

MITCHELDEAN PARISH COUNCIL

Minutes of the meeting held on Monday 14th February 2022 at 7.00pm at The Lamb Skittle Alley

Present:

Parish Councillors: Shaun Stammers (Acting Chair), Jackie Baber, Bill Waddell, David Thomson, Steph Boocock, Andre Edwards, Phil Didcote and Nicola Willett

Also present: April Seabrook (Clerk)
County Councillor Philip Robinson
3 members of the public

1. To note apologies for absence

Cllrs Janet Keene, Kay Wozencroft and District Councillors Jackie Fraser, Andrew Gardiner and Thom Forrester

2. Members of the public issues (15 minutes Standing Orders suspended)

A resident shared his concerns about one of the plots on the plan for the development of The George site as he feels it will make his property feel hemmed in, and one of the other residents had concerns regarding one of the old buildings that is going to be demolished on the site.

3. Declarations of Interests

Cllr Edwards declared an interest in the Sports Club and Cllr Stammers declared an interest as he is the District Councillor for Cinderford East.

4. Requests for Dispensations

None

5. Minutes of the Meeting held on 10th January 2022

It was resolved to accept the minutes of the meeting which was held on 10th January as an accurate record of the meeting, and was signed by the Chair.

6. Planning matters

- a) P0003/22/FUL – 1 Old Dean Road, Mitcheldean – Erection of two storey building to provide garage and first floor ancillary accommodation. Objection as the Council is concerned that the building work has already started and the building work that has already been carried out does not match the plans for the extension.
- b) P2066/21/OUT – George Hotel, Stars Pitch, Mitcheldean – Erection of 9 no 3 and 4 bedroom detached dwellings. Demolition of outbuildings. No objections
- c) P0004/22/FIL – 10 Oakhill Road, Mitcheldean – Erection of a single storey rear extension and new outbuilding. Demolition of existing garage. No objections
- d) P0031/22/FUL – Merrydale, Lower Shapridge, Mitcheldean – Installation of ground mounted photovoltaic panels. No objections

7. Mitcheldean Little Learner Sessions

Council agreed that as the County Council have already given Mitcheldean Little Learners a donation to cover the rent for a year, they would contact the group again and enquire if there are any other items that need to be funded. **Action: Clerk**

8. Parish Newsletter

A Discussion took place where it was agreed that a Parish Newsletter would be published quarterly and the first edition would be ready for the end of May. Council agreed that a committee of Cllrs Willett, Boockock, Thomson and Baber would run this project.

Action: Cllrs Willett, Boockock, Thomson and Baber

9. Lead Councillors for projects

Council agreed the following Councillors would lead on projects listed below:

Cllr Stammers	Youth Strategy
Cllr Didcote	Security and Community Safety
Cllrs Stammers, Boockock and Willett	Parks and Recreation
Cllrs Thomson and Baber	Town Hall Refurbishment

10. Forward Action Plan for Cross Gardens

Council agreed that a local resident, who would like to assist with this project, will draw up a detailed plan of plants for the flower beds at Cross Gardens including costings. She will attend the next Parks and Recreation Committee Meeting and will be discussed with the Council at the March meeting.

Action: Clerk and Cllrs Stammers, Boockock and Willett

11. Quote for demolition of bus shelter on Plump Hill

Council agreed the quote for £650 for the demolition of the remnants of the bus shelter on Plump Hill and the removal of the debris. **Action: Clerk**

12. County & District Councillor Reports

County Councillor Philip Robinson informed Council that the County Council Cabinet had agreed a budget for 2022/23 of £520 million which is a 7.6% increase on last year. There will be a budget of £100 million for roads, £150 million for new school building, and a new budget of £330,000 for community speed awareness. Also, each County Councillor will have £30,000 to spend on local highway schemes.

13. Clerk's Report

Appendix A

14. Accounts/Finance

a) Council agreed the following payments and receipts:

Payments made since last meeting

No	Payee	Details	Method	Amount	Power	Budget
193	NEST	Pension contributions	DD (13/01/22)	£104.74	LGA 1972 s112(2)	Staff Costs
194	Ecotricity	Electric @Pavilion	DD (16/01/22)	£88.80	LGA 1972 s111	Pavilion
195	Drybrook Band	Donation for playing at Turning on Xmas Lights	CHQ (21/01/22)	£40.00	LGA 1972 s137	Christmas
196	XLN	Broadband & telephone	DD (22/01/22)	£92.32	LGA 1972 s111	General Admin
197	Ecotricity	Gas @ Pavilion	DD (25/01/22)	£194.86	LGA 1972 s111	Pavilion
198	Ecotricity	Electric @ Town Hall	DD (28/01/22)	£56.00	LGA 1972 s111	General Admin
199	Ecotricity	Gas @ Town Hall	DD (28/01/22)	£129.85	LGA 1972 s111	General Admn
200	Salaries	January payroll	BACS (31/01/22)	£4,015.94	LGA 1972 s112(2)	Staff Costs
201	Mowtech	Grass cutting	BACS (31/01/22)	£168.00	HA 1980 s96	Playing Field
	Waterplus	Water @ Pavilion	DD (01/02/22)	£82.37	LGA 1972 s111	Pavilion
202	99 Web	Monthly website maintenance	SO (07/02/22)	£50.00	LGA 1972 s111	Communications
203	NEST	Pension contributions	DD (11/02/22)	£110.66	LGA 1972 s112(2)	Staff Costs
			TOTAL	£5,133.54		

Payments to be agreed at meeting

No	Payee	Details	Method	Amount	Power	Budget
204	HMRC	PAYE & NI for January payroll	BACS (15/02/22)	£559.57	LGA 1972 s112(2)	Staff Costs
205	Grenke	Termination of contract payment	BACS (15/02/22)	£519.61	LGA 1972 s111	General Admin
206	Forest Tree & Fencing	Tree work	BACS (15/02/22)	£50.00	LGA 1892 s8 (1)(i)	Playing Field
207	Oakey & Son	Installation & removal of Xmas lights	BACS (15/02/22)	£4,420.14	LGA 1972 s137	Christmas
208	PATA	Payroll services	BACS (15/02/22)	£42.15	LGA 1972 s111	General Admin
209	Forest Equipment Services	Cleaning bus shelter on Plump Hill	BACS (15/02/22)	£14.19	LG(MP)A 1953 s4/PCA 1957 s1	General Admin

210	Mowtech	Marking out football pitches	BACS (15/02/22)	£360.00	LGA 1892 s8 (1)(i)	Playing Field
211	PJ & PD Adams	Grass cutting	BACS (15/02/22)	£10,668.06	HA 1980 s96	Playing Field
212	Ross-Dean Locksmiths	Changing locks at Town Hall	BACS (15/02/22)	£55.36	LGA 1892 s8 (1)(i)	General Admin
213	Magenta	Photocopier usage	BACS (15/02/22)	£18.01	LGA 1972 s111	General Admin
214	OfficeStar	Stationery	BACS (15/02/22)	£12.34	LGA 1972 s111	General Admin
			TOTAL	£16,719.43		

Receipts

10/01/22 Interest	£0.18
10/01/22 Interest	£0.27
13/01/22 Football Club invoice payment	£77.53
13/01/22 Football Club invoice payment	£63.44
13/01/22 Football Club invoice payment	£216.00
13/01/22 Football Club invoice payment	£92.97
21/01/22 Western Power Wayleave payment	£49.77
09/02/22 Interest	£0.17
09/02/22 Interest	£0.25

- b) Council approved the petty cash figures for January 2022
- c) Council received the bank reconciliation for January 2022
- d) Council received the budget versus spend report up to 14th February 2022
- e) Cllr Thomson carried out the monthly financial checks of the Council's accounts on 14th February 2022

15) SEPARATE BUSINESS

Pursuant to 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and press leave the meeting during the consideration of:

- a) Council confirmed that all future pay rises for staff will take affect from April 1st
- b) Council agreed that from April 1st 2022 the Clerk would increase her hours from 25 hours to 32 hours per week and would now be on SCP level 25, as well as increasing the Council's contribution to her pension from 3% to 6%.
(The Clerk left the room while this item was discussed.)

There being no further business, the meeting closed at 9.00pm

SIGNED:

DATE:

Clerk's Report for February Meeting

Cllrs Jackie Baber, Phil Didcote and Shaun Stammers are now signatories on the bank account.

The leasing contractor for the photocopier in the Town Hall have been informed that the Parish Council are going to terminate the contract with themselves, also the photocopier in the Clerk's home office has been returned to the contract, with the final meter readings, and a new printer has now been purchased in situ.

The electrician came to look at the outside lights on the Pavilion that are not working, as he is uncertain where the fault is, he is going to come back and inspect them further. He also looked at the rusty fuse box in the garage, which the Ground Staff Team were worried had become unsafe. He said it would be a good idea to have it replaced at some point and to maybe include this in the works that will need to be carried out when the Pavilion is refurbished.

Weekly checks are now being carried out and noted, on the emergency lighting and smoke alarms at the Town Hall.

The broken lock at the Pavilion has now been fixed and the Yale locks at the Town Hall have been replaced.

The two free English Oak Trees from The Honourable Company of Gloucestershire to celebrate the Queen's Platinum Jubilee have arrived, and have been planted on land belonging to one of the Council's contractors, where they will be regularly checked until they are moved, in readiness for the official planting ceremony in the Sheep Field, which will take place in June.

The Clerk and Cllrs Keene, Waddell, Thomson, Didcote and Stammers met at the playing field and carried out an inspection of the area with a view to consider a Forward Plan of improvements that are required.

Mitcheldean WI have informed the Clerk that they are holding a posh frock party on the evening of Thursday 2nd June for the Queen's Platinum Jubilee in the Community Centre, and requested that if the weather was warm could they put some of the tables on the field, to which the Clerk gave agreement.

The Clerk has contacted the solicitors dealing with the Parish Council acquiring Lining Wood Children's Play Area and has been informed that a Transfer of the property should soon be ready for signing.

A resident has complained about the stile situated on Plump Hill that leads to the public footpath to Dene Magna school. As many pupils use this footpath there are concerns about the narrow strip of land on the Plump Hill side of the stile right next the busy road, and therefore the resident has requested that the hedges and bushes are trimmed back and perhaps a proper footpath could be laid. These concerns have been forwarded to the County Council Area Highways Manager.

Visited Gloucester Archives to read through the Parish Council minutes from 2000 to 2012 and discovered the origins of the Xerox Museum, that complaints had been made about Cross House since 2001 and that anti-social behaviour has always been an issue including broken glass on the playing field.

The defibrillator has been reinstated on the outside wall of the Old Smithy Stores following the buildings recent refurbishment.

The CCTV cameras and equipment have now been added to the Council's Insurance Policy at an added cost of £100 per year.

A resident has complained about the size of the Sycamore tree next to her property, which is owned by Wyedean Housing Association. I have contacted Wyedean and requested that the tree is pruned.

Cllr Didcote has received CCTV training so that he can look back incidents which have been recorded on the CCTV system, and is now the main person the Police will contact should they wish to look at an incident on our CCTV.

The gas boiler in the Town Hall has been serviced and it was reported to the Clerk that the boiler was not heating up the water, as the boiler is still under warranty the boiler manufacturer is going to be contacted to fix the fault.