

MINUTES OF A CRANHAM PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON
MONDAY 16TH SEPTEMBER 2024 AT 7 PM

Present: Cllr Mike Drake Chairman
Cllr Jenny Barraclough
Cllr Steven Bodenham
Cllr Sue Elliott
Cllr Richard Overs
Cllr Peter Shaw

In Attendance: PCSO Nicky Wood and 1 member of the Public

PUBLIC QUESTIONS

- PCSO Nicky Wood opened the meeting confirming that her most recent crime report for the area showed 0 incidents however reminded everyone as the nights become darker burglaries across the district will increase. She also discussed areas around the Parish such as Painswick, Stonehouse and White Way and confirmed that they believe they have already caught 1 repeat offender who appeared to use the same untidy search pattern when accessing properties.
- Cllr Jenny Barraclough and the PCSO then discussed the Speed monitoring system within the Village which has now been reporting since July this year. Cllr Barraclough confirmed so far 14 letters had been sent with further action being taken on 1 person. It was confirmed that the new system was having an effect on repeat offenders in the area and that she would send the full data to the PCSO in addition to the name of the person she contacted re requesting police letters. Cllr Barraclough hopes to also provide more meaningful data to everyone once she has monthly statistics from the new camera.
- Chair Mike Drake also spoke with the PCSO re contacting the Commons Management team, the PCSO confirming that she works very closely with the Environmental department.

1. Apologies (To receive apologies for absence).

The Council accepted apologies from County Councillor Sue Williams.

2. Declaration of Interest (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears.)

There were none.

Initials & date:

3. Approval of the Minutes of the Parish Council Meetings held on Tuesday 9th July 2024

The minutes were accepted as an accurate record of the meeting and duly signed.

4. Planning matters requiring a decision:

- a) **S.24/1515/HHOLD** Yewricks, Mill Lane, Cranham: Erection of single storey rear extensions with terraces above.

The Parish Council neither supported, nor objected to this application however requested the following is noted: Windows on the property remain as depicted in the proposal and exact in size.

- b) **S.24/1467/FUL** Land adjacent to Hill Cottage, Cranham: Erection of a dwelling.

The Parish Council objected to this application unless the following criteria is met: The construction material proposed for the roof on the dwelling is changed. There were concerns that the metal roof shown on the design would be visually disruptive, especially when seen from the viewpoint of the Common. The Parish Council suggested replacing the roof depicted with traditional materials which are more sympathetic and complement the landscape character such as slate, or stone.

5. To adopt the Cranham Parish Winter Plan document (circulated prior to the meeting).

The Winter Plan document was adopted.

6. To nominate a Councillor to act as the Allotments representative and discuss future Allotment management.

Cllr Bodenham was chosen as the most appropriate representative for the Allotments, already taking on the responsibility of the Playing Field. The Locum Clerk confirmed that the Allotment holders should have contracts and more detailed management moving forward. She suggested following the format of another local Parish and with effect from April 2025 sending contracts and closely monitoring payments. Cllr Sue Elliott confirmed that she was happy to view the template contract once written and the Locum Clerk confirmed that she would look into the Allotment Association before the contracts are sent next year.

7. To consider the requirement for Defibrillator training to be organised for Parish residents.

It was confirmed that Defibrillator training for the Parish would be useful therefore the Locum Clerk would investigate the subject further to find a competitive quotes. It was also noted on the subject that the Parish School now also has a Defibrillator; however this is only accessible during school hours.

The Locum Clerk also confirmed that replacement pads had been ordered for the Defibrillator at the Bus Stop as they will soon expire.

8. To ratify the decision that the Parish Council will maintain the new path being created by Highways in The Pound as part of the 'Pound to Future Project'.

Following a brief discussion at the previous meeting it was confirmed that the Parish Council will maintain a newly created path in the Pound which Highways have confirmed they can create. It was noted that the Pound is owned by the Parish Council therefore our responsibility.

9. To consider the Parish participation in the Gloucestershire Tree Planting Project.

It was decided that this item should be deferred until next year. There are still some outstanding tree issues to deal with in the proposed area and it was decided no extra trees should be added at this current time.

10. To consider the recent notification from Gloucester County Council in relation to £400k availability to Community Groups and its potential within the Parish.

The Councillors' discussed the £400k grant availability establishing which groups in the Parish could apply. It was decided that the Parish Council should try to apply for some funding for the Playground, seeing this as a community focal point. The outstanding issue of the steps at the Village Hall was also discussed. It was confirmed that County Cllr Sue Williams had discussed £2,000 funding earlier in the year for their refurbishment however nothing else had been discussed. The Locum Clerk confirmed that she would contact the County Councillor.

The topic was closed with confirmation that Cllr Bodenham and the Locum Clerk would look at the grant application for the playground before the deadline in October.

11. To consider the placement of a new dog waste bin at Manns Court.

Cllr Jenny Barraclough confirmed that the What3Words location for the bin was: // *Lamenting.glass.shapes*. It was confirmed that the subject had been previously investigated and Nigel Cooper should be contacted regarding his previous work towards the project. The Locum Clerk confirmed she had his details and could contact him.

12. To consider the replacement of the Parish Playing Field bin with an animal proof equivalent.

The Locum Clerk gave examples of the costs that would be incurred if the bin was replaced and both the Chair and Locum Clerk confirmed they had recently visited the bin which now no longer had a base. It was confirmed that if there was only funds available for 1 bin, the Playing field bin would be priority.

The Locum Clerk confirmed that she would further investigate both Agenda items 11 and 12 to establish final costs and landowners authority where required.

13. To discuss current Playground matters such as the Zip Wire facility and general signage/ maintenance matters.

It was confirmed that there was no longer a Committee for the Playing Field and that a Committee must be reformed. Cllr Steven Bodenham agreed to look into the matter with discussions then focusing on the Zip wire. Options were discussed for its reinstatement and the Locum Clerk confirmed that she could arrange signage if it was established what wording was required.

14. To discuss the Definitive Map of Public Rights of Way for Cranham and the 'final closure date' for adding historic ways.

Cllr Jenny Barraclough presented her findings so far on the subject. Areas of particular concern were discussed with options such as contacting the Land Registry being considered. It was agreed that this was a big project with investigations and discussions ongoing. Several names were mentioned as being good points of contact including the current Footpath Warden and members of the History Society.

15. To discuss the possibility of requesting grants for implementing solar panels on community buildings.

Cllr Sue Elliott presented her findings on the grants. She confirmed the cut off was July however she would pass the information on to the Village Hall Committee.

16. To discuss any relevant updates on Speedwatch including:

a) Statistics currently gathered.

Cllr Jenny Barraclough had already presented some of the data to the group at the beginning of the meeting therefore did not repeat the information. She confirmed that there had been a software issue however the issue appeared to now be rectified with a free software update. She verified that speeds had been recorded between 38-50mph. Cllr Barraclough re-assured the group that speed camera signage was not required however 3 signs are going to be put up sometime between the end of November & first 2 weeks of December; two on the main lane through the village above Witches Tump & the Knoll at the Cranham village signs (which are being funded by Gloucestershire County Council); one smaller one by the allotments (before the school) which the Parish Council will need to pay for.

b) Discussion on 20mph within the Village and its requirement.

Cllr Barraclough updated the meeting attendees' on her research regarding 20mph within the Village. She affirmed that at present the areas considered for this probably did not meet the criteria with Cllr Barraclough still waiting to hear back from Highways in reference to the updated criteria. Overall there was a general feeling that the Parish Council did not currently support a 20 mph limit throughout the village.

c) To consider if more visible village markers when entering the Village would reduce speeding vehicles (e.g. white fencing).

Also discussed as part of the Speedwatch update was the idea that markers (such as white fencing/gates) could be used to indicate the entrance to the Village in the hope this would slow drivers down. Whilst Cllr Barraclough could see some benefits with

these markers, it was generally agreed that the extra signage would not be necessary.

17. Locum Clerk to provide an update on Lorries passing through the Village.

An update was provided in reference to a recent HGV incident in the Parish, confirming that Highways were immediately contacted after being notified by a resident. Highways have acknowledged that they will look into the matter and the Locum Clerk is in contact with the HGV company regarding the replacement of the damaged (Parish owned) grit bin. Unfortunately Highways have suggested that if extra signage is required it may need to wait until the next financial year but are looking at the verge damage with the HGV company. There were also some open discussions regarding the Sat Nav systems that HGV drivers use.

18. Accounts:

- a) To approve the Accounts for Payment as per the list circulated prior to the meeting.

Accounts for payment: For Meeting on Monday 16 th September 2024			
Payee	Method	Amount	Reason
T Slator	FP	£268.24	July Salary £235.67/ Expenses £32.57
HMRC	FP	£59.00	July PAYE Tax
PATA UK	FP	£62.10	Payroll services
Flagmakers	FP	£242.20	Village Hall Flags
Glebe Contractors	FP	£432.00	Grass cut 17 th & 31 st July 2024
T Slator	FP	£263.77	August Salary £235.67/ Expenses £28.10
HMRC	FP	£59.00	August PAYE Tax
Playsafety Ltd	FP	£151.20	Playground inspection April 2024
Glebe Contractors	FP	£216.00	Cut on the 21 st August
Jan Whitton	FP	£281.50	Contribution to Pound Project (£100 + £181.50) approved on agenda item 18d 16/09/24
T Slator	FP	£268.44	September Salary £235.87/ Expenses £32.57
HMRC	FP	£58.80	September PAYE Tax
Total		£2,362.25	

- b) To agree that there will not be any additional Defibrillator purchases and therefore £1000 can be released from the budget for other Parish requirements.

The Parish Council agreed that there was no longer a requirement for reserves to be kept for an extra defibrillator, especially now that the school also has one.

Initials & date:

c) The Locum Clerk to provide an update on the current Parish spending in relation to the Budget.

The Locum Clerk provided a brief update, including a Pie Chart representation on current spending. It was clear from the representation that the majority of the spending so far this year was on the grass cutting at the playing field however this will ease over the winter months. It was noted that VAT that can be claimed back, (including previous years) but more important current issues must be dealt with first before previous years financials were checked. It was also noted that there had been no budget reserved for the playground despite annually always needing at least one paid assessment. There were also discussions regarding items to expect from last year's cashbook and it was confirmed that quotes would need to be obtained for the hedge cut near the allotments. Finally it was indicated that the remaining precept should be sent to the Treasurers account on the 24th September and 3 days should be allowed for the BACS update.

d) To approve a £500 contribution towards the 'Pound to Future Project' from Parish CIL funds.

The £500 grant towards the volunteer project was approved however on the basis that the quality of the wall construction is discussed (with some concerns on its current finish). It was agreed the funds should come from the reserved CIL funds.

e) To approve a grant of £500 towards to the Cranham Table Tennis Club from Parish CIL funds.

The grant was approved, the funds to be taken from reserved CIL funds.

f) To note the closure of the Parish Instant Access Account with a balance of £1.

The account closure was noted and the relevant forms signed by the signatories.

g) Locum Clerk to update the Parish Council on the current situation with Signatories on the Treasurers Account.

The Locum Clerk confirmed that there were 8 signatories to remove from the account and this had been requested at the same time as adding the 2 new signatories. It was noted that this request had not been fully completed as there were outstanding issues due to previous address links. Once the Locum Clerk is happy both the 2 new signatories have been correctly added she will then continue to remove the outstanding names.

19. To confirm the date of the next meeting – Tuesday 5th November 2024 at 7pm in the Cranham Village Hall.

The proposed date was changed to 7pm Tuesday 12th November 2024.

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 9.12 PM**

Approval Signature:

Initials & date: