

NORTH NIBLEY PARISH COUNCIL MEETING MINUTES

Parish Council Meeting - Minutes

Recorded by: Mandy Rossiter - Clerk

Date: 6th February 2023

Meeting Commenced: 19:25

Meeting ended: 20:00

Present:

Parish Councillors:	Liesl Smith Lisa Carr Les Smitherman John Hay
District Councillors:	Catherine Braun, Ken Tucker, George James
County Councillor:	
Clerk:	Mandy Rossiter
Other:	Three Members of Public (MoP)
NOTE:	The council were unable to live stream this meeting

Items

Due to the Chairman of the council being absent from February's meeting a vote took place for a temporary Chairman for the purpose of transacting business at the meeting. It was agreed that Councillor Smitherman would chair the February meeting.

1. To receive and accept any apologies for absence

Apologies were received and accepted from Councillors Keith Larkin, Dave Palmer and County Councillor Linda Cohen. Councillor Tim Andrews was unable to attend due to an emergency and later in the meeting sent his apologies to the clerk.

2. To invite and receive any declarations of interest

Cllr Hay advised that he has a non pecuniary interest in item 9 as PCC member. It was agreed that Cllr Hay would take part in discussions but hold no voting rights.

3. To receive and approve the minutes of the council's January 2023 meeting

(Previous minutes are available to view on the Parish Council website)

The minutes were agreed and will be signed by the chairman.

4. Meeting for public discussion and questions

(Open to members of the public to raise issues)

Member of Public advised that they would have liked to see the minutes from January. These will be signed and shared after tonight's meeting.

Member of public said that they were sorry to hear that Cllr Andrews has resigned from the council.

Member of public representing the recreation field committee commented that they had received a request from the chapel to use the field for Coronation Celebrations. A discussion followed and it was agreed that the clerk would contact the Chapel and the Recreation field committee to brainstorm some celebration ideas for a joint village event. See item 10.

5. The Council to receive the following reports:

a. Written report from district councillors

There were no further comments on the report, the Council thanked the District Councillors for their work.

b. Written report from county councillor

Council raised a question on the Healthy Living section of the report. Cllr Smith will email questions to County Cllr Cohen. Chairman noted thanks to Councillor Cohen for her report.

6. To note the following decisions on planning applications, enforcement notices and appeals:

- a. **S.22/2691/DISCON | Discharge of condition 1 (Ecological Enhancement Scheme) from appeal for S.19/2712/FUL. | Ashen Plains Waterley Bottom North Nibley Dursley Gloucestershire GL11 6EF - Permitted**
- b. **S.22/2481/HHOLD | Proposed erection of single storey side/rear extension | Howley Cottage Howley Wotton-Under-Edge Gloucestershire GL12 7PL - Permitted**

Items 6 a and b noted

7. To note receipt of Clerk's written report on ongoing matters from previous meetings and agree any further actions

No additional comments to report. Clerk's report will be published on PC website

8. To note receipt of Clerk's written report on any matters arising from correspondence received/sent which are not covered by agenda items

No additional comments to report. Clerk's report will be published on PC website

9. To receive update on Churchyard Wall Maintenance and agree next steps

Cllr Hay summarised that the delay in moving forward with this has been obtaining relevant permissions for works (equivalent of listed building consent). This has now been obtained and it was agreed that the Clerk will make contact with surveyor for support in drawing up a tender which will then be sent to three contractors.

10. To discuss plans for the King's Coronation and agree actions

Clerk to contact other stakeholders (Chapel, Church, Rec Field, School Governors) and invite to March PC meeting to discuss holding a Village Event.

Clerk to explore bulk buy options for commemorative mugs and contact Cllr Cohen for support with contacts.

11. To consider and agree the adoption of the Stroud District Council Parish and Town Council Charter

It was agreed that the Council will adopt the Charter. Clerk to take necessary actions. Clerk to work with Cllr Hay and Palmer to review costings of council email addresses for councillors

12. To receive any quotes following actions from December 2022/January 2023 meeting and agree next steps

None received.

13. To discuss and agree winter action plan

Council to hold an audit on current salt store situation and decide if an alternative location should be found for storing. Clerk to draft a winter action plan for review in May and add to APM agenda to discuss with public, aiming to have plan in place for September 2023.

14. To agree appointment of internal auditor for 2022/2023 accounts

Agree to use GAPTC. Clerk to instruct.

15. To agree renewal of Microsoft 365

Council agreed to renew subscription at £79.99. Clerk to purchase and claim back

16. To review and agree council policies in line with policy review schedule

Standing Orders agreed by council. Clerk will update website

17. Parish council finances

a. To review and agree payments on the attached payment schedule (appendix 1)

The following payments were agreed. Cheques will be signed on Chairman's return from holiday.

Agenda Month	Minuted	Invoice No.	Amount	VAT	Total	Comments	Powers
January			830.91	0	830.91	A Rossiter Monthly Salary Payment	Local Government Act 1972, S112 (2) (2A)
January			200	40	240	PKF Littlejohn Audit Fee	Accounts & Audit Regulations 2003
January Total			1030.91	40	1070.91		
February						36 Village Hall Hire	LGA 1972 s111
February						830.91 A Rossiter Monthly Salary Payment	Local Government Act 1972, S112 (2) (2A)
February						75 GAPTC - Councillor Training	LGA 1972 s111 & LG Act 1972 s112
February			129.67	25.93	155.6	TW Hawkins - Cemetery Mow	LGA 1972 s214 & s215
February						13.29 Water Plus	LGA 1972 s214 & s215

b. To note receipt of any payments in (appendix 1)

Wayleaves cheque received, will record once deposited and evident in account

18. To receive and approve written cemetery report from Burial Clerk and agree any actions/requests

All agreed

19. To receive verbal reports from parish councillors (including risk assessments)

The following points were noted by councillors:

- The Cemetery needs a review and internal audit. Cllr Smitherman to contact burial clerk
- Application for speedwatch funding is in progress - Cllrs Smith and Carr will update next meeting
- Clearance has taken place in Churchyard and the Church has received a draft of their quinquennial report which has highlighted some concerns within the churchyard including the structural stability of the churchyard wall and some of the crosses.

20. To receive and accept resignation from Cllr Tim Andrews and agree next steps

Cllr Andrews written resignation was sent to the Clerk. The council thanked Cllr Andrews for his time, work and achievements for the council noting that the varied and balanced opinion he brought to the council will be missed.

Meeting Closed at 20:00

The next General Meeting of the council will be on the 6th March 2023

Signed: Mandy Rossiter, Clerk

Date: 1st February 2023