

# **WHEATPIECES PARISH COUNCIL**

## **FULL COUNCIL MEETING**

**ON WEDNESDAY 13<sup>TH</sup> JULY 2022 AT 7.00PM**

**AT THE WHEATPIECES COMMUNITY CENTRE**

**PRESENT:** Cllr. Meredith, Cllr. Reid, Cllr. Abel, Cllr. Dempster, Cllr. Millett,  
Cllr. Saunders, Cllr. Shyamapant

**IN ATTENDANCE:** T Shurmer (Clerk & Responsible Finance Officer)  
E Rust (Clerk)  
PSCO Syed Kamran Haider

### **MINUTES**

Cllr. Meredith welcomed all to the Wheatpieces Parish Council meeting. Welcome to Emma Rust who joined WPC as clerk with effect from 11<sup>th</sup> July 2022.

#### **1191/FC - PUBLIC PARTICIPATION**

No members of the public were in attendance

#### **1192/FC - APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Cllr. Pullen and County Cllr. Smith

#### **1193/FC - DECLARATIONS OF INTEREST**

There were no declarations of interest

#### **1194/FC -TO APPROVE THE MINUTES OF THE MEETING HELD ON WEDNESDAY 1<sup>ST</sup> JUNE 2022**

The minutes of the Full Council meeting held on Wednesday 1<sup>st</sup> June 2022 were approved and adopted. A correction required to reflect that TBC did not want to be involved in the proposed planning and management of the new sports centre.

**Proposed: Cllr. Millett    Seconded: Cllr. Reid**

**Agreed**

**Action: Clerk to amend minutes accordingly**

#### **1195/FC - COMMUNITY SAFETY MATTERS**

PCSO Syed Kamran Haider was in attendance at the meeting to introduce himself to Members. He had previously forwarded a crime report which had been duly circulated.

PCSO Haider is based in Stoke Orchard and covers Boddington, Gotherington, Uckington and Wheatpieces. He is currently working in Stoke Orchard regarding speed cameras and speeding issues. New cameras on Stoke Road and new speed marking by Tredington School.

- Cllr. Reid raised concerns on sexual activity and sexual grooming. PSCO Haider will contact other Officers to send through further details by email
- Cllr. Millett mentioned the Community Engagement Day which aims to engage youths. Aston Project is in place
- Cllr Meredith raised the incident in October 2021, Glos Police have now announced they are 1 of 6 put in special measures. Further guidance requested.
- Cllr Meredith advised of incident reported by the Parish Council's litter picker regarding a metal detectorist in Jenny's field today. He didn't seem to have appropriate permission and was asked to leave and did so with no further issue
- Cllr Millet enquired about the schedule of activity, PSCO Haider confirmed himself and another PSCO (depending on demand) cover the areas and report to senior officers. They hold monthly meetings to record, raise and report issues
- Cllr. Meredith alerted PSCO Haider that Jenny's field can be busy in the school holidays with underage drinking, so this is an area to be observed

PSCO Haider left the meeting at 7:20pm

### **1196/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.

### **1197/FC - BOROUGH COUNCILLOR'S REPORT**

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

Mention of the Tewkesbury Baptist Church Repair Café who repair everything possible so worth a highlight. Information can be found in Tewkesbury Direct Magazine.

Further mention of the kerbside recycling which is collected on the same day as normal recycling and also includes electrical items

### **1198/FC - COMMUNITY CENTRE**

Members considered the tender received for the cleaning contract at the Wheatpieces Community Centre which is due to commence with effect from 1st September 2022 for a three-year period. Following a discussion Members agreed that Julie Lee be awarded the three-year contract.

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

**Action: Clerk to advise Julie Lee accordingly**

### **1199/FC – FINANCIAL MATTERS**

- a) A request for a grant from the Guideposts Trust Ltd had been received and circulated. Following consideration of the request Members did not award the Guideposts Trust Ltd the sum of £500.00 on the grounds that they did not specify what the funds were to be used for and how this would benefit the local community. The charity is very profitable already and as they are not based in the local area it was decided WPC would rather use the funds for a more local cause should they arise. This raised the question of whether our application form should be revised for future. The whole policy is being looked at presently so this can be incorporated with that process.

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

**Agreed**

**Action: Clerk to advise the Guideposts Trust Ltd accordingly**

- b) Members approved the planting of the Summer Barrel by Tewkesbury in Bloom in Tewkesbury High Street at a cost of £100.00

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

**Agreed**

**Action: Clerk to advise Tewkesbury in Bloom accordingly**

- c) The quotation from BHIB for the renewal of the Parish Council Insurance Policy with effect from: 28<sup>th</sup> July 2022 at the annual cost of £3,097.20 was approved

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

**Agreed**

- d) GAPTC training sessions for new Clerk's attendance of 'Clerks, The Knowledge' at the cost of £60.00. Members agreed

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

**Agreed**

**Action: Clerk to arrange training attendance accordingly**

- e) To approve Parish Council Finance email address at the cost of £55.52 + VAT. Members approved

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

**Agreed**

**Action: Clerk to action accordingly**

- f) The schedule of invoices paid on the 6<sup>th</sup> July 2022 were approved as follows:

Cheques from Lloyds main Parish Council account = **£18,683.35**

Standing Orders and Direct Debits from main Parish Council account = **£1,138.97**

Paid by the Business Debit Card on the Lloyds main Parish Council account = **£10.00**

Cheques from TSB Sports field account = **£550.00**

Cheques from the Barclays Community Centre account = **£10,693.80**

Cheques from the Extension/Community Infrastructure levy (CIL) account = **£117.00**

**Proposed: Cllr. Abel    Seconded: Cllr. Millett**

**Agreed**

Cllr. Meredith expressed a thank you on behalf of the Parish Council to Cllr. Reid and Cllr. Abel for signing and to the Clerk for setting up

## **1200/FC - PLANNING APPLICATIONS**

- No planning applications had been received for consideration
- Cllr. Meredith confirmed the submission of plans for the installation of solar panels on the Community Centre
- Bloor development plans are due to be submitted shortly.

## **1201/FC –COMMUNITY INFRASTRUCTURE LEVY (CIL)**

- Members were advised of the heating cooling units already installed in the building although not yet connected. Once completed the old system will be decommissioned. This should all be completed by end of July 2022
- Members approved the payment of £117.00, in respect of the planning application fee, to seek planning permission to install solar panels on the Community Centre

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

**Agreed**

- Members considered the tenders received for the installation of solar panels as part of the decarbonisation of the Community Centre. Members agreed to proceed with the contractor, Concept Electrical.  
**Proposed: Cllr. Meredith    Seconded: Cllr. Reid**  
**Agreed**  
**Action: Cllr. Meredith to confirm appointment with contractor accordingly**
- Members considered the allocation of additional funds required for the decarbonisation of the Community Centre. Agreed to allocate the sum of £10,000.00, being the surplus from the extension project, and transfer the additional sum of £12,500.00 from Community Centre Contingency to cover the remainder of funds required and agreed.  
**Proposed: Cllr. Meredith    Seconded: Cllr. Millett**  
**Agreed**  
**Action: Clerk to transfer the sum of £12,500.00 from the Barclays Community Centre account to the Barclays Extension/CIL account**

### **1202/FC – POLICIES**

- Cllr. Saunders re Privacy Policy, an email has been sent to SLCC but no response at present, to be confirmed.
  - Cllr. Millet re Health & Safety Policy, yet to be reviewed, to be confirmed
  - Cllr. Pullen re Grants Policy, to be confirmed. Agreed that Cllr. Saunders will take over the Grants Policy review
  - Cllr. Abel re Disciplinary & Grievance, current policy to be resent to Cllr. Abel for review
  - Agreed the need to compile a list of further policies required
- Action: Clerk to resend Grants Policy & compile full list of required policies**

### **1203/FC – STANDING ORDERS AND FINANCIAL REGULATIONS**

- Members considered the Terms of Reference for both the Environment and Community Centre Committees
- Environment and Community Centre meeting to take place on Thursday 21<sup>st</sup> July 2022  
Cllr. Saunders and Cllr. Millett to attend Environment Committee Meeting  
Cllr. Millett to attend Community Centre Meeting  
Apologies from Cllr. Demspster who will not be able to attend either of the meetings  
**Action: Clerk to resend Terms of Reference to all members and to send agenda to attending Cllrs.**

### **1204/FC - CORRESPONDENCE**

Members were advised

- An email had been received from GAPTC regarding a course for Designing Parish Council Newsletters. Cllr Meredith and Cllr. Reid expressed an interest to attend  
**Action: Clerk to advise accordingly**
- GAPTC AGM to take place on 23<sup>rd</sup> July 2022, Cllr Meredith and Cllr Millett to attend  
**Action: Clerk to confirm attendees and provide relevant information**

## 1205/FC – MEMBERS REPORTS

Members were advised

- Craig Freeman, Local Highways Manager of GCC has moved to special projects and is being replaced by Max Kelly. Meeting will take place with Cllr Meredith and Clerk on 14<sup>th</sup> July 2022. Kevin Haynes from Bloor Homes and Cllr. Reid will also attend.
- Chasing outstanding Adoptions, TBC have agreed and monies are still awaited
- Buckingham Close, in the process of chasing Officers at TBC regarding this
- Grass cutting issues have been reported including Cypress Road and have been referred to Officers at TBC
- Second weed spraying and verge cut is required. Noted an issue with the weed spraying killing the grass. Cllr Meredith to report and arrange
- Succession Plan to be considered in advance of next year’s elections in May 2023. More members are required
- Cllr. Saunders attended the TBC Mayor Making meeting and congratulated the new Mayor. He was also invited to join a youth charity called WAM (We All Matter) to support them which he has accepted
- Cllr Millet attended the Town & Parish Council Seminar and overall feedback was lack of information and clarity on point of contact and felt it was not of benefit
- Cllr. Abel has tried to report the floodlights being on in the playing field at 7pm which is unnecessary but couldn’t get through. This will need to be reported to TBC
- Barrel on mini roundabout needs remedial work, Cllr. Meredith to arrange
- Cllr. Abel confirmed the Community Centre Manager’s Appraisal is due, Cllr Reid will carry out with Cllr. Abel

**Action: Cllr. Meredith to arrange remedial works to Barrel & arrange weed spraying**

**Action: Clerk to report the floodlight issue to TBC**

## 1206/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.*

## DATE OF NEXT MEETINGS

**Environment Committee  
Community Centre Committee**

**Thursday 21<sup>st</sup> July 2022 at 7.00pm  
Thursday 21<sup>st</sup> July 2022 at 7.45pm  
in meeting room 2**

**Full Council Meeting**

**Wednesday 7<sup>th</sup> September 2022 at 7.00pm  
at the Wheatpieces Community Centre (in the new hall)**

The meeting closed at 8:30pm