

MINUTES

Meeting: Hunts Grove Parish Council Annual Meeting
Date and time: 15th May 2023 at 7.30pm (meeting started 8pm due to prior meeting over-run)
Venue: Hunts Grove Primary Academy

Present:

Cllr Demelza Turner-Wilkes (Chair)
Cllr Mark Ryder (Vice-Chair)
Cllr Adam Hampson
Cllr Sandra Meecham
Cllr Kevin Thorne

Also In Attendance:

District Cllr Gill Oxley
Rev Martin from St Nicholas Church
Ms L Brailsford, Crest Nicholson representative (via Microsoft Teams until item 455/23)

452/23 TO ELECT CHAIR OF HUNTS GROVE PARISH COUNCIL AND RECEIVE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE

Cllr Meecham nominated Cllr Turner-Wilkes as Chairman, seconded by Cllr Hampson, all in favour. Cllr Turner-Wilkes signed the Declaration of Acceptance of Office.

453/23 TO ELECT VICE-CHAIR OF HUNTS GROVE PARISH COUNCIL

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

The next item was brought forward.

454/23 DEVELOPMENT SITE UPDATES

- a) Update from Crest Nicholson; re-tender with new contractor in progress for Harrier Way resurfacing. TetraTech is due to provide a programme of works for the public open space works and is awaiting confirmation of the date for installation of bow-top fencing. Community building is progressing as planned with Crest meeting with the parish council at end of June to share proposed designs. Crest is awaiting costs for the Lime Tree play park remedials and work will proceed once the costs are approved. There will be a walkover of areas that have been complete for 12 months as part of the rolling set of handovers. Lucie is drafting a response regarding tree issues to Cllr Hampson. It has been too wet on the public open space for machinery to remove logs. Travel Survey has received more than 100 responses so far, and door-to-door surveys are

being carried out on two evenings this week. New trees have been planted on the Bellway open space slightly in wrong place so additional trees will be planted.

A38 junction works are expected to start mid-August 2023, as this date has been communicated to residents a request was made that Crest informs the parish council of any changes to the date. The path to public open space continues to suffer from flooding. This area is managed by Elmtree, a contractor for Crest, and the parish council requested an update as to when the issue will be resolved. **Action: Lucie will follow-up with Crest.** Cllr Turner-Wilkes requested plan for schedule of works for Hunts Grove Wood. **Action: Lucie to request the schedule.**

- b) Council received an update regarding the management company discussions, a meeting date has been requested from Crest for the next meeting, Lucie will chase again.
- c) Community building update: designs to be shared with the parish council at end of June.
- d) Council received an update on Phase 1 adoption, still awaiting confirmation on commuted sums from Crest and potential Seven Trent Water adoption of SUDS.

455/23 APOLOGIES FOR ABSENCE

County Cllr Davies.

456/23 DECLARATIONS OF INTEREST

There were none.

457/23 MINUTES

- a) Council **resolved** to approve the Minutes of the Meeting held on 17th April 2023.
- b) Council received the list of outstanding actions.

458/23 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 Representative: Cllr Turner-Wilkes

Community Liaison Group Grant Representative: Cllr Meecham

The remaining councillor lead roles will be considered by the Policy Working Group along with ideas for forming specific working groups that will eventually become committees as the council grows.

459/23 PUBLIC PARTICIPATION

District Cllr Ryder gave an update from the District Council. Cllr Ryder is drafting a motion for Stroud District Council to change its policy on management companies. The second round of consultation on the Community Governance Review has completed and it is still proposed to increase the parish council to 9 councillors. There is County Council grant funding available for youth provision up to £3,000.

District Cllr Oxley gave a brief update on Hardwicke parish.

460/23 GROUPS, EVENTS & PROJECTS

- a) Council received an update from the Hunts Grove Wombles. Trialing the litter pick once every 3 weeks instead of every 2 weeks. The group will arrange a litter pick for Davy Way.
- b) Council received an update on the King's Coronation celebration held on Sunday 7th May 2023. Event was very successful; but in future a larger event team will be needed.
- c) Council received an update on the Open Gardens event 10th June 2023.
- d) Council received an update on the council storage. External storage has been rented temporarily and it was agreed to proceed with installation of the new unit on the public open space. It was suggested that planting of clumping bamboo around the unit may deter anti-social behaviour.
Action: Clerk to add landscaping to next agenda.
- e) Cllr Meecham would like council to arrange a grand opening event of the public open space in August.
- f) Council received an update on the Business Plan from Cllr Turner-Wilkes. The group are collating questions to put to Preim.

461/23 PLANNING

- a) Council considered the following planning applications:
 - i. 2023/0130/EIAS – Land South of Haresfield Lane, Environmental Impact Assessment. Deadline passed.
 - ii. S.23/0764/OUT – Land at Quadrant Distribution Centre, Outline application for upto 27,871sqm of unit space (upto 19 units). Deadline 18th May. Council is supportive in principle and notes strategic importance of site but could have better active travel through the site and protect ecology. Noise buffer. Hours of operation.
- b) To consider planning applications received since publication of agenda. None.

462/23 POLICY WORKING GROUP

- a) Council received the notes of the latest Policy Working Group.
- b) Council discussed priorities for the next working group – scheduled for Monday 5th June at 5.15pm (topics: working groups, communications) **Action: Clerk to send meeting request.**

463/23 GLOUCESTERSHIRE CONSTABULARY UPDATES

Cllr Turner-Wilkes met with the local PCSOs and will meet monthly for an update. Cllr Meecham will attend the next meeting.

464/23 FINANCE AND PROCEDURES

- a) Council received the bank reconciliation and budget analysis for the period ending 30th April 2023.
- b) Asset register viewed, detailed review deferred to next meeting.
- c) Council approved the Annual Governance Statement (section 1) for 2022/23.
- d) Council approved the Annual Accounting Statements (section 2) for 2022/23.

- e) Council deferred reviewing the updated Standing Orders due to time constraints.
- f) Council deferred reviewing the updated Financial Regulations due to time constraints.
- g) Council **resolved** to approve the payments as below.

Invoice Date	Payee	Net	VAT	Gross
31/05/23	Staff Costs (Net Salary, Pension)	£540.33	£0	£540.33
04/05/23	Stephens Scown LLP	£2196.00	£439.20	£2635.20
01/05/23	CloudyIT	£43.00	£8.60	£51.60
07/05/23	Deborah Handley	£100.00	£0	£100.00
10/05/23	First Aid and Trauma Training Ltd	£125.00	£25.00	£150.00
	TOTALS	£3004.33	£472.80	£3477.13

465/23 COUNCIL NOTED THE CLERK'S REPORT

466/23 PARISH COUNCILLOR REPORTS

Councillors reports were circulated prior to the meeting and noted. Reports will be published on the website.

467/23 ENERGY FROM WASTE

- a) Council received an update from Cllr Turner-Wilkes on the latest CLG meeting.

468/23 WEBSITE & COMMUNICATIONS

- a) Cllr Ryder gave a communications report. New pages have been added to website, awaiting content. **Action: Clerk / Cllr Meecham.**
- b) Council deferred the update on the Business Directory due to time constraints.
- c) Cllr Ryder gave an update on the Parish Mailing List. The mailing list has been setup with MailChimp. It is likely that the mailing list will exceed the free version of MailChimp; the paid version will cost £22 per month. It was agreed to hold a free prize draw for 2 months to encourage sign-up to newsletter, total cost £100.

469/23 RECURRING ITEMS TO NOTE - None

NEXT MEETINGS

- a) Next Meeting of the Parish Council will take place on 12th June 2023 at 6.30pm.

Meeting closed at 9.15pm.