

Randwick and Westrip Parish Council

Minutes of the meeting of the Council held at 7 pm on Wednesday April 21st 2021.

As permitted by the Local Authorities (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 No.392 this meeting was conducted by video conference “online”.

Present

Councillors

Shaun Egan (Chairman)

Debbi Smith

Matt Reed

Mike Woods

Rob Davies

Cheryl Byford

Alun Davies

Clerk: Mr B Parsons.

District Councillor Jonathan Edmunds

*1/4/21 **Apologies:** Cllr Alex Egan - reason for absence approved.*

*2/4/21 **Public Forum:** Three members of the public were present. District Councillor Edmunds joined the meeting after it had started. Mrs Kay Badham spoke about parking at Blenheim Pitch. She did not think double yellow lines would be necessary there.*

Mr Morton Watkins confirmed that Randwick Village Hall should be available for parish council meetings from May. He also explained that the overspill parking area at Randwick Village Hall had been closed because the area had been wet and muddy. Councillors reported that Chapel Fields and The Lane had been very congested at school drop-off and pick-up times and considered that the overspill parking area should be open during school terms. A trustee of the village hall was carrying out a survey of parking in that area. Cllr Egan, who was also a trustee, explained that no final decision had been made about a policy for closing the parking area for specific reasons and suggested that the default position should be that the parking area was always open and that defined conditions for closing it would be notified to the parish council.

*3/4/21 **Declarations of interest in items on this agenda:** None.*

*4/4/21 **Minutes:** The minutes of the meeting held on March 17th were approved and were to be signed by the chairman of the meeting.*

*5/4/21 **Report from the Officer of the Council:** Cllrs noted the contents of the Clerk’s report.*

*6/4/21 **Correspondence:** Cllrs noted the correspondence listed in the Clerk’s Report.*

GAPTC had arranged a virtual meeting with police in the Cotswolds/Stroud area to discuss parish and town councils’ issues about policing and had asked councils to

submit questions in advance of the meeting. Cllrs weren't satisfied with the response the police had made to parishioners' concerns about parking and speeding
Action: *The Clerk to send the parish councils' questions relating to this.*

7/4/21 Questions from councillors:

Cllr Alun Davies commented on reports of the number of empty properties in Stroud District and asked whether the number was known for the parish. District Councillor Edmunds said he'd try to find out.

8/4/21 District and County Councillors' reports: *Cllr Edmunds had sent a written report and spoke briefly about several matters including; the community hub, mental health, business grants, help for community groups and planning for infrastructure for the regeneration of Brimscombe Port. The District Council's climate change strategy had been passed. The Local Plan was to be discussed at the next SDC meeting. SDC was required to provide sites for 14,000 houses along the A38.*

9/4/21 Meetings: *Cllrs discussed the ending of the period where legislation allowed councils to meet online and the need to hold future meetings face-to-face while complying with covid 19 guidelines. The council intended to meet at Randwick Village Hall in May, when the new council could decide its programme of meetings. Parish councils were required to hold a minimum of four meetings per year.*

10/4/21 Planning applications:

a) Applications received to date:

S.21/0633/HHOLD - 15 Perry Orchard, GL5 4QT - Erection of two storey side extension – no comment.

S.21/0735/TCA – Southview - The Lane, Randwick - T1 - Maple - Reduce back to approximately 15-20ft. T2 - Strawberry tree - Reduce 1m in height and 1.5m overall. T3 - Apple tree - Re- pollard with reduction of 1.5m maximum overall. T4 - Yew tree - Re- trim and reshape up to 1.5m reduction. T5 - Cherry tree - Re- pollard reduction of 2m overall. T6 - Copper Beech - Reduction will be approximately 5-8ft overall – no comment.

S.21/0745/HHOLD 26 Hawthorn Rise - Demolition of conservatory and erection of two storey rear extension – comment - a query about a 3D image on a document that appeared to show an extra part of the extension which was not on the plans.

S.21/0879/TCA- Long Court, Randwick -Remove 2 x Silver Birch (Betula Pendula) and 1 x Silver Maple (Acer Saccharinum) – no comment.

S.21/0862/FUL - 2 The Bungalows, Church Road, Randwick - Demolition of existing dwelling and creation of new detached dwelling - support.

S.21/0757/HHOLD - 1 The Stocks, Randwick - Construction of rear and side single storey extension – comment asking for a construction method statement taking account of access along the narrow lane.

Noted:

Permission - S.21/0591/MINAM - Minor amendment to S.19/1172/FUL - Insertion of two first floor windows with obscured glazing – Land at Newlands – Church Road

Permission – S.21/0255/FUL – Far Westrip Farm – barn

Permission - S.21/0222/HHOLD - 2 Yew Tree Cottages, The Stocks - Demolition of front porch, erection of front and rear extension, Installation of studio in lower garden

Acceptance: S.21/0766/MINAM – Land at Fort View

LBC – S.21/0508/LBC - Farm Lodge Westrip – replacement door, window & walling (retrospective)

*b) **Randwick Conservation Area Statement:** The Clerk had not had yet had a response from SDC about guidance and advice from SDC officers about the use of planning consultants for carrying out an appraisal of the conservation area and producing a Supplementary Planning Document.*

*c) **Parking:** GCC had sent the council information about road markings including criteria for installing double-yellow lines and suggesting alternative measures. Cllrs discussed areas in the parish where parishioners had reported that parking obstructed other drivers.*

***Action:** The Clerk to send GCC a map showing locations that the parish council would like surveyed for suitability for white ‘keep clear’ markings.*

*d) **Devolved funding:** GCC had devolved £2000 to the parish council for minor works. Cllrs discussed possible uses including repairing potholes that didn’t meet Highways’ criteria for repair, clearing gullies and drains and repainting signage on road surfaces.*

Action: The Clerk to send GCC a list of areas where there were potholes to repair, and a request for gullies, drains and culverts to be cleared if there was funding left over.

11/4/21 **Environment:**

a) **Defibrillator:** Deferred until the May Meeting.

Action: Cllr Smith to make a recommendation to the council.

b) **Bench:** The Parish Handyman would be asked to clean and repaint the bench at More Hall corner as well as the bench outside Cashes Green School.

c) **Dogs:** The Clerk had reported parishioners' concerns about nuisance caused by uncontrolled dogs on Randwick Playing Field to SDC. The Chairman of RVH&PFC considered that dog mess on the field had increased during the coronavirus lockdown. The SDC Dog Warden had explained that the Public Spaces Protection Orders in force for the whole district did not require dogs to be kept on leads except in some specified areas such as fenced children's play areas. Dog Wardens could act if incidents were reported to them, in particular if there were an owner allowing a dog to cause a nuisance at a regular time so that the Wardens could visit and interview the owner. The wardens needed to have a description of the dog and owner reported to them. The Dog Warden would ask the Neighbourhood Warden to include the field on his patrols.

Cllrs discussed whether signs would improve the situation. A councillor understood that Eastington Parish Council did not allow dogs on its playing field.

Action: The Clerk to contact Eastington Parish Council for more information.

12/4/21 **Finance:**

a) **Bank reconciliation:** Cllrs considered the bank reconciliation for March.

b) **Internal Financial Controls:** Cllrs confirmed their approval of the internal financial controls: -

The council approves all payments.

Two signatories are required on cheques.

Cheque stubs and invoices are initialled by signatories.

Two signatories are required on the schedule of payments made by internet banking transfer.

Two councillors can access the internet banking accounts to undertake routine checks.

The RFO sends councillors copies of HSBC bank statements weekly.

The RFO reconciles bank statements and accounts monthly.

The reconciliation is checked by a councillor who was not a cheque signatory.

The council monitors expenditure and reviews the budget quarterly.

The Internal Auditor scrutinises the accounts.

An external audit (Limited Assurance Review) is required when gross receipts or gross payments exceed £25,000. If under £25,000 the council can declare itself exempt from external audit.

*c) **Annual Statement of Accounts:** Cllrs approved the annual statement of account (receipts and payments account).*

*13/4/21 **Items delegated to the Clerk and items for the next agenda:** As above*

*14/4/21 **Orders for payment:***

M Lammars April monthly contract payment

B Parsons April salary less PAYE due in the 1st quarter

O2 mobile phone 12 Apr - 11 May

The council intended holding the next meeting on Thursday May 20th at Randwick Village Hall, but this could not be confirmed until later in the month.

The meeting closed at 8.40 pm.