

# Norton Parish Council

## Minutes of the Meeting Held on the 9<sup>th</sup> January 2019 at 19:30 in Norton Village Hall

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**Present:** Cllr Eirwyn Jenkins - in the Chair  
Cllr Steve Norgate  
Cllr Colin Edwards  
Cllr David Rolls  
Cllr James Barnes

**In Attendance:**

Clerk for the Parish Council  
Cllr Phil Awford  
Cllr Dave Waters  
The Internal Auditor  
One Parishioner

**1. Apologies for absence**

There were none

**2. Declaration of interest in items on the agenda**

There were none.

**3. To confirm the Minutes of the Meeting held on 14<sup>th</sup> November 2018**

The minutes of the meeting of 14<sup>th</sup> November 2018 were confirmed as a true record.

**4. Matters Arising not on this agenda**

Cllr Jenkins raised the requirement of a footpath from Walnut Farm to Brooklands along the A38. It was asked if Cllr Awford would put forward for the Highways budget to extend the footpath. Cllr Awford confirmed that he would put a bid to Highways.

**5. To receive reports:**

- a. Cllr Phil Awford reported that he has now received an email from Craig Freeman the new Highways Officer, and has a meeting setup with him.

With regards to Gigaclear most Parishes have experienced issues, County are aware of these and there is a local liaison being brought on board on 14<sup>th</sup> January. Cllr Jenkins added that in Norton the installations have been stop start, and he's requested an update from the installer.

- b.** Cllr David Waters advised an application for 40 houses at Highnam was reviewed and an appeal referenced the adopted NDP. The appeal was dismissed on the grounds of outlook and this has been passed to the secretary of state.

In Ashchurch an 850 house application was refused, an appeal has been lodged. There is an estimated shortfall of 2,600 houses and the concern is that the land agents will go above Tewkesbury Borough Council to propose developments as there isn't an agreed framework in place.

Cllr Awford added that work is being done to try to move the local plan forward at speed so that there is an agreement in place.

Cllr Edwards asked if there is a chance that the NDP could be outweighed by the land requirement. Cllr Awford explained that the need is to move on with all plans to increase the options.

Cllr Jenkins added that there should be a higher tax on the sale of land for development.

- c.** None

## **6. Parish Council May Election Planning**

Cllr Jenkins stated that it would be good for the Parish to have an election on the 2<sup>nd</sup> May.

Cllr Edwards advised that he will not be standing again and he would like to see fresher faces on the Parish Council.

Cllr Jenkins asked that the Councillors speak with parishioners and encourage them to find out more. The Parish Council will use the website, posters, and Nextdoor to advertise the election.

As well as advertising there will also be an open meeting for all potential new Councillors, to inform on the role and answer any questions that they have. This will be held towards the end of March.

Cllr Barnes advised that his concern initially was how much time would be required and responsibilities. These points are important to speak with potential candidates about.

## **7. NDP Update**

Cllr Jenkins advised that the NDP has been awarded the Building with Nature Award, which is a wonderful achievement.

One week from this meeting the NDP is up in front of the Executive Committee, the next stage will be the referendum. Then once this is completed the plan can be released into the public forum. Cllr Awford added that the NDP is a strong plan.

Cllr Jenkins advised that a refund should be received from the NDP budget, and that the only expense now will be to raise awareness of the NDP for the referendum.

## **8. Update on the gift of the Village green with pond**

Cllr Jenkins explained that there have been no further developments since the last meeting.

Cllr Awford has been exploring the "Growing Communities Fund" FAQ's and there is £5,000 currently left in the kitty and would sign off a bid from Norton Parish Council. Cllr Jenkins conveyed the Parish's thanks for the information.

There is the need to remove the silt within the next few weeks from the pond, the quote received for the work is £700. Cllr Jenkins is chasing the second quotation, and proposed that the amount available for this work is set to £700 from Parish Council funds – this was agreed by all Parish Councillors.

When asked if it was acceptable for the Parish Council to complete this work prior to the transfer of ownership. Cllr Awford said that the letter of intent would be enough, and that the Parish Council are carrying out a riparian transaction and the Pond is a village asset.

## **9. Playground Update**

The Clerk asked for clarification to enable the commencement of funding applications. It was confirmed that the Playground will be the Parish Council's property and that the Parish Council are to be named on the funding applications.

Cllr Jenkins also said that if the S106 land was not to be used by the school for a preschool then this would be a good location for the new Playground to be situated. The Clerk will check on the progress with regards to this land.

## **10. Nextdoor Update**

There are now 59 neighbors subscribed to the Norton Nextdoor, and it is being used to share news with the Parish.

## **11. Planning Matters updates**

- a.** 18/01064/FUL – Yew Tree Farm, The Green, Bishops Norton – ***Has been refused***
- b.** 18/01065/LBC – Yew Tree Farm, The Green, Bishops Norton – ***Has been refused***
- c.** 18/01050/FUL - Cold Elm Cottages Tewkesbury Road Norton Gloucester – ***Support with no comment***
- d.** 18/00062/FUL - Buttercup Farm Tewkesbury Road, Norton – ***Has been permitted***

## 12. Finance

### **a. To receive the finance report**

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

### **b. To approve payments in accordance with the finance report**

Clerk – Monthly Salary	£175.19
PATA – Inv	£22.50
Norton Village Hall – Inv 1061 (Parish Council Usage)	£25.00
Norton Village Hall – Inv 1062 (NDP Usage)	£6.50
Clerk Expenses	£47.80
Gloucestershire Rural Community Council – Membership Renewal	£25.00
<b>Total</b>	<b>£301.99</b>

Payments were approved and cheques were signed in accordance with the mandate. Cllr Jenkins proposed and all Councillors agreed.

The Clerk also made the council aware of the 64/8 authority request form received from PATA, this is to enable PATA to file PAYE reports to HMRC on behalf of the Parish Council. This was signed by Cllr Jenkins.

### **c. Online Banking**

The Clerk updated that she was still awaiting the card reader to be able to access the online banking.

Cllr Edwards had advised that as he was not to stand for a Councillor position in May that it would be best that another was the contact for the bank, this would be for due diligence reasons as discussed at the last meeting. Cllr Jenkins proposed that this role could be taken on by Cllr Barnes, who agreed and all Councillors accepted this proposal.

### **d. 2019/20 Precept**

Cllr Jenkins thanked Cllr Edwards for creating the budget, which identified that a minimum budget of £6,500 would be required to run the Parish.

Cllr Rolls agreed that the Parish Council should maintain the current precept for 2019/20. Cllr Jenkins suggested that the maintaining of the current precept is justified.

Cllr Edwards proposed to maintain the current agreed precept of £7,220, Cllr Rolls seconded and all Councillors agreed that they were in favour of this.

## 13. Parishioner's questions

There were none

## 14. AOB

Cllr Jenkins advised that a Parishioner has kindly arranged for a replacement second hand dog bin, at the bottom of Church Lane. They have also advised Tewkesbury Borough Council of the new location, and this has been done with no cost. All Councillors expressed their appreciation for the Parishioner arranging this.

Cllr Edwards raised concern that there are consistently parked cars along the side of the road down to the New Dawn Inn and new houses, and with buses it is hard to get in and out. It was asked if it is possible to approach Highways as it is dangerous, and yellow lines and road markings may act as a deterrent.

Cllr Awford said he would raise this at his meeting with Craig Freeman on the Parish's behalf. Cllr Barnes also raised that cars are parking on the turn into Wainlode Lane. Cllr Rolls added that cars are parking on the pavement as well on Wainlode Lane, it was asked if this is something that a PSO would be able to pick up on. Cllr Jenkins suggested that it would be worth making a note of the registration and leaving a note on the car advising that this had been done.

Cllr Barnes suggested that a representative of the building site along Wainlode Lane could be invited to a Parish Council meeting, to provide an update on the progress. Cllr Jenkins advised that he has received Parishioner emails relating to the site, and believes that the developer would attend.

Cllr Jenkins asked Cllr Awford what can be done with regards to hedges which are overhanging the path and highway. Cllr Awford advised that the Parish Council should approach the owners first. Then if nothing is done the Parish Council contact Highways who can then enforce the request by cutting the hedge and passing the bill directly to the owners. Cllr Jenkins is going to speak to the owners first and then refer to Cllr Awford if required.

### **Actions following meeting -**

<b>Detail</b>	<b>Owner</b>
Playground – Continue to push forward	Clerk
Create a process for online banking	Clerk
Speak with Parishioners to raise interest in the Parish Council role for the May Election	All Councillors
Book a room for the Parish Council open meeting	Clerk
Arrange the pond silt clearance	Cllr Jenkins
Submit Precept request	Clerk

Date of the Next Meeting: 6<sup>th</sup> March 2019.

Meeting Closed at 20:32

Signed –

Dated –