

Norton Parish Council

Minutes of the Meeting Held on the 10th July 2019 at 19:30 in Norton Village Hall

Present:

Cllr Eirwyn Jenkins - in the Chair
Cllr Richard Page
Cllr Sarah Clifford
Cllr Fran Bussey

In Attendance:

Clerk of the Parish Council
Cllr M Williams
9 Parishioners

1. **Presentation by Mrs. Kath Henly of Tewkesbury Borough Council – Regarding how to tackle dog fouling in the borough, with time to discuss**

Cllr Jenkins welcomed all in attendance and introduced Mrs. K Henly of Tewkesbury Borough Council. Mrs. Henly explained the new legislation in the borough and how this should impact on the issue of dog fouling.

The legislation comes under the Anti-Social Behavior Act of 2014 and in the form of a Public Space Order, which will be in place for 3 years. It will then be re-evaluated to assess the impact it has made. This will make it an offence to not pick up after a dog, as well as an offence to not have the means to pick up after a dog - this does not apply to assistance dogs. For not complying there can be a fine of up to £1,000 in the Magistrate's Court or a fixed penalty charge notice given at the time of the offence. Details are available on the Tewkesbury Borough Council (TBC) website and it's asked that the Parish Council make local Parishioners aware also.

Enforcement patrols will begin in the autumn, and if a dog walker / owner does not have the means to pick up after a dog then they will receive a fixed penalty charge on the spot or the option to be taken to court. TBC will be relying on local knowledge and advice to find the relevant "hotspots" and times. The main thing that the patrols will be looking for is proof of means to collect being present.

This can only be enforced on the footpaths when on private land, so if the dogs strays from the public right of way it cannot be enforced. When questioned on the leaving behind of the bags which have been used to collect the dog waste, Mrs. Henly advised that this would come under littering.

The footpath from the Village Hall to the New Dawn Inn was cited as a hotspot. Clerk is to do a poll on Facebook to ask for hotspots. Parishioner has suggested NPC to get bag dispenser.

2. To receive apologies for absence

Cllr Simon Holden
The Parish Council's Internal Auditor

3. Declaration of Interests in items on this agenda

There were none

4. To confirm the Minutes of the Meeting held on 8th May 2019

The minutes were reviewed by the Council, proposed by Cllr Clifford seconded by Cllr R Page and signed as a true record by the Chairman.

5. Matters not arising on the agenda

Cllr Jenkins explained to the Councillors that there had been an issue with the statement relating to the Walnut Farm development being uploaded on to the Tewkesbury Borough Council website, this has now been sent directly to the Planning Officer to upload.

The Election of the Vice Chair has been deferred until September for all Councillors to be present.

6. To receive reports:

a. County Councillor Report

Not Present

b. Borough Councillor – Cllr Mark Williams

Cllr Williams advised of the Green and Clean Committee which he is a member of, and that there is currently an issue with the wrong items including nappies being put into the Blue Recycling Bins.

Cllr Williams also reported that the Gloucestershire Energy from Waste Facility (previously known as **Javelin Park**) has started to generate electricity, and currently accepting until fully utilised commercial waste at the site.

c. Members

Cllr Clifford reported that she has attended the Flood Training and has a meeting setup with Helen Richards to discuss the Parish. The next training is being held on the 25th September. Cllr Clifford asked if the Parish has a Flood Procedure. Cllr Jenkins advised that there isn't one, and that the only area of concern is the one side of the Red Lion away from the main village. It was agreed that a recorded plan would be beneficial for the Parish.

Cllr Bussey reported that the school is being held back by physical space, there is the land which has been secured to the right of the playing field (as you look from the carpark) from the S106. Gloucestershire County Council now can't fund the build for the pre-school, so the school is having to look

at alternatives. The school have no powers and are having to beg for the money that was due for the bespoke pre-school, as County have changed the budget.

The School's finances are being affected by keeping the number of children at intake low to fit in line with the floor space available.

Cllr Jenkins added that now Norton Parish Council need to look at allowing the temporary building at the end of the Village Hall in the car park.

Cllr Jenkins has nothing further to report.

Cllr Page reported back on the Village Hall Committee meeting the finances were reported as £11,483 being held in the bank, this includes a grant of £6,750 which has been secured by Jo Robson. This funding is to cover the purchase of 48 chairs and relating trolleys and also a CCTV monitoring system for the hall. The hall rates are to be increased to £38.50 per day for the school from April 2020 other users £0.75 per hour.

The Rugby Club raised the cleaning of the changing rooms and have decided to take responsibility of this for themselves and the toilets are to still be maintained by the cleaner. There was a long talk regarding the boot scrapper at a cost of £397.90, with the Village Hall Committee to pay for it. Cllr Jenkins advised that he has spoken with Jeremy Chandler of the Rugby Club with regards to an alternative and that Jeremy was happy with the option.

Cllr Page raised the issue of surface water holding on the Old Tewkesbury Rd, advising that there is a puddle on the whole of the path area. The issue is that at night due to a lack of lighting where Parishioners have walked through the centre of it, with about knowing it's there. Cllr Page requested this is raised with Highways, Cllr Jenkins advised that he will speak with Craig Freeman.

7. Neighbourhood Development Plan and Village Plan

Cllr Jenkins advised that the NDP is now made, and as of 28th May 2019 it is part of the Tewkesbury Borough Council Borough Plan.

Cllr Jenkins is now keen for the Parish Council to turn their attention to a Village Plan, looking to join the Parish together and make the Village into a stronger community. At the next meeting this will be discussed further, with the creation of a subcommittee to be formed of Parish Councillors and Parishioners

8. Update on the Village Green and Pond

Cllr Jenkins explained that the Village Green with Pond were offered as a gift and the transfer is currently going through the process of change of ownership. The current owner has advised that the initial registration of the land is currently with the Land Registry.

Cllr Jenkins was also pleased to report that the pond is now holding water, following all of the work that has been carried out to bring it back to a functioning pond.

9. Traffic management / speeding Old Gloucester Road

Cllr Page advised that a number of residents have expressed concern on the local roads. He feels that the Parish Council should speak with the police to investigate speed restrictions and also to review the parking situation along the roads.

Cllr Jenkins has already checked on the possibility of changing the speed limit, and has been advised by Craig Freeman of Highways that reducing the speed to 20mph wouldn't work. The Clerk is to speak with PCSO Alexandra Lawson to get advice for the Parish and help look at the best solutions for the issues.

A parishioner explained that the vehicles parking behind the New Dawn Inn are not vehicles which belong to those either working at or attending the Inn. Cllr Jenkins is going to meet with the owner, who was in attendance at the meeting to get a better understanding of the issues. The owner did explain that the bay behind the pub is on land owned by the pub and is used by staff for parking.

10. Maintenance of Norton Playing Field

A meeting has now been held with the school regarding UBICO maintaining the field, the maintenance cost combined paid by the school and Parish Council of the field is £2,141.00.

The Chair advised the Council that he feels that this is good value for money. The service which is provided is not only covering all that is required but where required the linesman comes out to repaint the lines at no extra charge.

All Councillors agreed that the value was good. Now that there is a full understanding of what is covered by the payments made, there is no need to make any changes to the current arrangement. A copy of the minutes of the meeting is also held on record and the Clerk has circulated a copy with these minutes to the Councillors.

11. Neighbourhood Watch for Norton

When contacting Bob Lloyd the Neighbourhood Watch Officer for Tewkesbury & Gloucester to ask for a police contact regarding the speeding issues, he asked if there had been any progress with the Neighbourhood Watch for Norton.

This would require a Village Coordinator, Cllr Page explained that he setup a Neighbourhood Watch group for the 5 houses near the New Dawn Inn / Kings Court.

Cllr Jenkins requested that Cllr Page uses his knowledge of the schemes to think on the options for the Parish, adding that given the recent issues it would be worthwhile considering the scheme.

12. Defibrillator training

Upon discussion the Councillors feel that there would be a benefit to having an actual session of no more than an hour in the Village Hall. This would be to include both first aid and the defibrillator. A video could be shared as well, but it would be best to have someone preferably local to provide the training.

The Clerk is to book and invite Parishioners and neighboring Parishes for October / November 2019.

13. Gigaclear update

The Clerk advised that Martin Vile of Gigaclear reported that the meeting was positive with 14 attendees.

Cllr Jenkins added that the installations seem to have been planned using Google Maps. Parishioners attending tonight's meeting advised that they did not take up the offer of Gigaclear.

14. Update on the Play Area for Norton playing fields

- a. Cllr Jenkins advised that the location may need to be moved due to the issues that the school are experiencing with the pre-school.

The Clerk explained that there have been offers of raffle prizes by Parishioners to help raise funds and that a quiz night or something similar will be arranged to help with the fundraising for the equipment.

Cllr Jenkins also added that fundraising from the Parish would be appreciated, and asked if those present could think of suggestions.

- b. The Parish Council were in support of the Safe Guarding Policy updates suggested by Cllr Page and a copy of the revised version will be sent with these minutes, this is to include that expectant mothers are recognised under the list of "Vulnerable Adult".

Cllr Bussey confirmed that she is happy to be named as the Safeguarding Officer, all Councillors were in agreement.

The Parishioners in attendance from the Gloucester Clay Shooting Club advised that they have charity nights / shoots and would be willing to support the Play Space.

They would also be keen to get involved with the Village Fete for those who attend and would be interested to have a go. They explained that as well as supporting the Parish it would benefit them to introduce some "new blood".

- c. The Clerk advised that the Summerfield application is to be reviewed by the trustees when more funds have been secured.

The Barnwood Trust have agreed to support the funding with £8,788.42 being conditionally awarded.

15. Planning Matters updates:

a. 15/00354/FUL - Trovemore 2 Wainlode Lane Norton GL2 9LN

Cllr Jenkins proposed to support the application with no comment, this was seconded by Cllr Bussey. All Councillors were in agreement.

b. 19/00603/FUL - Trovemore 2 Wainlode Lane Norton Gloucester

As per point 15a.

c. 19/00436/FUL - Spring Farm Wainlode Lane Norton Gloucester

Cllr Jenkins explained that the Parish Council were not initially consulted in 2016, where the suggestion was that this was for the winter housing of sheep.

He proposed that the Parish Council should both share there objection on how the initial planning was handled and claimed not detrimental to the LPZ previously, however it is very clear from all locality areas.

The suggestion was made that accounts should be requested as well as a business plan to test the validity of the proposal. Based on this and the details within Cllr Jenkins email to the Parish Councillors he suggested that the application should be opposed by the Parish Council.

A Parishioner in attendance also added that the change of use in the application is practically the same as the original. He also stated that the postcode which has been used on the application has been changed and is in fact incorrect. Also it was explained that there is no requirement for a log store as there are 8 other buildings which could be used. The pond on the site has caused flooding on neighboring land and is oversized for the location. The owners are currently living, entertaining and selling goods which are not produced on site at the location.

Cllr Page proposed that the Parish Council use Cllr Jenkins emailed notes and reword them for submission to Tewkesbury Borough Council Planning team. All Councillors were in agreement with this and confirmed that the Parish Council will oppose the application with Cllr Page to reword Cllr Jenkins original email.

d. 19/00299/FUL – Tythe Cottages, 28 Wainlode Lane, Norton, Gloucester

Approved

e. Other Planning Matters

There were none.

16. Finance

a. To receive the finance report

The Clerk talked through the details of the Finance report, which was then proposed by Cllr Page and seconded by Cllr Bussey. The finance report was adopted.

b. To approve payments in accordance with the finance report

Cllr Page raised the concern of the standing of the broker as they appear to have only approached the current insurer for the renewal. He proposed that the 1 yr. renewal was taken as opposed to the 3 yr. option. Then the Parish Council will be able to look into the options prior to the next renewal date.

He also raised that there appears to be a gap in the current policy as there doesn't seem to be and Councillor Indemnity. Cllr Jenkins has requested that the Clerk check as in the previous year when asked we were advised that anyone under taking the litter pick on behalf of the Parish Council would be covered. Also it was raised that the bus shelter and dog bins would not be covered if hit by a vehicle. Clerk to contact the broker to clarify. All Councillors were in agreement of the 1 year insurance term.

Clerk – Monthly Salary	£175.19
Clerk Expenses	£6.46
UBICO Invoice	£967.81
Norton Village Hall #1152	£13.00
Norton Village Hall #1170	£9.75
Norton Village Hall #1178	£6.50
PATA – Inv 18/1092/PPS	£23.25
Community First Insurance (Single Year)	£331.91
Total	<u>£1,533.87</u>

The payments were approved by Cllr Bussey and seconded by Cllr. Page.

c. To review Finance Regulations and Financial Risk Assessment

To be carried forward to the next meeting.

d. To review online bank process

To be carried forward to the next meeting

17. Review of future Parish Council meeting dates

Cllr Page advised that he would not be able to attend the September meeting.

All Councillors were in agreement to rearrange that meeting to the 18th September and all other dates are to be moved on a week. The Clerk is to rebook the meeting room accordingly.

18. Matters Arising not on this agenda

There were none.

19. Parishioners' Questions

A Parishioner raised concerns about the speeding on the A38 and asked what can be done to deter this behavior. It was suggested that there could be a speed camera deployed, or an LED speed reminder sign installed. Councillor Jenkins suggested that the Clerk could raise these issues also with the PCO when making contact.

Cllr Jenkins asked if there had been any progress with the installation of the moved dog waste bin, a Parishioner in attendance informed that this was still on going.

In response to agenda item 9 it was suggested that either sleeping policeman or a red rumble zone would be a beneficial reminder / deterrent for speeding through the village.

There were 2 members of the shooting club in attendance and they explained the background of the Club, the last shots are between 20:00-20:30 and don't begin prior to 10:30. The shoots take place on Wednesday afternoons and every 3rd Sunday, they have planning permission to hold shoots more often than this. They are willing to come and present to the Parish Council if required, and are keen to be part of the community. They also advised in relation to item 1 that the club is also providing disposal of dog waste for walkers who go on to the land to walk dogs.

Actions following meeting –

Detail	Owner
Facebook Poll for dog fouling hotspots	Clerk
Councillors to advise Clerk of all Personal Data held for Council Business	All Councillors
Contact with PCSO Alexandra Lawson regarding speeding through Village and on A38, and parking issues.	Clerk
Vice Chairman of the Parish Council – Requirement to be discussed on 18 th September agenda	All Councillors
To discuss further funding for Play Space from the Parish Council – 18 th September agenda	All Councillors
Suggestion for Norton Neighborhood watch plan	Cllr Page
Proposals for Village Plan	All Councillors
Book and invite Parishioners and neighboring Parishes to a First Aid and Defibrillator training for October / November 2019	Clerk
Contact the current insurance broker to raise questions on cover identified	Clerk

Review of Financial Regulations and Financial Risk Assessment	Clerk / Cllr Page / Internal Auditor
Rebook Parish Council meeting dates	Clerk

Date of the Next Meeting: Wednesday 18th September 2019.

Meeting closed at 21:23 hrs.

Signed -

Dated -

DRAFT