

Norton Parish Council

Minutes of the Meeting Held on the 4th July 2018 at 19:30 in Norton Village Hall

Present: Cllr Eirwyn Jenkins - in the Chair
Cllr Steve Norgate
Cllr Colin Edwards
Cllr Graham Garbutt
Cllr David Rolls

In Attendance:

Clerk for the Parish Council
Internal Auditor
Two Parishioners

1. Apologies for absence.

Cllr David Waters

2. Declaration of interest in items on the agenda

Cllr Jenkins declared an interest in agenda item 14a) Keepers Cottage,
Wainlode Lane.

3. To confirm the minutes of the meeting held on 9th May 2018

These were confirmed and signed as a true record

4. Matters Arising not on this agenda

Cllr Jenkins raised the need for a replacement dog bin near the Church –
Held for the next meeting.

6. To receive reports:

a. County Councillor Report

Not provided

b. Borough Councillor

Not provided

c. Members

Report from the Chair

Item 18c) Roadworks from the last minutes –

Cllr Jenkins has inspected the way in which the utility workers of Complete Utilities have reinstated the areas affected in Wainlode Lane, and he has advised that this was acceptable.

Item 19a) Dumping of rubble from the last minutes-

Councillor Jenkins reported the rubble to Tewkesbury Borough Council as fly tipping. It is believed that it was likely that the rubble was left by Railey Utilities. Tewkesbury Borough Council have investigated and cleared the rubble. After the situation was resolved Cllr Jenkins also received a call to check that the clearance had been completed acceptably.

Report from Councillor Garbutt -

Councillor Garbutt provided an update on the Gloucester 2050 Project. The University of Gloucestershire are running the consultation currently, with local radio being involved. The deadline for responses is 31st July 2018.

There are 6 elements –

- 1) Proposed super city
- 2) GCHQ –cyber park to grow revenue and jobs, with the intention to provide new hi-tech math and science engineering study facilities
- 3) Regional parks – Severn Vale and Forest of Dean
- 4) Lydney and Sharpness to be linked via a new bridge to increase accessibility
- 5) A new international airport, which could be at Fairford
- 6) Cotswold Waterpark

Cllr Garbutt was asked if there are any plans to regenerate the inner city. He explained that Gloucester is failing and both the roads and parking facilities are to be improved upon.

It was also added by Cllr Garbutt that these are all propositions to spark debate. There is the requirement for a mechanism in between now and 2050 to improve the current situation.

Cllr Rolls questioned if there was a role for the Parish Council. Cllr Garbutt advised that Norton Parish Council can respond to the 2050 Project consultation as individuals and as a Parish Council. It was suggested that they meet in the next two weeks to decide a response from the Parish Council.

Cllr Garbutt also brought to the Council's attention the Conservative's "Green, pleasant and affordable" report. Which focuses on infrastructure being considered before new housing is built. This would be a reversal of the current process and would be a beneficial approach to developments.

Cllr Jenkins updated on the current stage of the Neighbourhood Development Plan. The contract is currently being drawn up for Examiner Robert J. Bryant with the aim for the examination to be before the end of the summer. The Examiner may choose to contact the Council, and a short notice meeting may be required for Norton Parish Council to respond.

There is also the possibility of a steering meeting to respond, it will be the examiner who will choose the most suitable format of the examination. For the regulation 16 consultation the majority of responses were from developers.

7. Update on Data Protection Officer requirements

The Clerk confirmed that as part of the General Data Protection Regulation (GDPR) and the Data Protection Act 2018, Clause 7 (3) of the Act exempts councils from the requirement to appoint a Data Protection Officer.

It is still necessary for the council to comply with the act and ensure that all measures are in place as previously communicated.

8. Playground update

The Clerk explained that the committee have now decided on 3 suitable suppliers for equipment, and that they will be meeting with them to discuss the layout and plans for the proposal. No grants are being applied for until first bringing the proposal to the Parish Council and then they are to be kept within a suitable threshold so as not to effect the Council's audit requirements.

It was proposed that the Parish Council should reserve £12,000.00 for the play area. With Cllr Jenkins to check that no party from the school would have exclusive use throughout the day, as it currently is for the MUGA. Cllr Edwards proposed the reserve and Cllr Norgate seconded – it was agreed.

9. Nextdoor and Neighbourhood Watch

The Clerk has now setup a Nextdoor Neighbourhood for Norton, and will be updating it with news for the area. They will also invite the Councillors to join. This can be used to share any relevant information with the parish and the surrounding areas.

10. Village Green with Pond

Cllr Jenkins proposed that the Parish Council accept the gift of the Village Green with pond and appoint a solicitor to oversee the transfer.

Cllr Garbutt asked if there would be a contract for terms including the liabilities, insurance and maintenance costs etc. Cllr Rolls also asked if there were any conditions to the Parish Council receiving the gift, and said that there would be on going costs to consider.

Cllr Norgate responded to say once received via the official transfer, then the Council would maintain as they see fit whilst managing the costs effectively. Cllr Jenkins added that the current owner will not make any changes to the site as it stands and how the Council wish to maintain it can be made at later meetings.

With regards to the maintenance this area could be added to the current UBICO contract if required.

Cllr Garbutt questioned how the Council would be insured, would signage and buoyancy aides be enough. It would be good for the area to be owned by the village, but future funding would be required.

Cllr Jenkins explained that he is recruiting a working group for the pond, and if it is not possible for this to be funded then it will not be reinstated.

Cllr Norgate said he was happy to proceed with accepting the gift, as the maintenance aspect is a different issue.

There is a local solicitor in the village who Cllr Jenkins has asked for an estimate of the cost to exchange the ownership and they have suggested in the region of £750-£1000.00 + VAT and expenses. The most significant expense is expected to be the land registry fee if the value of the land is less than £80,000.01 this would be £40. If the use of the land is to stay as is then there would be no searches required on the land. Cllr Garbutt added that there would be a need to check covenants and right of ways etc.

Cllr Jenkins asked that if all were in agreement that someone propose the acceptance of the gift of the Village green with pond. Proposed by Cllr Rolls and seconded by Cllr Norgate. Cllr Garbutt is in favour providing it was acknowledged that the maintenance funding etc. is a liability of monetary value and that it was to cost too much then the pond would not be reinstated. Cllr Norgate agreed that all Councillors understood this requirement as per the discussions. The proposal was agreed.

Cllr Jenkins requested that a Councillor propose the appointment of the village based solicitor in an official capacity to act on the Parish Council's behalf for the transaction. Cllr Rolls proposed the appointment and Cllr Norgate seconded. With all Councillors in agreement that it was beneficial to use a local member of the community. The proposal was agreed.

11. Public Liability Insurance

Following the Council's request at the last meeting The Clerk checked with the insurer that when parishioners attend the litter pick on the Parish Council's behalf, that they are covered by the Parish Council's insurance. This was confirmed by the Council's contact at the insurers.

12. ACV Application

The Clerk updated that the Asset of Community Value renewal had been submitted.

13. NALC Standing Orders

To adopt the new standing orders circulated prior to the meeting. It was confirmed that the standing orders and code of conduct are still active. Cllr Edwards proposed the adoption of the latest version of the standing orders (Jul18.V1), this was seconded by Cllr Norgate.

14. Planning Matters updates

a. 18/00528/FUL – Keepers Cottage, Wainlode Lane, Norton

Cllr Jenkins withdrew from the conversations at this point, due to the interest declared at the start of the meeting.

The original application has been withdrawn which included a proposal for a holiday let. This application is to request the reinstatement of permitted development writes, which were previously withdrawn. All Councillors agreed with Cllr Garbutt, as the Parish Council did not object to the original application there was no reason to object on this occasion. There was a unanimous agreement to support the application, this was proposed by Cllr Edwards and seconded by Cllr Norgate

b. 18/00337/FUL – Rosemullion, Tewkesbury Road, Norton

To update the Council that this planning application was refused.

The following applications were agreed for discussion by all Councillors prior to the meeting -

c. 18/00551/FUL - Norton Fruit Farm, Tewkesbury Road, Norton

This is a new application, the Parish Council opposed the original application but it was approved. It was unanimously decided that the Council would not object and not comment.

d. 18/00576/FUL - Elmhurst, Tewkesbury Road, Norton

Cllr Edwards said it would be necessary to state that this should not be developed into a separate residential property then this would be supported. All Councillors agreed

e. 18/00545/LBC & 18/00544/FUL - Yew Tree Farm

Cllr Jenkins explained that the conversion would be in line with policy E4 of the NDP. All Councillors agreed to support.

15. Finance

a. To receive the finance report

The finance report was submitted to all Councillors Cllr Edwards proposed and Cllr Norgate seconded.

b. To approve payments in accordance with the finance report

Community First – Insurance Renewal	£368.79
Clerk – Monthly Salary	£162.79
PATA – Inv 17/1011/PPS	£22.50
Parish Churchyard Maintenance	£400.00

Total**£954.08**

Payments were approved and cheques were signed in accordance with the mandate. Cllr Edwards asked that The Clerk add the budget for the year to future finance reports for comparison purposes.

c. To adopt audited accounts for 2017-2018

The audited accounts were proposed by Cllr Edwards and seconded by Cllr Rolls. Proposal agreed.

16. Parishioner's questions

There were none.

17. A.O.B

Cllr Jenkins brought to the attention of the Council that there had been a report of anti-social behavior on the field. Further investigation had found that there were a group of local young men who had returned from University and met up on the field to play football. The bin was tipped up accidentally, the contents spilt onto the field and this included dog mess. The boys have since apologised for the mess, but did not wish to pick up the feces by hand. The question has been asked when the field is not to be used by dogs how the contents of the bin got there. In a previous meeting it was agreed that the field can be used by hirers of the village hall that have been hired for dog events. The Clerk is to look in to improved signage for the field and advise the Council of the cost and report at the next meeting, this is for two signs.

Actions following meeting -

Detail	Owner
Keep the Nextdoor group for the Parish updates	Clerk
Discuss a response to the Gloucester 2050 Project consultation	All Councillors
Research the cost and potential of a Playground	Clerk
Write letter to accept the gift of the Village Green with pond	Chair / Clerk
Contact the Solicitor to initiate the transfer of ownership	Chair / Clerk
Respond to all planning applications reviewed in the meeting	Clerk
Update the format of the Finance report to include budget figures	Clerk
No Dog signage prices for the field	Clerk

Date of the Next Meeting: Wednesday 5th of September 2018.

Meeting closed at 20:45 hrs.

Signed –

Dated –