

# 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

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.
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- 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 13<sup>th</sup> June at 6.15pm.

Meeting closed at 9.30pm.