

Norton Parish Council

Minutes of the Meeting Held on the 14th November 2018 at 19:30 in Norton Village Hall

Present: Cllr Eirwyn Jenkins - in the Chair
Cllr Steve Norgate
Cllr Colin Edwards
Cllr David Rolls
Cllr James Barnes

In Attendance:

Clerk for the Parish Council
Cllr Phil Awford
Cllr Dave Waters
Cllr Mark Williams
The Internal Auditor
Three Parishioners

1. Apologies for absence.

There were none

2. Parish Councillor Co-option Confirmation

The co-option of James Barnes was confirmed after being proposed by Cllr Norgate and seconded by Cllr Edwards, with all Councillors agreeing to the co-option.

3. Declaration of interest in items on the agenda

There were none.

4. To confirm the Minutes of the Meeting held on 5th September 2018

The minutes of the meeting of 5th September 2018 were confirmed as a true record.

5. Matters Arising not on this agenda

There were none.

1. To receive reports:

- a. Cllr Awford reported that there have been changes within the County Council. There is a new Highways Officer responsible for our area based at Bamfurlong. Craig Freeman will start 10th December 2018 working under Chris Riley. The highways maintenance contractor - Amey, has been replaced by Ringways.

Bids for schemes needs to be highlighted now for the Highways Budget. Cllr Awford updated on the County Council budget, an increase of 2% for adult care is proposed and a 2.9% for general Council Tax – there will be a consultation on the proposed rises in the New Year. Cllr Awford will feedback via the Clerk on the Police CC Budget.

The Police and Crime Commissioner is looking to take on the Fire service as well as Police, Cllr Awford expects the County Council will resist this.

- b.** Cllr David Waters reported that the Joint Core Strategy (JCS) consultation is taking place until January 2019. The view from the Council is that they are looking to Ashchurch as opposed to the Tewkesbury / Deerhurst area for development. There are no definitive parameters on the length of the review - houses need to be developed close to Tewkesbury as opposed to Cheltenham / Gloucester. They are trying to extend the Borough plan from 2031 to 2041 to meet the predicted requirements.

Cllr Awford added that the proposal for Ashchurch on the JCS is for a Garden Village in the future Borough plan, this will carry some weight, and it is important to show that the local parishes are working closely towards the JCS to keep the plans tight against other developments - for example in Deerhurst and Apperley.

Cllr Jenkins added that the A38 is going to be choked similar to the A46 if the developments continue to grow.

Cllr Waters advised that the Ashchurch concept is around the train station and A46 relief route. There are employment opportunities in the Ashchurch area as well, unlike Tewkesbury / Deerhurst proposal

The Parish were also advised that stop and search investigations have been underway aimed at fly tipping - one local business has been fined and a Penalty Charge Notice has been given to another vehicle owner.

- c.** Cllr Williams updated the Parish Council on the enforcement investigation at Church Farm with regards to the Caravans.

Cllr Jenkins attended the Remembrance Sunday service at Norton on behalf of the Parish. One of the Parishioner's son laid the wreath, with Cllr Jenkins, on the Parish's behalf, for which Cllr Jenkins conveyed his thanks. Next year Cllr Jenkins expressed his feeling that the Council should work with the school in 2019 to have a presence at the Service, and have one of the pupils join the parish Councillor to lay the wreath.

He also attended the Borough Council seminar on 17th October. A copy of the proceedings has now been circulated to Councillors.

2. NDP Update and Referendum

The NDP has now been through examination and the Examiner's report is on Tewkesbury Borough Council (TBC) website. Cllr Jenkins has circulated the report to the Councillors and the members of the steering committee. On the whole the report was favorable and the recommendations by the examiner have

been adopted into the latest draft of the plan. The modified plan remains confidential until accepted by the Borough Council's executive committee in January 2019. If accepted, it will go to referendum, in the three parishes, in May 2019. If successful, it will then go forward to form part of the Borough Plan.

Cllr Awford said he finds it incredulous that the elections team are not able to cope with the vote on the NDP prior to the May elections, as this concerns three Parishes and would be beneficial to complete as soon as possible. Especially as once the NDP is agreed it will then form part of the Tewkesbury Borough Plan.

Cllr Jenkins made it clear that it is the responsibility of both the steering committee of the NDP, and the relevant Parish Councils to clarify the purpose of the NDP with the electorate. Cllr Awford confirmed that the NDP's are the underpinning of the Tewkesbury Borough Plan.

It is important that the Parish Council have input on how to inform the electorate so that they understand the value of the NDP. Tewkesbury Borough Council will advise after January's executive meeting when the approved plan can be shared with the public. Cllr Jenkins feels that the key is to drip feed the information, and this will need to be supported by the Parish Council. Cllr Jenkins and the steering committee have their next meeting on the 28th November.

3. Clerks Appraisal

Cllr Norgate passed on the outcome of the recent appraisal, and the Parish Council's thanks for her work. An action was passed on to all Parish Councillors to respond to the Clerk in a timely manner with regards to emails that require an action to be completed. The Clerk is to book on to a training course in the New Year for the Clerks More Knowledge - the finance module. The acceptance of the Clerks Appraisal was proposed by Cllr Rolls and seconded by Cllr Jenkins and agreed by the council.

Cllr Jenkins also proposed to move the Clerk up a point on the pay scale from point 18 to 19. This was seconded by Cllr Edwards and agreed by the council.

4. Tewkesbury Borough Plan Consultation

Borough Plan consultation, Cllr Jenkins advised that the Parish Council should respond as the plan is clear and concise and indicates where future developments are going to be placed. Past comments have been listened to and developments are being treated as a group with the effect that they have on one another being taken into consideration.

Cllr Jenkins asked in the seminar about the effect of development on the road network. Cllr Awford stated that Longford has limited space for improvement. He joined the Borough Plan working group part way through when another stepped down. He's delighted with the positive feedback towards the plan, as it will give a steer towards controlling what can happen. With the aim of keeping small developments in the Parish for younger Parishioners to grow into and avoiding vast amounts of development. With the view now to be infrastructure before houses, Cllr Jenkins agreed saying that the reward previously has been for

houses and this does not bring their effect on the road network into the equation

It was agreed that the Parish Council should respond both collectively and as individuals in support of the Borough Plan.

10. Update on the gift of the Village green with pond

Three pits have been dug into the pond to test its depth and after about 2 feet there is a gravel base, the aim is to remove the silt with a need to bring up the water table. Then let the pond settle for 12 months after having removed the silt.

Cllr Williams explained that Severn Trent put a pipe through and backfilled some time ago which affected the natural spring lines. He said to speak with Martha reference funding for the reestablishment of the pond. The aim is to remove the silt before the winter as there is currently a foot of water in the test pits.

Cllr Jenkins explained how the Parish Council will cover the silt removal, and asked if this can be used as match funding for partial flood defense. The desire is for it to become a conservation area. Cllr Williams advised that there is a Pond restoration workshop being held on the Friday, and will pass the details on to Cllr Jenkins.

Cllr Jenkins also advised that he has email Ellen Winter of GWT advising her of the developments and plans for the pond, and she has been positive in her response.

11. Playground – Update

The Clerk advised that members of the Playground committee have now met with two of the three potential suppliers, with the third having completed a review of the area to be used on their own.

Two of the three quotations have been received with the third to be expected at the beginning of December. There are funds for growing the community available and Cllr Awford is to look at the criteria for the Parish Council.

The Clerk will be meeting with the members of the committee who are experienced in obtaining funding.

12. Nextdoor – Update

The Clerk gave an update on the current members of Nextdoor and how it's being used currently by the Parish Council.

Cllr Jenkins explained that this will be useful for the NDP as well to spread awareness and educate on its purpose, all members are to promote the values of Nextdoor.

13. Planning Matters updates

- a. 18/01064/FUL – Yew Tree Farm, The Green, Bishops Norton – **Neutral response with no comment**
- b. 18/01065/LBC – Yew Tree Farm, The Green, Bishops Norton - **Neutral response with no comment**
- c. 18/00943/FUL – Rosemullion, Tewkesbury Rd - **Has been permitted**
- d. 18/00819/FUL – 1 Elmside Norton – **Has been permitted**
- e. 18/00782/FUL – New access for land opposite Norton Farmhouse – **Has been permitted**
- f. 18/00670/FUL – Keepers Cottage Norton – **Has been permitted**
- g. 18/00062/FUL – Land At Barn Farm, Tewkesbury Rd – **Neutral with no comment**

14) Finance

a. To receive the finance report

The finance report was submitted to all Councillors Cllr Rolls proposed and Cllr Edwards seconded.

b. To approve payments in accordance with the finance report

Clerk – Monthly Salary	£162.79
Norton News – L Jadresic	£90.00
Clerk Expenses	£22.41
Total	<u>£275.20</u>

Payments were approved and cheques were signed in accordance with the mandate.

As well as the above cheque 000782 was signed for £17.00 to cover the Parish Council’s Wreath purchased on behalf of the Council by Cllr Jenkins.

c. Online Banking

The benefits of online banking were discussed, to both assist with having up to date bank transaction details for the Finance Report and also enable easier payments of invoices by the Clerk below a proposed value online. Whilst still requiring the same number of Councilors agreement for the payment to be completed.

Cllr Edwards to be the key contact to authorise the Clerks transactions - Cllr Norgate proposed and Cllr Rolls seconded - This was agreed by the council.

The Clerk suggested that there should be a limit to the transactions to maintain a control. Cllr Jenkins proposed £100 - This was agreed by the Council

The Clerk will also provide a process to protect against fraudulent transactions and limit the danger to the Parish Council.

With the appointment of Cllr Barnes, he is to be added to the bank mandate as a signatory – This was agreed by the Council.

d. No Dog Signage Prices

All agreed dogs are, as previously declared only allowed on the field under express conditions. The cost provided by the Clerk to obtain the signage from Seton at the price of £64.24 (including P&P) was agreed, the Clerk will proceed with the order.

Cllr Jenkins asked a Parishioner in attendance about the current dog bin at Priors Norton, which was raised in a previous meeting. This could be moved and a second hand replacement is to be looked into by the Parishioner who has a contact who may be able to replace the broken one which is currently in situ.

15) Parishioner's questions

There were none

16) AOB

Cllr Jenkins expressed how positive it was to have new Parishioners attend the meeting.

Actions following meeting -

Detail	Owner
Keep the Nextdoor group updated for Parish updates	Clerk
Share details of the Nextdoor group within Parish	All Councillors
Playground – Continue to push forward	Clerk
Contact County & Borough Councillors prior to all meetings specifically requesting reports	Clerk
Complete relevant forms for online banking and bank mandate	Clerk
Create a process for online banking	Clerk
Order no dog signage	Clerk

Date of the Next Meeting: 9th January 2019.

Meeting Closed at 21:00

Signed –

Dated –