MINUTES of a Chalford Parish Council Meeting held on Thursday, 4th May at 7.20 p.m. at the Parish Centre in accordance with notice given.

In the Chair:	Councillor Trinder
Present:	Councillors Beioley, Lee, Mayo, Morris-Wyatt, Oakley, Pearson Roberts, Samaroo, D Taylor, L Taylor, Wood
In attendance:	Clerk, County Cllr Turner and District Cllr Watson

1.05.23   APOLOGIES – None

2.05.23   PUBLIC PARTICIPATION – None

3.05.23   DECLARATIONS OF INTEREST – None

4.05.23   MINUTES OF PREVIOUS MEETING

Cllr Trinder proposed **"acceptance of the 6 April 2023 minutes"** This was seconded by Cllr Morris-Wyatt. There were four abstentions.

5.05.23   a) COUNTY COUNCILLOR REPORT

A report was sent to all councillors prior to the meeting.   Cllr Turner said that her inbox reflects residents concerns about the poor condition of some roads. Cllr Turner highlighted the importance of reporting potholes to Highways as repairs are prioritised based on the number of reports. Cllr Turner advised that she is due to attend a meeting later in May where she will be raising questions concerning the method of repair and the materials used as repairs aren't lasting. Questions can be submitted in advance of the meeting, it was suggested that it may carry more weight if the PC raise concerns as a body rather than Cllrs submitting questions individually. *Action: Clerk*

b) DISTRICT COUNCILLOR REPORT

A report was sent to all councillors prior to the meeting.

6.05.23   CLERK'S REPORT

7.05.23   TO ACCEPT CLLR LILLY'S RESIGNATION

Cllr Wood proposed **"we accept Cllr Lilly's resignation"** This was seconded by Cllr Oakley and unanimously agreed. Cllr Trinder proposed **"we advertise this vacancy"** This was seconded by Cllr Morris-Wyatt and unanimously agreed. *ACTION: Clerk*

8.05.23   EMPLOYEES

a) **TO CONSIDER A RESIDENT'S CONCERNS** The Council were furnished with a copy of the resident's concerns prior to the meeting. Following a lengthy discussion, it was agreed to respond to the resident to assure that their concerns were considered and the PC will be reviewing policies and procedures. Cllr Trinder proposed **"we respond to the resident and the other party who was involved to advise them of the outcome of our discussion"** This was seconded by Cllr Oakley and unanimously agreed. The Clerk thanked Cllr Lee for handling this complaint.

b) **TO CONSIDER AND AGREE EMPLOYEE SAFETY** Many options including the possibility of CCTV, a panic alarm, a Councillor being 'on call' on a rota basis were discussed. Concern was raised that this needs careful consideration. The Clerk highlighted that serious problems are rare. Cllr Trinder proposed **"we refer this matter to F&M for further consideration"** This was seconded by Cllr Samaroo and unanimously agreed. It was also agreed to display

a zero-tolerance poster in the office. Quotes for the panic alarm need to be followed up. ***ACTION: Clerk***

09.05.23   20MPH SPEED LIMIT – TO AGREE TO PASS MOTION

The consensus was that the PC would want to support this motion. However, the wording of the request to GCC should be investigated further to find out if there is a standard form of wording for Parish and Town Councils to use. It was agreed to investigate this and add to June's agenda for further consideration. Cllr Oakley suggested that when this is next discussed the wording should be amended to read ''support where appropriate'' ***ACTION: Clerk***

10.05.23   REFERRALS – none

11.05.23   COMMITTEE/EXTERNAL MEETING REPORT

Cllr Samaroo reported for the works committee. Cllrs Samaroo and L Taylor or Wood (TBC) along with a representative from ChalCAN, will be meeting with Gigaclear next week regarding the work Gigaclear want to carry out in France Lynch. The objective is to protect Parish Bank from being damaged. Cllr Samaroo also talked about the grass cutting regime as we are now into grass cutting season. Cllr Oakley has devoted a lot of time to this, but the schedule is not set in stone, it is up for review if necessary. We have already started receiving complaints, it is a difficult balance so we must consider residents comments and review.

Cllr Morris-Wyatt updated on planning matters. A planning application for the previously refused 5G mast on Alder Way has been resubmitted at a reduced height of 15 meters. There has been no consultation by the applicant and none of the concerns previously raised have been addressed. Our offer to meet with the applicant to find a more suitable alternative location was ignored. We promptly posted information onto our FB page and are already receiving concerns from residents. The PAC are due to discuss this application at their next meeting which is currently scheduled for 18th May. Cllr Morris-Wyatt raised concern regarding the staffing of the planning department at SDC. The Enforcement Department seem to be struggling to recruit and a Tree Officer has not yet been appointed. Cllr Watson will contact SDC and report back. ***ACTION: Cllr Watson.***

12.05.23   EXPENDITURE

Councillors received a copy of expenditure prior to the meeting. Cllr Trinder queried the grant payment of £6,000 to ChalCAN. ChalCAN have taken on a new administrator on a self-employed basis; ChalCAN's Treasurer will now handle the Administrators payroll whereas in the past the Clerk paid the Administrator, hence the total grant being paid in one transaction. Cllrs queried how much was left over from the ChalCAN budget as they have said they didn't use all of last years funding. It was agreed that F&M should be provided with a report from ChalCAN detailing their expenditure for the past year and their request should detail what they require funding for in the following year. This should be submitted to the PC in October. Cllr Morris-Wyatt proposed **"acceptance of this months expenses"** This was seconded by Cllr Trinder and unanimously agreed.

13.05.23   CORRESPONDENCE

ChalCAN family bike route; To encourage active travel, ChalCAN Transport have planned a family friendly bike route round Chalford. During Great Big Green Week which runs 10th – 18th June, ChalCAN will be piloting the route. They plan to hold this on Saturday 17th June from 2-4pm. Signage will be placed along the route and marshals will be in place. Following the pilot feedback will be gained from participants and a permanent route will be agreed. **The Council were happy for the bike route to go ahead and would like to be kept updated once the route is finalised**.

A resident emailed about Silver Street carpark requesting to be kept informed about any future meetings in relation to the management of the car park. The resident also wanted to make The Council aware that the car park sign is confusing for everybody and either needs to be amended or removed. Also, the numbers are confusing for others that would normally use the car park, ie

builders, delivery drivers etc. Most locals are aware that the markings are currently irrelevant, but it is confusing to others. It was agreed to remove the sign. Cllr Trinder also made Cllrs aware that we would be contacting all residents who have asked to be kept updated about the carpark to let them know that we will review the situation after the Summer with a view to arrange a more formal consultation. ***Action: Clerk/Groundsman***.

14.05.23   ANY OTHER INFORMATION

Cllr L Taylor raised a concern about the danger to pedestrians at the pinch point on Toadsmoor Road near to The Bourne/Gussage Mill. There was a section 106 agreement relating this planning permission for the creation of a footpath, but this has not happened. It poses a real threat to walkers, what action can be taken to ensure that this is done; can this be enforced by SDC? Cllrs Turner/Watson will investigate. ***Action: Cllrs Turner/Watson.***

Cllr D Taylor asked if we had received a response to our letter of complaint which was sent to the Police following the sudden death of a resident. The Clerk confirmed that we haven't yet received a reply, she will contact PCSO Richards to make enquiries. ***Action: Clerk***

There being no further business, the Chair closed the meeting at 8.58pm.