

4th July 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 July 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

- a) To accept as a true record the minutes of the meeting held on 13th June 2022.
- b) Review of outstanding actions not already included on the agenda.

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.21/2579/OUT	Javelin Park, Bath Road, Haresfield	ADDITIONAL INFO: Hybrid planning application for employment development for B8 (Storage or Distribution) Uses, ancillary offices, energy centre, landscaping, fitness trail and amenity areas and new access. i) Outline for whole site (with all matters reserved except access) ii) Full application for Units 1, 2 for B8 (Storage or Distribution) Uses and the energy centre (all matters submitted).
---------------	-------------------------------------	--

- b) To consider the Council's position regarding allotments proposal.
- c) 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 the updated IT Policy
9. To approved the draft Procurement Policy

ITEMS TO REVIEW/NOTE

10. CLERK REPORT

- a) To receive the Clerk's report
- b) To receive a progress report on the IT hardware / software purchase
- c) To receive a progress report on the notice board purchase

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 4th July
- b) To receive updates from PREIM and discuss matters arising
- c) Colethrop Farm Ltd (CFL) updates
- d) To receive an update from Cllr Ryder regarding Phase 1 Adoption Status Update and remedial work required.
- e) 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.COMMUNITY GOVERNANCE REVIEW

- a) To receive an update on the CGR process.

17.PARKS & OPEN SPACES UPDATE

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

18.ENERGY FROM WASTE

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

19.POLICY WORKING GROUP

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

20.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. Christmas Fair plans, to receive an update from Cllr Meecham
- e. Teddy Bears picnic, to receive an update from Cllr Meecham.

21.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.

22.CORRESPONDENCE

23.PARISH COUNCILLOR REPORTS

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

24.NEXT MEETINGS

MINUTES

Meeting: Hunts Grove Parish Council Meeting
Date and time: 13th June 2022 at 6.15pm
Venue: Hunts Grove Primary Academy

Present:

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

Also In Attendance:

Lucie Brailsford, Crest Nicholson via Zoom
County Councillor Stephen Davies
District Councillor Gill Oxley
Julie Shirley, Parish Clerk
Four members of public.

245/22 APOLOGIES FOR ABSENCE

Cllr Martyn Holmes
County Cllr Stephen Davies
District Cllr Gill Oxley

246/22 DECLARATIONS OF INTEREST

There were none.

247/22 MINUTES

Council **resolved** to approve the Minutes of the Meeting held on 16th May 2022 with one amendment on item 244/22 to amend the date of the next meeting to 13th June.

Council ran through the actions summary. Clerk to follow up Highways about adoption of highway verges for all phases of the development. Cllr Meecham has forward photos and locations of unmaintained areas to Crest. Cllr Turner-Wilkes has received two quotes for speed signage and will liaise with Cllr Davies.

248/22 PUBLIC PARTICIPATION

Mr and Mrs Iles addressed the meeting reference drainage issues on Bath Road. It is believed that a willow tree roots is obstructing the drain and the drainage has reduced capacity during a deluge. In addition to flooding they are also experiencing black water flooding their gardens. Gloucestershire Highways have jetted the drain and say there is no issue. The drainage under the roundabout is piped and believed to be causing a bottle neck. Mr and Mrs Iles are also concerned that the Redrow development will further exacerbate the issue. County Cllr Davies is aware of the issue, and the additional information provided by Mr Iles was helpful. The parish council will follow-up with Highways and Cllr Davies.

Mr Platt raised asked when the hoarding will be removed. The Harrier Way resurfacing has been delayed by 3 months by the developer, and will mostly be carried out during the school holidays. The hoarding should also be removed at that time. Mr Platt also asked about other vehicle exits from the estate, it is hoped that Hunts Grove Drive will be opened up in time for the roadworks, this exit will take traffic through Phase 1. Mr Platt also raised a concern that the same contractor is working on the Public Open Space in Phase 2 and also carrying out remedials in Phase 1. Whilst the same contractor may be doing the works, there are separate contracts and not being met from management company monies. Mr Platt described that there is an issue on the junction between Harrier Way and Hunts Grove Drive. It was explained that there is a new scheme to be approved by Gloucestershire Highways to improve safety and widen the junction. This will be actioned at same time as Harrier Way works. There was also an enquiry about the postal address and would it be updated from Hardwicke to Hunts Grove. Councillors felt that this is not likely but Royal Mail has updated the boundaries so that all Hunts Grove is postcode GL2. Mr Platt also queried whether bicycles will be able to use the pedestrian route to Haresfield, it was confirmed that there will be a cycle way but timetable not known.

Ms Millett addressed the meeting about improving wildlife on the estate and a potential Open Garden scheme in 2023 showcasing different types of garden eg wildlife, growing produce and low maintenance. The parish council can promote the scheme on the website and Ms Millett was invited to keep in touch with the council via Cllr Meecham.

249/22 FINANCE AND PROCEDURES

- a) The Clerk presented the bank reconciliation and budget analysis for the period ending 30th May 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
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
13/06/22	Hunts Grove PTA	£430.00	£0	£43.00
13/06/22	Supporters of Kingsway School	£100.00	£0	£100.00
	TOTALS	£1546.23	£0.00	£1159.23

250/22 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	Support application subject to observations.
---------------	--	--	--

b) To consider any urgent planning applications received after agenda issued. None received.

ITEMS REQUIRING A RESOLUTION FROM COUNCIL

252/22 Council approved the minutes of the working group meeting held on 11th June and the recommendations are included on the agenda for decision.

253/22 Council considered the quotes received for the provision of Microsoft 365 to councillors and clerk. Council resolved to purchase Microsoft 365 Business Basic for all councillors and Business Standard for the Clerk via Cloudy IT. The Council confirmed its resolution to purchase four iPads and keyboards as previously agreed for all councillors, the purchase to be made by the Chairman and reimbursed immediately. The Council discussed the purchase of a laptop for the Clerk’s use; councillors recommended an entry-level Macbook Air. Council approved the purchase a laptop for the Clerk’s use up to a maximum of £999 inc VAT and delegated the Clerk to select an appropriate device. The Clerk will need to share the reports on screen and run the video conference at future meetings, if this proves difficult with minute-taking at the same time then the Council will consider the requirement for the Chairman to have a laptop.

Action: Clerk/Chairman to make the relevant purchases.

254/22 Council approved a subscription to Parish Online for mapping of Hunts Grove assets at an annual cost of £130+VAT but delayed the purchase to coincide with the insurance renewal due to potential offers available. **Action: Clerk** to follow-up in September.

ITEMS TO REVIEW/NOTE

255/22 CLERK REPORT

Council received the Clerk’s report which included issues raised by residents. These have all been raised with the relevant organisations and updates sent to the residents.

256/22 DISTRICT AND COUNTY COUNCIL COUNCILLOR REPORTS

The Clerk read out the report from County Cllr Davies.

Cllr Ryder's District Council report was circulated with the meeting papers and included items on: Symmetry Park, Levelling Up Bid; and an all representatives letter to the Chief Executive at Stroud District Council calling for the Council to intervene following failure of Management Company talks. Cllr Ryder also shared a presentation on the Planning service at Stroud DC.

257/22 GLOUCESTERSHIRE CONSTABULARY UPDATES

- a) Cllr Ryder noted that there had been a disturbance 11/12th June in Phase 1 and concerns were raised that it should be reported to the Police by the residents who witnessed the disturbance.

Action: Cllr Turner-Wilkes to follow-up with the Neighbourhood Watch group.

258/22 DEVELOPMENT SITE UPDATES

- a) Council received an update from Crest Nicholson including notes of Business Meeting held on 6th June. **Action: Lucie will follow-up the notes** and ensure actions have been completed.
- b) Shorn Brook contamination; awaiting results of tests.
- c) PREIM Updates: Annual Meeting for Management Company was due to be held towards the end of June, however no date has yet been set. **Action: Lucie will contact PREIM about the AGM meeting date.** There were concerns about the transfer of open spaces to PREIM, as some were due to be transferred this month. **Action: Lucie will follow-up.**
- d) Colethrop Farm Ltd (CFL) updates: no updates apart from the planning application already discussed.
- e) Phase 1 Adoption Status: Cllr Ryder gave an update from the latest meeting. SDC Water Resources Engineer attended the meeting and suggested an independent report really is a necessity for the SUDS. It was suggested that a maintenance schedule for the hydrobrake would be wise. There was reference to the Ciria Suds Manual that is incredibly comprehensive and includes potential maintenance schedules for pond clearance etc. Next meeting is 11th July.
- f) Future management of Hunts Grove public spaces in Phases 2-4: already covered earlier in the meeting.

259/22 VILLAGE MAINTENANCE

- a) Village Survey Report is due to be fully updated with information incorporated from Crest.
- b) Health & Safety Issues: Willow Edge log is deteriorating, and the basketball nets at Lime Tree need replacing.
- c) Matters arising: No Construction Traffic sign is loose in the ground and leaning dangerously at the entrance to Hunts Grove Drive. **Action: Lucie to follow-up with Crest.**

260/22 HIGHWAYS UPDATE

- a) Haresfield Lane works update; Council discussed the access arrangements as raised by the resident during public question time. **Action: Lucie will check if there will be cycle access.**

- b) Harrier Way Junction and resurfacing updates; works to be carried out during the school summer holidays.
- c) A38 junction works & construction traffic routing; section 278 needs to be approved by Atkins for Gloucestershire Highways.
- d) Council received an update on “hedgehog highway” campaign; Hedgehog Highway signs have been allocated. Cllr Turner-Wilkes is finding out about summer activity days and will publicise.

261/22 PARKS & OPEN SPACES UPDATE

- a) There was no new update on parks and open spaces. However, there was concern that the split in the Acorn sculpture was worsening.

262/22 ENERGY FROM WASTE

- a) The Council had a tour of the facility. Cllr Meecham has drafted a grant application form to fund two defibrillators from the Community Liaison Group fund. Council authorised Cllr Meecham to submit the application.

263/22 POLICY WORKING GROUP

- a) Council scheduled the next working group meeting for Friday 8th July at 4.30pm to review the site remedials report, draft procurement policy, management company update. **Action: Cllr Meecham will look at draft wording for procurement policy.** It was noted that the IT Policy will also need updating to reflect the decisions made at today’s meeting.

264/22 GROUPS, EVENTS & PROJECTS

- a) Hunts Grove Wombles update; Cllr Hampson collected a lot of litter from the haul road. **Action: Clerk to email Vistry and Crest** regarding the litter on the haul road and request them to carry out regularly litter picks. **Action: Clerk to contact Crest** to highlight that the Hunts Grove sign also needs the vegetation tidying up. The Marconi Drive development is now finished, the double yellow lines need refreshing on Marconi Drive; **Action: Clerk to contact Highways** and also report that the street lights on Marconi Drive are still not fixed
- b) Military Memorial Project update; no update.
- c) “20 is plenty” Project, update received from Cllr Turner-Wilkes earlier in the meeting.
- d) Cllr Meecham gave a report on the Queen’s Jubilee celebrations. Council resolved to give a gift of thanks to the 4 volunteers, to be arranged by Cllr Meecham.
- e) Cllr Meecham will have a meeting with the volunteers to consider any actions arising from the Jubilee events relevant for future events.

265/22 WEBSITE & COMMUNICATIONS

- a) Cllr Ryder reported that most of the communications in the past month have centred around the Jubilee events.
- b) Council deferred taking a vote on establishing a Parish Mailing List, however Cllr Meecham will contact all those that received Jubilee event tickets to ask if they would like to join a Parish Mailing List. There was a discussion about finding a volunteer or intern that may wish to manage the website and communications for the parish council.

266/22 CORRESPONDENCE

Included in the Clerk's report.

267/22 PARISH COUNCILLOR REPORTS

- a) Cllr Ryder gave an update on amount of fees that have been paid so far to the Management Company and noted the budget for landscaping in 2022/23 is £35k.

268/22 NEXT MEETINGS

- a) Council noted arrangements for the next Meeting of the Parish Council taking place on Monday 11th July at 6.15pm. Cllr Turner-Wilkes will minute the meeting in the Clerk's absence.

Meeting closed at 9.10pm.

ACTIONS SUMMARY

Meeting	Minute Ref	Action agreed	Who	Done	Notes
13/12/2021	135/21	Request update ref updated Crosskeys roundabout signage	Cllr S Davies		To be followed up by SD
13/12/2021	137/21f	Updated site contacts for DWH & Bellway	Lucie		
13/12/2021	138/21d	Update resident ref litter bin request	Cllr Meecham		
13/12/2021	140/21d	Blog on hedgehog highway	Cllr Turner-Wilkes		
13/12/2021	141/21	Updated draft position statement for January	Cllr Ryder		
13/12/2021	145/21c	Discuss 20 is plenty / signage with School	Cllr Turner-Wilkes		
17/01/2022	152/22	GCC funding for speed signs - Cllr Davies to check	Cllr S Davies		
17/01/2022	152/22	Follow up with Highways ref A38 road junction	Cllr S Davies		
17/01/2022	154/22a	Cllr T-W to discuss speed signs with Highways then forward info to Crest	Cllr Turner-Wilkes		
17/01/2022	154/22d	Handover of POS without all snagging works complete - email steering group	Cllr Holmes		
17/01/2022	156/22	Village Maintenance report to be updated in February	Cllrs Ryder, Meecham & Turner-Wilkes		
14/02/2022	164/22	A38 bridge works & Harrier Way Junction works - Cllr Davies to follow up	Cllr Davies		
14/02/2022	166/22a	Public open space trees to be checked	Lucie		
14/02/2022	166/22a	Street lights to be checked and report back to Clerk	Cllr Hampson, Cllr Holmes		Marconi & DWH surveyed
14/02/2022	167/22a	Cllr Hampson to check Shorn Brook fly tipping and report to Clerk	Cllr Hampson		
14/03/2022	188/22	Traffic planning conditions?	Councillors		
11/04/2022	209/22	Cllr Davies to follow up meeting request with Highways re A38 junction works	Cllr Davies		
16/05/2022	227/22	S.22/0897/P14J response: support	Clerk	✓	
16/05/2022	229/22	Clerk to obtain IT hardware and Microsoft 365 quotes	Clerk	✓	
16/05/2022	231/22	Noticeboard approved, delegated to Chair/Vice-Chair to arrange purchase & installation	Cllr Ryder, Cllr Turner-Wilkes, Clerk		
16/05/2022	232/22	Cllr Meecham to request defib quotes & draft CLG application	Cllr Meecham	✓	
16/05/2022	235/22	Weeds in verges: Cllr Meecham to identify areas & forward to Clerk	Cllr Meecham		
16/05/2022	235/22	Follow-up with Cllr Davies the possibility of the PC maintaining Highways verges	Clerk	✓	
16/05/2022	240/22	Explore 20 is plenty bin signage & discuss speed signs with Cllr Davies	Cllr Turner-Wilkes		
13/06/2022	250/22	S.22/0460/FUL response: support subject to observations	Clerk	✓	
13/06/2022	253/22	Microsoft 365 to be purchased via Cloudy IT	Clerk	✓	
13/06/2022	253/22	Ipads to be purchased bt MAR	Cllr Ryder	✓	
13/06/2022	253/22	Laptop for clerk to be purchased	Clerk		
13/06/2022	254/22	Parish online mapping to be purchased in October	Clerk		Follow up in September with insurance
13/06/2022	257/22	Follow up incident 11/12th June with NW	Cllr Turner-Wilkes		
13/06/2022	258/22	Crest business meeting notes to be followed by by Lucie	Lucie		
13/06/2022	258/22	Confirm AGM meeting date	Lucie		
13/06/2022	258/22	Open spaces transfer concerns	Lucie		
13/06/2022	259/22	No Construction Traffic signs loose	Lucie		
13/06/2022	260/22	Cycle access on Haresfield Lane to be confirmed	Lucie		
13/06/2022	263/22	Procurement policy wording	Cllr Meecham		
13/06/2022	264/22	Litter on haul road, Clerk to email Vistry / Crest	Clerk	✓	
13/06/2022	264/22	Vegetation around HG sign needs tidying, contact Crest	Clerk	✓	
13/06/2022	264/22	Contact Highways about yellow lines and street lights Marconi Drive	Clerk	✓	
13/06/2022	264/22	Thank you gifts to be arranged by Cllr Meecham	Cllr Meecham		
13/06/2022	268/22	Cllr Turner-Wilkes to minute next meeting in Clerk's absence	Cllr Turner-Wilkes		

HUNTS GROVE PC BANK RECONCILIATION 2022-23

BANK BALANCES 30 JUNE 2022	
Unity Trust Bank	£52,277.00
TOTAL MONIES IN BANK	£52,277.00
LESS OUTSTANDING PAYMENTS	
HMRC - Q1	328.00
TOTAL OUTSTANDING PAYMENTS	£328.00
TRUE BALANCE AT 30/06/22	£51,949.00
Opening Balance at 01/04/22	£34,973.53
Receipts year to date	£29,632.94
Sub-total	£64,606.47
Expenditure year to date	£12,657.47
TRUE BALANCE AT 30/06/22	£51,949.00

Signed Clerk Date.....
Name

Signed Chairman Date.....
Name

HUNTS GROVE PARISH COUNCIL				
BUDGET COMPARISON REPORT 2022-23				
	£	£	£	
INCOME	Budget	Received as at 30/06/22	Balance	Notes
Precept	53000	26500	26500.00	
Grants	0	1800	0.00	
EXPENDITURE	Budget	Spend as at 30/06/22	Balance	Notes
Staff costs	10000.00	1983.70	8016.30	
General Admin/expenses	1500.00	279.95	1220.05	
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	1267.60	1732.40	
New equipment	3000.00	457.50	2542.50	
Community Events	1000.00	5210.87	-4210.87	Earmarked Funds
Professional fees	10000.00	2008.50	7991.50	
Earmarked Reserves contribution	20000.00	0.00	20000.00	
TOTALS	53000.00	11419.95	41580.05	
EARMARKED RESERVES	£			
Jubilee events	4657.94			

Report

Clerk Julie Shirley

Meeting: Full Council
Agenda Item: Payment Schedule
Date and time: 11th July 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
05/06/22	Wonky Sarnie Café (Mrs A M Skidmore)	£148.12	£0	£148.12
02/07/22	Gloucestershire County Security Ltd	£144.00	£28.80	£172.80
27/06/22	Royal Mail Group Ltd	£315.00	£63.00	£378.00
29/07/22	Salaries & Expenses July 2022	£435.10	£0	£435.10
	TOTALS	£1042.22	£0.00	£1134.02



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

website: www.stroud.gov.uk/plans-online

Hunts Grove Parish Council
PO Box 2287
Gloucester
GL3 9HA

Case Officer John Chaplin

Tel: 01453 754004

22 June 2022

Dear Sir/Madam

Planning or Associated Application

Application Number: S.21/2579/OUT
Location: Javelin Park, Bath Road, Haresfield, Stonehouse.
Application Type: Outline Planning Application
Description: Hybrid planning application for employment development for B8 (Storage or Distribution) Uses, ancillary offices, energy centre, landscaping, fitness trail and amenity areas and new access.
i) Outline for whole site (with all matters reserved except access)
ii) Full application for Units 1, 2 for B8 (Storage or Distribution) Uses and the energy centre (all matters submitted).
Respond by date: 02.07.2022
Web Link: <https://www.stroud.gov.uk/apps/planning?AppRef=S.21/2579/OUT>

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

Report

Clerk Julie Shirley

Meeting: Full Council

Agenda Item: Clerk's Report

Date and time: 11th July 2022 at 6.15pm

MATTERS FOR VOTING

Report for information only.

RESIDENT QUERIES

- Harrier Way, grass cutting one side only – reported to Crest
- Harrier Way, resurfacing – update provided
- Allotments timeline
- Siskin Way, shared space concerns for safety
- Farmhouse Triangle extension objection – acknowledged and advised to also comment to SDC
- Sportily, outdoor Yoga session at public open space – consent received from Crest providing safety observed with access
- Redshank Way open space, concerns about the wildflower areas – response sent.

OTHER MATTERS

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

Haul Road litter: request for litter picking sent to Crest

Marconi Drive: request to repaint yellow lines and non-working street lights reported to Highways.

IT HARDWARE / SOFTWARE UPDATE

Meeting held with Cloudy IT – they have sent a spreadsheet through that needs to be completed to set up the structure for the files and Teams channels. Clerk and Chairman will complete.

Chairman has purchased the iPads and keyboards, to be set-up.

Laptop identified for Clerk – purchasing through Cloudy IT adds about £200 to the price so the Clerk proposes to purchase direct from HP and seek reimbursement from Council. Preferred model is HP Probook G8 15.6" screen and i7 processor £982.80 inc VAT (Cloudy IT quoted £984 inc VAT for a 14" screen with i5 processor – this same model direct from HP is £790.80).

Link: [HP ProBook 450 G8 15.6" FHD Laptop with i7 - HP Store UK](https://www.hp.com/uk/en/laptops/probook/probook-g8-15-6-fhd-laptop-with-i7)

NOTICE BOARD

Chairman has ordered the notice board, estimated date of delivery w/c 29 August 2022.

Dale has visited the school and confirmed the location. Quote for installation has not yet been provided.

Report

Clerk Julie Shirley

Meeting: Full Council
Agenda Item: Community Governance Review
Date and time: 13th June 2022 at 6.15pm

SUMMARY

To provide Council with an update on the Community Governance Review process.

MATTERS FOR VOTING

None – report is for information only.

1. Update

Stroud DC are due to start the Community Governance Review process in the next couple of weeks and this will start with a survey to all parish councils. Following this, they will consult with the public on the requested changes and they can consult on a potential change to Hunts Grove Boundary at this time.

They will then put together the draft recommendations based on the responses to the public consultation. If there is a positive public response to the boundary change SDC will then need to write to the Local Government Boundary Commission to request a change to the district ward boundary. Provided that the change will not significantly affect the electoral balance of the two district wards in question and SDC could prove public support then there would be no reason for them not to accept the change. The change would also need to be approved by the District Council at a full council meeting.

Any approved changes identified through the Community Governance Review will come into effect May 2024, but not sure on the timescale for any potential district boundary change as that would be in the hands of the Local Government Boundary Commission.

Once SDC have undertaken the initial survey with parish/town councils they will hold a briefing session for all councils that will be involved in the CGR.