

WHEATPIECES PARISH COUNCIL

FULL COUNCIL MEETING

ON WEDNESDAY 5TH OCTOBER 2022 AT 7.00PM

AT THE WHEATPIECES COMMUNITY CENTRE

PRESENT: Cllr. Meredith, Cllr. Reid, Cllr. Abel,
Cllr. Saunders, Cllr. Shyamapant, Cllr. Pullen

IN ATTENDANCE: T Shurmer (Finance Officer)
E Rust (Clerk)

MINUTES

Cllr. Meredith welcomed all to the Wheatpieces Parish Council meeting.

1223/FC - PUBLIC PARTICIPATION

Joanne Raywood from Tewkesbury Town Council attended the meeting as she is writing a Parish Profile for the new Vicar of Tewkesbury Abbey by obtaining opinions from all Parishes as constituents.

What characteristics and skills do Parishes expect from the new Vicar and are there any concerns? Points raised:

- To have similar qualities to the previous Vicar
- To embrace the heritage of the Abbey and Tewkesbury
- Needs to be an advocate for young people's facilities and opportunities
- Outgoing personality and set time aside for Parishioners
- Ongoing promotion of tourism for the Abbey and Tewkesbury
- A counselling background is important
- Previous experience
- Environmental awareness (which had already been raised by Town Councillors)
- As the Abbey has a website it should be used to communicate to the community more
- Social Media and digital skills
- Will the Christingle still take place? It will still take place however will differ slightly this year on the use oranges due to waste and littering issues. Confirmed the diocese will carry out the service as part of the Benefice of Twyning Christchurch Oxford
- The Interviewing will be taking place in March 2023 and the position should be appointed by August 2023
- In the meantime, the services will be covered by a group of retire clergy in the meantime

The Members were thanked for their time and feedback. Any further comments or thoughts can be communicated via email or contact.

Joanne Raywood left the meeting at 7:15pm

1224/FC - APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr. Dempster & Cllr. Millett

1225/FC - DECLARATIONS OF INTEREST

*Cllr. Meredith – 1230/FC (g)

1226/FC -TO APPROVE THE MINUTES OF THE MEETING HELD ON WEDNESDAY 7TH SEPTEMBER 2022

An amendment to the minutes of the Full Council meeting held on Wednesday 7th September 2022 has been noted on 1217/FC. Cllr. Pullen felt she had been noted as seconder in error and wishes the minutes to be amended. This was agreed. Cllr. Pullen also requested for it to be noted that she would have preferred to object to Plan. App 22/0834/OUT

Proposed: Cllr. Reid Seconded: Cllr. Shayamapant

Agreed

Action: Clerk to amend draft minutes before publication

1227/FC - COMMUNITY SAFETY MATTERS

PCSO Syed Kamran Haider was not in attendance at the meeting and had not previously forwarded a crime report. As there has been a recent issue in Starling Road and there has been no reports or feedback it has been agreed to contact Gloucester Police for an update on the situation.

Action: Clerk to seek alternative contacts for future communications

1228/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, however two further points were noted with Cllr. Meredith

- National Highways have confirmed works at Junction 9 have got 6 weeks left to run
- National Highways have proposed Junction 9 may be turned into a two-way junction instead of four. This is subject to additional consultations and any decision has been delayed for 9 months

1229/FC - BOROUGH COUNCILLOR’S REPORT

Cllr. Reid had forwarded a report which had duly been circulated to Members. Overview of report relating to dog waste, in particular Jenny’s field which is regularly used by dog walkers. These issues need to be raised and reported to the Environmental Health Agency/Officer. Agreed to seek advice and obtain new signs for Jenny’s Field to prohibit the use by dog walking companies. Agreed to put a notice on Wheatpieces Parish Council (WPC) website to this effect

Action: Clerk to report and apply for signage and post a notice on website

Issue raised regarding the boundary review. WPC boundaries are straightforward however other areas are more complicated and vast. Cllr. Reid has agreed to follow up for an update.

Action: Clerk to add agenda item on the boundary review to the next Full Council meeting

1230/FC – FINANCIAL MATTERS

- a) The External Auditors report in relation to the audit of the Accounts for the Year Ended March 31st, 2022 was confirmed to be in accordance with Proper Practices under Sections 1 and 2 of the Annual Governance and Accountability Return.
Thanks given to Theresa Shurmer and Karen Pavey for all their hard work and due diligence taken to achieve this, especially during such a busy period while the extension was built.
- b) To consider annual membership of the Society of Local Council Clerks (SLCC) for the Clerk (Emma Rust) at a pro-rata cost of £144.00 for 2022/2023
Proposed: Cllr. Meredith Seconded: Cllr. Abel
Agreed
Action: Clerk to arrange membership
- c) Consideration of a shared drive on the new Parish laptop for the Clerk and Finance Officer inclusive of transferring existing documents into. Agreed and will arrange for this to be set up with a maximum spend of £200.00 if necessary or required.
Proposed: Cllr. Meredith Seconded: Cllr. Saunders
Agreed
Action: Clerk to arrange
- d) To consider a contribution to Tewkesbury Borough Council (TBC) towards the purchase and installation of a Memorial Bench on the public open space (POS) near Snowdonia Road in memory of Matthew Boorman. The location for the bench has been arranged between Andy Noble (TBC), Cllr. Meredith and Sarah Boorman and is on a 4–6-week timescale. WPC have agreed to cover 50% of the cost for the memorial bench due to the exceptional tragic circumstances occurred. This will be funded under the Grant Policy which is usually set with a maximum of £500.00, however an exception was made at the Councillors discretion should the costs be higher. Costs are to be confirmed.
Proposed: Cllr. Abel Seconded: Cllr. Reid
Agreed
- e) Members approved the purchase of a new Apple MacBook and a refurbished Apple iPhone for the Community Centre at a total cost of £1,266.92 + VAT. Members agreed with cost but mentioned the disposal of the existing device with regards to data and recycling.
Proposed: Cllr. Meredith Seconded: Cllr. Shayamapant
Agreed
Action: Cllr. Abel to discuss with Community Centre Manager
- f) Members approved the purchase of x 80 chairs for the main hall of the Community Centre at a cost of £1,752.00 + VAT. Questions raised on how we are to dispose of the old chairs and whether they could be offered to another organisation, for example, schools, village halls or churches. Members queried whether the new chairs have any fire regulations as no apparent labels confirming this.
Proposed: Cllr. Reid Seconded: Cllr. Pullen
Agreed
Action: Cllr. Meredith to discuss with the Community Centre Manager
- g) The schedule of invoices paid on the 5th October 2022 was approved as follows:
Cheques from Lloyds main Parish Council account = **£16,215.34**
Standing Orders & Direct Debits from main Parish Council account = **£1,095.75**
*Paid the Business Debit Card on the Lloyds main Parish Council account = **£82.49**
Cheques from TSB Sports Field account = **£330.00**
Cheques from the Barclays Community Centre account = **£11,131.96**
Cheques from the Extension/Community Infrastructure Levy (CIL) = **£7,707.41**

Cllr. Meredith reminded members to respond to the finance schedule emails to approve prior to the meetings.

Proposed: Cllr. Shayamapant Seconded: Cllr. Abel
Agreed

Cllr. Meredith thanked Theresa Shurmer for setting up the payments and Cllr. Abel and Cllr. Pullen for signing the cheques.

1231/FC - PLANNING APPLICATIONS

No planning applications were received for consideration. Cllr. Meredith noted the Reserved Matters for the Bloor Homes development wouldn't be until 2023.

1232/FC –COMMUNITY INFRASTRUCTURE LEVY (CIL)

- Cllr. Meredith confirmed Stage 1 of the installation of heating units is complete with all units fitted and operating as required. Two units have been installed in the main hall with two controllers and switches. The Community Centre Manager can control and manage remotely. Stage 2 will be the removal of the old boilers and radiators. A meeting will take place next week to discuss and arrange.
- The application for planning permission to install solar panels on the Community Centre is expected to be confirmed on 17th October 2022 however they also need Building Regulations approval. A cheque for £300.00 has been written for this purpose.

Proposed: Cllr. Meredith Seconded: Cllr. Reid
Agreed

1233/FC – POLICIES

Cllr Meredith has suggested a group workshop with Members to carry out an overview of all policies. The proposed amendments for the Grant Policy and Grant Application Form had been circulated and Members agreed to the proposed amendments

Proposed: Cllr. Meredith Seconded: Cllr. Reid
Agreed

Action: Clerk to send the Gloucestershire Association of Parish & Town Councils (GAPTC) list of policies to Members,

Clerk to send Noticeboard Policy to Cllr. Saunders and add an agenda item to the next Full Council meeting.

1234/FC - TRAINING

- Cllr. Meredith to attend the Parish Newsletters training on 21st October 2022 @ £35.00
- Cllr. Saunders to attend the Being a Better Councillor 1 & 2 training on 24th November 2022 and 8th December 2022 @ £25.00 per session
- Clerk to attend the Clerks the Knowledge Essentials training on 23rd November 2022 and Clerks the Knowledge Miscellany training on 14th December 2022 @ £45.00 per session

Proposed: Cllr. Meredith Seconded: Cllr. Pullen
Agreed

Action: Clerk to arrange the bookings

1235/FC – CORRESPONDENCE

Arrangement for portrait photographs for the WPC of Cllr. Millett, Cllr. Saunders and Emma Rust agreed to take place on 24th October 2022.

Action: Clerk to confirm with Cllr. Millett to arrange

1236/FC – ENVIRONMENT AND COMMUNITY CENTRE COMMITTEE MEETINGS

Confirmed the dates for the next meetings:

Environment Committee	Thursday 20 th October 2022 at 7:00pm at the Wheatpieces Community Centre (Meeting Room 2)
Community Centre Committee	Thursday 20 th October 2022 at 7:35pm at the Wheatpieces Community Centre (Meeting Room 2)

Little & Large the Gardeners quotation for £744.00 to carry out work on the hedges and planting in the Community Centre Garden has been approved. Work on the hedges will take place this week and planting to take place at the end of November 2022

Proposed: Cllr. Reid Seconded: Cllr. Abel

Agreed

1237/FC – MEMBERS REPORTS

Cllr. Meredith gave an overview from the meeting held with Lesa West of TBC regarding the possibility of Section 106 Developer Funding (S.106)(negotiable with the Developer) that may be available if the proposed Bloor development goes ahead. Community Infrastructure Levy (CIL) monies are determined by the size of the development and based on residential properties only. The split will be 60% - 40% between Ashchurch Rural Parish Council and Wheatpieces Parish Council respectively and the S.106 could be applicable for the following:

- Additional play areas and upgrades to the existing play areas on the estate
- New acoustic/heat saving ceiling in the main hall may not be accepted but there are other grant means that can be used if necessary
- Electric Vehicle charging points on the estate
- Block paving that needs to be replaced at the Community Centre may not be accepted however this could come out of the CIL monies
- Funding for new dog litter bins and noticeboards around the estate
- Security and CCTV for the new sports pavilion and facilities
- Biodiversity on planting
- Additional schools, dentist and doctors – additional funding would come from CIL
- Cllr. Philip Abel suggested we add battery storage for the Solar Panel System to this list

Action: Clerk to add to the list and communicate to TBC

Cllr. Abel gave feedback on the recent Road Safety meeting he attended and confirmed the following:

- We cannot do anything on the road at the entrance of Jenny's Field until it is open to traffic.
- Cllr. Pullen asked whether WPC could campaign for 20-mile speed limit and was confirmed that you can put up signs but cannot enforce the limit. Speed Bumps are not favoured by Road Safety and Chicanes and White Gates and Illuminated Speed Signs are considered the most effective methods of traffic calming

- Cllr. Saunders noted you can sign up to the county run Traffic Scheme with GCC Highways. This enables you to sign up to the Community Speed Watch scheme and access traffic surveys however this again can only be done once the road is open.

Action: Cllr. Meredith will contact Bloor Homes to obtain the proposed opening date

Cllr. Saunders gave an update on the Bee Campaign that he is currently working on and has been in touch with the Nature Reserve and TBC and they are keen to meet up to discuss in more detail. Costings are to be considered once a plan or proposal is in place.

Action: Cllr. Saunders to take the matter further

Cllr, Saunders has invited Chris Nelson (Gloucester CC Police & Crime Commissioner) to the Full Council meeting in November 2022

Action: Cllr. Saunders to provide direct contact details to the Clerk to communicate the agenda and meeting details

1238/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	Thursday 20th October 2022 at 7:00pm at the Wheatpieces Community Centre (Meeting Room 2)
Community Centre Committee	Thursday 20th October 2022 at 7:35pm at the Wheatpieces Community Centre (Meeting Room 2)
Full Council Meeting	Wednesday 2nd November 2022 at 7:00pm at the Wheatpieces Community Centre (in the new hall)

The meeting closed at 8:55pm