

**QUENINGTON PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**10<sup>th</sup> MAY 2018 AT QUENINGTON VILLAGE HALL**

**Present:** Cllr Michael Scott (Chairman), Cllr Don Downes, Cllr Serena Robinson, Cllr Janet Sallis, Cllr John Dooley, Cllr Maurice Denton. **In attendance:** Penny Ibbotson (Clerk)

1. **Apologies for absence:** Cllr Michael Sayer, County/District Cllr Theodoulou
2. **Open discussion:** No items raised
3. **Declaration of Interest on Items on the agenda:** None declared.
4. **Minutes:** It was resolved to sign the minutes of the Parish Council meeting held on 8<sup>th</sup> March 2018 as a true and accurate record of the proceedings. The minutes were duly signed by the Chairman.
5. **To receive report from County & District Cllr Ray Theodoulou:** Cllr Theodoulou was unable to attend the meeting.

**6. Planning:**

**6.1 To consider the following applications:**

**18/00970/FUL Erection of 20 dwellings at land at Sunhill, Welsh Way, Poulton:**

SUPPORT THE APPLICATION as although it is contrary to current planning policy, this site is an exception site that has been an issue for many years and a solution to remove the current eyesore is needed; this application is the best solution proposed to date. There would need to be safety improvements to the five ways junction at Sunhill to increase visibility as the increase in traffic would cause further pressure on this dangerous junction.

**18/01114/FUL Installation of air source heat pump in garden at Yew Tree Cottage, Victoria Rd and 18/01115/LBC installation of underfloor heating and radiators at Yew Tree Cottage, Victoria Rd:** OBJECT due to the noise pollution of motorised fans in the air source heat pump. This form of heating shouldn't be encouraged in the village. There would be no objection to a ground source heat pump.

**18/01078/FUL Erection of conservatory (retrospective) at Bakers Cottage, Church Rd:** SUPPORT

**6.2 Letter regarding proposed base station installation on Fowler's Hill, Quenington:**

This is not a formal application but the applicant has written to advise QPC of the latest proposal, which is to locate a pole on the verge at Fowler's Hill. CDC is currently checking ownership of this land and where the exact boundary of Hatherop Castle Estate lies. It was agreed to wait until the application has been formally submitted and gain public feedback before responding.

**6.2 To receive May 2018 Planning Report:** No items to report.

**7. Clerks Report:**

- QPC is now a member of the Institute of Cemetery & Crematorium Management and I have located a contractor based near Stroud that carries out memorial inspections; he will be contacted for a cost estimate to assess Quenington Cemetery.
- The Government has tabled an amendment to its own Data Protection Bill to exempt all parish and town councils and parish meetings in England from the requirement to appoint a Data Protection Officer (DPO) under the General Data Protection Regulation. There is still the requirement to comply with regulations and carry out an audit of information held.
- The GCC Growing Communities Fund has donated £1,500 (50% of cost) towards replacing the rubber safety surfacing underneath 4 items of equipment in the

playground. There may also be funds available from County Cllr Theodoulou to help with costs of edging the green.

- The request to remove one side of the Snake Drive street light (road side) has been confirmed following consultation with residents. The work should be carried out towards the end of June and all street lights in Quenington should be converted to LED lights by the end of August.
- The concrete capping on the Church Road 'Bus Shelter' wall has been completed.
- Mike Sayer is visiting Glos Archives at the end of May to look in old QPC minutes for evidence of the existing cemetery having been consecrated.
- The stone for the sample dry stone wall for the cemetery extension was delivered on 10<sup>th</sup> May and the sample wall built ready for CDC inspection.

## **8. Finance:**

**8.1 To review and accept the end of March 2018 accounts:** The accounts were approved.

**8.2 Review of project funding and use of unallocated funds:** The Clerk circulated reports detailing the current funding available and the predicted costs of upcoming projects. There is currently £5,688.53 of unallocated funds in the current account, this has accrued from unused precept over recent years. As there is £6,000 already in the General Reserves account, it was agreed that £500 of the unallocated funds is used towards the repair of the Green edge and the remainder is allocated to the new cemetery wall fund. This means that there should not be a need to arrange a loan to cover the total cost of the wall.

**8.3 To review and accept the May 2018 accounts:** The accounts were approved and the Finance officer had circulated a summary report prior to the meeting.

**8.4 Internal audit report:** The Internal Audit was completed on 9<sup>th</sup> May by Iain Selkirk and the accounts were all in order with no items to bring to the Council's attention.

**8.5 To review & agree quotes for playground safety surfacing & annual inspection:** The quotes for the safety surfacing were reviewed and it was agreed that to use bonded rubber was too expensive at the moment. It was agreed to appoint Rhino Play to carry out the work using rubber matting as this quote offered the best value for money. The total cost is £2,991 and half of the cost is being funded by the GCC Growing Communities Fund. Rhino Play will be contacted to find out when the work can be carried out and how long it will take to complete. The annual safety inspection is to be scheduled for after the new matting has been completed. Three quotes have been obtained for annual inspections and it was agreed to ask Louisa Hill to carry out the inspection at a cost of £100.

**9. Update on Parish Plan:** The draft questions have been circulated and will be reviewed at the meeting on Monday 4<sup>th</sup> June.

**10. To agree next stage with proposal to kerb the lower section of the Green:** As the Green is a registered Village Green, there are a number of consultations that need to be carried out: landowner, CDC, Natural England, Historic England & Open Space Society. ECT as adjacent landowner could also be included on the list. It was agreed to carry out these consultations.

**11. To discuss speeding concerns in Netherton:** The Community Speedwatch team are in the process of agreeing a suitable monitoring location in Netherton with the police. It would help to have more volunteers to help with the speed monitoring. A check will be made to see if there is a suitable post where the SID could be fixed to.

**12. Approval of Reserved Matters for cemetery extension:** Reserved Matters planning approval is needed for the cemetery wall sample, work to the trees and the gate. It was

agreed to relocate the existing cemetery field gate to the new cemetery wall. An application will be submitted to CDC and the fee is £116.

Scrub will need to be cleared from around the trees in the extension area to allow the wall to be built and a local contractor will be asked to carry out this work. Mike Scott will contact the farmer to arrange access for the wall construction.

**13. To consider second defibrillator for Quenington:** A local Community First Responder has been in touch to advise that the recommendation is for a defibrillator to be located every 200m. It was felt that the current defibrillator is in a good central location and is currently sufficient. Xylem also has a defibrillator on its site.

**14. Review of Annual Parish Meeting:** Parking on the Green was raised as a concern by residents; Bromford is to be contacted again to ask them to contact residents and inform them not to park on the Green, in particular at the top of the Green where there has been significant grass damage by a van that is regularly parked there.

There was lower attendance at the Annual Meeting than in recent years, a suggestion has been made to have a village Facebook page to promote local activities and meetings and this will be investigated. The Village Hall already has a Facebook page and there is a local Community website - <http://www.whichq.net/looking-ahead.html>. A possible change in format for the meeting will be considered, Coln has a more informal 'Village Meeting' which is quite successful.

**15. Any Other Business**

- The ivy on the bus shelter roof needs to be removed to prevent damage to the roof. A local contractor will be asked to carry out this work.
- A new 'No dogs' sign has been ordered for the playground and Maurice will fix this to the entrance.

**16. Open Discussion:** No items raised.

**17. Date of next Meetings:**

Finance/Parish Plan Meeting - Thursday 4<sup>th</sup> June 2018 at 8pm  
Thursday 12<sup>th</sup> July 2018 at 8pm

There being no further business, the meeting closed at 9.30pm

\_\_\_\_\_ Chairman

\_\_\_\_\_ Date

**ACTIONS:**

The following actions were identified in the meeting. These do not form part of the minutes of the meeting and are only included here as a reminder of actions arising in the meeting. Related sub-sections from the meeting minutes, the action and the responsible councillor(s) are shown below:

<b>Sub-section</b>	<b>Action</b>	<b>Responsibility</b>
<b>8.5</b>	Arrange for safety matting work and annual inspection to be carried out	
<b>10.0</b>	Carry out consultations re work to the Green	<b>PI</b>
<b>11.0</b>	Look for suitable SID pole in Netherton	<b>MD</b>
<b>12.0</b>	Apply for reserved matters approval for cemetery extension & contact contractor re scrub clearance Contact farmer re access	<b>PI</b> <b>M Scott</b>
<b>14.0</b>	Contact Bromford re parking on the Green	<b>PI</b>
<b>15.0</b>	Arrange for ivy to be cleared from the roof Fix new No Dogs sign	<b>PI</b> <b>MD</b>