

# MINUTES

**Meeting:** Hunts Grove Parish Council Meeting  
**Date and time:** 11<sup>th</sup> September 2023 at 6.30pm  
**Venue:** Hunts Grove Primary Academy

## **Present:**

Cllr Demelza Turner-Wilkes (Chair)  
Cllr Mark Ryder (Vice-Chair)  
Cllr Adam Hampson  
Cllr Kevin Thorne  
Cllr Sandra Meecham (remote attendance – non-voting)

## **Also In Attendance:**

District Cllr Gill Oxley  
County Cllr Stephen Davies (from 6.45pm-7.30pm)  
Mr Sam Goad, Preim (remote attendance until 8pm)  
Ms L Brailsford, Crest Nicholson representative (remote attendance until 8pm)

## **515/23 APOLOGIES FOR ABSENCE**

None.

## **516/23 DECLARATIONS OF INTEREST**

There were none.

## **517/23 MINUTES**

- a) Council **resolved** to approve the Minutes of the Meeting held on 14<sup>th</sup> August 2023.

## **518/23 PUBLIC PARTICIPATION**

None present.

District Cllr Mark Ryder gave a report on district council matters, in particular the Local Plan. Junction 12 of the M5 is at capacity, however junction 13 is thought to be able to take some additional load. The Local Plan Inspector has suggested re-drafting the plan; Stroud DC has requested a 6-month pause to address the issues raised by the Inspector. Cllr Ryder has a meeting with planning officers this week to go through some local topics including community building and will update the parish council in due course.

## 519/23 GROUPS, EVENTS & PROJECTS

- a) Council debated options for securing the publicly accessible defibrillator on Harrier Way. The cabinet is tampered with daily and councillors are concerned that the defib may become damaged and unusable when required for a life-saving incident. A lockable cabinet will cost approximately £800+VAT including fitting. Cllr Hampson proposed that the cabinet be replaced with a lockable cabinet, seconded by Cllr Ryder. Cllr Demelza-Wilkes proposed that a new cabinet be purchased, retaining the unlockable cabinet for future use, seconded by Cllr Thorne. All in favour. The cabinet will be funded from the Maintenance Contingency reserve. **Action: Clerk.** Council also discussed tagging the defibs and improving the information inside the cabinets, and taking part in a volunteer scheme to manage the defibs. **Action: Cllr Turner-Wilkes / Clerk.**
- b) Council considered a request for a Remembrance Day service and suggested arranging a gathering at The Acorn which could include a bugler if possible. Council allocated a budget of £250. **Action: Cllr Meecham to discuss with the Church.**

County Cllr Stephen Davies gave a short report on County Council matters. Cllr Ryder asked some questions about Highways plans ref Whaddon Fields development and the impact on roads either side of the M5. **Action: Cllr Davies** to find out if Highways have any strategic plans for transport around Gloucester in the next 15-20 years.

- c) Council received a brief update from the Hunts Grove Wombles. Council discussed purchasing additional litter pickers to start a second location for litter picking. **Action: Cllr Turner-Wilkes / Clerk.**
- d) Council considered organizing the Santa Grotto at Hunts Grove Primary Academy and will agree a budget at the October meeting. **Action: Cllr Meecham to prepare costings. Action: Clerk to include on October full council agenda.**
- e) Council received brief updates on the following community events, and a fuller update will be available at the October meeting:
  - October half term Festival of Light on 1<sup>st</sup> November.
  - Santa Run – 17<sup>th</sup> December.

## 520/23 DEVELOPMENT SITE UPDATES

- a) Update from Crest Nicholson; Harrier Way resurfacing underway, the next section is remove the boarding alongside the haul road. Sewer leak over the cycle path is under investigation by TetraTech. No update on Pine Martin queries. Permission requested to share the RoSPA reports to the parish council. LB attended a land south of Haresfield Lane briefing meeting and will update the parish council meeting at the community building meeting. Crest is keen to progress the memorandum of understanding on the sustainable travel aspect of land south of Haresfield Lane. Cllr Turner-Wilkes reported that the logs in the new play area need to be secured to the ground.
- b) There was no update on allotments.

(County Cllr Stephen Davies left the meeting)

- c) Council will receive an update on the community building at the meeting scheduled for 13<sup>th</sup> September at 5pm. CFL have compared the costings for the revised design with the hybrid version and responded to Crest with their comments. There was a discussion about which S106 obligation takes precedence if the building specification cannot be delivered within the cost cap. Stroud DC has been asked for their view on the matter.
- d) Council received an update regarding the management company and invited Sam Goold to give an update from PREIM. Sam shared a progress report on outstanding issues. Cllr Hampson will meet with Sam on site. Cllr Ryder shared comments from CFL regarding the community building. CFL felt that the commuted sums due on the transfer of assets to the ManCo should be put in a protected account as it has already been deducted from the land value.
- e) There was no update regarding the parish council’s adoption of Phase 1 public open spaces, response awaited from Stroud District Council.

**521/23 PLANNING**

- a) Council considered the following planning applications:
  - S.23/1661/FUL Location: Elm Farm, Bristol Road, Hardwicke. Change of use from C3 to C2. Council had no objection to the application. **Action: Clerk.**
- b) There were no planning applications received since publication of agenda.
- c) Council received an update from the meeting with Brookthorpe-with-Whaddon Parish Council regarding the Whaddon Fields development. The main issues are the scale of the development and the impact on Stroud Road. Hunts Grove PC has concerns about the impact on Naas Lane. Cllr Turner-Wilkes gave a brief update on a meeting held with Quedgeley Town Council and out of that meeting was the suggestion that Hunts Grove PC co-ordinates a wider meeting involving neighbouring parish councils to form a collective response to major developments in the area.

**522/23 GLOUCESTERSHIRE CONSTABULARY UPDATES**

Cllr Turner-Wilkes gave an update on matters reported to the Police by the council.

**523/23 FINANCE AND PROCEDURES**

- a) Council received the bank reconciliation and budget analysis for the period ending 31<sup>st</sup> August 2023.
- b) Council approved the updated Risk Register.
- c) Council **resolved** to approve the payments as below. The invoice from Borders & Lawns for building the shed hasn’t arrived yet and will be paid as soon as it arrives if that is before the next meeting.

Invoice Date	Payee	Net	VAT	Gross
30/09/23	Staff Costs (Net Salary, Pension)	£540.33	£0	£540.33
01/09/23	CloudyIT	£51.00	£10.20	£61.20

31/08/23	PATA (UK)	£32.85	£0	£32.85
31/08/23	HMRC	£325.00	£0	£325.00
	<b>TOTALS</b>	<b>£949.18</b>	<b>£10.20</b>	<b>£959.38</b>

**524/23 CLERK RECRUITMENT**

Council noted the Clerk’s resignation and confirmed authority was delegated to the Chair and Vice-Chair to recruit a new clerk subject to approval by the full council and to arrange interim cover if required. The advert has been placed with the Society of Local Council Clerks and Gloucestershire Association of Parish & Town Councils and on the council’s website and social media.

**525/23 COUNCIL NOTED THE CLERK’S REPORT**

**526/23 PARISH COUNCILLOR REPORTS**

A working group meeting is to be organised to update councillors on projects.

**527/23 WEBSITE & COMMUNICATIONS**

- a) Cllr Ryder gave an update on the Parish Mailing List, and the August free prize draw was drawn. The Council plans to promote the elections in 2024 and the increasing number of seats on the council.
- b) Council discussed the protocol on sharing updates from third-party organisations via the council’s social media and it was agreed that the third-party organisation’s branding should be used on communications so that it is clear where the information has originated. **Action: Cllr Thorne to confirm the protocol to Crest.**

**528/23 RECURRING ITEMS TO NOTE - None**

**NEXT MEETINGS**

- a) Next Meeting of the Parish Council will take place on 9<sup>th</sup> October 2023 at 6.30pm.

Meeting closed at 8.59pm.