

MINUTES

Meeting: Hunts Grove Parish Council
Date and time: 13th December 2021 at 6:15pm
Venue: Holiday Inn Express, Waterwells Business Park

Present:

Cllr Mark Ryder (Chair)
Cllr Demelza Turner-Wilkes via Zoom (non-voting)
Cllr Adam Hampson
Cllr Sandra Meecham
Cllr Martyn Holmes

Also In Attendance:

County Cllr Stephen Davies via Zoom for the first part of the meeting
Lucie Brailsford, Crest Nicholson via Zoom
Julie Shirley, Parish Clerk

131/21 APOLOGIES FOR ABSENCE

District Cllr Oxley was unable to attend the meeting.

132/21 DECLARATIONS OF INTEREST

There were none.

133/21 MINUTES

Council **resolved** to approve the Minutes of the Meeting held on 8th November 2021.

134/21 PUBLIC PARTICIPATION

None.

135/21 DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS

County Cllr Stephen Davies gave a report which included an update on schools, additional secondary school capacity is needed in 2025/26, Gloucestershire County Council is looking at alternative sites.
The Council has been replanting trees killed by ash dieback along the highway network. There was a Full Council meeting that was held in the tennis courts with no heating due to covid; fusion reactor at Berkeley Green was broadly supported across the parties.

It was noted that the signage at Crosskeys roundabout has still not been updated, **Action: Cllr Davies will request an update from Highways.**

District Cllr Mark Ryder reported that the District Council meeting was cancelled for December due to cost and covid risk. The main update is on the adoption of phase 1 which will be covered later in this meeting.

136/21 GLOUCESTERSHIRE CONSTABULARY UPDATES

PCSO Rollins circulated his report prior to the meeting. The Community Engagement Vehicle will be present on Monday 20th December 10am at the school grounds; **Action: Cllr Holmes will publicise via the council's website and Facebook.**

137/21 DEVELOPMENT SITE UPDATES

- a) Council received an update from Crest Nicholson; business meeting set for 20th December. It was noted that the missing hedgerow is to be instated, Crest to take action on areas where residents have encroached onto Crest land. There is a campervan parked on the road which appears to have people living in it, Lucie will check restrictions and report back. There are long sections of driveway on the Bellway section that lead to the public open space, it was noted that a sign saying "private no right of way" has been installed which is incorrect; this will need to be dealt with by Bellway. **Action: Clerk to contact Bellway.**

The fly tipping and barbed wire will be removed this week. There is a further tree survey planned in the new year and noted that new tree stock is difficult to source at present.

A38 junction update: validation checks are underway by third party, these are due to be completed mid-February. Approval in principle for the structure has been submitted to Gloucestershire County Council.

Harrier Way / Hunts Grove Drive Junction Modification: Crest is working on designs which will be sent to Gloucestershire County Council for approval.

It was confirmed that the dog waste bins are emptied once a week.

Crest has submitted an application to extend the temporary closure of the public right of way at the boundary.

Lucie noted that some of the photos in the council's maintenance report are out of date and don't reflect the works that have been completed.

The Crest meeting with Stroud District Council Planning is to be rescheduled to discuss the neighbourhood centre, due to the unavailability of the planning officer.

- b) Council received an update regarding the Shorn Brook contamination; Crest is due to test the residue.

- c) Council discussed the blocked public right of way at Hunts Grove Boundary, and wished to submit an objection to the continued closure as it has been closed for nearly three years and there is no construction taking place in the vicinity of the footpath. **Action: Clerk to contact GCC Public Rights of Way Officer.**
- d) There were no updates from PREIM; Councillors are attending a site visit at Tadpole Garden Village on Friday 17th December 9am-12pm.
- e) Colethrop Farm Ltd (CFL) updates; a response has been received to the Parish Council's letter, generally supportive of the request for neighbourhood centre re-location and management company discussions.
- f) Council received an update from Cllr Holmes regarding site managers meeting arrangements. Cllr Holmes already has direct communications with Vistry's site manager; once the next developer is on site it will be worth arranging a site managers meeting. David Wilson Homes and Bellway have both left site; any ongoing snagging issues can be raised via Simon New at PREIM. Cllr Hampson suggested that Crest as master builder could assist. **Action: Lucie will make enquiries as to who the contacts are now.**
- g) Council received an update from Cllr Ryder regarding the Phase 1 Adoption Status; there was a Stroud District Council (SDC) meeting, however there is a delay to the adoption due to the SUDS report. The public open spaces are ready for adoption but the SUDS is a critical element to the adoption. SDC noted that contact with Tetratex has improved. The Section 106 spreadsheet only relates to Phase 1 so the community building is not on the list. Cllr Ryder requested that SDC challenge the monies deducted for Hunts Grove woods as no maintenance has taken place. The Parish Council indicated it was interested in taking on management of the woods. The next meeting is in January 2022, Tetratex will be invited by SDC. SDC will ask for update on SUDS report and tree survey, and will use the Parish Council maintenance report. SDC is seeking a legal team opinion on the commuted sums.

SDC has offered assistance in HGPC's bid to take on management of Phases 2-4.

138/21 VILLAGE MAINTENANCE

- a) Council reviewed the Village Survey Report for December, variances since the October report. Cllr Meecham asked Lucie to point out any items that have been addressed. The next version of the report will note those items that have been scheduled to be addressed. Crest requested that the report grouped by the common areas, eg trees and verges, pathways, etc.
- b) Health & Safety Issues: the replacement play equipment part still on order due to arrive February 2022, the post to be made safe in the meantime. **Action: Cllr Turner-Wilkes to check repair and report back.** Cllr Holmes requested that the post be made safe by end of Friday 17th December if it

hasn't already been done. **Action: Crest Nicholson.** Crest see no issue with leaving the old concrete cistern; the Parish Council feel it should be removed or filled in. Cllr Holmes requested to see a formal risk assessment of the cistern; however no formal risk assessment undertaken by Crest. Crest's view is that the cistern is fenced off and the inside is no deeper than the Brook. **Action: Cllr Holmes to seek advice from external agency.**

- c) Council discussed the current arrangements for the emptying of dog and litter bins; these should be emptied by the landscape contractors on a weekly basis. This needs to be monitored as the dog bins had overflowed.
- d) Council discussed additional litter bins for the bus stops as there is litter in these areas; Crest have turned down the request. The Council felt the request was reasonable but unable to action anything at this stage as the land is not under parish council control; Council will return to the issue in the future. **Action: Cllr Meecham to update the resident.**
- e) Council discussed the installation of life saving rings around the SUDS; it was noted that life saving rings are installed at the SUDS at Kingsway. Update from Crest is that balancing ponds tend not to have life saving rings as the balancing ponds are not permanently wet and the gradients of the ponds allow easy egress, the rings provide a false sense of security and need to be inspected daily. **Action: Clerk ask SDC for advice from Tom Barrett, the flood and drainage engineer.**
- f) There were no actions and matters arising.

139/21 PLANNING

- a) Council considered the planning application S.21/2579/OUT Javelin Park, Bath Road, Haresfield – employment development. Cllr Ryder circulated a draft response. Resolved to submit. **Action: Clerk**
- b) Council **resolved** to make a £700 contribution to Standish Parish Council for the independent highways consultancy related to M5 J12 / B4008 and the Symmetry Park employment planning application. **Action: Clerk to advise Standish Parish Council.**
- c) There was one planning application received after agenda issued for council to consider.

S.21/2570/HHOLD – 34 Knotgrass Way – single and 2 storey extensions.

Council had no objections but were conscious that the notification was only received on the day of the meeting and residents hadn't had the opportunity to raise concerns with the Parish Council. Council deferred the matter to the January meeting. **Action: Short extension from Planning to be requested by the Clerk.**

140/21 HIGHWAYS UPDATE

- a) Response and actions from letter to Crest re construction traffic; construction traffic still an issue, and concern about new construction company coming on site and needing to educate the HGV drivers again. It was agreed to keep this matter on the agenda.
- b) Harrier Way Junction update; it was again noted that when the works take place there will be a single point of access to the village, suggest opening up Hunts Grove Drive. Stagecoach do not want to bring buses along that route. **Action: Council to raise this matter at the business meeting with Crest.**
- c) A38 junction works & construction traffic routing; No update on commencement date for works, awaiting GCC approval. Awaiting scheduling of meeting with Highways Manager for HGPC and HPC (Hardwicke Parish Council). Keep as agenda item for future updates.
- d) Council received an update on “hedgehog highway” campaign; no signs have been requested by residents. **Action: Cllr Turner-Wilkes will publish a blog on the hedgehogs and liaise with the volunteer in January.** It was agreed to keep this matter on the agenda.

141/21 POLICY WORKING GROUP

- a) Meeting held on 3rd December 2021 which covered blog training and communications; an updated draft position statement to be circulated in January. **Action: Cllr Ryder.**

142/21 FINANCE REPORT

- a) The Clerk presented the finance report for the period ending 30th November 2021, and payments for approval.

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

Invoice Date	Payee	Net	VAT	Gross
27/09/21	PKF Littlejohn LLP – audit	£240.00	£48.00	£288.00
15/11/21	Mark Ryder – reimbursement	£111.67	£22.34	£134.01
01/12/21	PATA (UK)	£63.85	£0	£63.85
31/12/21	Salaries & Expenses – Clerk	£457.86	£0	£457.86
05/01/22	HMRC – Q3	£317.00	£0	£317.00
01/11/21	GAPTC – training	£250.00	£0	£250.00
	TOTALS	£1440.38	£70.34	£1510.72

- b) Council **resolved** to approve the second draft of the budget for 2022/23 (budget appended to minutes) and agreed a precept request of £53,000, an increase of £27 per year for Band D council tax properties; **Action: Clerk to submit the precept requirement to Stroud DC and query the tax base as this may not include the Hunts Grove parish properties on Marconi Drive.**
- c) Council appointed NEST to be the Council’s workplace pension provider in order to comply with Pension Regulations, and agreed to meet the minimum employer / employee contribution percentage rates for auto-enrolled employees (none eligible at this stage). **Action: Clerk to complete the paperwork.**

- d) Council discussed arrangements for holding future meetings at the school. Council discussed purchasing a projector as the School does not have one in the meeting room; Cllr Hampson has an unused projector at work that Council could borrow; **Action: Cllr Hampson to check working condition of projector.** It was agreed to hold the January council meeting at the hotel and discuss possible use of wifi at the school for February onwards meeting. **Action: Clerk.**
- e) Council discussed a councillor attending at First Aid course; and noted that this was not needed as Cllr Hampson is a certified First Aider and will be the appointed first aider at the volunteer litter picking events.

143/21 PARKS & OPEN SPACES UPDATE

- a) Cllr Turner-Wilkes gave an update; there was concern about Lime Tree Park as previously discussed in the meeting. The top soil at open space at Bovis still contains contaminants; the Herras fencing has been removed so the public have access to the area. Crest said that the rubbish would be removed; **Action: Council to raise at the Business Meeting.**
- b) The updated unauthorised encampments policy draft to be circulated by Cllr Turner-Wilkes to Council for consideration; **Action: Cllr Turner-Wilkes.**

144/21 ENERGY FROM WASTE

- a) Hunts Grove has joined the Community Liaison Group (CLG); Cllr Holmes attended the latest meeting and gave an update. Cllr Holmes noted to the Group the need for ongoing environmental monitoring for Hunts Grove parish. Energy from Waste is producing steam that is not being used; CLG will investigate whether future developments could utilise steam to heat new homes. **Action: Cllr Holmes to follow up on request to tour the facility and arrange a date when the Council can hold a meeting at the facility.**
- b) Update on the Environmental Monitoring Systems; see above.
- c) There was no update on CLG grant applications as yet. **Action: Cllr Holmes to enquire about the grant applications and how the £25,000 fund has been allocated.**

145/21 GROUPS, EVENTS AND PROJECTS

- a) Cllr Meecham gave a brief update on the Hunts Grove Wombles; litter pick took place last week with a new family plus the regulars and Cllr Hampson. There are no more litter picks planned before Christmas. Cllr Meecham will see if any volunteer is willing to run the litter picks if Cllr Meecham goes away. The risk assessment has been reviewed.
- b) Military Memorial Project, Cllr Holmes has looked at some steelwork designs and felt that they were not appropriate. It is possible that CFL could incorporate a design as part of the development. It was agreed to keep this matter on the agenda.

- c) "20 is plenty" Project, Cllr Turner-Wilkes has requested updated prices for speed signs to go to Crest for consideration. **Action: Cllr Turner-Wilkes to approach the school.**

- d) Cllr Meecham gave an update on Queen's Platinum Jubilee 2022, 70 years of service. Cllr Meecham met with 2 volunteers, and would like to contact the school to see if they have any plans and if they will permit use of the school facilities. The group had an idea for an open air cinema for one of the evenings and possibly an afternoon tea for the Sunday afternoon. (1) **Action: Clerk to contact Clerk at Brockworth PC to see how they organised their cinema event.** (2) **Action: Cllr Meecham to contact the school.**

146/21 WEBSITE AND COMMUNICATIONS

Website and Communications was discussed at working group meeting; **Action: Cllr Ryder to prepare more content for January meeting.**

147/21 PARISH COUNCILLOR REPORTS (INFORMATION ONLY)

Cllr Holmes has been in contact with the Management Company Steering Group concerning the latest developments and plans that HGPC has been discussing with the managing agent (Preim Ltd) and Crest Nicholson, however received no meaningful update. The matter is with Preim to pursue now.

Next council meeting to be held at 6.15pm on Monday 10th January at the Holiday Inn

The meeting closed at 9.04pm.

HUNTS GROVE PARISH COUNCIL				
BUDGET 2022-23				
	£	£		£
INCOME	2021-22 Budget	Received as at 30/09/21		Agreed 2022/23 Budget
Precept	24160	12080		53000.00
Grants	0	0		
EXPENDITURE	2021-22 Budget	Spend as at 30/09/21		Proposed 2022/23 Budget
Staff costs		2621.26		10000.00
General Admin/expenses		702.78		1500.00
Subscriptions		422.34		1000.00
Insurance		476.44		500.00
Donations		0.00		1000.00
Training		0.00		500.00
Newsletter/Website		423.96		1500.00
IT		0.00		3000.00
New equipment		0.00		3000.00
Community Events		0.00		1000.00
Professional fees		0.00		10000.00
Earmarked Reserves contribution		0.00		20000.00
TOTALS	0	4646.78		53000.00
				934.53
				56.71
				29.42
				27.29
				92.77