SEVENHAMPTON PARISH COUNCIL

Agenda for meeting to be held on

5th April 2022

At 7.30pm in the Village Hall Brockhampton

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|  | Welcome and introductions |
|  | Attendance to be recorded as (anticipated) Parish Councillors **Lynne Jackson**, **Harry Boyd**, **Bill Jenkin**, **Emma Lanfear**, **Mathew Cain**, **Joanna Ruddock** and **Gordon Day**, |
|  | **Apologies received to be recorded** |
|  | **Declaration of interests** on matters on the agenda will be invited |
|  | **Public session** for up to 15 minutes (at the Chairs’ discretion). Members of the public will be invited to speak to and ask questions of the Council for any matters on the agenda, or any other matter relating to the Parish. |
|  | **Council will be asked to approve the minutes from the Council meeting held on 21st March 2022** |
|  | **Council to note defibrillator update –** |
|  | **Council to approve payment of Good Neighbour insurance premium** £179.87 |
|  | **Council to note update on Jubilee events** advice from Insurance Company  The parish council will be covered for public liability for the Jubilee event for up to 500 attendees.  If this number is estimated to be more, additional cover will be needed.  If there will be a bouncy castle additional liability cover may be needed if the council are supervising the use themselves.  A risk assessment will need to be completed |
|  | **Planning matters to be discussed and responses agreed (Click on link to go to planning portal)**  [22/00754/FUL Construction of recording studio with ancillary accommodation at](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R80VEDFIHG600&prevPage=inTray)  [Land Parcel Easting 403637 Northing 222282 – consultation expires 19](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R80VEDFIHG600&prevPage=inTray)[th](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R80VEDFIHG600&prevPage=inTray) [April 2022](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R80VEDFIHG600&prevPage=inTray)  [22/00941/FUL Replacement dwelling with erection of garage & outbuilding at](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8QVH2FIHRX00&prevPage=inTray)  [Wychwood Brockhampton consultation expires 15](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8QVH2FIHRX00&prevPage=inTray)[th](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8QVH2FIHRX00&prevPage=inTray) [April](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8QVH2FIHRX00&prevPage=inTray) |
|  | Date of next meeting May 16th 2022 – AGM 7pm Parish Assembly 8pm |
|  | Any other information for sharing |
|  | Close of meeting |

SEVENHAMPTON PARISH COUNCIL

Draft minutes for meeting held on

21st MARCH 2022

At 7.30pm in the Village Hall Brockhampton

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|  | Welcome and introductions |
|  | Attendance recorded as Parish Councillors **Lynne Jackson**, **Harry Boyd**, **Bill Jenkin**, **Joanna Ruddock** and **Gordon Day**,**.** |
|  | **Apologies received recorded Emma Lanfear**, **Mathew Cain, County Councillor Paul Hodgkinson & District Councillor Robin Hughes** |
|  | **Declaration of interests** on matters on the agenda were invited – none |
|  | **Public session** for up to 15 minutes - none |
|  | **Council approved the minutes from the Council meeting held on 17th January 2022** |
|  | **Report from County Councillor Hodgkinson as distributed** |
|  | **Report from District Councillor Robin Hughes – not available** |
|  | **Council discussed defibrillator update –**   1. Clerk has placed order in the sum of £2550 and has received update from Community Heartbeat ( Sevenhampton phone box) stating 30th March 2022 for installation date 2. Information for installation has been sent back by Cllr Jackson 3. Confirmation of receipt of monies from the Village Show of £1500 4. Council confirmed balance of =£694 is to be vired from reserves after CDC grant taken into account 5. Email from Mr Hurley – response that Brockhampton box is not site of new Defibrillator |
|  | **Brockhampton phone box adoption update –**  **a)** Contract has been signed and confirmation that the phone box is now owned by the Parish Council and signs have been put up as required  **b)** Ideas for future use discussed and Council agreed to trial a book exchange, Cllr Jackson will supply a book case and the limit will be up to the room on the book case |
|  | **Highway, drainage and flood matters discussed**   1. Potholes- noted 2. Drains need clearing out outside near phone box Sevenhampton GL54 5SL /Manor Farm**)** GL54 5SW – clerk to report 3. Missing name of Village signage- PC has to purchase this independently of GCC – **Clerk to order** 2 signs with metal poles for 1 and fittings – Brockhampton – sizes to come from Lynne 4. Perch Pool- barriers still in situ and the drain needs cleaning out- remove from agenda |
|  | **Public right of way (PROW) issues discussed**  Definitive Map update timescales noted  Public footpath signs missing noted  Maintenance of footpaths in specific places (lower Sevenhampton opposite the Church from the stream bridge to kissing gate) – clerk to report  **link to GCC PROW maps onto website-** [Rights of Way online map - Highways (gloucestershire.gov.uk)](https://www.gloucestershire.gov.uk/highways/public-rights-of-way/rights-of-way-online-map/) |
|  | **Financial reports and payment list approved** (as attached)   1. Council confirmed its agreement to accept NALC national pay award scales at 20p hour increase backdated to 1/4/21 to be paid in 2021/22 2. Council agreed to renew its GAPTC subscription in the sum of £84.93 including qualified clerk saving of £7 3. Renewal of ICO fee of £35 to be paid by direct debit 7/4/22 noted 4. Council agreed renewal of grass cutting contract in sum of Per cut: £95.00 (normally 7 cuts per season) £665 and to cut around the salt bins in December - One cut: £100.00 5. Litter picker sticks contribution £40.00 to be paid |
|  | **Queen’s Platinum Jubilee update and confirmation of events planned such as:**  Picnic “Bring your own” big lunch possibly including the “official” Jubilee pudding- Sunday 5th June to be held in a field/open space 1-4pm . Council agreed to take organisational lead, risk assessment and insurance needs. – Clerk to inform insurance company that the PC would likely to be organising this event and to confirm PC insurance would cover  Marques from local volunteers  Possible donation from PC £500 (vired from reserves)  Village Hall exhibition from local organisations Friday 10 am to 4pm  Songs of Praise (Sunday 10-11am)  Other ideas included the Beacon (on 2nd June), Thursday night  “Honourable Gentleman” 2 oak trees need a surround (one on School Bank and one on Donneywell bank where footpaths meet). Council agreed to use stock fencing. Council agreed in principle for brass plaques to be installed  Discussion on “gift for children” to be brought back to Council |
|  | **Planning matters discussed**  22/00718/LBC Installation of an electric vehicle charger on the south side of  the annex in the grounds of the property at Dower House Brockhampton -withdrawn  22/00229/TCONR Works to trees in conservation area at Sundial Cottage Brockhampton (no comments received/submitted) -approved  Compliance with conditions – Biar Cottage and Court Cottages -noted |
|  | **Emergency resilience discussed**   1. Telephone tree & PC emergency plan needs updating – **agenda item September 22** 2. distributed information from the Heartbeat trust which has a similar scheme -noted 3. Community Emergency Plan workshops 2022 details noted as per email distribution |
|  | Date of next meeting May 16th 2022 – AGM 7pm Parish Assembly 7.30pm |
|  | **Any other information for sharing**  Council noted 4th May 2023 is the date for the Parish elections – as per information distributed via email  Village Dates reort/update – consistency of publication information shared  **2020** =33 (email and newsletter communications)  **2021** =33 communications (email and newsletter communications)  **2022** is in line with these figures  There is not a massive amount of information being submitted so emails are sent out promptly when information received |
|  | Close of meeting 20.42 |