

Randwick and Westrip Parish Council

Minutes of the meeting of the Council held Randwick Village Hall at 7 pm on Thursday May 20th 2021.

Present

Councillors

*Matt Reed
Rob Davies
Alun Davies
Debbi Smith*

*Mike Woods
Richard Huxford
Shaun Egan (retiring chairman)*

Clerk: Mr B Parsons.

County Councillor for the Rodborough Division John Bloxsom

*1/5/21 **Election of Chairman:** Cllr Rob Davies was elected Chairman.*

*2/5/21 **Chairman's declaration of office:** Cllr Rob Davies completed and signed the declaration.*

*3/5/21 **Apologies:** Siobhan Baillie MP, District Cllr Jon Edmunds.*

*4/5/21 **Public Forum:** Four members of the public were present including County Councillor Bloxsom.*

Cllr Bloxsom introduced himself and spoke about recent meetings of the County Council, which could not be held in the Council Chamber at Shire Hall due to pandemic restrictions.

Mrs Badham asked about co-option of councillors following the election and about the policy for recording parish council meetings.

Mr Badham asked whether the council would commission an environmental survey. It was suggested that Gloucestershire Wildlife Trust might be able to carry out a survey.

***Action:** The Clerk to contact GWT.*

Mr Badham also asked about any actions following the council's declaration of a climate emergency in 2019. Cllr Alun Davies explained that he was Chairman of 'Carbon Neutral Randwick' which would be more active as pandemic restrictions were relaxed.

Shaun Egan told the council about the VH and Playing Field Trustees' discussions of reports about dogs on Randwick Playing Fields. He would remain a Trustee of the Village Hall and Playing Field.

*5/5/21 **Declarations of interest in items on this agenda:** None on this agenda. Cllrs completed their Disclosable Pecuniary Interest forms.*

*6/5/21 **Minutes:** The minutes of the meeting held on April 21st were approved and signed by the chairman of the meeting.*

*7/5/21 **Election of Vice-Chairman:** Cllr Alun Davies was elected Vice-Chairman.*

*8/5/21 **Service of Summons:***

Resolved: To continue to receive service of summons to attend meetings by email.

9/5/21 Service of papers:

Resolved: To continue to receive supporting papers for meetings via email.

10/5/21 Report from the Officer of the Council: Cllrs noted the contents of the Clerk's report.

11/5/21 Correspondence: Cllrs noted the correspondence listed in the Clerk's Report.

Action: The Clerk to write to the Chairman of RVH&PFC about parishioners' concerns and complaints about improperly controlled dogs on Randwick Playing Field.

12/5/21 Questions from councillors:

Cllr Smith asked the clerk to suggest that RVH&PFC's parking plan should include a provision to inform stakeholders such as the parish council and Randwick School in advance of any intention to close the Bodpave overspill parking area.

13/5/21 District and County Councillors' reports: Cllr Edmunds had sent a written report with information about the District Council's activities including the Environment Committee's discussions and the District Council's discussion of the new Local Plan.

Central government had set out the minimum number of new houses to be provided in the District, which had been raised from a minimum of 456 to 630 homes per annum to be built, largely by private developers, which was an increase of 38%. The District Council had embedded a series of measures to implement the Carbon Neutral 2030 Strategy in the plan.

The main objectives of the strategy for the new Local Plan set out to:

- concentrate housing growth at population centres with best access to services and facilities
 - develop new settlements where there was potential to create more sustainable communities
 - regenerate the canal corridor through the Stroud Valleys, and Berkeley and Sharpness
 - maximise the use of previously developed land
 - provide strategic employments accessible within the M5/A38 corridor
 - support the development and social sustainability of small towns and villages.
- The draft Local Plan would be subject to six weeks of formal public consultation, beginning at the end of May or early June.

14/5/21 Planning applications:

a) Applications received to date:

S.21/0829/LBC - Acorn Cottage, 7 Far Westrip - Listed Building Application
New front door, new bathroom window, move boiler flue & replacement of existing cement soil pipe – support.

S.21/1037/HHOLD - Woodlands Ash Lane – erection of single storey extension, replacement garage – no comment.

S.21/1018/HHOLD – Sandalands, The Martins -side extension and loft conversion -no comment.

Revised details S.21/0757/HHOLD - 1 The Stocks, Randwick - Construction of rear and side single storey extension - comment - the parish council would like the construction method statement to include measures to allocate space for loading and unloading of plant and materials and for parking for site operatives in order to keep unobstructed access for other residents, and measures to prevent dust and litter spreading from the site as has happened recently from an adjacent development along the same lane.

S.21/1172/HHOLD - The Change, Townsend - Single storey extension (demolition of existing store) and alterations to ground levels around patio area (revisions to S.20/2375/HHOLD) – no comment.

Noted:

Permission - S.21/0633/HHOLD - 15 Perry Orchard, GL5 4QT - Erection of two storey side extension.

Permission - S.21/0879/TCA- Long Court, Randwick -Remove 2 x Silver Birch (Betula Pendula) and 1 x Silver Maple (Acer Saccharinum).

b) Randwick Conservation Area Statement: SDC officers had provided information about the use of planning consultants for carrying out an appraisal of the conservation area and producing a Supplementary Planning Document.

Action: The Clerk to contact companies listed by 'The Conservation Directory' and 'The Institute of Historic Building Conservation' for information about costs and time-scales.

15/5/21 Environment:

a) Defibrillator: Cllr Smith had analysed the information received about defibrillators and after discussion made a recommendation to the council.

Resolved: Subject to confirmation of costs and warranty to buy a Mindray C2 defibrillator.

Action: The Clerk to contact Community Heartbeat to confirm costs and whether a site visit was needed.

b) Notices about exercising dogs on Randwick Playing Field:

Cllrs discussed whether signs would have an effect on owners' control of their dogs. A councillor would be in favour of installing signs if RVH&PFC wanted them.

Action: The Clerk to write to the Chairman of RVH&PFC outlining parishioners' complaints and asking for the Committee's views.

16/5/21 Finance:

a) Bank reconciliation: Cllrs considered the bank reconciliation for April.

*b) **Annual Statement of Account:** A minor accounting error had been corrected and Cllrs approved the amended annual statement of account (receipts and payments account) for 2020/21.*

*c) **Internal Auditor's Report:** Cllrs considered the Internal Auditor's Report for 2020/21. The Auditor had commented that, "In my opinion, based on the sample checks I have made, those records accurately reflect the financial transactions for the year and followed the procedures and controls required to comply with the Annual Governance and Accountability Return." The auditor noted a minor accounting error that had been amended. He noted that the council had prepared a policy identifying the basis on which the general level of reserves was assessed and commented on the council's level of reserves, which he considered was high, and the low levels of interest that had been earned in the council's deposit accounts.*

The council noted that the terms of notice for withdrawal from deposits were a factor in deciding where reserves should be deposited. The council agreed to consider the Auditor's remarks about the level of reserves again, prior to setting the precept for 2022/23.

*d) **Exemption from External Audit** The Council met the criteria for exemption from a limited assurance review (External Audit) in 20/21.*

***Resolved:** To certify the Council exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015. The exemption certificate was signed by the RFO and the Chairman.*

*e) **Annual Governance Statement:** Cllrs approved the annual governance statement for 2020/21. The Annual Governance Statement was signed by the clerk and by the chairman at the meeting.*

*f) **Accounting Statements 20/21:** Cllrs approved the accounting statements for 2020/21. The Accounting Statements had been signed by the RFO before the meeting and were signed by the chairman at the meeting.*

*17/5/21 **Co-option:***

***Action:** The Clerk to put notices on the noticeboards, on the council's website and in The Randwick Runner asking for volunteers for co-option to apply by writing a brief personal statement explaining what experience and skills they would bring to the council.*

*18/5/21 **Items delegated to the Clerk and items for the next agenda:** As above plus consideration of replacing the noticeboard at Westrip and appointment of a representative to RVH&PFC.*

*19/5/21 **Orders for payment:***

*G Lavis Internal Auditor's fee
M Lammass May monthly contract payment
B Parsons May salary less PAYE due in the 1st quarter
B Parsons Expenses (antivirus)*

O2 *mobile phone 12 May - 11 June*

20/5/21 Dates and venues of meetings:

Resolved: *To continue to meet monthly alternating between Randwick Village Hall and Cashes Green School, if available, on the third Thursday of each month at 7.15 pm.*

Action: *The Clerk to book the meetings.*

The meeting closed at 8.25 pm.