

# MINUTES

**Meeting:** Hunts Grove Parish Council Annual Meeting  
**Date and time:** 12<sup>th</sup> June 2023 at 6.30pm  
**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 (via Microsoft Teams, non-voting)

## **Also In Attendance:**

Rev Martin from St Nicholas Church  
County Cllr Davies  
Ms L Brailsford, Crest Nicholson representative (via Microsoft Teams until 7.40pm)

## **470/23 APOLOGIES FOR ABSENCE**

District Cllr Gill Oxley

## **471/23 DECLARATIONS OF INTEREST**

There were none.

## **472/23 MINUTES**

- a) Council **resolved** to approve the Minutes of the Meeting held on 15<sup>th</sup> May 2023.

## **473/23 PUBLIC PARTICIPATION**

Rev Martin from St Nicholas Church asked if there was anything the Parish Council would like Sportily to help with fundraising. Cllr Meecham mentioned the Santa Run planned for December 2023, perhaps a sponsored run around the public open space to raise funds for charity. Rev Martin also asked about burial arrangements for Hunts Grove residents in relation to the church. Hardwicke Parish Council own the open part of the churchyard and it's unknown whether full burials will be accepted for Hunts Grove residents. Rev Martin will check the borders for the ecclesiastical parish. A meeting needs to be arranged with Hardwicke Parish Council to clarify protocols. **Action: Clerk** to request a meeting with Hardwicke PC.

County Cllr Davies gave an update from the County Council. One of the County Council's holiday activities food program received a South West regional award. Libraries are running activities for over-60s. Sites

can be nominated for the Sponsor-a-tree initiative, see the county council website for further details.  
Highways: 80% of roadworks are undertaken by utility companies. There are 39 Highways teams working on potholes every day. £8m active travel funding awarded to the County Council; Cllr Davies is working on how this will link through to Stroud. Cllr Davies is arranging a meeting date with Highways for Hardwicke PC and Hunts Grove PC. There is a review of the ward boundaries for the County Council, this will include Cllr Davies' ward.

District Cllr Ryder gave an update from the District Council. Community Governance Review recommendation is an increase to 9 councillors from May 2024 for the parish council. Councillors have received training on Planning and Cllr Ryder recommended that parish councillors attend if possible. There is a local campaign to collect materials to send to Ukraine and there was an enquiry about how SDC / HGPC could support, eg would the parish council display a sign that indicates support.

### **474/23 GROUPS, EVENTS & PROJECTS**

- a) Council received an update from the Hunts Grove Wombles. The next litter pick is Saturday 17<sup>th</sup> June.
- b) Council received an update on the Open Gardens event 11<sup>th</sup> June 2023; it was attended by approximately 12 people and was well-received. There were offers of 2 more garden for next year.
- c) Council received an update on the council storage. Two quotes received for the shed-base installation both circa £800. Crest will contribute £1500 for the shed, whilst the cost of the installation and landscaping around the unit will be met by the council. It was noted that each time equipment is collected from the temporary storage unit we will need van hire to move the items. Council **resolved** to go forward with the installation of the shed base, purchase the storage unit, and plant landscaping around the unit. The vote was 3 in favour, 1 abstention. **Action: Clerk.**
- d) Council received an update on the Parish Business Plan.
- e) Council received an update on the Naming Project within Cllr Thorne's report.
- f) Council received an update on the Active Travel Project; Cllr Thorne will follow-up with County Cllr Davies. **Action: Clerk** to retain Active Travel Project on the next agenda for an update.
- g) Council discussed the grand opening of the major public open space on 13/20<sup>th</sup> August. It is expected that everything will be completed by end-August but cannot confirm until the schedule for the wet-pour is known. **Action: follow-up with Crest on 26<sup>th</sup> June.** Council will form a working group to plan the event.
- h) Council approved the installation cost for the defibrillator at the school using the school's contractor. **Action: Cllr Turner-Wilkes.** Council discussed dates for defibrillator awareness sessions for the community and requested dates for July and September, 1 evening and 1 weekend session. **Action: Clerk to contact Passion First Aid.**

### **475/23 DEVELOPMENT SITE UPDATES**

- a) Update from Crest Nicholson; business meeting planned for Monday 26<sup>th</sup> June. There was no update on public open space (POS) path, and no update on ManCo meeting. Flynn compound area has not been cleared yet. Lime Tree playground fixes will proceed as soon as prices are known. Major POS fencing works are starting soon. A resident reported that Vistry trucks are still

going through Hunts Grove instead of the agreed construction route. The wet pour schedule will be known within the next 2-3 weeks. Small pocket park equipment will be installed mid-July. Harrier Way works are out to tender, with a planned start on 1<sup>st</sup> day of school holidays. Some handovers of POS landscaped area to PREIM. There is a broken gully on Harrier Way which will be inspected on Wednesday. The reported oak tree was not on the last survey list, but Crest has no concerns about it as it would have been inspected on the previous survey. The trees that have been removed will be replaced if required. It has been reported that someone is using the hedgerow as a toilet, not Crest contractors but will make Four Seasons Landscaping (FSL) aware. Tree watering will be carried out by FSL. The water / flood management will be finished as part of the POS works. The drainage slopes are still to be done. Bunds were cleared ready for planting this year.

It was noted that the play area condition especially Lime Tree and the Acorn is getting worse. Cllr Ryder requested that community centre lease / allotments be discussed to understand what is involved – this will be included at the 26th June meeting although Cllr Ryder cannot attend. Cllr Meecham requested that the entranceway be transferred to the parish council so that it can be maintained. Cllr Thorne asked for an update on the cycle chicanes for the major POS to ensure this will be removable as indicated by TetraTech. There is a tree at the end of Farley Way that is leaning and nearly horizontal. Date requested for the pavements to be resurfaced – Crest have an agreement for Vistry to undertake the work. Phase 3 POS needs soil to top up, which was planned to come from Phase 4 but there could be a long delay. Soil cannot be removed from phase 4 but can the soil be provided from somewhere else to prevent further delays, Lucie will check.

There is an area fenced off on Knotgrass that hasn't been included with the rest of the works, Clerk will forward email to Lucie. There is a dropped-kerb blocked by parked cars on Willow Edge – Crest cannot implement road markings if not on the plan. The additional cars parked on Willow Edge may be because of the pressure on parking at Hawthorn. Verges on Hawthorn have been graveled (not by developer) to allow additional cars to park. Lucie will find out if there is a covenant preventing running businesses from home and if Crest will enforce. Cllr Hampson noted that the main POS gate was left open all week. Also, the sewerage pumping station gate was not locked at Willow Edge. Cllr Turner-Wilkes will check and give feedback to Lucie.

- b) Council received an update regarding the management company discussions, a meeting date has been repeatedly requested from Crest for the next meeting. **Action: Cllr Turner-Wilkes will escalate to Stroud DC.**
- c) Community building update: expected at business meeting on 26<sup>th</sup> June.
- d) Council received an update on Phase 1 adoption, next meeting 19<sup>th</sup> June at 11.30am.

## 476/23 PLANNING

- a) Council considered the following planning applications. None.
- b) To consider planning applications received since publication of agenda. None.

**477/23 POLICY WORKING GROUP**

- a) Council received the notes of the latest Policy Working Group.
- b) Council approved the Working Group structure with some slight amendments and agreed membership as follows:
  - Community Services – Cllrs Turner-Wilkes, Thorne, Meecham and Ryder (for communications only).
  - Finance & Governance – Cllrs Turner-Wilkes, Meecham, Ryder.
  - Green Spaces & Environmental – Cllrs Turner-Wilkes, Hampson, Thorne.
  - Development (Planning & ManCo) – Cllrs Turner-Wilkes, Ryder, Hampson, Thorne.
  - Oversight Working Group (previously Policy Working Group) – all members.
- c) Council discussed priorities for the next Oversight Working Group – scheduled for Wednesday 5<sup>th</sup> July 5.30pm: **Clerk to send meeting request.**

**478/23 GLOUCESTERSHIRE CONSTABULARY UPDATES**

Cllr Turner-Wilkes met with the local PCSOs and provided an update to the Council.

**479/23 CONSULTATIONS**

- a) Council considered the consultation on Dog Control Public Spaces Protection Orders; there was a discussion about unfenced playgrounds and how the PSPO could include those areas in terms of an implied boundary. Deferred to the next meeting. **Action: Clerk / Cllr Hampson / Cllr Thorne.**
- b) Council **resolved** to submit a motion to the GAPTC AGM for NALC to lobby Government to implement legislation to give freeholders the right to challenge leasehold charges. Cllr Ryder will present the resolution at the AGM on 22<sup>nd</sup> July. **Action: Clerk.**

**480/23 FINANCE AND PROCEDURES**

- a) Council received the bank reconciliation and budget analysis for the period ending 31<sup>st</sup> May 2023.
- b) Asset register reviewed.
- c) Council **resolved** to approve the payments as below.

| Invoice Date | Payee                             | Net             | VAT          | Gross           |
|--------------|-----------------------------------|-----------------|--------------|-----------------|
| 30/05/23     | Staff Costs (Net Salary, Pension) | £540.53         | £0           | £540.53         |
| 01/06/23     | CloudyIT                          | £47.50          | £9.50        | £57.00          |
| 19/05/23     | BlueTree Website Design Ltd       | £60.00          | £0           | £60.00          |
| 06/06/23     | PATA Payroll                      | £32.85          | £0           | £32.85          |
| 05/07/23     | HMRC Q1                           | £324.80         | £0           | £324.80         |
|              | <b>TOTALS</b>                     | <b>£1005.68</b> | <b>£9.50</b> | <b>£1015.18</b> |

- d) Council reviewed the updated Standing Orders.
- e) Council reviewed the updated Financial Regulations

**481/23 ENERGY FROM WASTE**

- a) The next Community Liaison Group meeting is on 26<sup>th</sup> June.
- b) Council agreed to submit a grant application to the CLG Fund for tables and chairs for community events. **Action: Cllr Meecham.** Funding for open space signage is another suggestion to be explored.

#### **482/23 COUNCIL NOTED THE CLERK'S REPORT**

#### **483/23 PARISH COUNCILLOR REPORTS**

Councillors' reports were circulated prior to the meeting and noted. Reports will be published on the website. Discussion about the need for a litter bin for Davy Way, **Action: Clerk** to check that SDC will include an additional bin in their waste collection.

Police have confirmed that the Council will receive a Vehicle Activated Sign to use in Hunts Grove. It was agreed to sign the Service Level Agreement with the Police. **Action: Cllr Turner-Wilkes** will complete the Triage form that sets out the proposed locations for the VAS.

#### **484/23 WEBSITE & COMMUNICATIONS**

- a) Cllr Ryder gave a verbal communications report.
- b) There was no update on the Business Directory.
- c) Cllr Ryder gave an update on the Parish Mailing List. There are already over 400 on the list.

#### **485/23 RECURRING ITEMS TO NOTE - None**

#### **NEXT MEETINGS**

- a) Next Meeting of the Parish Council will take place on 10<sup>th</sup> July 2023 at 6.30pm.
- b) Oversight Working Group 5<sup>th</sup> July 5.30pm.

Meeting closed at 8.45pm.