01/24	Lloyds Bank	Bank Interest	17.59
09/01/24	Lloyds Bank	Bank Interest	95.26
10/01/24	EDF	EDF refund	23.11
29/01/24	Plot 21a ii	Allotment rent & admin fee	45.00
Total			430.96

February Payments list

Chq no	Payee	Description	Amount	VAT	Total value
DD	SSE Energy	Electricity for phone box	-	-	-
DD	EDF Energy	Electricity for changing facility	45.00	0.00	45.00
FPO	C Bridges	Clerk's salary – February 2024	725.86	0.00	725.86
FPO	HMRC	NI & Tax on Clerk salary - February	196.53	0.00	196.53
FPO	SK Pest Control	Playing Field Pest Control	250.00	0.00	250.00
FPO	A&E Fire & Security	6 month inspection of fire at changing facility	99.94	19.99	119.93
				TOTAL	1337.32

- b. **To approve bank reconciliation**
COUNCIL APPROVED the bank reconciliation (Appendix A) for the current state of accounts 31 January 2024

Current Account balance = £ 2600.79
 Deposit Account = £ 17276.84
 Business Account (CIL) = £ 17843.74
 High Interest Saving Account CIL (3.6%) = £60,000.00
 High Interest Savings Account CIL (2.95%) = £30,000.00

- i. **COUNCIL NOTED** that Bank transfer of £30,000 and £60,000 from the CIL business account to higher interest accounts
- 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**
 No new expenditure items brought forward

240220/11 To approve budget for 2024-25

COUNCIL APPROVED the draft budget 2024/25

- 240220/12** **To receive an update on the *How communities gather evidence and consult communities on Section 106 and CIL infrastructure priorities workshop and agree actions***
 With a view of spending +£100K CIL money with consideration of clawback timings and the additional CIL income from planned development the **COUNCIL AGREED** to undertake a consultation with the local community to create a project list.
 GRCC provides guidance on carrying out the exercise of consultation.
ACTION Clerk to set up a meeting with GRCC to review options and discuss parameter requirements for community engagement.
- 240220/13** **The purchase of an additional defibrillator through the DHSC Defibrillator Scheme**
a. To consider electrical installation quote
COUNCIL AGREED to the electrical installation quote of £360 (inc VAT)
b. Correspondence received requesting additional defibrillator to be purchased and installed to the southern boundary of the village
 No suitable location could be identified to house third defibrillator. Suggestion made that Blackbox development may be able to provide a location with electricity supply.
ACTION Cllr Broderick to approach Blackbox developers to see if this could be considered
- 240220/14** **To receive an update on the Strategic and Local Plan (SLP) and agree actions**
 Cllr Broderick circulated a draft version of comments prior to the meeting.
 Comments included highlighting the need for a sustainable transport system, identifying key services to meet rural villages specific needs and detailed assessment of meaningful services.
 Cllr Broderick to attend SLP meeting housing and services. Consultation runs to the 12th March.
COUNCIL AGREED to the draft comments
ACTION comments to be included in Alderton Newsletter and the APC website.
- 240220/15** **To receive an update on the Tewkesbury Garden Communities meeting and agree actions**
 Cllr Woodman attended the Tewkesbury Garden Communities Parish Liaison Group, which included a presentation from North Ashchurch Consortium on the development of up to 4000 houses with infrastructure situated northern part of A46 behind army camp Ashchurch.
 Focus on sustainable transport framework by creating localised infrastructure including doctors surgery, schools, charging points, community hub, supermarkets & hire car. British rail to improve Ashchurch station and increase trains.
 Timescale: 30 years to complete
 Next meeting: addressing flood/water course management.
- 240220/16** **To agree that the Annual Parish Meeting will take place Tuesday 14th May, in Alderton Village Hall at 7pm**
COUNCIL AGREED to hold the Annual Parish Meeting 7th May 2024 at 7pm in Alderton Village Hall
- 240220/17** **To discuss village broadband and agree actions**
 The north/east side of the village still on copper cable. Gigaclear have no plans to come to the village at this time. **COUNCIL AGREED** no further action to be taken
- 240220/18** **To note agenda items for next meeting 19 March**
- Community right to bid. **ACTION** Cllr Kettle to contact school regarding field gate and fence

Meeting closed at 9.50 pm. Date of next Meeting: 19 March 2024 commencing at 19.00pm, in Alderton Village Hall.

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 Chairman

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 Date

2024 Meeting Dates: 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 January 2024

Lloyds TSB Current & Deposit A/cs		£	£
Balance per Treasurers Acc	31 January		2600.79
Balance per Business Acc (CIL)	31 January		17843.74
Balance per Business Acc	31 January		17276.84
High Interest Savings Acc	31 January		60000.00
High Interest Savings Acc	31 January		30000.00
Internal Transfer:			
Business Acc (CIL) > High Interest Savings Acc		30000.00	
Business Acc (CIL) > High Interest Savings Acc		60000.00	
Less:			
Outstanding/unpresented cheques			
Reconciled balance			<u>127721.37</u>

Cash Book Summary

Opening balance 1.4.23 (inc CIL)	31429.98
Add: receipts to date	114225.90
Less: payments to date	17934.51
Cash Book balance	<u>127721.37</u>

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	1783	-717
420	800	Changing Facility Receipts	1181	381
286.44	270	Grass Verges	0	-270
51.32	100	Interest	704	604
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	1304	-1196
58567.8	£ 129,405	Total income	£145,656	16251
		Payments		
8132.02	8000	Staff Salary	5663	2337
1168.04	0	HMRC	1680	-1680
282.91	500	Admin Expenses	383	117
444.9	500	Audit	458	42
519.09	575	Insurance	574	1
411.28	500	Hall Hire	398	102
340	825	Grass Verges	420	405
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	1351	649
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	107	43
0	5000	General Reserve	0	5000
1761.93	2500	VAT paid	813	1687
27137.82	£35,976	Total Expenditure	£18,020	£ 17,956