

MINUTES of a Chalford Parish Council Meeting held on Thursday 13th June 2024 at 7pm.
at the Parish Centre in accordance with notice given.

In the Chair: Cllr Trinder

Present: Cllrs Beioley, Funnell, Gardiner, Lee, Morris-Wyatt, Oakley, Pearson, Samaroo, D Taylor, Wood, District Cllr Fenton

In attendance: The Clerk & RFO

1.06.24 APOLOGIES Cllrs Roberts, L Taylor

Cllr Wood advised the Chair that he needed to leave the meeting at 7.45pm.

2.06.24 DECLARATIONS OF INTEREST – None

3.06.24 PUBLIC PARTICIPATION – None

4.06.24 MINUTES OF APRIL MEETING - Cllr Oakley proposed “**acceptance of the 11th April 2024 minutes**” This was seconded by Cllr Morris-Wyatt. There were three abstentions.

5.06.24 MINUTES OF THE ANNUAL MEETING OF THE COUNCIL – Cllr Samaroo proposed “**acceptance of the Annual Meeting of the Council 16th May minutes**” This was seconded by Cllr Wood. There were three abstentions.

6.06.24 a) COUNTY COUNCILLOR REPORT –

A copy of Cllr Turner’s report was circulated to members prior the meeting. Cllr Turner reported that she had met with the Local Highways Manager (LHM) and discussed the poor condition of Old Neighbourhood again. Cllr Turner was pleased to report that the LHM has confirmed that he will fund some ‘skimming’ work to Old Neighbourhood prior to the scheduled work in 25/26. This is welcome news; a date for this work is yet to be confirmed. Cllr Beioley advised members that he had contacted Cllr Turner to ask if Highways had up to date information showing how many vehicles use Old Neighbourhood. Cllr Beioley feels that this may help to strengthen the case for the more urgent need for repairs and, if helpful, the survey task can be carried out by Cllrs. Cllr Turner advised that Highways can do a traffic count on our behalf; it was agreed that the Clerk would contact Highways to obtain further information about what is involved and the associated costs. **ACTION: Clerk**

Cllr Turner advised that the new highways signage to help prevent large vehicles from using Old Neighbourhood is still with Highways. The signage has been finalised but is awaiting installation; hopefully this won’t take too much longer as there are still problems with unsuitable vehicles using this road. Cllr Morris-Wyatt reported that a lorry following Garmin lorry satnav, had become stuck on Coppice Hill recently. The PC have raised this issue with Cllr Dominic Morris previously and he provided assurance us that GCC work with sat nav providers to mitigate problems like this. The issue needs to be raised with GCC again. Cllr Turner advised that the deadline for submission of questions for the July meeting is Monday 17th June at 10am. It was agreed that the PC would submit further questions.

Cllr Turner is also kindly funding some work to roads with the ‘find and fix’ team, such as Dark Lane and Marley Lane. Cllr Wood suggested that the lane in Brownhill which runs to the monastery has disintegrated and needs attention. Cllr Oakley advised that St Marys Lane by the Old Catholic Church was also in a bad condition. Cllr Turner suggested that these roads are reported to Highways and to copy her in. Cllr Wood will look at the roads before reporting.

Cllr Turner reported that a section of wall to the rear of Christchurch had fallen onto Old Neighbourhood. Responsibility for this wall lies with SDC. Cllr Turner will contact SDC to advise

them. The Clerk confirmed that Highways were aware of the fallen stone and will attend to clear the highway.

b) DISTRICT COUNCILLOR REPORT –

A copy of the District Report was circulated to members at the beginning of the meeting. This was much shorter than usual. Cllr Fenton explained to members that it had been a quieter month due to the Elections held on 2nd May. There were no questions for Cllr Fenton.

7.06.24 CLERK'S REPORT –

New County Division Boundaries; Cllrs Trinder and District Cllr Watson are due to meet via Teams with representatives from the Local Government Boundary Commission on Thursday 20th June. Cllr Trinder advised it was unlikely there would be any chance in their position and confirmed the timetable for presenting the proposals before Parliament had been put back until after the General Election.

Old Neighbourhood Inn, Community Benefit Society – Cllrs Trinder and District Cllr Watson are meeting with the Head of Property Services from SDC at Ebley Mill on 19th June to further discuss SDC using their compulsory purchase powers.

Cllrs Gardiner, Morris-Wyatt and Trinder attended a GAPTC training session earlier in the day which covered Being a Good Councillor, Civility and Respect, The Nolan Principles and The Code of Conduct. Cllr Trinder explained that it was evident that as a Parish Council, Chalford are ahead of the curve with regard to the policies and procedures that we have in place, there are still however some actions to take forward.

Cllr Trinder reminded everyone that when a Cllr declares a declaration of interest, the Cllr should physically leave the room and only re-enter once the discussion and vote have taken place. The time they exit and return should be minuted. Cllr Trinder agreed to circulate a full note of the training and presentation slides to all Cllrs.

8.06.24 2023/2024 ACCOUNTS

The Finance and Management Committee had considered the accounts and recommended acceptance by Full Council.

a) To consider and approve Internal Auditor's Report for End of Year Financial Accounts 2023-2024 - Councillors were furnished with a full copy of the accounts prior to the meeting. Cllr Morris-Wyatt proposed, "**acceptance of the Internal Auditor's Report for Year End Financial Accounts**" This was seconded by Cllr Beiley and unanimously agreed.

b) To consider the Annual Governance Statement and, if approved, to authorise Chair to sign on behalf of Council (Section 1) - Councillors had been furnished with a copy of the Statement prior to the meeting. The Chair read out all the statements and Councillors responded 'yes' to all. Cllr Morris-Wyatt proposed "**acceptance of Annual Governance Statement Section 1**". This was seconded by Cllr Wood and unanimously agreed. The Chair and RFO signed Section 1.

c) To consider Accounting Statements and, if approved, to authorise Chair and RFO to sign on behalf of Council (Section 2) - Councillors had been furnished with a copy of the Statement prior to the meeting. Cllr Samaroo proposed, "**acceptance of the Accounting Statements Section 2**". This was seconded by Cllr Morris-Wyatt and unanimously agreed. The Chair and RFO signed Section 2.

d) To confirm the dates for publication of the Notice Period for the Exercise of Public Rights - The RFO confirmed that the Notice Period for the exercise of Public Rights will be publicised from 18th June until 29th July 2024. This will be displayed on Parish noticeboards and the PC's website. Cllr Morris-Wyatt proposed **"we acknowledge and accept the Notice Period for Exercise of Public Rights"** This was seconded by Cllr Samaroo and unanimously agreed.

The RFO will submit the 2023/24 accounts to our External Auditor. **ACTION: RFO**

Cllr Morris-Wyatt commended the RFO on her hard work and dedication, this was reflected in the positive Internal Auditor's Report.

9.06.24 TO CONSIDER & APPROVE F&M RECOMMENDATIONS

a) **Investment Policy** – Cllr Morris-Wyatt proposed **"we accept the Investment Policy as recommended by the Finance and management Committee"** This was seconded by Cllr Samaroo and unanimously agreed.

b) **GDPR Privacy Policy** – Cllr Morris-Wyatt proposed **"we accept the GDPR Policy as recommended by the Finance and management Committee"** This was seconded by Cllr Beioley and unanimously agreed.

10.06.24 CHALFEST - Cllr Beioley explained that the Working Group had met to discuss ideas for the PC marquee. They have agreed that there will be a display of Cllr L Taylor's photos and artifacts. There will also be a display from the Footpath Working Group and the Local Nature Action Plan which Cllr Oakley will organise, and of Parish Council services which the Clerks will co-ordinate. Cllr Beioley is also going to organise an interactive game (details TBC) for which for which there will be a small charge with any money raised being donated to a local charity. Chris Attwood will set the marquee up on Friday morning and he will take it down on Sunday morning. Cllr Beioley asked for volunteers on the Saturday to help cover the marquee between 12 and 5pm; Cllrs Morris-Wyatt and Pearson offered to help. The Clerk will investigate and suggest a local charity.
ACTION: Clerk

11.06.24 REFERRALS FROM COMMITTEES - None

12.06.24 COMMITTEE CHAIR REPORTS

Works Committee – Cllr Samaroo reported that she and Cllrs Oakley and Wood have been busy investigating the addition of several pieces of play equipment which are accessible to all at Bussage Pleasure Ground and securely fencing this area. Three quotes have been obtained and a public consultation is underway - so far feedback has been positive. The project is however dependent on grant funding which is proving challenging.

Cllr Samaroo advised members that the Assistant Groundsman is working well.

Finance and Management Committee – Cllr Morris-Wyatt didn't have anything further to report that hadn't been covered by agenda items.

Plans Assessment Committee – Nothing to report.

Cllr Oakley reported that he had attended a Teams meeting with Cllr Morris-Wyatt relating to Local Nature Action Plan which was hosted by SDC. Cllr Oakley will circulate his meeting notes.

Cllr Lee asked about the Green Infrastructure Pledge, the PC signed up to this several years ago. The Clerk will investigate. **ACTION: Clerk**

13.06.24

CORRESPONDENCE –

Highways have contacted us to ask if we have a Winter Action Plan – This will be reviewed and updated as part of the review of Working Groups which Cllrs Morris-Wyatt and Trinder are looking at in conjunction with other members of F&M.

Highways have advised that Cllr Turner will be providing some funding for Community Maintenance Gangs to come and carry out some work within Chalford. The Works Committee will be discussing this at their next meeting on Wednesday 19th June.

We received an email thanking the PC for helping to organise the D-Day celebrations at Chalford Sports and Social Club. This really was a lovely community event which was enjoyed by many; around 300 people attended.

14.06.24

ANY ITEMS FOR INFORMATION OR REFERRAL -.

The date of the next Full Council meeting was scheduled for Thursday 4th July. However, as the General Election is now being held on 4th July and as the Parish Centre is used as a polling station, the meeting has been postponed to Thursday 25th July.

There being no further business the Chair closed the meeting at 8.10pm