

DRAFT

MINUTES of a Chalford Parish Council Meeting held on Thursday, 7 July 2022 at 7.00 p.m.
at the Parish Centre in accordance with notice given.

In the Chair: Councillor Lilly

Present: Councillors Lee, Mayo, Morris-Wyatt, Oakley,
Samaroo, D Taylor, L Taylor,

In attendance: Clerk, County Cllr Turner and District Cllr Fenton (part time)

1.07.22 APOLOGIES – Cllrs Beioley, Pearson, Roberts and Wood sent their apologies.

2.07.22 PUBLIC PARTICIPATION - none

3.07.22 DECLARATIONS OF INTEREST – none

3.07.22 MINUTES OF PREVIOUS MEETING

Cllr Oakley proposed, “**acceptance of the 5 May 2022 minutes.**” This was seconded by Cllr Samaroo. There was one abstention.

4.07.22 COUNTY COUNCILLOR REPORT – attached

Cllr L Taylor expressed concern at the amount of grass/weeds growing out of kerbside gutters. Highways Verge Management policy is to leave the growth. The Clerk will speak to SDC regarding a clean of some areas. Cllr L Taylor also expressed concern that there are some roads where foliage is overgrown with the risk of scratching vehicles. Cllr L Taylor to advise County Cllr Turner of these roads. **ACTION: Cllr L Taylor/Clerk**

Adult education provision – the question was asked as to the percentage of overall adult education spend represented by the recently announced £2.6million. **ACTION: Cllr Turner**

Stroud New Special School – the question was asked as to whether this will be an academy?
ACTION: Cllr Turner

5.07.22 DISTRICT COUNCILLOR REPORT – attached

6.07.22 CLERK'S REPORT – attached.

Thomas Keble School Planning Application – several consultee responses are still to be made. Once received, the application can be moved forward. Based on this, the application would not go to committee before September/October at the earliest.

Toadsmoor road closure – following our campaign, the road will now be open for access either side of the closure, 9 a.m. to 4 p.m. and controlled with temporary traffic lights. The closure is from 27 July to 2 September and excludes weekends and Bank Holidays. No access during working hours except for pedestrian access to properties and emergency vehicles.

Highway no. 41277, fronting Rockstones, Brownhill – as a result of no action to be taken to reinstate the highway at the front of Rockstones, Brownhill, a sign was requested to be installed so that the land is not lost. No action to-date. The Clerk will follow this up. **ACTION: Clerk**

7.07.22 2021/22 ACCOUNTS

Finance and Management Committee considered the accounts and recommends acceptance by Full Council.

a. Acceptance of the 2021/22 Accounts.

Councillors were furnished with a full copy of the accounts prior to the meeting. Councillors considered the following:

Statement of Accounts and agreed the figures.

Significant Variations on the Statement of Accounts and the explanations and agreed the notes.

Balance Sheet – the figures were agreed and the Chair and RFO signed this off.

Income and Expenditure – the figures were agreed and the Chair and RFO signed this off. Cllr Morris-Wyatt queried the title 'Budget Expenditure Total', stating that it was no longer the budget. The Clerk explained that this title was to show the actual budget expenditure as opposed to 'Other Expenditure'.

Bank Reconciliation – the figures were agreed.

Notes to the Financial Statements – these were agreed.

Financial Risk Assessment – Councillors considered the details and agreed the document.

Councillor Lilly proposed, “**acceptance of the 2021/22 figures/statements as stated above.**” This was seconded by Cllr Samaroo and unanimously agreed.

b. Approval of the Annual Governance Statement – Section 1

The Chair read out all the statements and Councillors responded 'yes' to all. Cllr Lilly proposed, **we approve Section 1 - Annual Governance Statement.**” This was seconded by Cllr Samaroo and unanimously agreed. The Chair and Clerk signed the section.

c. Approval of the Accounting Statements – Section 2

Councillors had been furnished with a copy of the Statement prior to the meeting. The RFO had signed Section 2 prior to the meeting. Councillors considered the figures. Cllr Lilly proposed, “**acceptance of Section 2 Accounting Statements 2021/22.**” This was seconded by Cllr Samaroo and unanimously agreed. The Chair signed Section 2.

d. Annual Internal Audit Report – IAC Audit and Consultancy completed their assessment of the accounts and procedures and has signed off the report accordingly. IAC has submitted a full report with recommendations. These will be presented to the next Finance and Management Committee meeting for consideration. Asset Register – a more comprehensive register needs to be compiled. The Chair and Clerk has agreed that a stock check needs to be undertaken before proceeding further. Full Council minutes must show that committee minutes are submitted and formally reported and considered.

Cllr Lilly proposed, “**we submit the 20/21 Accounts and supporting documentation to the external auditors, PKF Littlejohn LLP.**” This was seconded by Cllr Samaroo and unanimously agreed. **ACTION: Clerk**

The Chair thanked the Clerk for compilation of the accounts.

8.07.22 CARBON NEUTRAL 30 STRATEGY

In July 2019 the Council declared a Climate and Environmental Emergency and pledged to make the Parish carbon neutral by 2030. In January 2021, Cllr Oakley produced a draft Action Plan that was adopted at a Full Council meeting in March 2021. Cllr Oakley asked committees to review progress on the relevant paragraphs in the plan. Cllr Oakley proposed, “**each committee to review the action relevant to their committee and report on progress to Full Council by October 2022.**” This was seconded by Cllr Lilly and unanimously agreed. **ACTION: All**

9.07.22 CEMETERY LAND

Frith Wood Cemetery began taking burials in 1954. Since that time there has been 411 burials. 22 plots are currently reserved, an average of 6 per year. Cremations began in 1977 and to date there have been 102 cremations with 28 currently reserved, an average of 2.3 per year. Cllr Lilly has asked for figures during the last decade to compare how burials versus cremations have possibly changed. The cost of land has risen to such an extent that it has become out of the Council's reach. We need to consider what we currently have and how to efficiently manage the cemetery going forward. After a discussion, Cllr Oakley proposed, “**we consider ceasing acceptance of burials in the cemetery.**” This was seconded by Cllr Lilly and unanimously agreed. This matter will be referred to the Works Committee for further investigation. Cllr Samaroo suggested contacting parish churches should they have land we could purchase for burials. Cllr L Taylor referred to a triangle of land belonging to Bussage Church, on a track leading off Bussage Hill that is not used for anything. The Clerk will speak to the vicar about the land. **ACTION: Clerk/Works**

10.07.22 METHODIST CHURCH/HALL

SDC has notified us of an intention to enter into a relevant disposal of Chalford Hill Methodist Church – reference 2021/0012/ASSETC.

A discussion took place as to how to proceed. A suggestion is that the current Parish Centre is sold and a bid made for the church/hall to be run as a 'community hub'. It was agreed to form a working party to consider this idea. The working party will be made up of Cllrs Lee, Lilly, Morris-Wyatt and the Clerk.

Cllr Lilly proposed, “**we notify SDC of our request to be treated as a potential bidder for the land.**” This was seconded by Cllr Samaroo. There was one abstention. A written request must be made no later than the 27 July 2022. **ACTION: Clerk**

11.07.22 REFERRALS – none**12.07.22 COMMITTEE/EXTERNAL MEETING REPORTS**

Works, PAC and Finance and Management Committee minutes were given to all councillors prior to the meeting and details noted accordingly. Councillors considered the minutes of all committees.

Cllr L Taylor referred to the poor state of the Parish. Grass/weeds are growing out of kerbside gutters and verges are not good. A road in Brownhill is so overgrown, foliage scratches vehicles. The 'daffodil' bank on The Ridgeway has not been cut and is a mess. Cllr L Taylor referred to the triangle of grass, off the A419, at the start of the High Street, stating that it is disgrace. Cllr Morris-Wyatt disagrees with the latter, stating that wildflowers are flourishing. Cllr L Taylor referred to the periphery of Christchurch Churchyard that is a mess; weeds growing out of the stone wall. SDC is responsible for the churchyard.

Entrance into Frith Wood from Tanglewood Road end - Cllr L Taylor has asked for the entrance to be made accessible for mobility scooters in the past and nothing has been done. Cllr Oakley advised that he had looked into this and will speak to FOFW about the matter. Cllr Oakley will speak to the Clerk once it is agreed how to proceed. Stone wall on the path bordering Frith Wood from Tanglewood Way to Frith Wood Cemetery – Cllr L Taylor expressed concern at the plan to rebuild the wall stating it would be far too costly. FOFW is investigating funding sources. One such source is Farming in a Protected Landscape.

Cllr Lee referred to Cllr L Taylor's comments regarding weed/foliage overgrowth, stating that common sense needs to prevail. Where overgrowth does not compromise sight lines or accessibility it is acceptable. Where a lane is very narrow and overgrown foliage disguises stone walls, it can be dangerous for vehicles to pass with the possibility of damage to both wall and vehicle. It is also necessary to ensure that paths are accessible for pedestrians. Some areas need more cutting than others. We need to take a practical, common-sense approach. Cllr Samaroo advised that the grass cutting agreed last year was an experiment that would be reviewed in a year. Cllr Lee advised that any agreement must be adhered to. To be referred to Works.

ACTION: Works

Cllr L Taylor referred to the request from Chalfest to cut the long grass back around the periphery of France Lynch Pleasure Ground to prevent ticks and our decision not to permit this. It has been agreed to cut back the grass at the entrance to Chalfest.

Cllr Lilly reported on a Skype meeting that he and Cllr Morris-Wyatt had attended. The meeting was held to discuss our requirement for an ANPR camera in conjunction with our speedwatch group. Cllr Lilly advised that the cost would be £549 per unit (5 units required), plus a solar panel for each unit at a cost of £87.50 giving a total of £3182.50. The units can be plugged into the server, the results of which can then be sent to the police. An application for funding needs to be submitted to GCC before 31 August 2022.

13.07.22 EXPENDITURE

Cllr Morris-Wyatt proposed, “**acceptance of the attached expenditure.**” This was seconded by Cllr Samaroo and unanimously agreed.

14.07.22 CORRESPONDENCE

Chalford Band has asked if they could hold a concert in France Lynch Pleasure Ground on Sunday, 4 September. This was agreed. We will advertise the event as 'Picnic in the Park'. **ACTION: Clerk**

A resident in Burcombe Road, near to the three way junction, has emailed expressing concern at the speed of traffic exiting the junction and entering Burcombe Road. The resident would like a 20mph speed limit from Abnash crossroads to the Old Neighbourhood Inn. The resident will be made aware of our 20mph speed limit campaign for some areas in the Parish and this is one area for which we would like such a speed limit.

ACTION: Clerk

15.07.22 ANY OTHER BUSINESS – none

There being no further business, the Chair closed the meeting at 8.30 a.m.