

## NORTH NIBLEY PARISH COUNCIL MEETING MINUTES

### Parish Council Meeting - Minutes

Recorded by: Mandy Rossiter - Clerk

Date: 4<sup>th</sup> July 2022

Meeting Commenced: 19:15

Meeting ended: 20:55

Present:	Rex Symons (Chair) Dave Palmer Keith Larkin John Hay Tim Andrews
District Councillors:	Catherine Braun, Ken Tucker
County Councillor:	
Clerk:	Mandy Rossiter
Other:	Three members of the public
NOTE:	The meeting was recorded and will be made available to public

### Items

1. To receive and accept any apologies for absence  
Apologies were accepted from Cllr Burton, Cllr Cohen and Cllr James
2. To invite and receive any declarations of interest  
Cllrs Hay and Andrews declared an interest in item 11 due to the ongoing matter of the Churchyard Wall
3. To receive and approve the minutes of the council's June 2022 meeting  
(Previous minutes are available to view on the Parish Council website)  
The council agreed the draft minutes and they were signed by the chair
4. Meeting for public discussion and questions  
(Open to members of the public to raise issues)  
Mbr of public asked if the Forthay applications had any conditions applied by SDC in relation to the aesthetics - The PC advised that this hadn't been specified by SDC  
Mbr of public asked if there had been any progress on the planning application at Millend (S.22/0751/FUL) - It was noted that the decision notification had been omitted in error from the agenda, the decision which was that Planning Application has been refused, will be formally noted as part of the August agenda (details are available on the SDC website).  
Mbr of public asked what update on play area is - The council explained that the working groups has been having conversations on locations and has had meetings with the local homeowners due to covenants. The location of the basketball hoop now has a new proposed location. Further conversations are to be had with covenant owners and then a public consultation meeting will be arranged.
5. The Council to receive the following reports:
  - a. Written report from district councillors  
Cllr Braun highlighted the following points from the report:
    1. Council Peer challenge
    2. Litter bin strategyChair thanked Councillors for their report
  - b. Written report from county councillor

Councillor Cohen unable to attend due to the Ukraine work she is currently carrying out. Cllr Cohen has a meeting with the DC and will send a report once the meeting has taken place. Cllr Tucker reported on her behalf in regards to Highways works.

6. To note any matters arising from the meeting held in June and not covered by agenda items and details of any correspondence received/sent (item for information only - covered in clerk's written update)  
No further comments
7. To note the following decisions on planning applications, enforcement notices and appeals:
  - a. S.22/1003/HHOLD | Installation of 2 CCTV cameras. | Bed And Breakfast Accommodation Forthay Forthay North Nibley Dursley Gloucestershire GL11 6EA - Permitted
  - b. S.22/0949/CPE | Certificate of lawfulness to demonstrate that the site has been used as a single dwellinghouse (use class C3) for a period in excess of 4 years | Former Dairy At Church Farm Frog Lane North Nibley Gloucestershire - Permitted

ADDITIONAL COMMENT - Whilst noting the above decisions, the clerk advised that an appeal had been notified to the PC today. ( S.22/020/APPREF | Erection of fodder store | Streamleaze Farm Canons Court Bradley Green Wotton-Under-Edge Gloucestershire GL12 7PN ) The notification has been received too late to add to agenda and the council agreed that they would discuss via email and report their comments at the August meeting.

8. To review usage and condition of litter pickers and agree any action / expenditure  
The council agreed to give authority to Clerk to purchase new litter pickers and bags. A community litter pick is to be arranged for Saturday 1<sup>st</sup> October 2022.
9. To receive update on insurance quotes and policy  
Clerk confirmed that the policy has been renewed with the most competitive quote on a fixed rate for three years. Clerk has requested broker to carry out a full review of council assets against the policy and to make amendments where necessary to ensure that cover is appropriate.
10. To receive update on current vacancy for parish councillor and agree actions  
As there has been no call for election before the deadline, the council now has a casual vacancy to be filled by co-option. Clerk will advertise this.
11. To receive update reports / agree or approve actions on ongoing matters from previous meetings
  1. Churchyard Wall - Diocese Advisory Committee has suggested that we use their approved list of contractors/surveyors. The council has sought three quotes, but have received only two. After a discussion it was agreed that the council would instruct upon the lower quote. Cllrs Hay and Andrews abstained from the voting process due to their involvements with the church. Clerk will send email to chosen surveyor to instruct and Cllr Hay will contact the unsuccessful parties.
  2. Kissing Gates - Cllrs Hay and Palmer will meet to discuss options for kissing gates and report back in August or September

## 12. Parish council finances

- a. To review and agree payments on the attached payment schedule (appendix 1)

### North Nibley Parish Council Payments Schedule 2022/ 23

Invoice No.	Amount	VAT	Total	Comments	Powers
INV06432794	6.75	0	<b>6.75</b>	Water Plus for water supply to cemetery	Local Government Act 1972, S214
	100	0	<b>100</b>	A Rossiter Contractual expenses (June)	Local Government Act 1972, S112 (2) (2A)
	607.75	0	<b>607.75</b>	A Rossiter salary payment (9/5/22 - 31/5/22)	Local Government Act 1972, S112 (2) (2A)
	774.58	0	<b>774.58</b>	A Rossiter Monthly Salary	Local Government Act 1972, S112 (2) (2A)
				Insurance Renewal Fee (£552.87 premium, plus £66.35 Ins	
516044173	602.87	66.35	<b>669.22</b>	Tax, plus £50 Broker Fee)	Local Government Act 1972 s 111
	<b>2091.95</b>	<b>66.35</b>	<b>2158.3</b>		

\*note A Rossiter received two payments as no payment was made in June

- b. To note receipt of any payments in  
It was noted that cemetery fees had been received, they will be formally noted once they show on bank statement
- c. To note that North Nibley United Charities funding is currently being held in the PC account due to problems with Lloyds bank account opening services and that this funding is not to be included in any audit  
Noted
- d. To note review of monthly control document  
The chair and clerk have reviewed the document
- e. To review account signatories and agree actions  
Cllr Palmer will obtain forms for Lloyds and Nationwide to remove exiting cllrs and add Cllr Hay and Andrews. It was also agreed that Play area funds should be transferred to savings account.

13.To review and note inspection of assets in line with risk management document and agree any actions

- 1. Cemetery has been checked and action taken to make a memorial safe
- 2. Knoll and Quarry areas have been visually assessed with no action required

14.To receive and approve written cemetery report from Burial Clerk and agree any actions/requests

Approval of headstone agreed by council

Chair thanked burial clerk for her work and support

15.To receive verbal reports from parish councillors

Cllr Andrews commented on how nice it was to see the community coming together and thanked all the volunteers who made the North Nibley Festival such a success. Cllr Andrews also gave a brief play area update (as noted in item 4).

Councillor Palmer reported on his recent visit to the Knoll and Quarry to review the Site of Special Scientific Interest. There are some concerns over the damage caused by mountain bikers and also the impact of trees and shrubs in the area. A full report will be uploaded to the PC website. The representative from natural England commented that there have been illegal works carried out near the old waterworks and that permission is required to carry out any works on an SSSI.

16.To receive and accept resignation from Cllr Jane Burton

Cllr Burton's resignation was accepted and chair gave a speech in thanks of all Cllr Burton's work and support

17.To receive and accept resignation from Cllr Rex Symons

Cllr Symons' resignation was accepted and Cllr Larkin gave a speech on behalf of the council in thanks of all Cllr Symons' work and support. Cllr Symons gave a speech to thank his fellow councillors for all they do and their support to both himself and the council.

The next General Meeting of the council will be on the 1<sup>st</sup> August 2022

Signed: Mandy Rossiter, Clerk

Date: 4<sup>th</sup> July 2022

DRAFT