

# **WHEATPIECES PARISH COUNCIL**

## **FULL COUNCIL MEETING**

**ON THURSDAY 2<sup>ND</sup> DECEMBER 2021 AT 5.00PM**

**AT THE WHEATPIECES COMMUNITY CENTRE**

**PRESENT:** Cllr. Meredith, Cllr. Reid, Cllr. Abel, Cllr. Pullen, Cllr. Saunders,  
Cllr. Shyamapant, Cllr. Dempster (1075/FC)

**IN ATTENDANCE:** County Cllr. Smith  
T Shurmer (Clerk)

### **MINUTES**

Cllr. Meredith welcomed all to the Wheatpieces Parish Council meeting

#### **1069/FC - PUBLIC PARTICIPATION**

No members of the public were in attendance

#### **1070/FC - APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Millett and A Fendt, the Community Centre Manager

#### **1071/FC - DECLARATIONS OF INTEREST**

There were no declarations of interest

#### **1072/FC -TO APPROVE THE MINUTES OF THE MEETING HELD ON THURSDAY 4<sup>TH</sup> NOVEMBER 2021**

The minutes of the Full Council meeting held on Thursday 4<sup>th</sup> November 2021 were approved and adopted.

**Proposed: Cllr. Saunders    Seconded: Cllr. Reid**

**Agreed**

#### **1073/FC – CO-OPTION TO FILL VACANCIES ON THE PARISH COUNCIL**

The member of the public who expressed an interest in joining the Parish Council is not currently in a position to join and will advise the Parish Council once she is able to do so.

#### **1074/FC – COMMUNITY SAFETY MATTERS**

A crime report had been forwarded by the PCSO for the area and circulated to Members with the data relating to the incidents on the report. A request was made for the PCSO to provide Members with the outcomes of the incidents on the crime reports in due course.

**Action: Clerk to request the PCSO to provide Members with the outcomes of the incidents on the crime reports in due course.**

## 1075/FC – COUNTY COUNCILLOR’S REPORT

County Cllr. Smith forwarded a report that had been circulated to Members and was taken as read. Cllr. Smith advised Members on the feedback from the recent 2030 event. The main issues responded to by attendees at the event were:

- The A46 and junction 9 of the M5
- Development and the lack of communication
- Tewkesbury Town Regeneration and the options of pedestrianisation or a one way system
- Flooding
- Cycling and Environmental issues

Cllr. Smith advised that the 1<sup>st</sup> phase of works to address the flooding near Morrisons of installing non-return valves in the gullies has been carried out. The 2<sup>nd</sup> phase of works will take place in January 2022. Members advised Cllr. Smith that the traffic light sign on Jubilee Way is obscured by trees/hedgerow. Members also advised the directions indicated on the lane marking at the roundabout on Jubilee Way and Monterey Road needs to be refreshed and made clearer. Cllr. Smith will request Gloucestershire Highways to address these issues.

At 5.10pm Cllr. Smith was thanked for his attendance and duly left the meeting.

## 1076/FC - BOROUGH COUNCILLOR’S REPORT

Cllr. Reid had sent a report which had been duly circulated to Members and was taken as read.

## 1077/FC - COMMUNITY CENTRE

- The Community Centre Manager had forwarded a report on the Community Centre which had been duly circulated to all Members. Cllr. Meredith summarised the content of the report as follows:
  - The gas supplier to the Community Centre has gone out of business and after much investigation the Community Centre Manager has obtained the best available one-year deal with an alternative supplier. Looking forward this gives the Parish Council the opportunity to replace the existing gas boilers and radiators heating system with air-con / heater units as adopted in the new hall extension, subject to available finance.
  - A first draft of the budget for the Community Centre for 2022 – 2023 has been carried out and duly circulated to Members for perusal
  - The corridor and both meeting rooms 1 and 2 have been repainted.
- Three quotations for the replacement of the fencing around the children’s play area had been circulated at the previous meeting. Further detail of the works quoted for was requested from one of the companies which had subsequently been supplied. After further consideration of the quotations Members agreed to request NB Construction to carry out the works to replace the fencing.

**Proposed: Cllr. Reid    Seconded: Cllr. Abel**

**Agreed**

**Action: Community Centre Manager to advise NB Construction accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders.**

- Three quotations to supply and fit replacement flooring in meeting room one were considered. Following a discussion Members agreed to request Graham Clements, Home Improvements, to carry out the works.

**Proposed: Cllr. Abel    Seconded: Cllr. Dempster**

**Agreed**

**Action: Community Centre Manager to advise Graham Clements, Home Improvements, accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders.**

- Three quotations to supply and fit curtains in meeting room one were considered. Following a discussion Members agreed to defer the decision and request the Community Centre Manager for further information.

#### **1078/FC – ENVIRONMENT MATTERS**

##### ➤ **GRASS CUTTING CONTRACT**

Members considered the tenders received for the grass cutting contract for Wheatpieces Parish which is due to commence with effect from 1<sup>st</sup> March 2022 for a three-year period. Following a discussion Members agreed that A Brookes be awarded the three-year contract.

**Proposed: Cllr. Meredith    Seconded: Cllr. Reid**

**Agreed**

**Action: Clerk to advise A Brookes accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders**

##### ➤ **GANG MOWING CONTRACT**

Members considered the tenders received for the gang mowing contract on Jenny's Field which is due to commence with effect from 1<sup>st</sup> March 2022 for a three-year period. Following a discussion Members agreed that A Brookes be awarded the three-year contract.

**Proposed: Cllr. Meredith    Seconded: Cllr. Dempster**

**Agreed**

**Action: Clerk to advise A Brookes accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders**

##### ➤ **VERGE MAINTENANCE CONTRACT**

Members considered the tenders received for the contract for the verge maintenance in both Snowdonia Road and Monterey Road which is due to commence with effect from 1<sup>st</sup> April 2022 for a three-year period. Following a discussion Members agreed that the three-year contract be awarded to Smartcut Ltd.

**Proposed: Cllr. Meredith    Seconded: Cllr. Reid**

**Agreed**

**Action: Clerk to advise Smartcut Ltd accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders**

##### ➤ **WEED SPRAYING CONTRACT**

Members considered the tenders received for the weed spraying contract in Wheatpieces Parish which is due to commence with effect from 1<sup>st</sup> April 2022 for a three-year period. Following a discussion Members agreed that the three-year contract be awarded to Smartcut Ltd

**Proposed: Cllr. Meredith    Seconded: Cllr. Reid**

**Agreed**

**Action: Clerk to advise Smartcut Ltd accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders**

##### ➤ **MAINTENANCE OF THE COMMUNITY CENTRE GARDENS**

Members considered the tenders received for the contract for the maintenance of the gardens at the Wheatpieces Community Centre which is due to commence with effect from 1<sup>st</sup> April 2022 for a three-year period. Following a discussion Members agreed that the three-year contract be awarded to Tewkesbury Garden Services

**Proposed: Cllr. Meredith    Seconded: Cllr. Pullen**

**Agreed**

**Action:** Clerk to advise Tewkesbury Garden Services accordingly in addition to advising the contractors who were unsuccessful who had also provided tenders

➤ **LITTER PICKING CONTRACT**

Members considered the tender for the litter picking/street care contract for Wheatpieces Parish which is due to commence with effect from 1<sup>st</sup> May 2022 for a three-year period. Members agreed that Neil Davis (Grab a Bag Waste) be awarded the three-year contract.

**Proposed: Cllr. Reid    Seconded: Cllr. Dempster**

**Agreed**

**Action:** Clerk to advise Neil Davis of the decision accordingly

➤ **PLANTING OF X2 ENGLISH OAK TREES**

Members were requested to consider locations for the planting of x2 English Oak Trees in celebration of the Queen's Platinum Jubilee 2022. Following a discussion and the suggested locations of an area near Foxglove Walk and an area near the children's play area in Central Park Members agreed that, in the first instance, Cllr. Meredith will make some enquiries for advice on the upkeep of the trees.

**1079/FC – JENNY'S FIELD**

Four quotations had been obtained to carry out remedial works to the trees and hedgerows on the Parish Council's boundaries on Jenny's field, however, Members were advised that during subsequent boundary works carried out on Jenny's field by Tewkesbury Borough Council's (TBC) contractors, Ubico, they had inadvertently flailed the copses on the Parish Council's boundaries so therefore the quotations obtained were not relevant to the works now required. Members agreed the quotation received from Smartcut Ltd and agreed to delegate for Cllr. Meredith to obtain a revised quotation from Smartcut Ltd to tidy up the copses accordingly, circulate the revised quotation and organise for the works to be carried out.

**Proposed: Cllr. Reid    Seconded: Cllr. Abel**

**Agreed**

**Action:** Cllr. Meredith to obtain a revised quotation from Smartcut Ltd to tidy up the copses accordingly, circulate the revised quotation and organise for the works to be carried out.

**1080/FC – FINANCIAL MATTERS**

- a) A first draft of both the Parish budget and the Community Centre budget for the forthcoming year (April 2022 to March 2023) had been circulated for Members' consideration. Members were advised that the tax base figure, on which to calculate the Parish Precept for a Band D property, is still awaited from TBC. This is expected to be received next week and formal approval of both the Community Centre budget and the Parish Council budget will be required at the next meeting scheduled for Thursday 13<sup>th</sup> January 2022.

**Action:** Clerk to place on the next Full Council agenda 'To consider for approval a budget for the forthcoming financial year (April 2022 – March 2023) for the Community Centre' and 'To consider for approval the Parish Precept/Budget for the forthcoming year (April 2022 – March 2023)

- b) Members approved the annual renewal of the Data Protection Fee due on the 01/01/2022 at a cost of £35.00

**Proposed: Cllr. Reid    Seconded: Cllr. Shyamapant**

**Agreed**

- c) As no co-option had taken place at agenda item 1073/FC this item was not applicable.

- d) The schedule of invoices paid on the 2<sup>nd</sup> December 2021 were approved as follows:

Cheques from Lloyds main Parish Council account = **£23,998.92**

Standing Orders and Direct Debits from main Parish Council account = **£1,132.87**

Paid by the Business Debit Card on the Lloyds main Parish Council account = **£30.61**

Cheques from the TSB Sportsfield account = **£460.00**

Cheques from the Barclays Community Centre account = **£1,114.00**

Cheques from the Barclays Extension/CIL Expenditure account = **£60.00**

Members were also advised of credit remittances received into the Lloyds main Parish Council account for the sum of **£23,774.72** from Tewkesbury Borough Council (TBC) in respect of the 3<sup>rd</sup> instalment of Community Infrastructure Levy (CIL)

**Proposed: Cllr. Reid    Seconded: Cllr. Abel**

**Agreed**

- e) There were no reimbursements paid on the 2<sup>nd</sup> December 2021

### **1081/FC - PLANNING APPLICATIONS**

- Members considered Planning Application 21/01335/FUL for the erection of a replacement rear extension at no. 22 Arlington Road, Walton Cardiff. Following a discussion Members had no objection.

**Action: Clerk to advise TBC accordingly**

- No further planning applications had been received for consideration

### **1082/FC –COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Cllr. Meredith advised Members of a meeting that had taken place with Ian Mather of Withycombe Design Services Ltd to investigate the viability and costings for decarbonising the Community Centre. Matters discussed were the replacement of the gas boilers and radiators with heater units, lowering the ceiling in the main hall, installing solar panels on the roof and in future years installing electric charging points in the car park. Ian Mather advised that grants may possibly be available, and the Community Centre Manager will liaise with a representative from Bromford Housing to assist in this process. In the first instance Cllr. Meredith will consult with the Planning Officers at TBC in relation to their requirements for the installation of solar panels. A working group of Members will be set up in the New Year to consider the priorities, the findings of the enquiries and consider the way forward.

### **1083/FC – TEWKESBURY BOROUGH PLAN MAIN MODIFICATIONS CONSULTATION**

Following a discussion Members had no comment on this consultation as it did not affect the Wheatpieces area.

### **1084/FC – POLICIES**

A list of the Parish Council's current policies had previously been circulated to Members for consideration of which policies they wished to review. Cllr Saunders volunteered to review the Privacy Notice, the Hirers Privacy Notice and the Noticeboard policy. Cllr Abel agreed to review two policies from the list and requested the Clerk to forward two policies to him. All other Members were requested to advise the Clerk if they are able to review any of the policies remaining.

**Action: Clerk to forward a copy of the above agreed policies to Cllr. Saunders and two policies to Cllr. Abel for review**

**Action: Members to advise the Clerk if they can carry out a review of any of the remaining policies**

### **1085/FC - CORRESPONDENCE**

An email had been received from Tewkesbury Borough Council's Emergency Planning Team enquiring if Wheatpieces Parish Council would like a supply of empty sandbags to distribute locally. Following a discussion Members agreed that these were not required as no properties had flooded in the Wheatpieces area in the 2007 flood.

## 1086/FC – MEMBERS REPORTS

- Members were advised that Cllr. Meredith had attended the Remembrance Service at Tewkesbury Abbey on Sunday 14<sup>th</sup> November 2021 which was very well attended.
- Cllr. Meredith advised that he is continuing to chase TBC, Bloor Homes and Bovis Homes in relation to outstanding adoption issues including the LED lighting conversion off Crown Walk and Foxglove Walk.
- Cllr. Meredith advised that he is awaiting an update from TBC in relation to areas in Monterey Road
- Members were advised that the Manager of the Little Foxes Playgroup is leaving the position at the end of this term. As a result, the playgroup will amalgamate with the John Moore Primary School and the final handover should be by Easter 2022.
- Cllr. Pullen advised Members that she had had some good results with letters to residents requesting the cutting back of shrubbery overhanging the public footpaths on the estate.
- Concerns were raised of an area in Foxglove Walk which requires cutting back. Cllr. Meredith advised that he would take a look at this and advise the relevant landowner.  
**Action: Cllr. Meredith to take a look at the area in Foxglove Walk which requires cutting back and advise the relevant landowner.**
- A request was made for follow up letters to be sent to two properties in Lime Road requesting remedial works are carried out to shrubbery overhanging the public footpath advising that if this is not carried out it may result in a legal letter from Gloucestershire County Council (GCC)  
**Action: Clerk to send follow up letters to two properties in Lime Road requesting remedial works are carried out to shrubbery overhanging the public footpath**

## DATE OF NEXT MEETINGS

**Full Council Meeting**

**Thursday 13<sup>th</sup> January 2021 at 7.15 pm**

at the Wheatpieces Community Centre (in the new hall to accommodate social distancing)

The meeting closed at 6.35pm