

4th April 2022

NOTICE OF PARISH COUNCIL MEETING

The Members of Hunts Grove Parish Council are hereby summoned to attend the following meeting:

Meeting: Hunts Grove Parish Council
Date and time: 11th April 2022 at 6:15pm
Venue: Hunts Grove Primary Academy, Harrier Way, Hunts Grove, GL2 4EP

Mrs. Julie Shirley, Parish Clerk

PUBLIC PARTICIPATION

The Parish Councillors very much welcome members of the public to attend Council meetings. Please take a minute to read the agenda and raise any questions or comments you may have under agenda item 4 – public participation. We will do our best to respond straight away and if we're unable to we will provide a written response as soon as possible. We are grateful for your attendance and input.

AGENDA

1. APOLOGIES FOR ABSENCE

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2. DECLARATIONS OF INTEREST

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests which are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it. Requests for Dispensations should be made in writing to the Parish Clerk in advance of the meeting.

3. MINUTES

To accept as a true record the minutes of the meeting held on 14th March 2022.

4. PUBLIC PARTICIPATION

To consider requests from members of the public to make representations, answer questions or give evidence in respect of Council business under Standing Orders 3e to 3k.

5. DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS

To receive a report from District Councillor and County Councillor.

6. GLOUCESTERSHIRE CONSTABULARY UPDATES

- a. To note the updates received from PCSO Rollins.

7. DEVELOPMENT SITE UPDATES

- a) To receive an update from Crest Nicholson including notes of the Business Meeting held on 28th March 2022
- b) To receive an update regarding Shorn Brook contamination
- c) To receive updates from PREIM and discuss matters arising
- d) Colethrop Farm Ltd (CFL) updates
- e) To receive an update from Cllr Ryder regarding Phase 1 Adoption Status Update.
- f) To receive an update regarding the future management of Hunts Grove public spaces in Phases 2-4 [including approving letter to Crest and letter to CFL]

8. VILLAGE MAINTENANCE

- a) Review updates to the Village Survey Report
- b) Health & Safety Issues (play equipment, old farm cistern)
- c) To discuss the installation of life saving rings around the SuDS
- d) Actions and matters arising.

9. PLANNING

- a) To consider the following planning applications:
 - i. S.22/0611/HHOLD – 35 Harrier Way, installation of 0.6m high trellis to existing 1.8m high garden fence at rear of property.
- b) To consider any urgent planning applications received after agenda issued.
- c) To note the response submitted for application S.22/0449/HHOLD.
- d) To note the enforcement action reference construction traffic.

10. HIGHWAYS UPDATE

- a) Haresfield Lane works update
- b) Harrier Way Junction and resurfacing updates
- c) A38 junction works & construction traffic routing
- d) To receive an update on “hedgehog highway” campaign

11. POLICY WORKING GROUP

- a) To approve recommendations arising from the working group meeting held on 1st April 2022
- b) To consider the proposal to provide IT hardware for parish councillors
- c) Discuss priorities for the next working group and schedule the meeting.

12. FINANCE AND PROCEDURES

- a) To receive the financial report for the last period and approve the schedule of payments
- b) To increase the financial limit for legal advice regarding future management of Hunts Grove

- c) To consider proposal to purchase a high-resolution computer projector for use at Parish Council meetings.
- d) To approve the 2021-22 year end accounts
- e) To approve the Annual Governance Statement (section 1) for 2021/22
- f) To approve the Annual Accounting Statements (section 2) for 2021/22
- g) To approve the dates of the period for the exercise of public rights as commencing on 13th June 2022 until 22nd July 2022.

13.PARKS & OPEN SPACES UPDATE

- a. To receive an update from Cllr Turner-Wilkes
- b. To discuss options for installing a portable defibrillator in the village.
- c. To discuss Fields in Trust and approve a strategy for the safeguarding of public open spaces.

14.ENERGY FROM WASTE

- a) To receive an update from the Community Liaison Group (CLG) representative and arrangements for touring the facility and holding future council meeting at the venue.
- b) To discuss submitting applications to the 2022 CLG grant application scheme.

15.GROUPS, EVENTS & PROJECTS

- a. Hunts Grove Wombles update
- b. Military Memorial Project update
- c. "20 is plenty" Project, to receive an update from Cllr Turner-Wilkes
- d. To receive an update report on the Queen's Jubilee celebrations and vote on recommendations
- e. To receive an update report on how the Council can support the School with its 22nd May Fete and Hares of Hunts Grove hunt and to consider sponsoring a Hare

16.WEBSITE & COMMUNICATIONS

- a. To receive the monthly communications report from Cllr Ryder
- b. To discuss and vote on establishing a Parish Mailing List, including initial promotion and ongoing costs.

17.CORRESPONDENCE

- a) To consider a resident request reference the parish northern boundary.

18.PARISH COUNCILLOR AND CLERK REPORTS

- a) To receive a verbal report from Parish Councillors, for information only.
- b) To receive Clerk's report, for information only.

19.NEXT MEETINGS

- a) To note arrangements for the Annual Parish Meeting taking place on Monday 9th May 6pm
- b) To note arrangements for the Annual Meeting of the Parish Council taking place on Monday 9th May at 7.30pm, following the Annual Parish Meeting.

MINUTES

Meeting: Hunts Grove Parish Council
Date and time: 14th March 2022 at 6:15pm
Venue: Hunts Grove Primary Academy

Present:

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

Also In Attendance:

Lucie Brailsford, Crest Nicholson via Zoom until 8.05pm
District Cllr Gill Loxley via Zoom for part of the meeting
Julie Shirley, Parish Clerk

182/22 APOLOGIES FOR ABSENCE

Cllr Mark Ryder and County Cllr Stephen Davies.

183/22 DECLARATIONS OF INTEREST

There were none.

184/22 MINUTES

Council **resolved** to approve the Minutes of the Meetings held on 14th and 28th February 2022.

185/22 PUBLIC PARTICIPATION

None.

186/22 DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS

County Cllr Stephen Davies was unable to attend the meeting.
District Cllr Mark Ryder was unable to attend the meeting.

It was agreed to bring forward agenda item 15d Queen’s Jubilee celebrations.

196/22 GROUPS, EVENTS & PROJECTS (brought forward)

Queen’s Jubilee Celebrations

Council resolved to accept the insurance quote for £150 which includes bad weather cancellation. **Action: Clerk to arrange the insurance.**

Council noted that portaloos have been booked with Abbey Loos for 6 toilets for £420+VAT, it is proposed to keep 2 of the toilets locked at the festival to save them for the afternoon tea party.

Music Licence: we have had an email from PPL/PRS confirming that the Parish Council would not need a licence for the weekend as Jubilee events have been waived the fee providing run by volunteers and not for profit.

Save the Date posters have been published.

Tickets: EventBrite charge 67p per ticket if the tickets are sold, or no fee if the tickets are offered free. It was decided to collect expressions of interest via Google Forms on the parish council website, tickets can then be distributed by the councillors; tickets will be provided free and a donations collection bucket on the entry door with a suggested £1 donation per person.

Rubbish bins: Stroud DC no longer provide litter bins for events. Cllr Turner-Wilkes will contact Manor Farm to see if they have any suitable barrels we could use for rubbish.

Temporary Events Notice application – Cllr Meecham will complete.

Risk Assessment – Clerk will complete.

Advertising Banner to be arranged by Cllr Meecham once the ticketing arrangements have been finalised.

Face painter has been booked at a cost of £200.

Lottery Fund has granted £3325 towards the Jubilee events.

187/22 GLOUCESTERSHIRE CONSTABULARY UPDATES

No update has been received. **Action: Cllr Turner-Wilkes will contact the local team.**

188/22 DEVELOPMENT SITE UPDATES

a) Council received an update from Crest Nicholson:

- Acorn has split: Crest will take down the Acorn and repaired. Lucie will confirm timescales.
- Potholes on Harrier Way will be repaired, the parish will be given 4 weeks notice of works and Lucie will confirm timescales.
- A38 junction: work is anticipated to start in June and will last 6 months.
- Newt Licence has been arranged and allotment work will commence.
- Neighbourhood Centre: Crest is researching building options in order to meet the section 106 obligations within the limits of the section 106 finances. Crest will then submit amended plans to Stroud DC. SDC is not sanctioning Crest for missing triggers. Crest is continuing to build and sell houses and not delivering the infrastructure promised.
- Business Meeting to be scheduled: **Action Lucie and Clerk to liaise over arrangements.**

- Crest has made an agreement with PREIM that landscape areas will be adopted by PREIM, and Crest will take responsibility for any damage made to the landscaped areas during the phase construction. **Action: Working Group to discuss contact with PREIM regarding the service charge.**
- Tree survey has been instructed and begun, using the same contractor as previously. Hunts Grove Wood is being scoped to add to the survey and a schedule of works will come from this. Cllr Hampson queried if the survey will include the hedgerows; **Action: Lucie will clarify with TetraTech and check maintenance schedule.**
- Management Company handover: Crest meant no offence by requesting a business plan for the handover of land to the parish council. There was a discussion about the validity of Crest's request for the parish council to present a business plan to manage the public areas.
- Construction traffic: until spine road is adopted Crest remains responsible for the road. Crest has control over its own contractors but has no leverage over other contractors working on the estate. There is nothing in the planning agreement to require use of the haul road. Crest is of the view that there is not a lot of construction traffic coming into the estate and Crest has control of its own contractors. Crest suggest the parish council develops relationships with Bellway and Vistry. It is likely the traffic marshall will be removed in the near future.
Cllr Holmes stated that there should be no construction traffic in front of the school, Crest doesn't believe there is anything in planning to enforce this. However, the parish council does have in writing from Crest that they will not tolerate construction traffic by the school. **Action: HGPC will review the planning conditions.**
- A38 junction / haul road. Construction traffic will come via Haresfield Lane. A new road will be built before the haul road is removed. It was noted that the Health & Safety Executive advise that until the site is handed over, the site is considered a place of work.

- b) Shorn Brook contamination, contractor has been instructed to test the contamination. **Action: Lucie to confirm timeline.**
- c) Council noted the right of way at Hunts Grove Boundary is now open.
- d) PREIM Updates: no further updates.
- e) Colethrop Farm Ltd (CFL) updates to be reported to the working group.
- f) Phase 1 Adoption Status; latest meeting was postponed until 24th March. The Parish Council has written to SDC as per the resolutions last month.
- g) Future management of Hunts Grove public spaces in Phases 2-4. No further update.

189/22 VILLAGE MAINTENANCE

- a) Village Survey Report is due to be fully updated with information incorporated from Crest.
- b) Health & Safety Issues: concrete cistern remains a concern for the parish council.

- c) Council discussed the installation of life saving rings around the SUDS; still awaiting advice from Stroud District Council;
- d) There were no actions and matters arising.

190/22 PLANNING

- a) Council considered the following planning applications:
 - i) S.22/0449/HHOLD - 6 Colethrop Way, Hardwicke - Proposed flat roof rear single storey extension & minor alterations to the existing boundary wall
Action: Delegated to Cllr Ryder and Cllr Turner-Wilkes to review and provide a response to the Clerk.
- b) Council reviewed and adopted the drafted pre-application community involvement protocol; to be reviewed annually. **Action: Clerk.**
- c) There were no urgent planning applications received after agenda issued.

191/22 HIGHWAYS UPDATE

- a) Haresfield Lane works update; no update.
- b) Harrier Way Junction and resurfacing updates; updated earlier in the meeting.
- c) A38 junction works & construction traffic routing; updated earlier in the meeting.
- d) Council received an update on “hedgehog highway” campaign; Cllr Turner-Wilkes is arranging to meet with a local resident to take forward the campaign.

192/22 POLICY WORKING GROUP

- a) Next meeting to be held on 1st April at 4pm to look at work flow and systems. **Action: Cllr Turner-Wilkes will take notes of the meeting due to the unavailability of the Clerk.**

193/22 FINANCE REPORT

- a) The Clerk presented the finance report for the period ending 28th February 2022, and payments for approval.

Resolved; to approve the payments as below. Cllrs Turner-Wilkes and Cllr Hampson authorised the online payments.

Invoice Date	Payee	Net	VAT	Gross
15/02/22	GAPTC – internal audit	£175.00	£0	£175.00
24/02/22	Standish Parish Council	£405.00	£0	£405.00
04/03/22	Abbey Loos (deposit)	£105.00	£21.00	£126.00
07/03/22	Robinswood Trust	£23.00	£0	£23.00
31/03/22	Salaries & Expenses – Clerk	£422.70	£0	£422.70

05/04/22	HMRC	£317.20	£0	£317.20
01/04/22	GAPTC – annual subs	£474.43	£0	£474.43
	TOTALS	£1922.33	£21.00	£1943.33

- b) Council received the independent audit report for 2021/22.
- c) Council noted that the National Salary Award for 2021/22 has been agreed as 1.75% with effect from 1st April 2021, a small amount of back pay to be added to the next payrun. **Action: Clerk to advise the payroll provider.**

194/22 PARKS & OPEN SPACES UPDATE

- a) Cllr Turner-Wilkes gave an update on parks and open spaces; the landscaping at the Acorn needs attention.
- b) Council discussed options for installing a portable defibrillator in the village; **Action: Clerk to invite Passion First Aid to the next Council meeting.**
- c) Council adopted the policy and procedure for dealing with unauthorised encampments.
- d) Council deferred discussing Fields in Trust and will keep this on the agenda for future meetings to consider a strategy for the safeguarding of public open spaces.

195/22 ENERGY FROM WASTE

- a) Cllr Holmes reported that the next CLG meeting has been postponed to 12th April.
- b) Council discussed submitting an application to the 2022 CLG grant application scheme for a publicly accessible defibrillator. **Action: Clerk to research preferred defibrillators.**

196/22 GROUPS, EVENTS & PROJECTS

- a) Hunts Grove Wombles: continue to meet fortnightly to litter pick the village.
- b) Military Memorial Project: no update.
- c) “20 is plenty” Project: Cllr Turner-Wilkes awaiting confirmation from GCC on pricing for the speed signs.
- d) (Item brought forward to the start of the meeting).
- e) Cllr Meecham reported that she has offered support for the Fete and Hares of Hunts Grove hunt, and has been invited to the next meeting.

197/22 WEBSITE & COMMUNICATIONS

- a) There was no update from Cllr Ryder on the monthly communications.
- b) Council deferred discussion on establishing a Parish Mailing List, including initial promotion and ongoing costs.

198/22 CORRESPONDENCE

Council has been updated on correspondence through the Clerk Report.

199/22 PARISH COUNCILLOR AND CLERK REPORTS

- a) Council received a verbal report from Parish Councillors. Cllr Meecham will look into applying to the CIL funding for noticeboards for the parish and report back. Cllr Hampson noted that superfluous street furniture needs removing by the developer, **Action: Cllr Turner-Wilkes to raise with Crest.** Cllr Hampson is surveying the David Wilson Homes street lights. **Action: Clerk to**

enquire about the adoption status of Marconi Drive (section from DPD junction to the Hunts Grove walled area).

- b) Council received the Clerk's report, for information only.

Meeting closed at 9.07pm.

District Councillor Report

CLlr Mark Andrew Ryder

Meeting: Hunts Grove Parish Council

Date and time: 11 April 2022

(1) Symmetry Park

The following points to highlight since the last council meeting:

- a. **National Highways Response – 7th March 2022**
National Highways have requested a further 3-month delay to determination.
- b. **Landscape & Ecological Management Plan (LEMP) - 7th March 2022**
This is now available on the planning portal. It contains updated site layouts as well.
- c. **Tritax Response to SDC Conservation Team and Historic England consultee comments**
Tritax respond to the points raised via a report from their consultant EDP.

(2) Parliamentary Boundaries Review

The Boundary Commission for England (BCE) proposals to move Hardwicke Ward into a new Cotswolds constituency have been up for discussion this week. BCE held hearings in Gloucester on 24th & 25th March and I went along to speak in opposition to the proposals.

Find out more at the link below:

<https://www.bcereviews.org.uk/node/6489?postcode=GL24BH>

(3) First Meeting of the Strategic Planning Advisory Board

In addition to my role on the Development Control Committee, I am pleased to be appointed also to the Strategic Planning Advisory Board.

22nd March saw the inaugural meeting of the Stroud District Council “Strategic Planning Advisory Board” take place. The panel comprises both councillors and planning officers and is a confidential forum for discussing planning strategy. The panel has no official powers or voting rights and acts as an advisor reporting to the Environment Committee.

Planning Response

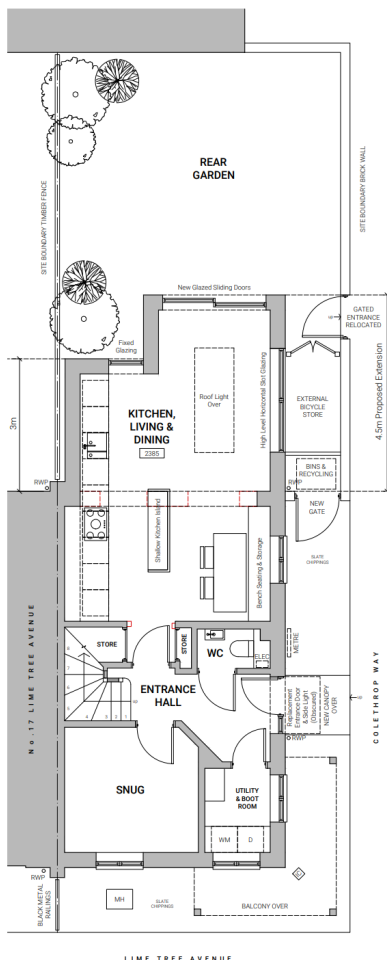
21 March 2022

(i) Application: S.22/0449/HHOLD

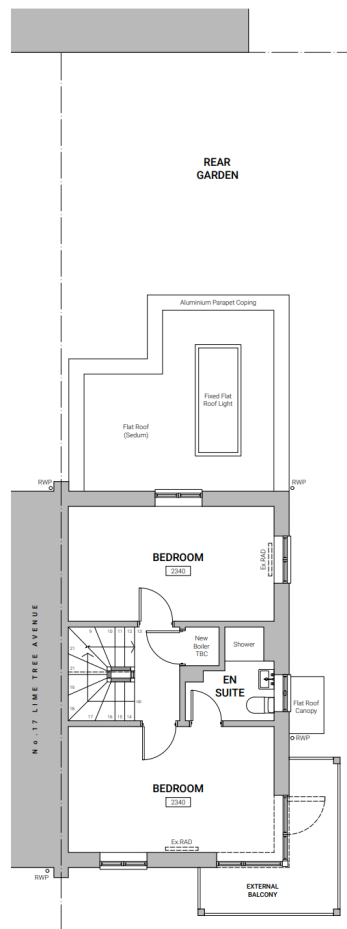
*Proposed flat roof rear single storey extension & minor alterations to the existing boundary wall
 6 Colethrop Way Hardwicke Gloucester Gloucestershire GL2 4AZ*

Informative:

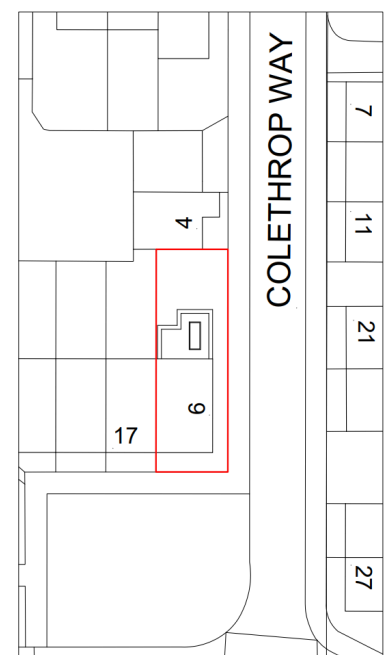
- This is quite a substantial rear single storey extension in relation to the available rear garden space, taking approx 40-50% of the garden if completed as proposed;
- Height of the structure against the neighbouring property and loss of light will need careful technical assessment;
- The Parish Council has received no contact from the applicant or neighbours, however notes the comments in support and against the application that are registered on the planning portal from 4 Colethrop Way, 11 Lime Tree Avenue and 17 Lime Tree Avenue;



01 Proposed Ground Floor Plan
 1:50 @ A1 / 1:100 @ A3



02 Proposed First Floor Plan
 1:50 @ A1 / 1:100 @ A3



03 Proposed Site Plan
 1:200 @ A1

Consultation Response:

Hunts Grove Parish Council have received no comments from the applicant or neighbours and have no objections in principle subject to the technical assessment of loss of light and height of the structure that will be carried out by the planning officer.

Hunts Grove Parish Council note this as a sensitive development due to the limited space available and the proximity of neighbouring properties, especially 17 Lime Tree Avenue. Height of structures, distance from boundary wall and loss of light impact are technical matters with clear guidance to determine acceptability in planning and building regulations

Proposal for Voting

Meeting: Hunts Grove Parish Council

Date and time: 11 April 2022 at 6:15pm

(i) Supporting Councillor & Clerk IT Requirements

Proposal to support Councillor IT requirements by providing a HGPC-owned tablet computer. It is no longer possible to fulfil the role of councillor without use of a device for accessing Council reports, planning files, Zoom or Teams calls.

This proposal considers just the hardware element. There should be further debate concerning software subscriptions, such as Office 365, Teams, Zoom etc. Clerk IT requirements should be also considered separately as the need arises.

Needs:

- High-quality brand that retains value and usability for at least 5 years;
- Cost-effective considering the small budget available;
- Implement a common platform for setup and support;
- Large enough screen to be practical;
- Ease of accessing the HGPC Google Drive;

Considered:

- Microsoft Surface Pro 7+ (£829), Microsoft Surface Pro 8 (£825), Microsoft Surface Pro X (£829);
- Apple iPad (£319), Apple iPad air (£569), iPad Pro (£749);
- A Councillor Allowance of £300 or £400 towards own device;

The proposed option would be:



Apple iPad 64GB Wi-Fi

<https://www.apple.com/uk/shop/buy-ipad/ipad-10-2/64gb-space-grey-wifi>

£319 inc. Delivery



Keyboard Case

(Various colours available)

<https://www.amazon.co.uk/Keyboard-Case-10-2-Inch-Generation/dp/B0919LWWS3/>

£28.04 inc. Delivery (*at time of writing*)

OPTIONS:

- Space Grey or Silver
- Option for a keyboard case, various colours
- Free engraving with HGPC



Voting:

- Propose that device would remain the property of HGPC;
- Check whether HGPC insurance covers theft/damage;
- Propose approving up to £354 per councillor (as the keyboard varies in price depending on Amazon sales)

HUNTS GROVE PC BANK RECONCILIATION 2021-22

BANK BALANCES 31 MARCH 2022	
Unity Trust Bank	£34,973.53
TOTAL MONIES IN BANK	£34,973.53
LESS OUTSTANDING PAYMENTS	
TOTAL OUTSTANDING PAYMENTS	£0.00
TRUE BALANCE AT 31/03/22	£34,973.53
Opening Balance at 01/04/21	£19,318.77
Receipts year to date	£27,650.00
Sub-total	£46,968.77
Expenditure year to date	£11,995.24
TRUE BALANCE AT 31/03/22	£34,973.53

Signed Clerk Date.....
 Name

Signed Chairman Date.....
 Name

HUNTS GROVE PARISH COUNCIL				
BUDGET versus SPEND 2021/22				
	£	£	£	
INCOME	Budget	Received as at 31/03/22	Balance	Notes
Precept	24160	24160	0.00	
Grants	0	3490	0.00	
EXPENDITURE	Budget	Spend as at 31/03/22	Balance	Notes
Staff costs		6085.56	-6085.56	
General Admin/expenses		2558.88	-2558.88	
Subscriptions		896.77	-896.77	
Events		520.00	-520.00	
Insurance		476.44	-476.44	
Donations		0.00	0.00	
Training		310.00	-310.00	
Newsletter/Website		589.91	-589.91	
New equipment		254.71	-254.71	
Earmarked Reserves contribution		0.00	0.00	
TOTALS	0	11692.27	-11692.27	

Proposal to Purchase

Meeting: Hunts Grove Parish Council

Date and time: 11 April 2022 at 6:15pm

(i) Projector for PC Meetings

Proposal to purchase a high-resolution computer projector for use at Parish Council meetings.

Needs:

- High resolution, 1920x1080 / 1080p, as always needing to have zoom open and documents, difficult with low resolution projectors;
- Brightness, bright enough to be comfortably used (visible) in a normally lit room;
- Portability, ease of storing between meetings and transporting to and from meetings;
- Reliable brand, long lifetime lamp



LG CineBeam PF50KS Projector (Full HD 1920 x 1080, Battery, 600 lumen, LED, Portable, HDMI, USB-C, USB)

<https://www.amazon.co.uk/dp/B07H5M25N8/>

£429



Epson EH-TW740 3LCD, Full HD 1080p, 3300 Lumens, 386 Inch Display, Up to 18 years Lamp Life

<https://www.amazon.co.uk/dp/B08LDJR722/>

£549

Notes:

- After reviewing what is currently available, the Epson would be the default choice due to it meeting all of the needs noted above.
- The LG is an interesting option though. It is very portable whilst offering the high resolution. The only downside being that it is only 600 lumens brightness compared to the 3300 lumens offered by the Epson. Also, it is £120 lower cost than the Epson whilst still being a good brand name.

Proposal:

- Purchase the LG to trial whether it is bright enough for meeting use;
- If not, return and purchase the Epson instead

HUNTS GROVE PARISH COUNCIL
BALANCE SHEET

	Year ended 31 March 2022	Year ended 31 March 2021
Receipts		
Precept	£24,160.00	£22,046.00
Grants	£3,490.00	£0.00
VAT Reclaim / Other	£0.00	£0.00
	<u>£27,650.00</u>	<u>£22,046.00</u>
Payments		
VAT	£302.97	£0.00
Staff costs	£6,085.56	£0.00
General Admin	£2,558.88	£1,807.74
Subscriptions	£896.77	£219.28
Events	£520.00	£0.00
Insurance	£476.44	£476.44
Donations	£0.00	£0.00
Training	£310.00	£0.00
Newsletter/Website	£589.91	£223.77
New equipment	£254.71	£0.00
Earmarked Reserves contribution	£0.00	0
	<u>£11,995.24</u>	<u>£2,727.23</u>
Excess Receipts/(Payments)	<u><u>£15,654.76</u></u>	<u><u>£19,318.77</u></u>

Balance Sheet as at 31 March 2022

Opening Reserves	£19,318.77	£0.00
Excess Receipts	<u>£15,654.76</u>	<u>£19,318.77</u>
	<u><u>£34,973.53</u></u>	<u><u>£19,318.77</u></u>
Represented by:		
Bank Balances		
Unity Trust Current Account	34973.53	19318.77
Unpresented debits	<u>0</u>	<u>0</u>
	<u><u>£34,973.53</u></u>	<u><u>£19,318.77</u></u>

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

HUNTS GROVE PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
			<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

www.huntsgrove-pc.gov.uk

PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2021/22 for

HUNTS GROVE PARISH COUNCIL

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	0	19,319	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2. (+) Precept or Rates and Levies	22,046	24,160	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	0	3,490	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	0	6,086	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	2,727	5,910	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	19,319	34,974	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	19,319	34,974	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.	
9. Total fixed assets plus long term investments and assets	0	0	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
			✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Defibrillators and Accessories

30,000 out-of-hospital cardiac arrests happen each year in the UK and 9 out of 10 are sadly fatal. A cardiac arrest can affect anyone at any time, whether you're at home, work, or out in public. So investing in a defibrillator could be the difference between life and death. The British Heart Foundation sells a range of Automated External Defibrillators (AEDs) from leading brands, plus all the accessories you'll need. We can also offer bespoke packages and volume discounts upon enquiry. You can find out more in our [Frequently Asked Questions](#) and whatever your needs, for expert advice fill get in touch via our [online form](#).

Want to speak to one of our defibrillator advisors? Call us on [0300 330 3322](tel:03003303322) (option 6) Monday-Friday, 9am - 5pm.

Filter 



**Philips HeartStart HS1
Defibrillator with FREE
Carry Case**

£900.00
Excl. Vat



**iPAD SP1 Fully
Automatic Defibrillator
with FREE Carry Case**

£975.00
Excl. Vat



**ZOLL AED Plus Semi
Automatic Defibrillator
with FREE Case**

£975.00
Excl. Vat
£1,170.00
Incl. Vat

£1,080.00
Incl. Vat

Add to basket

£1,170.00
Incl. Vat

Add to basket

Out of stock



ZOLL AED Plus Fully Automatic Defibrillator with FREE Case

£975.00
Excl. Vat
£1,170.00
Incl. Vat

Out of stock



ZOLL AED 3 Semi Automatic Defibrillator

£1,195.83
Excl. Vat
£1,435.00
Incl. Vat

Out of stock



ZOLL AED 3 Fully Automatic Defibrillator

£1,245.83
Excl. Vat
£1,495.00
Incl. Vat

Out of stock



Philips HeartStart FRx Defibrillator with FREE Case and Infant Key

£1,250.00
Excl. Vat
£1,500.00
Incl. Vat

Add to basket



iPAD SP1 Semi Automatic Defibrillator with FREE Carry Case

£975.00
Excl. Vat
£1,170.00
Incl. Vat

Add to basket



Beat heartbreak forever

Contact us

Shop Enquiries - 01254 277856

Defibrillators - 0300 330 3322 (option 6)

9am - 5pm, Mon - Fri

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British Heart Foundation Shops Ltd (Registered Company 2767880) is wholly owned by the British Heart Foundation (Registered Charity Number 225971) and trades only to raise funds for its parent charity's objectives.

British Heart Foundation is a registered Charity No. 225971. Registered as a Company limited by guarantee in England and Wales No. 699547. Registered office at Greater London House, 180 Hampstead Road, London NW1 7AW. Registered as a Charity in Scotland No. SC039426

iPAD SP1 (AED) Fully Automatic Defibrillator





iPAD SP1 (AED) Fully Automatic Defibrillator

Product Code: H00103

Save for later

£1,005.00 **£1,206.00 inc. VAT**

124 in stock

Delivery information

Products are typically dispatched within 3-5 working days. [More info](#)

About this product

- Fully automatic defibrillator (AED) for treatment of Sudden Cardiac Arrest (SCA)
- Clear illuminated images on the unit and calm voice prompts will help guide lay people and fully trained responders alike
- Ambient noise detector adjusts volume accordingly
- Compact and easy to carry and comes with free carry case
- Simple switch from adult to child mode

Get free access to our online module on [how to use a defibrillator!](#) All you need to do is register for free to take the module.

Suitable for novices and professionals

The iPAD SP1 Fully Automatic Defibrillator is a complete AED solution giving users of all abilities the confidence to act in the event of Sudden Cardiac Arrest (SCA). It is used by major retailers nationally including Asda supermarkets, The Co-operative and Sainsbury's and is a nominated device of the British Heart Foundation.

Fully automatic defibrillator

Defibrillator analyses heart rhythm and automatically administers shock if necessary.

Rugged, compact design

The unit has an IP rating of IP55 and can withstand a drop of one metre

For use on adults and children

The same set of electrode pads can be used for both adults and children. No additional pads required making it easy to switch from adult to child mode saving precious time and pressure on the user.

Non-polarised, pre-connected adult pads

The defibrillator comes with pre-connected dual adult / child electrode pads with pad life indicator showing how long the pads have left before they need replacing.

Clear Instructions

Illuminated diagrams on the unit, large responsive buttons and calm voice prompts guide the user. The unit will only administer a shock if needed.

A metronome ensures chest compressions are given at the right rate.

The unit automatically adjusts volume according to background noise and voice prompts can be heard above any noise up to 90 decibels.

Always ready for use

The unit self tests, leaving it always ready for use

Guarantee

AED unit: 7 years and can be extended to 10 years free of charge once registered online with the manufacturer.

Lithium battery: 4 years

Shelf life

Lithium Manganese Oxide battery: Up to five years (in standby)

Dual adult / child electrode pads: 24 months

- 1 x Defibrillator unit
- 1 x Lithium Manganese Oxide battery
- 2 x Adult / child electrode pads
- 2 x Starter kits
- 1 x User guide
- 1 x Rugged Lightweight Hi Vis Orange Carry Case

Dimensions: 26 × 25.6 × 6.95 cm

Weight: 2.4 kg including battery and pads

Dust / water resistance: IP55 (IEC 60529)

Drop tolerance: 1.22m drop to any edge, corner or surface

Energy selection (Adult): 150 Joules

Energy selection (child): 50 Joules

Infant / child capability: SMART dual adult / child electrode pads

Internal memory: Up to 15 hours of usage can be stored and can be downloaded with a simple SD card



You may also like



£182.00

iPAD SP1 Battery



£45.00

iPAD SP1 Dual use Adult Electrode Pads



- [Home page](http://www.domain.com/welcome) (http://www.domain.com/welcome) [About us](http://www.domain.com/welcome/about-us) (http://www.domain.com/welcome/about-us)
- [Communications Support Zone](http://www.domain.com/welcome/communications-support-zone) (http://www.domain.com/welcome/communications-support-zone)
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- [COVID-19 Information for Staff and Students](https://www.swast.nhs.uk/welcome/coronavirus-staff-information/our-staff-information-pages-in-relation-to-covid-19) (https://www.swast.nhs.uk/welcome/coronavirus-staff-information/our-staff-information-pages-in-relation-to-covid-19)
- [Flu and COVID-19 vaccinations - Information for Staff and Students](https://www.swast.nhs.uk/p/flu-and-covid-19-vaccinations) (https://www.swast.nhs.uk/p/flu-and-covid-19-vaccinations)
- [Police Portal](https://www.swast.nhs.uk/welcome/police-portal) (https://www.swast.nhs.uk/welcome/police-portal)
- [Information for Safeguarding Professionals](https://www.swast.nhs.uk/welcome/information-for-safeguarding-professionals) (https://www.swast.nhs.uk/welcome/information-for-safeguarding-professionals)

Welcome to South Western Ambulance Service

248 Shares



Defibrillators

Registering your Defibrillator

Our existing defibrillator database is being replaced by a national database called **The Circuit - The National Defibrillator Network**, supported by the British Heart Foundation, St John Ambulance, Resuscitation Council UK and the Association of Ambulance Chief Executives. The Circuit will link a UK wide network of defibrillators to every ambulance service in the country and the public in a bid to help save more lives from an out of hospital Cardiac Arrest.

The Circuit will help you look after and maintain your defibrillator. You'll receive regular reminders to check your defibrillator is ready to use and the pads are in date, be able to connect with other guardians in your area should you wish and even organise someone to check it if you're likely to be away on holiday.

We now need you to register your defibrillator on The Circuit to ensure that we can continue to direct members of the public to your lifesaving defibrillator in an emergency. It will only take you a few minutes to do this.

[Please click here to register today \(https://www.thecircuit.uk/\)](https://www.thecircuit.uk/)!

If you need any assistance, please call The Circuit team on 0300 330 5482.

Checking your Defibrillator

During this transition to The Circuit, please continue to submit your online report here. Please do so until you are contacted by a SWASFT representative.

[Defibrillator Accreditation Scheme Report \(http://www.domain.com/form/1021dbd3-cb4a-4429-849d-0a11d35374f4\)](http://www.domain.com/form/1021dbd3-cb4a-4429-849d-0a11d35374f4)

Restart a Heart

The availability of defibrillators can help to save lives.

A defibrillator is a device used to give an electric shock to help restart a patient's heart when they are in cardiac arrest. When someone suffers a cardiac arrest the heart stops and blood is no longer being pumped around their body. The longer they go without emergency life-support, the harder it is to restart their heart. This is where you and your community, organisation or business could make a difference.

If there were more public access defibrillators, more people could get a life-saving shock as quickly as possible

If you need any assistance, please get in touch with us at defibrillators@swast.nhs.uk



giving them the best possible chance of survival.

More than 3,600 people are resuscitated by ambulance staff every year in the South West because they suffer a pre-hospital cardiac arrest. For every minute that passes once in cardiac arrest, a person loses a further 10% chance of survival, and with this dramatic loss in chance of survival, there is a need of a defibrillator every 4-5 minutes walk. Without doubt this availability would improve cardiac arrest survival rates throughout the South West.

Automatic or semi-automatic defibrillators are easy and safe to use by anyone with little or no

training. The device talks and displays what you need to do, with many devices also showing pictures.

Don't delay, purchase a defibrillator and register today as every second counts to Restart a Heart.



[\(#body\)](#)

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248
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AGENDA 16a



Meeting: Full Council
Agenda Item: 16a: Communications Report April 2022

Date and time: 11th April 2022, 6:15pm

The following pages and sites have been created/updated since the February Parish Council meeting.

Parish Council Website

- <https://www.huntsgrove-pc.gov.uk/parish-grant-fund.php> (New Page)
- <https://www.huntsgrove-pc.gov.uk/what-is-a-parish-council-and-why-become-a-parish-councillor.php> (New Page)
- <https://www.huntsgrove-pc.gov.uk/schools.php> (New Page)
- <https://www.huntsgrove-pc.gov.uk/queens-platinum-jubilee.php> (New Page)

Parish Council Blog:

- Phase One Adoption Update (draft at time of writing)
- Construction Update (draft at time of writing)
- <https://www.huntsgrove-pc.gov.uk/blog/2022/04/01/construction-traffic-enforcement-action/>
- <https://www.huntsgrove-pc.gov.uk/blog/2022/03/11/exciting-events-coming-in-june/>
- <https://www.huntsgrove-pc.gov.uk/blog/2022/02/27/crucial-meeting-this-tuesday-hosted-by-mp-siobhan-baillie/>
- <https://www.huntsgrove-pc.gov.uk/blog/2022/02/13/parish-council-challenges-footpath-closure/>

ManCo / Petition:

- <https://www.change.org/p/crest-nicholson-crest-nicholson-abolish-unfair-service-charges-hunts-grove-management-company/u/30279219>

Cont...

Cont...

Social Media (Facebook):

- 3rd April - Construction Traffic Enforcement Action
- 2nd April - Wombles Thanks (Sandra)
- 2nd April - Jubilee Tickets
- 1st April - Jubilee Tickets - Event Listing
- 1st April - Wombles (Sandra)
- 24th March - Dog Walkers Rules (Shared post from SDC)
- 22nd March - Boundary Commission Consultation
- 18th March - Jubilee callout to HG businesses (Sandra)
- 17th March - Council Tax Rebate (Shared post from gov.uk)
- 17th March - Wombles (Sandra)
- 11th March - Queen's Jubilee (Sandra)
- 5th March - Wombles Thanks (Sandra)
- 4th March - Wombles (Sandra)
- 2nd March - ManCo Petition / change.org update
- 27th February - ManCo Discussions, Siobhan Hosting Meeting
- 24th February - Posters of Hope competition (Shared post from Siobhan Baillie)
- 19th February - Wombles Thanks (Sandra)
- 17th February - Bin collections postponed (Shared post from SDC)
- 17th February - Storm Warning (Shared post from SDC)
- 17th February - Wombles (Sandra)
- 16th February - Half-term fun ideas (Shared post from SDC)
- 15th February - Fraudster Warning (Shared post from Siobhan Baillie)

Report

Meeting: Full Council
Agenda Item: Correspondence
Date and time: 11th April 2022

Email from resident:

With the upcoming boundary changes planned we live in a house at the very end of Nass Lane which has been a dwelling house for over 200 yrs the original deeds show it being in the parish of Brookethorpe and the original maps showing the area being in the parish of Haresfield

We will soon be sandwiched between Chestnut Meadows and the proposed 97 house in Naas lane. There will soon be an illegal cycle path which will soon run through our front garden to connect the 3.5k houses being proposed in Stroud. The brook that also runs through our garden is the natural separation of Hardwicke and Quedgely further west. As our gardens back onto Hunts Grove and the front of our properties will be separated by the proposed extension of Waterwells business park and we have zero support or connection with Quedgeley Council, Kingsway or Gloucester City Council in the 25yrs we have lived here. It seems only natural we are more connected to the new development at Hunts Grove and Stroud by location.

Is it possible a request could be made to extend the boundary North towards the brook and the proposed Cockwell Road?

Report

Clerk Julie Shirley

Meeting: Full Council

Agenda Item: Clerk's Report

Date and time: 11th April 2022 at 6:15pm

MATTERS FOR VOTING

Report for information only.

RESIDENT QUERIES

Phase 3 Hunts Grove Drive & Harrier Way: grass cutting in bad state

Phase 3 field: full of rubbish blowing about – reported to Vistry and Crest by resident

Local shops/cafe: another enquiry when Hunts Grove will get local shops

Allotments: enquiry as to when Hunts Grove will get allotments

OTHER MATTERS

ManCo/Sec106: Awaiting draft letter from Stephens-Scown as at 4th April 2022.