

## MINUTES

**Meeting:** Hunts Grove Parish Council  
**Date and time:** 13<sup>th</sup> September 2021 at 6:15pm  
**Venue:** Holiday Inn Express, Waterwells Business Park

### Present:

Cllr Mark Ryder (Chair)  
Cllr Demelza Turner-Wilkes (Vice-Chair)  
Cllr Adam Hampson  
Cllr Martyn Holmes  
Cllr Sandra Meecham

### Also In Attendance:

Lucie Brailsford, Crest Nicholson via Zoom  
Nigel Thomas, Vistry via Zoom  
Danny Clifford, Vistry via Zoom  
County Cllr Stephen Davies, Gloucestershire County Council  
District Cllr Gill Oxley, Stroud District Council  
Harry Cole, resident  
Simon Jarvis, Neighbourhood Warden Stroud District Council  
Julie Shirley, Interim Parish Clerk

The Chairman outlined order of business and Highways will be brought forward after Development Updates, and Planning will be brought forward to following Highways.

### 79/21 APOLOGIES FOR ABSENCE

There were none.

### 80/21 DECLARATIONS OF INTEREST

There were none.

### 81/21 MINUTES

Council **resolved** to approve the Minutes of the Meeting held on 9<sup>th</sup> August 2021.

### 82/21 PUBLIC PARTICIPATION

No comments from the public present.

Signed: .....

Date: .....

## **83/21 DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS**

County Cllr Stephen Davies gave an update on County Council matters. He is arranging to meet with Highways reference the A38 flyover works. No other relevant updates to report to the parish council.

Cllr Ryder invited Simon Jarvis, Neighbourhood Warden to introduce himself and outline his role at Stroud District Council. Main areas covered are fly tipping, dog fouling, anti-social behaviour, health and welfare. Simon has a background in youth work. Cllr Ryder noted that the parish council had met with the local policing team regarding anti-social behaviour in Hunts Grove.

Cllr Hampson asked Simon about issues with fly tipping; Simon suggested reporting as much as possible.

District Cllr Mark Ryder gave an update on the Symmetry Park employment proposals, the applicant is putting forward an outline planning application for the complete development, but only a 'reserved matters' (I.e. detailed) application for the smaller units of the proposed development. Reserved matters on the two largest units will follow at a later date. Cllr Ryder added that he had facilitated pre-application consultation comments to be submitted to the planning department on behalf of Standish Parish Council and Haresfield Parish Council. Hunts Grove (as per August full council meeting) stands with Standish and Haresfield in mutual support of their comments. Discussions are also underway to add any feedback from Hardwicke and Moreton Valence in due course. Highways concerns regarding the B4008 and M5, J12 are shared by all surrounding councils and Cllr Ryder felt it important parishes have their own independent data, and there is a proposal to work with neighbouring parishes and contribute financially towards consultants.

Gloucestershire Gateway Trust newsletter was distributed by Cllr Ryder to raise awareness of their work. The Chief Executive can attend a future meeting at Hunts Grove Parish Council to discuss community development.

Cllr Ryder has collated infrastructure and amenities thresholds relevant to Hunts Grove and met with Stroud District Council planning officers to clarify the thresholds.

Cllr Holmes has been in touch with the local policing team and a meeting was arranged. The Police are looking to arrange for the community engagement vehicle to visit Hunts Grove and perhaps arrange a bike marking event. Residents are urged to report any issues to the Police. The Police have agreed to meet with Hunts Grove Parish Council at quarterly intervals and Cllr Holmes will liaise direct on a monthly basis.

Simon Jarvis left the meeting at this point.

## **84/21 DEVELOPMENT SITE UPDATES**

- a) Council received an update from Lucie Brailsford; public open space (POS) and route into POS updates are due to be made to the parish council. All Lucie's other updates relate to Highways matters and will be covered later in the meeting. Meeting with site managers would be better organised by the parish council and Lucie has provided all the relevant contact details. The

Signed: .....

Date: .....

business meeting to be arranged as soon as possible. **Action:** Lucie Brailsford to arrange the business meeting. **Action:** Cllr Holmes to arrange the site managers meeting.

- b) PREIM update – no update this month. Cllr Hampson has advised PREIM via Crest Nicholson that a large section of hedgerow is missing between Lutra Close and Brambling Way. All councillors took part in a parish walkaround and documented with photos all the outstanding maintenance issues, Cllr Holmes will send the information to PREIM. Report can also be placed on the parish council website so that residents can see what issues are to be addressed. Cllr Ryder thanked councillors for carrying out the surveys. **Actions: Clerk to send the report to all the developers and Cllr Holmes will send to PREIM as a courtesy. Cllr Hampson will send the report to Crest and separately to Lucie regarding the cutting of the public open space areas.**
- c) Colethrop Farm Ltd (CFL) update. Cllr Ryder gave an update regarding CFL planning pre-submission consultation; there is an approved planning application for housing in the farmhouse triangle however the landowner is interested in submitting a revised application. The parish council has a meeting with the landowner’s planning consultants to be updated on the proposed revisions.

Cllr Ryder brought forward Highways items on the agenda.

## **85/21 HIGHWAYS UPDATE**

- a) There has been no response from Crest Nicholson to the formal letters sent on 12<sup>th</sup> July and 17<sup>th</sup> August regarding construction traffic. The Council was thankful for the work that Lucie Brailsford has carried out in the background. Council is concerned at the lack of response from Crest and considered next steps. Lucie apologised that there has been no formal response; the Managing Director has been involved and a traffic marshall was put in place to stop construction traffic. The Vistry team were contacted and responded immediately.

Nigel Thomas from Vistry was invited to update the meeting and spoke from an administrative viewpoint. Delivery instructions specify the route to take into site and Vistry have their own gatemen on site to manage traffic. Danny Clifford from Vistry spoke on how traffic is dealt with on site. Extra signage will be put in place from the A38 and remove some conflicting signs. There will be “no construction traffic” signs to be put in place. David Wilson Homes (DWH) are still working on site and have to enter the site past the police headquarters. A DWH specific sign is needed to direct traffic to turn before the school.

Cllr Ryder thanked Vistry for attending the meeting, and shared traffic solutions used by Crest Nicholson at Tadpole Garden Village such as automatic number plate recognition (ANPR). Other sites use a fining system. Danny spoke about the ANPR system and felt that the improved signage at Hunts Grove will be effective. Cllr Ryder noted that use of the haul road is a planning condition and enforceable and the council is looking to Crest to address this continuing issue. Cllr Holmes requested that the council is involved in the siting of the road signage, and inclusion of “no construction traffic” beyond the brook would be beneficial.

Signed: .....

Date: .....

Cllr Ryder asked about traffic leaving the site, from Bellway and Vistry. Some of the HGVs that appear to be exiting Vistry are actually being turned away as they are at the wrong building site. Appropriate signage is needed at both ends of Harrier Way to stop construction traffic travelling in front of the school.

**Agreed actions:**

- Improved signage with immediate effect and request that Crest involve the parish council.
- Review positioning of traffic marshal so that construction vehicles have sufficient turning area.
- Procurement note to all suppliers
- Crest requested to install ANPR solution. **Action: Clerk to send request to Crest.**

- b) Cllr Ryder gave an update on the Harrier Way Junction; Cllr Ryder has contacted Highways Development team leader for an initial discussion but no further update; **Action: County Cllr Davies will follow up.** Update awaited from Stagecoach, and Cllr Ryder still to arrange drone footage of the junction.
- c) A38 junction works & construction traffic routing; **Action: Lucie Brailsford** to provide an update to council.
- d) Council received an update on the request from a resident for hedgehog warning signs throughout the development. New hedgehog signage has been approved by Department for Transport. Highways can consider signage once the roads are adopted but data is needed to support the request; residents are asked to log information regarding where hedgehog deaths seen and frequent crossing points. Cllr Ryder shared information regarding a national initiative called “hedgehog highway” and the parish council could support a campaign in Hunts Grove. **Action: update at next meeting.**
- e) Council considered a request to support the “20s Plenty Group” campaign for a speed limit of 20mph in all residential streets; Council noted a similar request has been received from a resident. County Cllr Davies reported that Gloucestershire County Council is updating its guidance after it adopted policy that 20mph can be adopted on shared highways (vehicles, pedestrians, cycles). Cllr Davies noted that enforcement is an issue, and consultation with the community is key. Council agreed to support the 20 is plenty initiative. Cllr Davies noted that the interactive signs that display the speed of the vehicle with smiley face (or sad face) have been most effective in his experience. Council could purchase a mobile sign and move it around the village.

Council **resolved** to support the 20 is plenty campaign.

Council **resolved** to invite all the developers to involve the school on improved road signage.

In relation to traffic management, lack of maintenance on site, highway safety issues, breaches of planning on allowed working hours, Cllr Ryder proposed that:

This Parish Council has lost trust and confidence in Crest Nicholson to resolve these issues and resolves to:

- 1) Escalate further to Crest Nicholson group directors;
- 2) Seek support and enforcement action from other stakeholders, including Stroud District Council and Gloucestershire County Council;
- 3) Engage with residents, media and social media to raise awareness of these issues;
- 4) Instruct the Parish Working Group to investigate options for review of the management strategy approved in the Section 73 planning permission variation, S.15/1498/VAR approved in September 2017.

All councillors in favour. **It was resolved to adopt the action points as proposed by Cllr Ryder.**

## **86/21 PLANNING**

- a) No new planning applications received.
- b) Council received an update on the Symmetry Park pre-application engagement and **resolved** to send comments as circulated by Cllr Ryder, with the amendment that the referenced traffic report was undertaken during the spring 2021 when schools were closed and many were working from home due to Covid-19 lockdown. **Action: Clerk.**
- c) Council considered the breach of planning conditions by Crest Nicholson in July and August regarding complaints from residents of noise nuisance on nine occasions working outside of allowed working hours on evenings and Sundays. The council has initiated the following Breach of Condition notices via Planning Enforcement at Stroud District Council:
  - S.21/0585/BRCON (Crest Nicholson)
  - S.21/0606/BRCON (Crest Nicholson / David Wilson Homes).

## **87/21 POLICY WORKING GROUP**

- a) Council received the notes of the working group meeting held on 23<sup>rd</sup> August.
- b) Council **resolved** to adopt the Expenses Policy as circulated.
- c) Council **resolved** to adopt the Social Media Policy as circulated.
- d) Council **resolved** to adopt the Privacy Policy as circulated.
- e) Council **resolved** to adopt the Publication Scheme as circulated.
- f) Council **resolved** to adopt the Risk Management Scheme as circulated.
- g) Council **resolved** to adopt the System of Internal Controls as circulated.

## **88/21 FINANCE REPORT**

- a) The Clerk presented the finance report and payment schedule for the period ending 11<sup>th</sup> September 2021.

**Resolved; to approve the payments. Cllrs Turner-Wilkes and Ryder to authorise the online payments. ICO to be set-up as a Direct Debit.**

Signed: .....

Date: .....

Invoice Date	Payee	Net	VAT	Gross
01/09/21	Information Commissioner's Office	£40.00	£0	£40.00
28/08/21	Julie Shirley – clerk services & reimbursement of purchases made on behalf of council	£513.82	£0	£513.82
	<b>TOTALS</b>	<b>£553.82</b>	<b>£0.00</b>	<b>£553.82</b>

- b) Council resolved to renew the annual insurance due 1st October 2021 at a cost of £476.44.
- c) Council approved payment of data protection registration with Information Commissioner's Office by annual Direct Debit.
- d) Council noted that the Unity Trust account is now active and monies transferred from Hardwicke Parish Council to the new account totalling £29,991.

### 89/21 ANNUAL AUDIT

- a) Council approved the updated Annual Governance Statement (section 1) for 2020/21
- b) Council noted the exercise of public rights has been advertised for dates 31st August through to 11th October 2021.

**Resolved; the council agreed the annual return information as circulated. Clerk to submit paperwork to PKF Littlejohn.**

**Action: Finance Working Group to programme in dates for internal checks of the accounts.**

### 90/21 MODEL OF HUNTS GROVE

Council **resolved** to accept the offer of a model of the first houses at Hunts Grove. **Action: Cllr Ryder** to ask if the school will keep it until the council has a building to display the model.

### 91/21 PARKS & OPEN SPACES UPDATE

- a) Cllr Turner-Wilkes gave an update at the meeting. There is concern about Limetree Park whereby a protective cover has come away from a solid metal pipe, there is also damage to the metal wire netting on the basketball court which needs attention. **Action: Cllr Turner-Wilkes** will follow up with the Neighbourhood Warden at Stroud District Council and also with Crest Nicholson.
- b) Council considered the resident request to house bee hives in the future at the allotments or nature side; Council was fully supportive and suggested locating the hives at the sound bund would be suitable. The parish council will seek permission from Crest or the Management Company as appropriate at the time. **Action: Clerk** to respond to the resident.

Signed: .....

Date: .....

## 92/21 ENERGY FROM WASTE

- a) Cllr Holmes gave an Environmental Monitoring Systems update from Community Liaison Group (CLG). Cllr Holmes is attending a meeting on 29<sup>th</sup> September and will take the parish council comments on board.
- b) Council will be added to the schedule to tour the facility possibly in the new year, however, it won't be possible to hold a parish council meeting at the facility in the near future due to Covid-19.  
**Action: Clerk** to book the Holiday Inn Express for the October-December council meetings; it is hoped the school will be able to permit use in the new year.
- c) There was no update on CLG grant applications; application was submitted for 3 notice boards.  
**Action: Cllr Turner-Wilkes** to follow-up with Roundabout Group.

## 93/21 HUNTS GROVE WOMBLES

- a) Cllr Meecham gave an update; 6 bags of rubbish was collected on the latest litter pick. Stroud District Council has agreed to collect the rubbish from all regular litter picks. The Build Back Better Fund application via the County Council has been approved to purchase hi-vis and litter picking equipment.

## 94/21 PARISH COUNCILLOR REPORTS

Cllr Ryder circulated information on using what3words application when taking photographs especially when councillors are taking photos of issues around the village as this will record the location embedded in the photo.

Cllr Hampson is concerned that the post box is in a hazardous location due to highway safety. **Action: Clerk** to request it be re-sited and request an additional post box near to the school. Cllr Ryder to send the what3words locations to the Clerk.

Cllr Meecham noted that the area in front of the flats on Marconi is overgrown with weeds and is thought to be the responsibility of the housing association. **Action: Clerk**

Cllr Turner-Wilkes noted residents have been in contact regarding an issue with DPD vans parking on residential streets; **Action: Cllr Turner-Wilkes** will discuss with the Neighbourhood Warden at Stroud District Council for advice.

## SEPARATE BUSINESS

*Pursuant to 1(2) of the Public Bodies (Admission of Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting.*

## 95/21 INTERIM CLERK ARRANGEMENTS & RECRUITMENT

Councillors updated on the Clerk recruitment and resolved to appoint Mrs Shirley as the permanent clerk with anticipated start date of 1<sup>st</sup> October 2021. Cllr Ryder will advise the unsuccessful candidates.

**Next working group meeting Thursday 30<sup>th</sup> September at 4.30pm to review HR policies, draft employment contract.**

**Next council meeting to be held at 6.15pm on Monday 11<sup>th</sup> October at the Holiday Inn Express, Waterwells.**

**The meeting closed at 9.30pm.**

Signed: .....

Date: .....