

# BROOKTHORPE WITH WHADDON PARISH COUNCIL

## MINUTES OF THE MEETING HELD ON 7<sup>th</sup> FEBRUARY, 2017

### PRESENT

Messrs Stephen Betts [Chairman], David Kaspar, Gordon Simpson, John Hendry, Mrs Lynda King, Mrs Katherine Murphy, Mr Daniel Tiffney [Gloucestershire Highways Dept], Mrs Anne Rigelsford [Parish Clerk] and 6 members of the public.

### 17/001 APOLOGIES FOR ABSENCE

PCSO Debbie Collicott, There were no other apologies given for absence.

### 17/002 CO-OPTION OF COUNCILLOR TO FILL THE CASUAL VACANCY

Mr John Hendry was co-opted onto the Council to fill this vacancy.

### 17/003 MINUTES OF THE LAST MEETING

The minutes of the Parish Council Meeting 6<sup>th</sup> December were agreed and signed as true record.

### 17/004 MATTERS ARISING

There were no matters arising that did not appear on the agenda elsewhere.

### 17/005 MEMBERS' DECLARATION TO PECUNIARY INTERESTS TO ITEMS ON THE AGENDA

There were no declarations of interest to items on the agenda.

### 17/006 FINANCE

#### a) Cheques for agreement and signature

£	Mrs A Rigelsford	Clerk's wages plus £12 home office allowance
£70.00	HMRC	PAYE
£192.00	Brookthorpe Village Hall	Meetings
£22.50	PATA	Payroll
£500.00	St Margaret's PCC	Donation
£300.00	St Swithun's PCC	Donation
£90.00	Mr E Hibbert	Website

#### b) Cheques written outside meetings

£	Mrs A Rigelsford	Clerks wages plus £12 home office allowance.
£70.00	HMRC	PAYE

Powers used for Council's spending  
Administration      Local Government Act 1972 Section 11  
Donations              Local Government Act 1972 /section 137

#### c) Donation to charity put forward at the Christmas Event – It was agreed to award The Great Western Air Ambulance £150.

This was proposed by Cllr Steve Betts and seconded by Cllr Dave Kaspar.

#### d) Donation to CAB

It was agreed to donate £50 to CAB.

#### e) Broadband in the Village Hall

It was agreed that the Parish Council should fund 50% of £20 per month for the broadband costs to the Village Hall. This would enable plans to be viewed directly from the District Council website for discussion in meetings. This may be subject to increase in the future.

### 17/007 PLANNING

#### a) New applications for discussion

S.17/0145/LBC	Brookthorpe Court Stroud Road Brookthorpe	Construction of rear games room  Councillors had no comment on this application
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#### b) Decisions received from Stroud District Council

S.16/2124/HHOLD	Windrush	Permission granted
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c) Wynstones Drive development – Cllr Gordon Simpson reported that he was due to meet with the planning officers regarding this application on 9<sup>th</sup> February. It is understood that the applicant has been advised to engage in further consultation with the Parish Council, and that the applicant has been advised to make changes to the original application. Although Gloucestershire Highways Dept did not appear to have a problem with the entrance to the proposed development, the Council's concerns were discussed with Daniel Tiffney who said that he would take these back and investigate.

#### **17/008 COUNTY COUNCILLOR'S REPORT**

No report had been submitted.

#### **17/009 DISTRICT COUNCILLOR'S REPORT**

No report had been submitted.

#### **17/010 GATEWAY SCHEME**

Daniel Tiffney circulated the new gateway scheme. After a discussion it was agreed to adopt this scheme with the proviso that where the verge is too narrow to erect a gate, a single post will be put in place thus giving a narrowing gateway illusion. It was agreed to look at carriageway edge lining and the removal of the centre white lines. This work to be implemented by the end of March.

#### **17/011 HIGHWAY MATTERS**

Daneil Tiffney also agreed to look at raising the mini-roundabouts and changing the signage once the gateway scheme has been implemented. Cllr Gordon Simpson raised concern regarding the highway camber at the Upton Lane roundabout. Concerns were raised as to the changes of speed limit when entering the village from Horsepool Hill. Daniel agreed to look into the legislation regarding this. Daniel was asked to arrange for all the highway signs in the parish to be cleaned, the clearing of vegetation and moss from the Upton Lane mini-roundabout to the top of Horsepool Hill, and to arrange a meeting between St Margaret's PCC the Parish Council and Highways regarding the kerbing outside the Church.

#### **17/012 TRANSPARENCY CODE**

The clerk informed the council that in order to meet the Transparency Code for small Councils, the Council and all Councillors need a .gov email account for all Parish Council Emails. The Clerk to look into setting this up.

#### **17/013 ADOPTION OF BT PHONEBOX**

The Clerk notified the Council that once the telephone box is formally adopted, the council would be responsible for any bills and its upkeep.

#### **17/014 DEFIBRILLATOR UPDATE**

It was proposed by Cllr. L King and seconded by Cllr J Hendry that the Council enter into a lease with South West Ambulance for 4 years at a cost of £1800 and £1000 for a second + installation possibly £200, and electricity in the region of £10 - £30. To include training, unlocked cabinet, replacement of equipment as needed, 999 automatic call out when equipment is used. Cllr L King to make contact to discuss possible locations and time scale.

#### **17/015 RISK ASSESSMENT FOR COUNCIL'S FIXED ASSETTS**

Cllr. Gordon Simpson apologied for not completing this task. As a result Mr E Hibbert was asked to examine and report on necessary actions for 'bus shelters. Cllr D Kaspar agreed to look at the sundial in the spring. Oil etc has already been purchased.

#### **17/016 INFORMATION EXCHANGE FOR COUNCILLORS**

Cllr Gordon Simpson reported an incident of trying to obtain money with menises that occurred after a near collision.

Concerns were raised regarding the safety of workers walking to and from the MSA in the dark with no high vsability clothing.

**17/017 QUESTIONS AND COMMENTS FROM THE PUBLIC**

It was reported that the style near Fennels Cottage had been replaced.  
Concerns were raised regarding the mud left on the road during building work at Daniels Cottage.  
There were no other questions or comments from the public regarding Parish Council business.

**17/018 DATE OF THE NEXT MEETING**

Tuesday 7<sup>th</sup> March 2017.

There being no other business the meeting closed at 9.36 pm

Chairman .....

Date.....