MINUTES OF A CRANHAM PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 12TH NOVEMBER 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: District Councillor Pete Kennedy and 1 member of the Public

PUBLIC QUESTIONS

There were no public questions however the Chairman thanked Nigel Cooper for his support to the Parish Council during the year and for all his time and commitment to the Council over many years.

1. **Apologies** (To receive apologies for absence).

The Council accepted apologies from County Councillor Sue Williams and PCSO Nicola Wood.

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.

3. **Approval of the Minutes of the Parish Council Meeting held on 16th September 2024**

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

4. **a.** **To receive a report from County Councillor.**

In the absence of County Councillor Sue Williams the Chairman read out highlights from her recent report and email update.

b. **To receive a report from the District Councillor.**

District Councillor Pete Kennedy introduced himself to the meeting attendees providing information on his political background. Focusing on information most relevant for the parish he provided updates on the Council Plan and Local Plans. Cllr Sue Elliott reiterated the importance of the ‘Dark Skies’ policy for the parish and questioned the District Cllr on its inclusion in any updated Plans.

c. **To receive a report from the Council Chairman.**

The Chairman thanked the Councillors for their help with parish matters and confirmed his appreciation at seeing PCSO Nicky Woods recently in the parish. The Chairman also provided an update on planning decisions in the parish and confirmed that he hadn’t had an update on May House. It was confirmed that the notice board had been moved to its new location by the Blackhorse pub and agreement future focus on the playing field was required. Finally he advised the parish residents to be calm and tolerant with the pending road closure.

d. **To receive the Clerks Report, including updates on:**

- **General parish finances**
- **Dog waste bin**
- **Grit bin replacement**
- **Defibrillator training**
- **Webpage updates**

The Locum Clerk provided an overview on matters dealt with since the last meeting. It was confirmed that caution should be taken with parish finances for the remaining financial year and therefore a temporary hold had been put on investigations into the dog waste bin, playing field bin and defibrillator training. It was confirmed that these items were still budgeted for in the next financial year.

In reference to the grit bin, it was confirmed that the Locum Clerk was in discussion with another parish who will add 1 unit to their order when they order units. The exact date of this order was still unknown. Finally it was confirmed that the parish webpage had been updated to meet accessibility compliance and the new .gov website address update had been a success.

5. To ratify decisions made to update the Parish Council website to meet accessibility compliance and to meet guidance on the .gov domain.

The Councillors confirmed this update as being discussed and approved prior to the meeting.

6. To approve Mr J Strickland using the water at the allotments for another calendar year (2025) to wash his van and confirm the charge for using this facility.

It was approved for Mr J Strickland to continue using the allotments water supply for another calendar year (2025) at a charge of £50. As part of the discussions it was requested that an agenda item should be raised at the next meeting to discuss his contributions to the maintenance of the allotments.

7. To adopt the revised 2018 standing orders with 2024 amendments included.

The revised Standing Orders were adopted.

8. To adopt the updated Parish Emergency Plan.

The emergency plan circulated prior to the meeting was adopted with the request that the address for the flood advice website was added.

9. To discuss the allotment hedge quote from Jasper Drake (circulated prior to the meeting).

The allotment hedge quote (circulated prior to the meeting) was agreed on the basis that it would be a significant cut to both its height and depth to ensure maximum cost effectiveness was maintained. It was confirmed by the Chairman that another quote had been verbally sought from Mr Strickland however this was greater at £600.

10. To approve the 2025 quote from Glebe contractors for the grass cut.

The item was deferred until the next meeting to allow for further cost investigations.

11. To receive the following reports/ updates:

a. Speedwatch

Cllr Barraclough circulated the Speedwatch statistics prior to the meeting which showed a positive improvement in speed adherence, she also confirmed that the appropriate signage should be displayed at the end of November/ December. Cllr Barraclough explained the data noting that more results show an average speed of below 30mph and that besides written correspondence, further action had been taken on one repeat offender.

b. Playing field and Playground

Cllr Bodenham circulated an email prior to the meeting summarising his efforts in creating a new playing field committee. It was confirmed that so far only 1 person had replied to his request for new members, however he would continue to search for new committee representatives. Cllr Bodenham also updated the members on his communications with the school and the previous committee Chairman.

Also discussed was the Table Tennis Club grant and their progress with the improved surfacing and other playing field matters such as keys for access and a broken gate post which Cllr Drake and Cllr Overs suggested they may look at.

c. Allotments

Members discussed allotment matters including the requirement for contracts in the new year and the water meter replacement. The Locum Clerk confirmed that she would locate a contract example in preparation for approval at the January meeting.

12. To discuss the pending road works and road closure on the 15th November 2024.

Following multiple communications and a meeting prior to the Parish Council Meeting it was concluded that there was no requirement to discuss the matter further.

13. Accounts:
a. To approve the Accounts for Payment as per the list circulated prior to the meeting.

Accounts for payment:		**For meeting 12th November 2024**	
Payee	**Chq Number**	**Amount**	**Reason**
Glebe	FP	216.00	11th September grass cut
Waterplus	FP	35.46	Allotments water
Community Heartbeat	FP	59.94	Defib pads
T Slator	FP	261.67	Oct Salary: £235.67 Expenses: £26
HMRC	FP	59.00	October PAYE tax
Jasper Drake	FP	440.00	Playing field trees
Parish Council Websites	FP	175.00	Annual charges
Glos Playing Field Association	FP	50.00	Annual subscription
Glebe	FP	216.00	11th October grass cut
T Slator	FP	268.24	Nov Salary: £235.67 Expenses: £32.57
HMRC	FP	59.00	November PAYE tax
	Total	**£1,840.31**	

The accounts for payment were approved and signed by the Chairman.

b. To approve and adopt the Budget for the financial year 2025/2026

The draft budget was not approved with the item being deferred until the January meeting to

allow for amendments.
c. To approve the Precept for the financial year 2025/2026

The draft precept request was not approved with the item being deferred until the January meeting to allow for amendments.

14. To discuss and approve a change of meeting dates from the first Tuesday of the month to the third (or another agreed Tuesday in the month) in January, March, May, July, September and November.

It was confirmed that where possible meeting dates should continue to be scheduled for the first Tuesday of the month.

15. To confirm the date of the next meeting: Tuesday 21st January 2025 (or amendment pending agenda item 14), 7pm The Village Hall.

The next meeting date was confirmed as Tuesday 14th January 2025.

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16. Exclusion of press and public – Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, to resolve to exclude the public and press from the remainder of the meeting to protect the confidential nature if the business to be transacted.

17. To discuss and agree the Proper Officer arrangements.

Members agreed to continue the current arrangements for another 12 months.

THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.53 PM

Approval Signature:

Signature:______________________

Date:__________________________