

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 |

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|----------|-------------------------------|-----------------|--------------|-----------------|
| 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:

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|---------------|--|--|--|
| 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.