

# **WHEATPIECES PARISH COUNCIL**

## **FULL COUNCIL MEETING**

**ON THURSDAY 4<sup>TH</sup> MARCH 2021 AT 7.00PM**

**DUE TO THE CORONAVIRUS PANDEMIC THIS MEETING WAS HELD REMOTELY  
VIA ZOOM VIDEO CONFERENCING**

**PRESENT:** Cllr. Meredith, Cllr. Reid, Cllr. Abel, Cllr. Dempster,  
Cllr. Mulholland, Cllr. Pullen, Cllr. Shyamapant

**IN ATTENDANCE:** A Fendt (Community Centre Manager)  
T Shurmer (Clerk)  
2 Members of the Public

### **MINUTES**

Cllr. Meredith welcomed all to the on-line Wheatpieces Parish Council meeting in these continuing ongoing uncertain times.

#### **978/FC - PUBLIC PARTICIPATION**

Both members of the public were in attendance due to an interest in joining the Parish Council. One member of the public advised the Parish Council that the residents of Wakeman Close maintain the land in the centre of the close, however, they had been made aware that this land is in the ownership of the Developer, Bloor Homes and further remedial works are required to this land. Cllr. Meredith offered to contact a representative of Bloor Homes to arrange a meeting with the residents to discuss how the maintenance concerns they raise can be resolved.

**Action: Cllr. Meredith to request a meeting between a representative of Bloor Homes and local residents of Wakeman Close to discuss maintenance concerns of the land in the centre of the close.**

#### **979/FC - APOLOGIES FOR ABSENCE**

Apologies were received and accepted from County Cllr. V Smith

#### **980/FC - DECLARATIONS OF INTEREST**

No declarations of interest were made.

#### **981/FC -TO APPROVE THE MINUTES OF THE MEETING HELD ON THURSDAY 21<sup>ST</sup> JANUARY 2021**

The minutes of the Full Council meeting held on Thursday 21<sup>st</sup> January 2021 were approved and adopted.

**Proposed: Cllr. Abel    Seconded: Cllr. Shyamapant**

**Agreed**

## 982/FC – COUNTY COUNCILLOR’S REPORT

County Cllr. Smith had sent both a highways and a flood report from Gloucestershire County Council (GCC) for the meeting, Cllr. Meredith summarised the content as these had only been received and circulated to all earlier, the reports were taken as read.

## 983/FC – BOROUGH COUNCILLOR’S REPORT

Cllr. Reid had forwarded a report which had been circulated to all and was taken as read.

## 984/FC – COMMUNITY CENTRE

- The Community Centre Manager had forwarded a report on the Community Centre which had been duly circulated to all, Cllr. Meredith summarised as follows:
  - The Community Centre has been closed since the start of the New Year, during this time the Community Centre Manager has been proactive in applying for all available grants. A sum of £6,239.00 has been received from Tewkesbury Borough Council (TBC) for the period of closure up to the February half term and notification has just been received that a further grant of £2096.00 to cover the period from the 16<sup>th</sup> February 2021 to the 31<sup>st</sup> March 2021 will be paid. Further grants will be available until the Community Centre is able to reopen. Cllr, Meredith expressed a thank you to the Community Centre Manager, on behalf of the Parish Council, for keeping up to date with all the grants available.
- The Community Centre Manager advised Members that the latest Government guidelines, announced on the 22<sup>nd</sup> February 2021, advise that the centre can reopen to all children’s groups from the 12<sup>th</sup> April 2021, adult fitness/training groups can commence from the 17<sup>th</sup> May 2021 and all other groups from the 21<sup>st</sup> June 2021.
- The monthly financial reports on the Community Centre for the previous 11 months up to the 28<sup>th</sup> February 2021 had been circulated to all and were taken as read. Members were advised that with the grants received to replace the income and the savings made in expenditure on heating and lighting due to the lockdown closures the estimated loss for the financial year will be lower than anticipated.

## 985/FC – FINANCIAL MATTERS

- a) Members approved the appointment of Iain Selkirk to carry out the internal audit of the Parish Council’s 2020/2021 accounts for a fee of £140.00.  
**Proposed: Cllr. Meredith    Seconded: Cllr. Reid**  
**Agreed**  
**Action: Clerk to confirm to Iain Selkirk accordingly**
- b) Members approved the annual renewal of the sticker licence for the three brown garden waste bins at a cost of £49.00 per bin with effect from the 1st April 2021. Members also approved the hire of an additional brown bin.  
**Proposed: Cllr. Meredith    Seconded: Cllr. Reid**  
**Agreed**  
**Action: Clerk to renew the sticker licence with TBC and request an additional brown bin accordingly**
- c) Members approved the renewal of the annual membership to the Society of Local Council Clerks (SLCC) with effect from 1<sup>st</sup> April 2021 at a cost of £185.00  
**Proposed: Cllr. Reid    Seconded: Cllr. Shyamapant**  
**Agreed**

- Action: Clerk to renew the annual membership to the SLCC**
- d) Members approved Aubergine 262 Ltd to host the DNS on the Parish Council website at a cost of £35.00  
**Proposed: Cllr. Meredith    Seconded: Cllr. Abel**  
**Agreed**
- e) Members approved for Cllr. Mulholland to attend a future Gloucestershire Association of Parish and Town Councils (GAPTC) ‘Being a Better Councillor 2’ training session at a cost of £25.00  
**Proposed: Cllr. Reid    Seconded: Cllr. Abel**  
**Agreed**  
**Action: Clerk to liaise with Cllr. Mulholland on her availability to attend a ‘Being a Better Councillor 2’ training session and book accordingly**
- f) The schedule of invoices paid on the 4<sup>th</sup> February 2021 were approved as follows:  
 Cheques from Lloyds main Parish Council account = **£940.69**  
 Standing Orders and Direct Debits from main Parish Council account = **£1,115.50**  
 Paid by the Business Debit Card on the Lloyds main Parish Council account = **£10.00**  
 Direct Debit from the Barclays Community Centre account = **£25.00**  
 Cheques from the Barclays Community Centre account = **£8,523.00**  
 Members were also advised of credit remittances received into the Lloyds main Parish Council account for the sum of **£1,027.04** in respect of reimbursement from GCC for grass cutting and weed spraying on the estate in 2020.  
**Proposed: Cllr. Reid    Seconded: Cllr. Mulholland**  
**Agreed**
- g) The schedule of invoices paid on the 4<sup>th</sup> March 2021 were approved as follows:  
 Cheques from Lloyds main Parish Council account = **£155.20**  
 Standing Orders and Direct Debits from main Parish Council account = **£1,073.90**  
 Paid by the Business Debit Card on the Lloyds main Parish Council account = **£665.39**  
 Cheques from the Barclays Community Centre account = **£90.00**  
 Cheques from the Barclays Extension account = **£150.00**  
**Proposed: Cllr. Shyamapant    Seconded: Cllr. Abel**  
**Agreed**

Cllr. Mulholland, Cllr. Dempster and one Member of the public left the meeting.

#### **986/FC – ADVICE FROM THE NATIONAL ASSOCIATION OF LOCAL COUNCILS (NALC) FOR PREPARING TO RETURN TO FACE-TO-FACE MEETINGS**

- The recent advice from NALC in relation to preparing to return to face-to-face meetings had been circulated to Members. The regulations allowing local authorities to hold meetings remotely apply to meetings that are required to be held before the 7<sup>th</sup> May 2021 and without any further action from the government, local authorities will have to return to face-to-face meetings from this date, however, NALC are requesting the government to extend the regulations. Members held a discussion regarding the next meetings of the Parish Council and agreed the Annual Council meeting and the next Full Council meeting should be held on Thursday 6<sup>th</sup> May 2021 virtually prior to the expiry of the regulations.

#### **ANNUAL PARISH MEETING**

- Members agreed for the Annual Parish Meeting to be held on Thursday 29<sup>th</sup> April 2021 virtually prior to the expiry of the regulations

### **987/FC - PLANNING APPLICATIONS**

- Members considered **Planning Application, 21/00186/FUL**, for the erection of front and rear dormer extensions at no. 9 Wakeman Close, Walton Cardiff. Following a discussion Members had no objection to the application

**Action: Clerk to advise TBC accordingly**

- No further planning applications had been received for consideration.

### **988/FC – ENVIRONMENT MATTERS**

Cllr. Pullen was requested to forward to the Clerk the locations of any dog waste bins on the estate that require replacement.

**Action: Cllr. Pullen to forward to the Clerk the locations of dog waste bins that require replacement.**

### **989/FC – COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Members were advised that the first instalment of the CIL = £5,710.80 had been received in October 2020, the second instalment of £25,560.95 is due in April 2021 and the final instalment of £25,560.96 is due in October 2021 totalling the sum of £56,832.71

Members were requested to consider projects for the use of these CIL monies and were also advised that there is a five-year clawback period for the spend of these monies. Members made the following suggestions:

- Solar Panels
- A new kitchen in the Community Centre
- Block paving in the Community Centre gardens

Members were requested to forward any further ideas for projects to the Clerk.

**Action: Members to forward further ideas for projects for the use of the CIL monies for consideration to the Clerk**

The Community Centre Manager left the meeting

### **990/FC – PARISH COUNCIL NEWSLETTER**

Cllr. Meredith advised Members that he has commenced work on a first draft of a Parish newsletter and hopes to have the draft ready for Members consideration before the next Parish Council meeting

**Action: Clerk to place on the next Full council agenda ‘To receive an update on the Parish newsletter’**

### **991/FC – POLICIES**

Due to Cllr. Mulholland not returning to the meeting after agenda item 985/FC an update on the review of the Health and Safety Policy was not available.

### **992/FC – CORRESPONDENCE**

A request had been received for the Parish Council to share a link to the Universal Credit guide on the Parish Council website. Cllr. Meredith advised that he would consider this request in liaison with the Clerk. Members held a discussion enquiring if the new Parish Council website can be monitored for how frequently it is used.

**Action: Cllr. Meredith to consider the request to share a link to the Universal Credit guide on the Parish Council website in liaison with the Clerk.**

Cllr. Dempster re-joined the meeting

## 993/FC – MEMBERS REPORTS

- Cllr. Meredith advised Members that Tewkesbury Town Colts are able to re-start their football season from the 29<sup>th</sup> March 2021 and had requested an extension to the hire of Jenny’s field until the 30<sup>th</sup> June 2021 which had been agreed.
- Members were advised that the vacant land adjacent to Folly Gardens Veterinary Clinic, which had previously had a planning consent obtained for the construction of new place of worship and provision of associated vehicular access and parking area, has now been purchased by Folly Gardens Veterinary Clinic.
- Members were advised that Gloucestershire Highways have completed the works on the hedgerow in Anne Walk
- Cllr, Meredith expressed a thank you, on behalf of the Parish Council, to Cllr. Reid for the works she has carried out on the roundabout in Monterey Road at its junction with Cypress Road and Thatcham Road.
- A concern was raised on the amount of litter in the shopping area, Cllr. Meredith advised that he would send a polite reminder to the shop owners who are responsible for the area requesting it is kept tidy of litter  
**Action: Cllr. Meredith to send a polite reminder to the shop owners who are responsible for the shopping area requesting it is kept tidy of litter**
- A query was raised in relation to the website domain and DNS, Cllr. Dempster advised that he will contact Aubergine to take over the DNS and advise the Clerk when to cancel the domain on Wix.com. Cllr. Dempster will also enquire with Aubergine if the Parish Council website can be monitored for how frequently it is used.  
**Action: Cllr. Dempster to contact Aubergine in relation to taking over the DNS.**  
**Action: Cllr. Dempster to advise the Clerk when to cancel the domain on Wix.com. Action: Cllr. Dempster to enquire with Aubergine if the Parish Council website can be monitored for how frequently it is used.**

## 994/FC - LOCAL GOVERNMENT ACT 1972 – SECTION 85 (VACATION OF OFFICE BY FAILURE TO ATTEND MEETINGS)

Cllr. Mulholland was in attendance up to agenda item 985/FC therefore it was unnecessary to request Members to approve an extension to Cllr. Mulholland’s membership of the Parish Council during the ongoing pandemic

## 995/FC - SEPARATE BUSINESS

*Members then moved into confidential business:*

*Under Section 100(A)(4) Local Government Act 1972, the minutes are excluded from publication on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.*

To discuss staffing matters

## DATE OF NEXT MEETINGS

Annual Parish Meeting	Thursday 29 <sup>th</sup> April 2021 at 7.00pm via Video conferencing
Annual Council Meeting	Thursday 6 <sup>th</sup> May 2021 at 7.00pm via Video conferencing

Full Council Meeting

Thursday 6<sup>th</sup> May 2021 at 7.05pm  
via Video conferencing

The meeting closed at 8.10pm