

MINUTES OF A CRANHAM PARISH COUNCIL MEETING
HELD IN THE VILLAGE HALL ON
TUESDAY 4th MARCH 2025 AT 7 PM

Present: Cllr Mike Drake Chairman
Cllr Steven Bodenham
Cllr Richard Overs
Cllr Peter Shaw

In Attendance: County Councillor Susan Williams

No members of the Public attended.

PUBLIC QUESTIONS

There were no public questions.

1. Apologies (To receive apologies for absence).

The Council accepted apologies from Cllr Jenny Barraclough and Cllr Sue Elliott

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 Tuesday 14th January 2025.

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

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

County Councillor Susan Williams provided local updates on her progress with the roads, particularly focusing on Mill Lane in terms of the drains, patching and damaged bridge. She confirmed that she is still awaiting the structural engineers report on the bridge before any further decisions can be made. Cllr Steven Bodenham offered to help review the report once provided due to his engineering experience.

b. To receive a report from the District Councillor.

The District Councillor was not in attendance at the meeting and no report was provided.

c. Council Chairman updates.

The Chariman had no particular updates on this occasion however thanked the Councillors' for their support, specifically mentioning Cllr Bodenham for his efforts with the Playing Field, Cllr Barraclough for all her responses and County Cllr Sue Williams for all she has been doing for the Parish.

d. Locum Clerk updates.

The Locum Clerk provided a brief update on ongoing matters, including confirming that she had submitted the Parish Council response to the National Trust in reference to their Woodland project and had confirmation of its receipt. Concern was raised that a member of the project team had offered to meet with the Parish Council regarding increased traffic, however the members agreed that according to previous information the project was not

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intending to increase footfall in the village. The Locum Clerk confirmed she would question this.

The Locum Clerk also thanked County Cllr Sue Williams for helping the Parish apply for a £5,000 Build Back Better grant towards the playground restoration and hoped an answer would be received soon.

Finally it was confirmed that the annual ROSPA playground check would be completed in April, despite restorations not yet being started. Reference was given to advise the Locum Clerk had sought, confirming it would be appropriate to maintain the annual inspection date for items still being utilised.

5. New Financial Year grants. To agree the Parish Council approach when dealing with grant requests in 2025/26.

The Locum Clerk suggested a standard approach be agreed when dealing with the new financial year grants, especially as for the financial year 2025/26 the recent budgeting had only allowed for £600 in total. It was agreed that a standard response would be drafted for all applicants and that a decision would be made at the September meeting when Parish finances could be assessed half way through the year and better judgments could be made.

**6. Planning matters requiring a decision:
S.25/0278/HHOLD
Greenhill; Erection of garage & annexe accommodation.**

The Parish Council supported this application, however as an overriding comment, it required the District Council to question what steps are being taken to ensure that the plans comply with a Dark Skies Policy. Should Officers be minded to grant this application they requested that conditions are imposed regarding the use of external lighting, as Cranham Parish Council supports the Dark Skies initiative and the proposed site is in close proximity to open fields nearby SSS1 and NNR Cranham Common.

7. To discuss and approve a standard for Councillor responses when dealing with planning applications; where applications cannot be discussed at bi-monthly meetings.

It was agreed that a generic note would be added to all future agendas to cover any last minute applications that come forward prior to a meeting, ensuring all Cllrs have at least 48 hours notice to review the item.

In terms of email comments for planning applications. It was agreed that the Locum Clerk would continue to send the applications to the Councillors' requesting comments are passed to her by a certain date for collation. If she has not heard from a Councillor by the specified date, she will assume the Cllr has no comments to add and the final collated wording will only include responses received. The Locum Clerk confirmed that she will always acknowledge receipt of Councillors' comments, therefore if she has not confirmed receipt to check she has received the email.

8. To discuss the Great British Spring Clean event and finalise an approach.

Previous years were discussed with a reference to advice Nigel Cooper had provided. It was agreed the event was best organised for Saturday 29th March 10am-12pm using the Village Hall as a meeting point. The Locum Clerk confirmed that she would create a poster and contact Stroud District Council regarding resources and collections. Cllr Bodenham confirmed either himself, or another Cllr could also advertise the event on Facebook.

9. To approve the 2025 annual maintenance payment to J Strickland for his general work on the allotments in maintaining the communal areas.

It was clarified that J Strickland was expecting a payment to cover his maintenance of the allotments in 2024 and therefore an arrears payment. It was also confirmed that in January 2024 he had been paid £200 therefore this would be an appropriate payment again. Taking into consideration that Mr Strickland also paid the Parish Council £50 for his extra water usage at the allotments, the members agreed it would be appropriate to therefore pay Mr Strickland a contribution of £200-£50 = £150 (without a contribution from him for his water usage in 2025).

10. To receive the following reports/ updates:

a. Speedwatch

Cllr Jenny Barraclough was not present at the meeting to provide her usual report however confirmed that the Speedwatch Camera is currently experiencing some technical issues which are being investigated.

b. Playing field and Playground including:

• An update on the Build Back Better Grant Application

Cllr Steven Bodenham updated members on his progress with the Playing Field Committee referencing his pending meeting on the 5th March with the new committee members.

Cllr Bodenham explained his investigations with the Charity Commission and indicated that as it appears the annual turnover of the playing Field is less than £10,000 some reporting is not required. He indicated that the pending meeting would focus on new roles in the committee and how to then reinstate outstanding administration.

The School usage of the field was also discussed with a reference being made to previous agreements. It was concluded that at present the Parish Council would not reinstate the request for a contribution towards the playing field maintenance; with the hope the school could use these extra funds for resources within the school such as books. However it was agreed that clarification was required on its exact usage to allow for checks to be made with the insurance company. It was also agreed that whilst at present a financial contribution towards maintenance was not required, if the field becomes damaged from excessive usage, or maintenance costs increase this decision may need to be reviewed.

c. Allotments – including the response so far for an Allotment Manager

The Locum Clerk confirmed that she had not had any responses therefore would continue to display the advert online.

11. Accounts:

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

Accounts for payment:		For meeting 4th March 2025	
Payee	Chq Number	Amount	Reason
T Slator	FP	261.67	Feb Salary: £235.37 exp: £26
HMRC	FP	59.00	Feb PAYE tax
Rupert Chesmore	FP	75.00	First part of allotment hedge cut
Cranham Village Hall	FP	84.00	For dates: (9th July, 16th Sept, 12th Nov 2024) and (14th Jan, 4th March, 5th March and May meeting 2025)

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	Total	£479.67
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The Council agreed that the accounts be accepted for payment and signed by the Chairman.

b. To ratify the decision to hire a meeting room for the first Playing Field Committee Meeting.

The decision was acknowledged.

c. To acknowledge the continuation of the PATA annual membership in 2025.

The requirement was acknowledged.

d. To approve the continued annual membership to GAPTC on their 2025 annual renewal.

The continued membership was approved.

12. **To confirm the date and time of the next Annual Parish and Annual Parish Council Meeting: Tuesday 6th May; Annual Parish Meeting Start 7pm. Annual Parish Council Meeting start 7.35pm.**

Pending meeting date and times were confirmed.

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.10 PM**

Approval Signature:

Signature: _____

Date: _____

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