

WHEATPIECES PARISH COUNCIL

FULL COUNCIL MEETING

ON WEDNESDAY 4TH MAY 2022 AT 7.10PM

AT THE WHEATPIECES COMMUNITY CENTRE

PRESENT: Cllr. Meredith, Cllr. Reid, Cllr. Abel, Cllr. Dempster,
Cllr. Millett, Cllr. Pullen, Cllr. Shyamapant

IN ATTENDANCE: T Shurmer (Clerk)

MINUTES

Cllr. Meredith welcomed all to the Wheatpieces Parish Council meeting

1157/FC - PUBLIC PARTICIPATION

No members of the public were in attendance

1158/FC - APOLOGIES FOR ABSENCE

Apologies were received and accepted from County Cllr. Smith and A Fendt (Community Centre Manager). Cllr. Saunders was absent.

1159/FC - DECLARATIONS OF INTEREST

There were no declarations of interest

1160/FC -TO APPROVE THE MINUTES OF THE MEETING HELD ON WEDNESDAY 6TH APRIL 2022

The minutes of the Full Council meeting held on Wednesday 6th April 2022 were approved and adopted.

Proposed: Cllr. Abel Seconded: Cllr. Reid

Agreed

1161/FC - COMMUNITY SAFETY MATTERS

No crime report had been submitted for the meeting. A discussion was held on the ongoing Police presence on the estate and Cllr. Meredith advised he will raise a query with the local PCSO, Ben Tylour, in relation to the ongoing Police presence.

Action: Cllr. Meredith to raise a query with the local PCSO, Ben Tylour, in relation to the ongoing Police presence on the estate

1162/FC – COUNTY COUNCILLOR’S REPORT

County Cllr. Smith had forwarded a report which had been duly circulated to Members. Members agreed to take the report as read.

1163/FC - BOROUGH COUNCILLOR'S REPORT

No Borough Councillor's report had been submitted.

1164/FC - COMMUNITY CENTRE

- Members approved the quotation for the replacement of the swing seats in the children's play area.

Proposed: Cllr. Abel Seconded: Cllr. Reid

Agreed

Action: Community Centre Manager to order the replacement swing seats and arrange installation

- Members considered the way forward for the renewal of the cleaning contract for the Community Centre which is due to expire on the 31st August 2022. Members agreed the renewal of the cleaning contract should be for a three-year period and that the existing contractor should be requested to provide a quotation for this period in addition to placing an invitation to tender on the Parish website and noticeboards.

Action: Clerk to invite existing cleaning contractor to provide a quotation for a three-year period and place an invitation to tender on the Parish website and noticeboards

1165/FC – FINANCIAL MATTERS

- a) Members approved the financial report for the year ended 31st March 2022. A thank you was given to the Clerk/Responsible Finance Officer and the Accountant for the preparation of the report.

Proposed: Cllr. Meredith Seconded: Cllr. Reid

Agreed

- b) Following circulation of Gloucestershire Association of Parish and Town Council's (GAPTC) recent programme of training courses, Cllr. Millett advised her availability to attend part 2 of the 'Being a Better Councillor' course scheduled for Wednesday 25th May 2022.

Action: Clerk to book Cllr. Millett on part 2 of the 'Being a Better Councillor' course scheduled for Wednesday 25th May 2022

- c) Members approved Cllr. Dempster's attendance at the on-line Internal Controls training session on Thursday 5th May 2022 at a cost of £30.00.

Proposed: Cllr. Meredith Seconded: Cllr. Reid

Agreed

- d) Members approved the job vacancy advert placed on Glos.Jobs.co.uk at a cost of £35.00 + VAT

Proposed: Cllr. Reid Seconded: Cllr. Dempster

Agreed

- e) The schedule of invoices paid on the 4th May 2022 were approved as follows:

Cheques from Lloyds main Parish Council account = **£1,366.57**

Standing Orders and Direct Debits from main Parish Council account = **£1,133.91**

Paid by the Business Debit Card on the Lloyds main Parish Council account = **£67.00**

Cheques from TSB Sportsfield account = **£440.00**

Cheques from the Barclays Community Centre account = **£394.50**

Members were also advised of the credit remittance received into the Lloyds main Parish Council account for the sum of £27,263.00 in respect of the 1st instalment of the Parish Precept for 2022/2023

Proposed: Cllr. Shyamapant Seconded: Cllr. Reid

Agreed

1166/FC - PLANNING APPLICATIONS

No planning applications had been received for consideration

Members held a discussion on the recent application at no. 1 Beauchamp Road for a change of use of land to residential, the creation of new driveway and erection of a boundary wall (part retrospective) which had subsequently been refused. Cllr. Meredith will enquire with Tewkesbury Borough Council (TBC) if the boundary wall as part of this application will be required to be dismantled.

Action: Cllr. Meredith to enquire with TBC if the boundary wall as part of this application will be required to be dismantled

1167/FC –COMMUNITY INFRASTRUCTURE LEVY (CIL)

➤ Members considered the tenders received from three companies for the installation of heating units as part of the decarbonisation of the Community Centre. The tenders were for two options and the difference between option one and option two was explained. Following a discussion and consideration of the available funding Members agreed the fixed price tender for option two from S K Heating and Cooling Ltd.

Proposed: Cllr. Meredith Seconded: Cllr. Reid

Agreed

Action: Clerk to forward a Letter of Intent to S K Heating and Colling Ltd

➤ Members were advised that tenders have not yet been invited for the installation of solar panels. Cllr. Meredith is in the process of collating drawings to submit with a planning application to gain permission for the installation of solar panels, the application fee will be £117.00 and will take approximately eight weeks.

1168/FC – POLICIES

No update was received on the review of the Parish Council policies

1169/FC – STANDING ORDERS AND FINANCIAL REGULATIONS

➤ Members agreed to consider a review of the Parish Council’s Financial Regulations and Standing Orders at the next Full Council meeting scheduled for Wednesday 1st June 2022.

Action: Clerk to place on the next Full Council agenda ‘To consider a review of the Parish Council’s Financial Regulations and Standing Orders

➤ Members were requested to look at the Terms of Reference for both the Environment and Community Centre Committees and advise the Clerk of any suggested amendments prior to the committee meetings recommencing

➤ **Action: Members to look at the Terms of Reference for both the Environment and Community Centre Committees and advise the Clerk of any suggested amendments prior to the committee meetings recommencing**

1169/FC - CORRESPONDENCE

➤ Members were advised of an email invitation from TBC for up to two people from each Parish Council to attend a Town and Parish Council seminar scheduled for Wednesday 15th June 2022. Cllr. Millett advised she is available to attend, Cllr. Pullen will advise the Clerk of her availability to attend.

Action: Clerk to advise TBC accordingly

1170/FC – MEMBERS REPORTS

- Members were advised that the grass cutting has commenced on the estate. A discussion followed on various areas relating to grass cutting on the estate. Members were advised of a green space on Cambrian Road, which is still in the ownership of Bovis Homes awaiting adoption by TBC, where a resident had installed a pond and plants etc. This has been forwarded to both Bovis Homes and TBC.
- Members were advised that Smartcut Ltd have been requested to carry out the first cut of the verges in Snowdonia Road and Monterey Road
- Members were advised of a recently installed noticeboard on the footpath from Jubilee Way into the Stonehills estate. The Clerk was requested to enquire with Tewkesbury Town Council the details of the supplier and the cost of this noticeboard.

Action: Clerk to enquire with Tewkesbury Town Council the details of the supplier and the cost of the noticeboard on the footpath from Jubilee Way into the Stonehills estate

- Members were advised of an incident of anti-social behaviour (ASB) on Monday 2nd May 2022 in Wakeman Close involving approximately 20 youths. This was reported to the Police but to date no feedback had been received.

Action: Cllr. Meredith will enquire with the local PCSO, Ben Tylour, for feedback on the incident of ASB that occurred on Monday 2nd May 2022 in Wakeman Close.

- Members were advised that concerns had been raised by a resident in relation to the recent weed spraying carried out in Hawkmoth Close. It was suggested that if the resident's house number was advised to Smartcut Ltd they can be requested to avoid spraying the area in front of the property.
- A query was raised in relation to the condition of the oak trees planted for the Queen's Platinum Jubilee. Cllr. Meredith will check on these and query with the supplier accordingly.

Action: Cllr. Meredith to check on the condition of the oak trees planted for the Queen's Platinum Jubilee and query with the supplier if necessary

- Members were advised that the walkway adjacent to the John Moore Primary school leading to Thatcham Road is overgrown and requires remedial works.

Action: Cllr. Reid to advise Gloucestershire Highways accordingly

- A query was raised in relation to the ownership of some land near the John Moore Primary School

Action: Cllr. Meredith to enquire with the Headteacher of the John Moore Primary School in relation to the ownership of the land

1171/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 approve the separate minutes of the meeting held on Wednesday 6th April 2022

To discuss staffing matters

DATE OF NEXT MEETING

A discussion was held on the days of future meetings and the resumption of the Environment and Community Centre Committee meetings. Members were advised that the dates of Full Council meetings had been agreed for the period April 2022 to December 2022 at the Full Council meeting held on Wednesday 9th March 2022. These dates had subsequently been forwarded to the County Councillor and local PCSO accordingly for their diaries.

An enquiry will be made with the Community Centre Manager of availability of the meeting rooms for the resumption of the Environment and Community Centre Committees.

Action: Cllr. Meredith/Clerk to enquire with the Community Centre Manager of availability of the meeting rooms for the resumption of the Environment and Community Centre Committees

Action: Clerk to place on the next Full Council agenda ‘To agree dates for the Environment and Community Centre Committee meetings’

Full Council Meeting Wednesday 1st June 2022 at 7.00pm

at the Wheatpieces Community Centre (in the new hall)

The meeting closed at 8.20pm