

Beckford Parish Council
Minutes of the Parish Council Meeting held online
20th July 2020

Present

Martin Spice (Chairman), Nettie Mantle (Vice Chairman), Diane Colvin, David Nicholds, Anne Worrall, Chris Revell.

In Attendance

D Roscoe (Parish Clerk), Cllr Hardman and Cllr Darby.

1361 Apologies for absence from Parish Councillors.

1361.1 No apologies were received.

1362 Declaration of interest.

1362.1 None declared.

1363 Requests for Dispensation.

1363.1 None submitted

1364 Minutes.

1364.1 The minutes of the Parish Council meeting held on 18th May 2020 were approved and were signed by the Chairman.

1365 County Councillors Report

1365.1. Cllr Hardman's report was distributed. No decisions were required of the Parish Council.

1366 District Councillors Report

1366.1 Cllr Darby's report was distributed. No decisions were required of the Parish Council.

1367 Clerk's Report

1367.1 The clerk's report was reviewed and updated.

| Minute Item No | Description | Responsibility | Action Taken |
|----------------|---|----------------|--|
| 1270.1 | Cllr Spice will try and obtain the names and addresses of the residents in order that the clerk may write to them asking for the bushes to be cut back. | Cllr Spice | Outstanding Add article to newsletter |
| 1287.1 | To discuss putting verges out to meadow. Cllr Spice will seek feedback from local residents. | Cllr Spice | Outstanding |
| 1304.1 | Smartwater Project: It was resolved that the cost of up to £1,369 be approved which is net of the grant. Action: Cllr Nicholds will progress. Proposed Cllr Nicholds, seconded Cllr Worrall. Unanimous. | Cllr Nicholds | Cllr Hardman agreed at the meeting to give a grant of £500 Grant completed July agenda item |
| 1323.1 | To discuss speed reduction around Bredon Hill. Cllr Spice reported that a blanket speed limit of 20 mph had been proposed by a member of the Bredon Hill Conservation Group. Council would prefer to see a more targeted approach to 'hot spots' and speed limits through villages. Cllr Spice would investigate further. | Cllr Spice | Outstanding |
| 1326.1 | To discuss a planting project on the bank along Back Lane. Residents living opposite the bank in Back Lane have received a negative response to a request to plant some low growing shrubs to attract pollinators and wildlife from the landowner. The landowners have stated that a formal agreement with either the resident or the Parish Council taking ownership of the land. It was agreed the Clerk would write to them regarding this request stating we wish to improve the appearance of this site. There is also an issue with the large amount of branches and litter left on the bank this needs be | Clerk | Clerk wrote to Martin Dils 31/3/20 and 4/4/20 and 7/5/20 In view of the lack of response Councillor Hardman will provide the Clerk with a contact at Highways. 19/5/20 1348.1 It was agreed that ownership by the Parish Council should not be pursued. Proposed Councillor Spice, seconded Councillor Worrall. Unanimous. 1348.2 Action: Councillor Hardman will |

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|--------|---|--------------|--|
| | removed by the contractor who removed the trees etc. Highways also to be contacted requesting warning bollards along the road to delineate the edge of the road. | | investigate the option of installing bollards along the edge of the embankment and will provide the Clerk contact name for Highways to take further. 20/7/20 Bollards have now been installed. It was agreed that the Lengthsmen would be asked to strim around them. Councillor Hardman confirmed that Highways were not responsible for the upkeep of the bank and nor was the Parish Council. Residents should be encouraged to report maintenance issues to the Railway Legacy Board. |
| 1328.1 | To consider action regarding two rubbish/dog poo bins in Little Beckford. Stickers have appeared on the black rubbish bin sited at the junction of Blacksmiths Lane and Sweden Road indicating that dog poo can be put in bins as well as rubbish. It was suggested that money could be saved by the removal of one of the dog bins. Clerk requested to make enquiries. | Clerk | Clerk requested exact location of bin to be removed 4/4/20 from Councillors Outstanding Councillors reminded again 20/7/20 to confirm exact location. |
| 1330.1 | To consider application of New Homes Bonus. Beckford Village Community Hall (BCVH) committee have requested a grant towards external insulation of the hall. The cost will be approx. £25,000. Clerk to ascertain whether planning permission will be required to do this enquiry would be free to Council. Clerk to contact Tracy Perkins to ascertain whether the NHB can be used to part fund a project. | Clerk | Clerk sought clarification from Tracy Perkins who confirmed the NHB could be used as part funding. Clerk asked to confirmation of process to follow. A joint working party would be required, May Agenda Item Survey underway July 2020 |
| 1333.1 | To consider weather protection for the noticeboard in Little Beckford . Cllr Worrall will investigate the purchase of flexible plastic like those protecting newspapers on garage forecourts. | Cllr Worrall | Outstanding. |

1368 Finance

1368.1 The Bank Reconciliation & Receipts & payments information had been circulated by email by David Roscoe (RFO) and were accepted. Proposed: Cllr Colvin, seconded: Cllr Spice. Unanimous

1368.2 It was resolved that the following payments be approved. Proposed: Cllr Colvin, seconded: Cllr Spice. Unanimous

| Date | Payee | Chq No | Amount incl VAT | VAT | Reason |
|------------|-------------------------------------|--------|-----------------|-------|------------------------|
| 20/05/2020 | Simon Brown | OB183 | 60.00 | 0.00 | Speed Sign Maintenance |
| 12/07/2020 | D Roscoe (Clerks Salary) | DD | 425.78 | 0.00 | Clerks Salary |
| 20/05/2020 | 1&1 Internet | DD | 53.62 | 8.94 | Web Hosting |
| 15/06/2020 | WDC | OB184 | 91.73 | 15.29 | Dog Bin Maintenance |
| 16/06/2020 | Brenda Cox | OB185 | 133.98 | 0.00 | Plants |
| 19/06/2020 | Iain Selkirk | OB186 | 100.00 | 0.00 | Audit Fees |
| 02/07/2020 | BCVH | OB187 | 2168.00 | 0.00 | BCVH Grant |
| 03/07/2020 | Beckford Church (Minute ref 1352.1) | OB188 | 1032.00 | 0.00 | Grant |
| 08/07/2020 | Simon Brown (May/June) | OB189 | 120.00 | 0.00 | Speed Sign Maintenance |
| 12/08/2020 | D Roscoe (Clerks Salary) | DD | 425.78 | 0.00 | Clerks Salary |
| 21/07/2020 | D Roscoe (Clerks Expenses) | OB190 | 118.55 | 8.94 | Clrks Expenses |

1368.3. The clerk's expenses was approved. Proposed Councillor Spice, seconded Councillor Colvin. Unanimous

1368.4 The budget 2020/21 was reviewed and approved.

1368.5 **It was agreed that** the Annual Governance Statement be approved and signed by the Chairman. Proposed Councillor Mantle, seconded Councillor Worrall. Unanimous.

1368.6 **It was agreed that** the Annual Accounting Statement be approved and signed by the Chairman. Proposed Councillor Spice, seconded Councillor Colvin. Unanimous.

1368.7 **It was agreed that** the Certificate of Exemption be approved and signed by the Chairman. Proposed Councillor Mantle, seconded Councillor Spice. Unanimous.

1369 Planning

1369.1 Current planning applications were considered:

| Appl Number | Application | Update |
|--------------|--|--|
| 20/00511/HP | Manor FarmGraftonBeckfordTewkesburyGL20 7AT | Installation of air source heat pumps, relocation of car ports and roof to pigsty on east barn. No objections |
| 20/00512/LB | Manor FarmGraftonBeckfordTewkesburyGL20 7AT | nstallation of Air Source Heat Pumps, Relocation of Car Ports and roof to Pigsty on East Barn. No objections |
| 20/00930/HP | The GranaryManor FarmGraftonBeckfordTewkesburyGL20 7AT | Two storey extension. Approved. |
| 20/00931/LB | The GranaryManor FarmGraftonBeckfordTewkesburyGL20 7AT | Two storey extension. Approved. |
| 20/01088/HP | Chestnut CloseMain StreetBeckfordTewkesburyGL20 7AD | Demolish existing single storey garage. Construct two storey side extension, convert roof space into a habitable room. Variation of condition 2 of planning reference 19/01552/HP. No objections |
| 20/00955/HED | Land off A46 Cheltenham RoadBeckford | Hedgerow removal to assist with the safe installation of smart renewable infrastructure within the highway verge. No objections. |

1370 To Review the Risk Register including Little Beckford Playground.

1370.1 The Risk Register was reviewed. No issues to report.

1371 To agree actions regarding the Smartwater Project.

1371.1 Councillor Nicholds confirmed that 280 kits were ordered at a gross cost of £2500. There will also be a cost of £660 for the production of 16 signs. Taking into account grants totalling £1800 the net cost to the Parish Council would be £1360.

1371.2 The next step will be to sign up individual residents with the aim of completing the project by the end of September. Looking for residents to sign up remotely in view of the current crisis.

1371.3 **Action:** Councillor Nicholds will produce a plan for agreement and involvement of the Parish Council.

1372 To discuss Website Accessibility Regulations.

1372.1 **It was agreed that** a third party would be used to carry out the required assessment of our website and the clerk will report back ahead of the 23/9/20 deadline to produce an Accessibility Statement as required by regulation.

1373 To agree a Defibrillator Policy.

1373.1 **Action:** Councillor Mantle will produce a policy document for approval by Council.

1374 To consider Covid 19 Risk Assessment Procedures.

1374.1 **It was agreed that** the Parish Council will liaise with the Village Hall Committee regarding the risk assessment that they undertake. It was also agreed that the next meeting would continue to be held online.

1375 To consider upgrade to the Zoom Conferencing software.

1375.1 **It was agreed that** the Zoom Software would continue to be used in its current form.

1376 To consider progress regarding application of New Homes Bonus following grant request from Beckford Village Community Hall (BCVH) and a joint working party.

1376.1 **It was agreed that** the Councillor Colvin and Councillor Worrall would join a joint Working Committee with the Village Hall to progress the application.

1377 Items for Future Agenda

1377.1 To agree using the Lengthsman to trim the bollards on the bank in Back Lane.

1377.2 To discuss replacement of the noticeboard in Little Beckford.

1377.3 To agree a policy regarding the use of the container and keyholders.

1377.4 To agree a Defibrillator Policy.

1377.5 To update regarding the New Homes Bonus Application.

1377.6 To discuss the A46 and agree to have it as a standing item going forward.

1377.7 To discuss Resilience/Catastrophe Planning.

1377.8 To discuss progress regarding the Smartwater Project.

1377.9 To confirm progress regarding the Website Accessibility Statement.

**Date of Next Meeting 21st September 2020. This will be an online meeting.
The meeting closed at 8.29pm**

DRAFT MINUTES