

6<sup>th</sup> June 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:** 13<sup>th</sup> June 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 16<sup>th</sup> May 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. FINANCE AND PROCEDURES

- a) To receive the bank reconciliation and budget comparison reports for the last period
- b) To approve the schedule of payments.

## 6. PLANNING

- a) To consider the following planning applications:

S.22/0460/FUL	Parcel R17 EL, Hunts Grove Phase 4, Hunts Grove Drive, Hardwicke	Full planning permission for residential development (Use Class C3), community hub (Use Class E), local retail and commercial space (Use Class E), allotments, bio-diversity habitat and associated infrastructure and landscape works
---------------	--	--

- b) To consider any urgent planning applications received after agenda issued.

## ITEMS REQUIRING A RESOLUTION FROM COUNCIL

7. To approve recommendations arising from the latest working group meeting.
8. To approve I.T. software requirements for parish councillors and discuss requirement for I.T. hardware and how it will be purchased.
9. To approve a subscription to Parish Online for mapping of Hunts Grove assets at an annual cost of £130+VAT.

## ITEMS TO REVIEW/NOTE

### 10. CLERK REPORT

- a) To receive the Clerk's report

### 11. DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS

To receive a report from District Councillor and County Councillor.

### 12. GLOUCESTERSHIRE CONSTABULARY UPDATES

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

### 13. DEVELOPMENT SITE UPDATES

- a) To receive an update from Crest Nicholson including business meeting held on 6<sup>th</sup> June
- 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.

### 14. VILLAGE MAINTENANCE

- a) Review updates to the Village Survey Report
- b) Health & Safety Issues (play equipment, old farm cistern)
- c) Actions and matters arising.

## **15. 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

## **16. PARKS & OPEN SPACES UPDATE**

- a. To receive an update from Cllr Turner-Wilkes

## **17. ENERGY FROM WASTE**

- a) To receive an update from the Community Liaison Group (CLG) representative.
- b) To receive an update on CLG grant applications.

## **18. POLICY WORKING GROUP**

- a) Discuss priorities for the next working group and schedule the meeting.

## **19. 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 to express a vote of thanks to all the volunteers.
- e. To consider any actions arising from the Jubilee events relevant for future events.

## **20. 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.

## **21. CORRESPONDENCE**

## **22. PARISH COUNCILLOR**

- a) To receive a verbal report from Parish Councillors, for information only.

## **23. NEXT MEETINGS**

# MINUTES

**Meeting:** Hunts Grove Parish Council Annual Meeting

**Date and time:** 16<sup>th</sup> May 2022 at 7.30pm

**Venue:** Hunts Grove Primary Academy

**Present:**

Cllr Mark Ryder (Chair)

Cllr Demelza Turner-Wilkes (Vice-Chair)

Cllr Adam Hampson

Cllr Sandra Meecham

**Also In Attendance:**

Lucie Brailsford, Crest Nicholson via Zoom

District Councillor Gill Oxley

Julie Shirley, Parish Clerk

**219/22 TO ELECT CHAIR OF HUNTS GROVE PARISH COUNCIL AND RECEIVE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Turner-Wilkes nominated Cllr Ryder as Chairman, seconded by Cllr Meecham, all in favour.

**220/22 TO ELECT VICE-CHAIR OF HUNTS GROVE PARISH COUNCIL**

Cllr Meecham nominated Cllr Turner-Wilkes as Vice-Chairman, seconded by Cllr Ryder, all in favour.

**221/22 TO APPOINT OFFICERS AND REPRESENTATIVES TO COMMITTEES / WORKING GROUPS / EXTERNAL BODIES AS APPROPRIATE.**

Finance Working Group: Cllr Meecham, Cllr Turner-Wilkes

Policy Working Group: all councillors

Community Liaison Group: requested that Cllr Holmes continue, to be confirmed at the next meeting

Councillor Leads to remain as existing:

Cllr Ryder: Planning Lead, Highways Liaison, Communications, Website

Cllr Turner-Wilkes: Finance, Safety Inspections, Sports Group Champion, Business Liaison

Cllr Hampson: Trees & Ecology Lead, Footpaths and Rights of Way, Open Spaces, Neighbourhood Warden Liaison

Cllr Meecham: Finance, Community Groups Champion, Queens Platinum Jubilee Celebrations Lead, Hunts Grove Wombles Coordinator

Signed: .....

Date: .....

Page 1

Cllr Holmes: Javelin Park Parish Representative, Police Liaison, Management Company Liaison.

**222/22 APOLOGIES FOR ABSENCE**

Cllr Martyn Holmes.

**223/22 DECLARATIONS OF INTEREST**

There were none.

**224/22 MINUTES**

Council **resolved** to approve the Minutes of the Meeting held on 11<sup>th</sup> April 2022.

**225/22 PUBLIC PARTICIPATION**

No public present.

**226/22 FINANCE AND PROCEDURES**

- a) The Clerk presented the bank reconciliation and budget analysis for the period ending 30<sup>th</sup> April 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
18/03/22	Stephens Scown LLP	£1958.50	£391.70	£2350.70
17/03/22	Standish Parish Council	£50.00	£0	£50.00
08/03.22	Major Entertainments Ltd	£1275	£255	£1530.00
01/03/22	PATA (UK)	£23.85	£0	£23.85
31/05/22	Salaries & Expenses May 2022	£429.90	£0	£429.90
09/05/22	PJ & L Pearce (Whiteshillbillies)	£300	£0	£300
03/06/22	Ian Whitmore	£180	£0	£180
04/03/22	Abbey Loos Ltd	£315	£63	£378
	<b>TOTALS</b>	<b>£4532.25</b>	<b>£709.70</b>	<b>£5242.45</b>

**227/22 PLANNING**

- a) To consider the following planning applications:

S.22/0897/P14J	Unit Q1 (MG Markey Group Ltd), Quadrant Distribution Centre	56 day prior notice - Installation of 999.96kWp of Solar panels, located on existing roofs at the site.	HGPC Support.
----------------	---	---	---------------

- b) To consider any urgent planning applications received after agenda issued. Application S.22/0460/FUL for the farmhouse triangle to be considered at the next meeting.

## ITEMS REQUIRING A RESOLUTION FROM COUNCIL

**228/22** Council approved the recommendation from the latest working group meeting to invite Crest to a meeting.

**229/22** To approve I.T. software requirements for parish councillors and confirm how the I.T. hardware will be purchased. Deferred pending additional information, to be explored further by the Policy Working Group on Friday 10<sup>th</sup> June 4pm. **Action: Clerk** to request quotes for hardware and Microsoft 365.

**230/22** To consider sponsoring a hare at the School's Hares of Hunts Grove hunt. Item removed due to being too late to sponsor a hare; the parish council intend to provide a donation to the School PTA from the Jubilee music festival ticket sales.

**231/22** Council approved the purchase cost of a notice board (£2167 incl delivery) and delegate authority to the Chairman/Vice-Chairman to proceed with the purchase and installation arrangements. **Action: Clerk, Cllr Ryder, Cllr Turner-Wilkes.**

**232/22** Council considered submitting an application to the 2022 CLG grant application scheme for a defibrillator. **Action: Cllr Meecham** will request quotes to support the application and prepare an application to the fund.

## ITEMS TO REVIEW/NOTE

### 233/22 GLOUCESTERSHIRE CONSTABULARY UPDATES

- a) Cllr Turner-Wilkes provided an update on an instance of anti-social behaviour at the basketball court.

### 234/22 DEVELOPMENT SITE UPDATES

- a) Council received an update from Crest Nicholson:
  - Harrier Way potholes should be filled on 18<sup>th</sup> May.
  - Newt trapping is due to commence on 31<sup>st</sup> May; after 30 days have elapsed the works on the allotments can commence.
  - Play Area phase 2 Public Open Space plan of works requested from Crest
- b) Shorn Brook contamination; awaiting results of tests.
- c) PREIM Updates: Annual Meeting for Management Company is to be held towards the end of June.
- d) Colethrop Farm Ltd (CFL) updates: planning application has been validated by Stroud District Council, to be considered by the parish council at the next meeting.
- e) Phase 1 Adoption Status: Cllr Ryder gave an update from 16<sup>th</sup> May meeting, there has been a discussion between Stroud District Council (SDC) and Tetrattech about the commuted sums. SDC is looking at the enforcement options of the annual reporting requirements of the SuDS. There are remedial works taking place on the SuDS which will take approximately 8 weeks to complete. A

plan of works will be sent to the Parish Clerk. Tree survey has been completed showing 13 trees needing attention, the Hunts Grove Wood survey is in progress. Play area RoSPA reports expected in June 2022. SDC legally have to advertise the disposal of Phase 1 public spaces prior to transferring to the parish council.

- f) Future management of Hunts Grove public spaces in Phases 2-4: an update is expected at the next parish council meeting.

### **235/22 VILLAGE MAINTENANCE**

- a) Village Survey Report is due to be fully updated with information incorporated from Crest. The amount of weeds in the verges was discussed. **Action: Cllr Meecham** to identify areas that need attention and forward to the Clerk to follow-up with Crest for weeding/spraying. **Action: Clerk** to follow-up with Cllr Davies on the possibility of the parish council maintaining the highways-adopted verges.
- b) Health & Safety Issues: no new updates.
- c) Council noted the advice from Stroud District Council building control regarding the installation of life saving rings around the SUDS; it is covered by Part H of building regulations. There are no requirements to install life saving rings, the responsibility is on the landowner to assess the risk. Once the area is adopted, the parish council will need to make its own health and safety risk assessment and determine whether life saving rings at the SuDS locations are required.
- d) Matters arising: none.

### **236/22 HIGHWAYS UPDATE**

- a) Haresfield Lane works update; Cllr Hampson noted that the trees planted along the road are not supported by the stakes and have fallen over.
- b) Harrier Way Junction and resurfacing updates; works are likely to take place during the school holidays and a plan of works will be provided to the parish council a month before the works commence.
- c) A38 junction works & construction traffic routing; no new updates.
- d) Council received an update on “hedgehog highway” campaign; a poster is to be published.

### **237/22 PARKS & OPEN SPACES UPDATE**

- a) Cllr Turner-Wilkes gave an update on parks and open spaces: the park sign at Lime Tree Park has come out of the ground. All the remedials for Phase 1 will be addressed prior to adoption.

### **238/22 ENERGY FROM WASTE**

- a) To receive an update from the Community Liaison Group (CLG) representative. Item deferred. Tour of the facility has been arranged for 30<sup>th</sup> May.

### **239/22 POLICY WORKING GROUP**

- a) Council scheduled the next working group meeting for 10<sup>th</sup> June at 4pm.

### **240/22 GROUPS, EVENTS & PROJECTS**

- a) Hunts Grove Wombles update: fortnightly litter picks continue to take place.
- b) Military Memorial Project update: deferred to next meeting.
- c) "20 is plenty" Project: **Action: Cllr Turner-Wilkes** will explore bin signage and will discuss speed signs with Cllr Davies.
- d) Cllr Meecham gave a brief update on the Queen's Jubilee celebrations.
- e) School Fete and Hares of Hunts Grove hunt: Cllr Meecham will be attending to provide support.

### **241/22 WEBSITE & COMMUNICATIONS**

- a) Cllr Ryder will share an update report on the monthly communications via the shared drive.

### **242/22 CORRESPONDENCE**

Included in the Clerk's report.

### **243/22 PARISH COUNCILLOR AND CLERK REPORTS**

- a) No additional updates from Parish Councillors.
- b) Council received the Clerk's report circulated prior to the meeting, for information only.

### **244/22 NEXT MEETINGS**

- a) Council noted arrangements for the next Meeting of the Parish Council taking place on Monday 6<sup>th</sup> June at 6.15pm.

Meeting closed at 9.30pm.



## HUNTS GROVE PC BANK RECONCILIATION 2021-22

<b>BANK BALANCES 31 MAY 2022</b>	
Unity Trust Bank	£56,105.70
<b>TOTAL MONIES IN BANK</b>	<b>£56,105.70</b>
<b>LESS OUTSTANDING PAYMENTS</b>	
<b>TOTAL OUTSTANDING PAYMENTS</b>	<b>£0.00</b>
<b>TRUE BALANCE AT 31/05/22</b>	<b>£56,105.70</b>
Opening Balance at 01/04/22	£34,973.53
Receipts year to date	£28,300.00
Sub-total	£63,273.53
Expenditure year to date	£7,167.83
<b>TRUE BALANCE AT 31/05/22</b>	<b>£56,105.70</b>

Signed Clerk ..... Date.....  
Name

Signed Chairman ..... Date.....  
Name

<b>HUNTS GROVE PARISH COUNCIL</b>				
<b>BUDGET COMPARISON REPORT 2022-23</b>				
	<b>£</b>	<b>£</b>	<b>£</b>	
<b>INCOME</b>	<b>Budget</b>	<b>Received as at 31/05/22</b>	<b>Balance</b>	<b>Notes</b>
Precept	53000	26500	26500.00	
Grants	0	1800	0.00	
<b>EXPENDITURE</b>	<b>Budget</b>	<b>Spend as at 31/05/22</b>	<b>Balance</b>	<b>Notes</b>
Staff costs	10000.00	1983.70	8016.30	
General Admin/expenses	1500.00	196.95	1303.05	
Subscriptions	1000.00	0.00	1000.00	
Insurance	500.00	0.00	500.00	
Donations	1000.00	0.00	1000.00	
Training	500.00	0.00	500.00	
Newsletter/Website	1500.00	211.83	1288.17	
IT	3000.00	11.98	2988.02	
New equipment	3000.00	457.50	2542.50	
Community Events	1000.00	3279.00	-2279.00	Earmarked Funds
Professional fees	10000.00	2008.50	7991.50	
Earmarked Reserves contribution	20000.00	0.00	20000.00	
<b>TOTALS</b>	<b>53000.00</b>	<b>8149.46</b>	<b>44850.54</b>	
<b>EARMARKED RESERVES</b>	<b>£</b>			
Jubilee events	3325			

## Report

Clerk Julie Shirley

**Meeting:** Full Council  
**Agenda Item:** Payment Schedule  
**Date and time:** 13<sup>th</sup> June 2022 at 6.15pm

### SUMMARY

To provide Council with the list of accounts for payment.

### MATTERS FOR VOTING

To approve the payment schedule.

### 1. PAYMENT SCHEDULE

Invoice Date	Payee	Net	VAT	Gross
24/03/22	Blue Tree Website Design (7 months web hosting)	£101.50	£0	£101.50
24/03/22	Blue Tree Website Design (support)	£60.00	£0	£60.00
24/03/22	Blue Tree Website Design (7 months email hosting)	£50.33	£0	£50.33
01/06/22	PATA (UK)	£23.85	£0	£23.85
30/06/22	Salaries & Expenses June 2022	£452.55	£0	£452.55
30/06/22	HMRC	£328.00	£0	£328.00
	<b>TOTALS</b>	<b>£1016.23</b>	<b>£0.00</b>	<b>£1016.23</b>

**Hunts Grove Parish Council**  
**Form P32 - Employer Payment Record**

Tax Month From: 1                      Date From: 06/04/2022                      Tax District/Reference: 120/FE36198  
Tax Month To: 3                          Date To: 05/07/2022                          Accounts Office Reference: 120PX02450998

1 - PAYE Income Tax:	328.00
2 - Student/Postgraduate Loan Deductions:	0.00
3 - Net Income Tax:	328.00 ( 1 + 2 )
4 - Gross National Insurance:	0.00
5 - Employment Allowance:	0.00
6 - Total SMP Recovered:	0.00
7 - NIC Compensation on SMP (if due):	0.00
8 - Total SPP Recovered:	0.00
9 - NIC Compensation on SPP (if due):	0.00
10 - Total ShPP Recovered:	0.00
11 - NIC Compensation on ShPP (if due):	0.00
12 - Total SAP Recovered:	0.00
13 - NIC Compensation on SAP (if due):	0.00
14 - Total SPBP Recovered:	0.00
15 - NIC Compensation on SPBP (if due):	0.00
16 - Total NIC Deductions:	0.00
17 - Net National Insurance:	0.00 ( 4 minus 5 minus 16 )
18 - Apprenticeship Levy:	0.00
19 - Termination Payments Class 1A NICs	0.00
20 - Employer NI to Pay:	0.00
21 - Total Amount Due:	328.00 ( 3 + 17 + 18 + 19 )

Note: If there is a value in box 16 displayed above you must submit an Employer's Payment Summary (EPS) to HMRC.

Tax Refund Received	0.00
SMP/SPP/ShPP/SAP/SPBP Funding Received	0.00
Total SMP	0.00
Total SPP	0.00
Total ShPP	0.00
Total SAP	0.00
Total SPBP	0.00
Small Employer Statutory NIC Compensation Percentage	3.00 %

You can pay your employers' PAYE and National Insurance online at <https://www.tax.service.gov.uk/pay-online/epaye>

Hunts Grove Parish Council  
Julie Shirley  
PO Box 2287  
Gloucester  
GL3 9HA



01 June 2022

Invoice No: 21/1223/PPS

## **INVOICE for PATA Payroll Services**

<b>Service</b>	<b>No. Employees</b>	<b>Total Cost</b>
April 2022 Payroll	1	£7.95
May 2022 Payroll	1	£7.95
June 2022 Payroll	1	£7.95
<b>TOTAL DUE</b>		<b>£ 23.85</b>

**Payment terms 14 days – due by 15th June 2022**

**Method of Payment:**

**BACS:**

BANK Acc. Name: PATA (UK) Acc.No:69294941 Sort code 60-09-02

Please notify by email to [finance@pataglos.org.uk](mailto:finance@pataglos.org.uk) when BACs payment made.

**Or Cheque:**

Payable to **PATA (UK)** and forward to:

**PATA Payroll, Chequers Bridge Centre, Painswick Road, Gloucester, GL4 6PR**

With thanks

E & OE

---

PATA (UK) ~ Chequers Bridge Centre ~ Painswick Road ~ Gloucester ~ GL4 6PR

**T** 01452 541244 **E** [finance@pataglos.org.uk](mailto:finance@pataglos.org.uk) **W** [www.pataglos.org.uk](http://www.pataglos.org.uk)



BlueTree Website Design  
16a Beach Road West  
Portishead, Bristol  
BS20 7HR, UK

www.bluetree.co.uk  
info@bluetree.co.uk  
0117 339 0095

24 March 2022

**F.A.O. Ms Julie Shirley**  
Clark to Hunts Grove Council  
PO Box 2287  
Gloucester  
GL3 9HA

## I N V O I C E

GBP £

To:

7 months email hosting, paid by us on your behalf to Zen Internet, June 2021 to January 2022 inclusive (at cost)	50.33
---	-------

**Amount now due:**

**£50.33**

**Please pay promptly!**

**Your prompt payment keeps our costs down and our prices low.**

### References:

Your reference: PO number: telephone / email  
Invoice number: 3178

### Payment details: *Please pay by EFT if possible*

UK Bank:	HSBC Bristol City Office	Branch id code:	MIDLGB2103B
Bank Sort Code:	40-14-13	Account number:	91183443
Payee for Cheques:	BlueTree Website Design		



BlueTree Website Design  
16a Beach Road West  
Portishead, Bristol  
BS20 7HR, UK

www.bluetree.co.uk  
info@bluetree.co.uk  
0117 339 0095

24 March 2022

**F.A.O. Ms Julie Shirley**  
Clark to Hunts Grove Council  
PO Box 2287  
Gloucester  
GL3 9HA

## I N V O I C E

GBP £

To:

- |   |   |       |
|---|---|-------|
| 1 | BlueTree support ticket #3179   | 60.00 |
|   | Each ticket covers sixty minutes work on Hunts Grove Parish Council website-related activities. |       |

**Amount now due:**

**£60.00**

**Please pay promptly!**

**Your prompt payment keeps our costs down and our prices low.**

### References:

Your reference: PO number: telephone / email  
Invoice number: 3179

### Payment details: *Please pay by EFT if possible*

<b>UK Bank:</b>	HSBC Bristol City Office	<b>Branch id code:</b>	MIDLGB2103B
<b>Bank Sort Code:</b>	40-14-13	<b>Account number:</b>	91183443
<b>Payee for Cheques:</b>	BlueTree Website Design		



BlueTree Website Design  
16a Beach Road West  
Portishead, Bristol  
BS20 7HR, UK

www.bluetree.co.uk  
info@bluetree.co.uk  
0117 339 0095

24 March 2022

**F.A.O. Ms Julie Shirley**  
Clark to Hunts Grove Council  
PO Box 2287  
Gloucester  
GL3 9HA

## INVOICE

GBP £

To:

7 months website hosting and support, at £14.50 101.50

**Amount now due:**

**£101.50**

**Please pay promptly!**

**Your prompt payment keeps our costs down and our prices low.**

### References:

Your reference: PO number: telephone / email  
Invoice number: 3180

### Payment details: *Please pay by EFT if possible*

UK Bank: HSBC Bristol City Office Branch id code: MIDLGB2103B  
Bank Sort Code: 40-14-13 Account number: 91183443  
Payee for Cheques: BlueTree Website Design





# STROUD DISTRICT COUNCIL

Ebley Mill • Ebley Wharf • Stroud • Gloucestershire • GL5 4UB  
Telephone 01453 766321 • Facsimile 01453 750932  
www.stroud.gov.uk

Email: [planning@stroud.gov.uk](mailto:planning@stroud.gov.uk)

website: [www.stroud.gov.uk/plans-online](http://www.stroud.gov.uk/plans-online)

Hunts Grove Parish Council  
PO Box 2287  
Gloucester  
GL3 9HA

Case Officer Ranjit Sagoo

Email: [ranjit.sagoo@stroud.gov.uk](mailto:ranjit.sagoo@stroud.gov.uk)

12 May 2022

Dear Sir/Madam

## Planning or Associated Application

Application Number: S.22/0460/FUL  
Location: Parcel R17 EL, Hunts Grove Phase 4, Hunts Grove Drive, Hardwicke.  
Application Type: Full Planning Application  
Description: Full planning permission for residential development (Use Class C3), community hub (Use Class E), local retail and commercial space (Use Class E), allotments, bio-diversity habitat and associated infrastructure and landscape works  
Respond by date: 03.06.2022  
Web Link: <https://www.stroud.gov.uk/apps/planning?AppRef=S.22/0460/FUL>

The above application, submitted to the Stroud District Council, relates to land within your Parish. As such, I shall be glad to receive any views your Council would like the Planning Authority to take into account.

Copies of all plans and documentation are available on the Council's website at the above link

Since the Local Planning Authority has by statute only a limited period in which to determine this application, it is important that no delay should occur in receiving representations. If you have not contacted us by the date above, I shall assume that your Council has no observations to make on the application. If you need additional time to consider the application, please contact the case officer directly who may be able to agree an extension of time. Any observations you make will be placed on the public file, and on our website.

To ensure your observations are dealt with efficiently, please use the "submit a comment" tab on the website. Please ensure you are logged in to the alerts system ([click here](#)) so that your contact details are automatically pulled through. Where you are being notified, rather than consulted, the comments box will not be enabled unless you are logged in.

Yours faithfully

**Proper Officer of the Council**  
**Duly authorised in that behalf**

Chief Executive: Kathy O'Leary

## AGENDA xx

**DRAFT**

### Planning Response

(Draft for full council)

**Meeting:** Hunts Grove Parish Council

**Date and time:** 13 June 2022 at 6:15pm

#### **(i) Application: S.22/0460/FUL**

*S.22/0460/FUL | Full planning permission for residential development (Use Class C3), community hub (Use Class E), local retail and commercial space (Use Class E), allotments, bio-diversity habitat and associated infrastructure and landscape works*

#### **Proposed Consultation Response:**

Hunts Grove Parish Council fully supports this application subject to the following observations.

#### **Delivery of 100% of the Scheme**

The council is concerned that the scheme may not be delivered in full. This unfortunately has been the experience of residents so far at Hunts Grove, a lot promised, however only houses delivered with no amenities. The council has taken a balanced approach in this response of overall approval, however, to be clear, there are pros and cons, and the scheme is only acceptable if delivered in full.

The council requests that any planning permission for the scheme includes conditions or legal agreements that bind the delivery of mixed-use and community amenities. Further, specifically for the allotments, these should be delivered as soon as possible following permission, and in advance of any other works.

#### **Engagement**

The council recognises and appreciates the engagement over the last two years by the architect and planning team representatives of the applicant. The scheme draws on sound planning and design principles that have been presented and discussed at several engagement meetings. Many ideas from those meetings have found their way into this application, therefore the council would like to express its gratitude for the involvement of councillors and the Hunts Grove community.

### **Allotments**

This is the most controversial element of the application for our residents. Both implementation and location. Delivery of amenities at Hunts Grove is a critical issue. More than 10 years into the build-out of Hunts Grove and promised amenities have not been delivered by Crest Nicholson within the legal timescales. The village now has more than 1,000 completed dwellings, but no amenities, such as allotments, community building, sports pitches, and neighbourhood centre. Therefore, any further uncertainty in the delivery of the allotments is not welcome considering Crest Nicholson has planning approval for the original allotments scheme under S.19/2352/REM.

The approved permission is for 100% of Hunts Grove allotments provision to be provided in a single location adjacent to the motorway and Haresfield Lane. This application seeks to split allotment provision across two sites, with 60% of provision at the original site and 40% at a site on the opposite side of the motorway accessed by the existing agricultural foot bridge motorway crossing from the Phase 2 Major POS.

The council intends to further engage with residents to capture further views on these proposals and encourage residents to leave their own comments on the planning portal. At this point, consultation feedback in July 2021 and more recently has been mixed:

- Concern at delay to delivery of allotments
- Concern that allotments will partly be located outside of Hunts Grove Parish
- Preferable to some as the second location will be nearer to some Phase 2 properties than the original location
- Preferable to some as the second location includes more biodiversity space and space for expansion in the future
- Concern about security and anti-social behaviour at a remote site with no overlooking by residential properties
- Concern at no tool storage provision at the second location
- Concern about the safety and condition of the motorway footbridge
- Concern that there is no vehicle access to the second location
- The allotments site must be secured with a fence and lockable gate

With regards the issue of long-term management of the allotments and the second location being in Haresfield Parish rather than Hunts Grove Parish, we would like to ensure that Haresfield Parish have a secured role in the long-term management of the allotments. As stated above, we strongly request that the allotments are managed by the parish council rather than a management company. This also has the benefit of making it easier for Haresfield Parish to be involved if they choose to be. Under Parish responsibility, Hunts Grove Parish Council suggests a joint committee for allotments whereby Haresfield Parish is guaranteed membership if they choose, either now or in perpetuity.

In summary, regarding the allotments, the council considered there are potential negative aspects to the split location, however on balance with the other positive features of this application, it would be an acceptable compromise. Meanwhile the council would still seek further discussion with the applicant and planners to discuss and mitigate the concerns raised above.

### **Mixed-Use**

The council very much supports the notion of “walkable communities”, and a mixed-use strategy is key to delivering on that. We like how the design creates a public gathering space, a meeting space at the farmhouse, and two retail units for local businesses.

This arrangement helps resolve the negative effects of the masterplan changes implemented by Crest Nicholson that have led to housing en-masse with no mixed-use, character or destinations. The relocation of the neighbourhood centre from the centre of the village to the outer edge beside the A38 is specifically problematic, and this scheme would help alleviate that damage.

The Parish Council is aware of at least two Hunts Grove food businesses that have had to leave Hunts Grove as there are no commercial spaces whatsoever. The fact that this scheme includes two small retail units and a café space at the farmhouse is welcomed and we hope that this encourages Hunts Grove business-owners to set up in Hunts Grove.

### **Saving the Farmhouse**

The farmhouse building is the only original building at Hunts Grove. The council very much supports the restoration and re-use of the farmhouse rather than demolition. The building is a link to the past, provides some character and is being promoted for community benefit for flexible office space, café etc.

### **Long-Term Maintenance & Management**

The council is concerned that the amenities in this scheme are set to be transferred to the Hunts Grove Management Company Limited (HGMCL). HGMCL paying members represent only residents on part of the development, and the council feels this is both unfair (that the financial burden is only on a portion of the residents), plus it raises many questions of access to all the current and future residents of Hunts Grove to amenities that are supposed to serve the whole village. The council has expressly stated that it stands ready to adopt all open spaces and amenities, to manage and maintain them on behalf of all Hunts Grove residents, and fund through the parish council precept that means all residents contribute equally. This is our “one Hunts Grove” strategy.

### **Affordable Housing Provision / Clustering**

The council is pleased to see a significant percentage of affordable provision in the scheme, 23 units, 30%. The affordable units are concentrated in two areas of the layout. Policy suggests a preference to further distribution amongst the full-market dwellings, however noting that the provision is flats and the full-market dwellings are houses, it would seem acceptable for this arrangement on this small site.

Further, important to the council is the character of the primary flats building, it has a landmark value and density along the southern edge of the site bordering the community building / sports pitches site. Further, council understands that the applicant will be the long-term landlord of the affordable units which we consider a positive benefit for maintaining the long-term aims of the scheme.

**Overall Character & Design Code**

The proposed building features and character are traditional and quite different to what has been built at Hunts Grove so far. The council considers this an attractive, high-quality architectural approach, by world-class architects at John Simpson Associates.

What has been built so far is modern and limited in architectural character and features – the exact same dwellings may be seen in hundreds of new developments across the country. Whilst this scheme is a departure from that, the council consider this a positive departure and hopefully will lead to further investment in design and character for the remaining parts of Hunts Grove when the 750-home extension comes to planning in the coming years.

**TO** J. Shirley, Clerk to the Council  
 Hunts Grove Parish Council  
 PO Box 2287  
 Gloucester  
 GL3 9HA

**Quote Date:** 27/05/22

**Quote No:** Q18008A

## QUOTE

### Microsoft 365 - Setup

- Setup domain within Microsoft 365, including the migration of any existing domains
- Install Microsoft 365 licence on individual machines
- Setup new email accounts on users devices
- Migrate all emails into new mailbox. If no email migration is required for the councillors the cost is reduced to £30 per account.
- Migrate existing documents held on local machine, into SharePoint with user permissions agreed in advance
- Setup local OneDrive to backup documents on individual computers and access to Sharepoint where needed

Details	Qty	Unit Price	Net Amount
<b>INITIAL SETUP</b>			
Microsoft 365 - Tenancy Setup	1	£72.00	£72.00
Microsoft 365 - Setup and install, 2 hours for the clerk	1	£144.00	£144.00
Microsoft 365 - Email migration, 1 hour per councillor	6	£72.00	£432.00
	Net Total		£648.00
	VAT Total		£115.20
	Quote Total		<b>£763.20</b>

I the undersigned accept this quotation:

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

#### TERMS

- Prices quoted are valid for 1 month from quote date except 3rd party goods which are valid for 7 days.
- EDGE IT Systems Ltd. terms and conditions of sale apply & copies are available on request.
- Extra terms and conditions for AdvantEDGE and Epitaph apply if these products are quoted.

Please sign and email the order, making clear which alternative or additional options are selected if applicable.



**TO** J. Shirley, Clerk to the Council  
 Hunts Grove Parish Council  
 PO Box 2287  
 Gloucester  
 GL3 9HA

**Quote Date:** 27/05/22  
**Quote No:** Q18009A

## QUOTE

### Microsoft 365 - Annual Fees

- Microsoft 365 Business Basic for the clerk and 6 councillors
  - Online version of latest Office suite
  - Hosted Exchange mailbox with 50GB storage
  - 1TB backup via OneDrive
  - 1TB shared Storage via SharePoint
  - Microsoft Teams

### OPTIONAL

- SaaS Protection for Exchange, OneDrive and SharePoint for the clerk.
  - Utilising 3rd party software, this gives a comprehensive backup solution compared with the standard 30 days with Microsoft
  - Protects from viruses such as Cryptolocker
  - Allows for a complete diaster recovery restore

Details	Qty	Unit Price	Net Amount
<b>ANNUAL FEES</b>			
Microsoft 365 Business Basic (per annum)	7	£54.00	£378.00
	Net Total		£378.00
	VAT Total		£75.60
	Quote Total		<b>£453.60</b>

Additional Options	Qty	Unit Price	Net Amount
SaaS Protection for Office 365 per user (per annum)	1	£28.80	£28.80

I the undersigned accept this quotation:

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

#### TERMS

- Prices quoted are valid for 1 month from quote date except 3rd party goods which are valid for 7 days.
- EDGE IT Systems Ltd. terms and conditions of sale apply & copies are available on request.
- Extra terms and conditions for AdvantEDGE and Epitaph apply if these products are quoted.



Date: \_\_\_\_\_

Please sign and email the order, making clear which alternative or additional options are selected if applicable.

## Report

Clerk Julie Shirley

**Meeting:** Full Council

**Agenda Item:** Clerk's Report

**Date and time:** 13<sup>th</sup> June 2022 at 6.15pm

### MATTERS FOR VOTING

Report for information only.

### RESIDENT QUERIES

- Harrier Way, particularly by the school, there are weeds and long grass making the area look untidy
- Replacement nets on Basketball Hoops please
- Landscaping of open space opposite Redshanks Way – unkempt and builders rubbish left – when will the landscaping work commence?
- Open space by Nightingale / Pipit Close – damage to the picnic benches and lots of litter – who is responsible for keeping this area tidy and dealing with graffiti / damage to benches?
- Open space by Brambling Way – weeds and unkempt.
- Lack of road signs, eg Hoskareslo Close.

### OTHER MATTERS

**ManCo/Sec106:** Letter to Crest no reply received.

**Adoption of Highways verges:** email sent to Craig Schofield to explore options for ongoing maintenance of verges after adoption; Craig confirmed that Highways will adopt with low-level ground cover plants where they have already been planted.

**SDC Town & Parish Council Information Network meeting** to be held on 29<sup>th</sup> June 6.30pm via zoom if anyone would like to attend.

**Disclosable Pecuniary Interests:** reminder for councillors to submit updated forms to SDC.