

Up Hatherley Parish Council: Minutes of the Parish Council Meeting held in the Village Hall, Cold Pool Lane on Tuesday 7th September 2021, at 7.30 pm.

1280 Members Present

Chair: S. Bamford; also present, P. Worsley, A. Bamford, J. Wells, R. Whyborn, A. Houlton, J Furley, N. Holden, J. Sankey and D. Young.

Also, in Attendance: 2 parishioners who were interested in joining the council and Clerk Kathryn Oakey.

1281 Apologies

Cllrs, D. Willcox and A. Ponting.

1282 Welcome

The Chair welcomed all to the meeting. She informed members that our new borough councillor Julie Sankey has expressed an interest in joining the council and the two parishioners present were here to see what went on so that they could make a decision on whether to join.

1283 Questions

The Chair explained that we have a slot for questions for parishioners at the beginning of meetings and a query was raised about the rubbish where youths are gathering around the Hillview. Unfortunately, there is no easy solution to encourage people to use bins.

1284 Co-option of new members / update on vacancies

The Chair proposed that we co-opt Julie onto the council, and all were in agreement. Julie joined the meeting.

1285 Declaration of Members' Interests

Cllr Young declared an interest in any discussion on Greatfield Park as he has taken on a new role as Chair of governors. Cllr Houlton declared an interest in the item on health walks.

1286 Minutes of the last meeting 6th July 2021.

All were in agreement, and the Chair signed the minutes and initialled the minutes.

1287 Planning and Finance

1. Action Tracker

Attached as appendix A. It was confirmed that the Chair will update the tracker and circulate after the meeting rather than going through the tracker at the meeting. Items for action were on the agenda.

2. Planning Tracker

Cllr A Bamford informed the meeting that 3 applications had been received within the last week.

The issue with Morrisons, it was confirmed that the application had been received and discussed. There was a discussion on whether the recycling facilities will be put back after the work has finished, and some concern raised that it wouldn't be. The nearest alternative is Bath Road.

The Clerk was asked to contact Karen Watson at Ubico to see if the Village Hall could now have recycling boxes as the rules had changed and it could not be collected with the normal recycling waste.

Cllr Bamford informed members that he will be visiting Manor Park as an application there seems to be very close to the boundary, so he will check that neighbours are aware. A discussion took place on permitted development rights within the parish, and it was confirmed that some areas of the parish had permitted development rights withdrawn. It was suggested that members needed to be updated on the rules for the parish.

3. Tewkesbury BC Community Governance Review

Tewkesbury are undertaking a review, so it seems an ideal opportunity to raise the issue of the rural parts of the parish and the poor maintenance on these areas since they moved out of the parish. Cllr A Bamford has drafted a response which has been emailed to all members and it was agreed that we respond on the lines proposed.

4. Finance

The list of payments is attached as Appendix B. It was agreed that the Zoom subscription can now be cancelled as if we need a quick catch-up meeting, we can make use of the free 40-minute facility.

1288 Community Engagement

1. Parish Survey

Cllr Ponting was not present; however, Cllr Furley presented a proposed survey monkey version based on the free version. All were in agreement that we take out an annual subscription at a cost of £384 rather than a monthly subscription of £99 per month. It was agreed that this item can be progressed as it is hoped that it can be launched before the next meeting. A link to the survey will be included on the paper version. Cllr Holden will liaise with the Clerk re getting the paper copy printed.

2. Youth Work

Inspire to Aspire have been appointed and the Chair reported that they were working well. A meeting is to be held with them this week so she will feedback once this has taken place. She proposed that to get the youth engaged we offer up a free chips token that the youth workers can give out, via the Lakeside chippy. The cost will not be excessive, and the intention is that the chip shop will invoice the parish council depending on how many tokens have been presented. All were in agreement so the Chair will progress.

3. Foodbank / Holiday Hunger Project

This has been a big success. Free meals at Morrisons were provided and pizza kits handed out. Feedback has been very positive and there was a good volunteer effort around the scheme. Thanks were passed on to Morrisons and Cllr Whyborn for putting the bid together to Cheltenham BC. Overall, around 92 adults and 121 children were fed. At the start of the holiday, the scheme also gave over 100 pizza kits (plus strawberries and cream) to Belmont and Betteridge Schools for distribution to families on free school meals.

The Chair informed members that we needed to think about the longer-term storage for the foodbank. We have been using St Margaret's Annex; however, this may come at a cost in the future. It was noted that the foodbank had featured on ITV news this evening, with a parent from Lakeside.

4. Parish Record

Letters will go out on 1st October and Cllr Worsley asked for ideas for the magazine. He asked if we could include an article on the Citizens Advice service as they were keen for an advert and all were in agreement that this should be included.

1289 Police and Community Safety

Cllr Young reported that he continues to stay in touch with the NHW Officers by email and intends to have a meeting in the next few weeks. They are keen to have a Crime Prevention Seminar later in the year perhaps focussing on cyber crime.

The recent arson attacks in Broad Oak Way and Rothleigh (behind Morrisons) on 2nd September are a worrying trend, however an arrest has now been made. Residents appreciated Ubico and the Police visibility the following day.

There was a further traffic accident on the Junction Up Hatherley Way and The Poplars in August. There are reports of vehicles, including goods vehicles, continuing to seriously cut the corner whilst turning into the Poplars. Cllr A Bamford expressed concern as this was raised when Highways were looking at improvements to the junction. It is unlikely that GCC will be aware of the accidents so unlikely that they consider the junction to be a concern.

Crime Statistics for the parish remain low and an update will be provided in September. Burglary remains of concern, together with courier fraud scams.

1290 Footpaths and Open Spaces

Cllr Willcox was not present however has provided the following update to be noted regarding the PROW application:

For the record to note that the application for a new public right of way between Cheriton Park and Farmfield Way, ref email from Jaci Harris on 11 August is now identified and subject to no adverse comments will be included on the Definitive Map.

Health / Wellbeing Walks

It was agreed that the parish will take over responsibility for the Health and Wellbeing Walks. Our insurers have confirmed that this will be covered under our existing public liability cover, so long as we have a nominated lead for the walks, which will be Cllr Houlton, and a Risk Assessment. Cllr Houlton confirmed that he will maintain a list of names for each walk.

Green Space Volunteering

A paper has been circulated in advance of the meeting and the Chair asked that three projects be selected so that work could commence. She confirmed that she will liaise with the volunteers to progress. Options including those agreed are:

- Pocket Park – agreed that this is taken forward
- Windermere Road – agreed that this is taken forward
- The Spinney and area behind Morrisons – agreed that this is taken forward.
- The path across Cheriton park – this will be deferred
- Path from Long Mynd to Caernarvon Park – this will be deferred

The Chair will liaise with the borough council re the appropriate kit and disposal of waste. It was suggested that high viz jackets be purchased, so this will be explored.

1291 Highways & Transportation

Cllr Whyborn updated the meeting on the 20mph issue. Following a question to Cabinet GCC have confirmed that the only area under consideration is Hatherley Road and Hatherley Lane, from the B&Q roundabout to the Laundry and Wards Road. GCC are holding meetings with the Police and bus operators will also be consulted.

Cllr A Bamford reported that the crossing by Sunnyfield Lane is progressing, although progress is slower than we would have liked.

The VAS was discussed. A static VAS is not approved by GCC, so the only option is another mobile VAS. This means that a solar VAS cannot be installed so another battery-operated VAS is needed. It was suggested spare batteries are purchased so that these can be put on charge whilst the other battery is in use. The budget already agreed to buy the two VAS units will be sufficient, although the type will need to be reconsidered. It was agreed that Cllr Whyborn refresh the VAS quote to ensure that the change is still within budget, if it is higher, he will feedback before going ahead with an order. He will consider a unit that flashes "slow down" and gives the speed of the car.

The battery has recently been replaced at Sunnyfield Lane. Over 12 days there were 28,000 hits of speeding in the 30mph zone. This could mean that a sign saying slow down and displaying the actual speed would allow drivers to slow down as they enter the 30 zone (they are in the 40 zone when they trigger the VAS). It was suggested the VAS is moved to the Poplars next.

Cllr Whyborn reported that he is trying to set up the next meeting with Highways. The new Highways manager continues to be very proactive so the overall situation on repairs in the parish is good.

that the working group had now met and proved very constructive. The new officer at the county is doing a great job. Flooding issues were raised, and something is to be done, probably involving putting cameras down the drains. The issue in Sunnyfield Lane will be more problematic as it goes beyond the county council's area of responsibility.

Missing lane markings are to be replaced on Coney Cree and Cold Pool Lane, and patching is to be carried out in several areas. A drop step is to be installed by Sunnyfield Lane to assist mobility scooters.

A resident has requested a pedestrian crossing by Sunnyfield Lane, however although Cllr Whyborn will raise this with the highway manager it is unlikely to be seen as needed due to insufficient expected usage. Also, its location cannot be confirmed until the new bus routes for the new Leckhampton School have been determined. A general discussion took place around the lack of pavement from Sunnyfield Lane to the Lakeside football ground, so Cllr Whyborn will also consult the local highway manager at his next walkabout on 8th July. If anyone has additional concerns, they will email Cllr Whyborn before the 8th so that he can include.

Cllr Whyborn informed the meeting that there is no further progress on the 20mph schemes. He has raised it at full Council.

1292 Village Hall

A comprehensive survey has now been carried out and the next steps are to meet with the surveyor at the site to discuss the options he has presented. The roof tiles are in a poor state, worst than envisaged, and although the asbestos has been confirmed as being stable it would make more sense to

remove it. The Clerk will contact the surveyor and get some dates for the Chair and Cllr Wells to meet with him.

1293 Communications

Cllr Furley had nothing further to report.

There are still vacancies for school governors at Lakeside and Greatfield, so if anyone had an interest to let Cllr Young know.

There is a community event at St Margaret's Hall on 6th November. It was suggested that the parish council attend and get involved to raise the profile of the council.

1294 Next Meeting

This will be 2nd November in the Village Hall.

..... 2 November 2021
Chair

Action Tracker						
Serial	Item	Responsible Cttee/ Individual	Date Added	Expected Completion Date	Progress to Date	Status
1	Purchase of further speed reduction equipment	Highways WG	Wednesday, January 1, 2020	Not this financial yr - Summer 2021	Up Hatherley Way identified as a priority. Hatherley Road and Alma Road also now identified as problem areas. Council agreed to purchase 2 'permanent' VAS machines at Jan 2020 meeting- agreed in principle. Highways group pursuing options with new Highways manager.	Open
5	Commission a Management Plan for the Nature reserve jointly with Shurdington	A Bamford	Saturday, June 1, 2019	#####	Located original plan, now shared with Shurdington - proposal to form volunteer force to start clearance. UHPC carried out litter picking on Sat 14th March. Full work to commence post nesting season- on hold	Open
9	Proposal for new and resited bins around the Parish	F&OS WG	Spring 19	TBC	Awaiting feedback from CBC - to be chased. Met with CBC and UBICO, agreed to some proposals and rejections were accepted. Awaiting action from CBC and UBICO. Trial bin placed on Fernleigh green	Open
10	Crop intrusion on footpaths in fields	A Bamford via Simon W	Sunday, September 1, 2019	#####	Ongoing - decided on course of direct action on problem areas.	Open
15	Establishment of Community Grant Scheme - what do other Parish Councils do?	S Bamford	Sunday, September 1, 2019	Summer 2020	Scheme now in place	Closed
16	Consider quotes for Caernarvon Park (gym equipment) with GCC community money	F&OS WG	Saturday, June 1, 2019	#####	Meeting with CBC Parks officer. Agreed location alongside enclosed play area. Now Installed. Need a plan to get it re-launched post lockdown	Closed
17	Carrying out a further parish survey	N Holden/A Ponting	Sunday, September 1, 2019	#####	Draft survey agreed and undergoing formatting. Timetable for printing, distribution and analysis to be agreed at September meeting	Open
18	Production of an Emergency Plan	A Bamford	Tuesday, May 1, 2018	#####	Ongoing - draft completed. Circulated for comment. Agreed at March council meeting	Closed
19	PC email addresses for all Councillors	R Johns	Saturday, September 1, 2018	#####	Up and running now	Closed
20	Digital Mapping	J Furley	Friday, March 1, 2019	#####	Ongoing	Open
21	Sunnyfield and Morrison's Roundabout Line painting request	Highways WG	Friday, March 1, 2019	#####	Ongoing - action agreed with local Highways Officer, Morrisons being discounted, Sunnyfield promised.	Closed
23	Investigate volunteer team to assist with footpath management	Community Engagement	Sunday, September 1, 2019	#####	Ongoing. Have a list of volunteers - may need help with co-ordinating volunteer work force.	Open
24	Theme for next public Police and Community Safety meeting to be cyber crime	P&C WG	Thursday, August 1, 2019	#####	On hold due to pandemic	On hold
25	Another bicycle marking event to be held in January 2021	P&C WG	Sunday, September 1, 2019	#####	Outdoor event held May 2021, next event possibly at Village Hall January 2022	Open
26	Ensure that all hall hirers are trained on the equipment they use.	VH WG	Sunday, September 1, 2019	Tuesday, June 1, 2021	A programme of training to be established. Full written instructions to be created and circulated post lockdown	Open
27	Review the arrangements the Parish Council has in place for maintenance of the greens we own.	Full Council	Sunday, September 1, 2019	#####	Mowing with boxes to collect cut grass started March/April with increased charges expected	Closed
28	Public of right of way application - monitoring progress	F&OS WG	Thursday, June 1, 2017	Ongoing	Monitoring ongoing application	Open
29	Tree planting in parish	S Bamford	Wednesday, January 1, 2020	Ongoing	3 centenary Oak trees planted on Up Hatherley Way in March and CBC/Forestry commission scheme carried out in Manor Farm open space also. Further planting in autumn agreed at July meeting	Open
30	Condition of pathway leading to Caernarvon Park from/to Long Mynd Avenue	R Whyborn	Wednesday, January 1, 2020	#####	Path surface is extremely poor and over grown. Repair work carried out by Highways in late autumn 2020.	Closed
31	Lakeside Primary School letter requesting assistance with "Daily Mile" project	Full Council	Wednesday, January 1, 2020	Ongoing	School looking to install all-weather perimeter track to allow all year round engagement by children and staff. Full council decision made at March meeting -project completed.	Closed
32	Improvements to Caernarvon Park and Cheriton Park by CBC - how can the PC support this?	F&OS WG	Wednesday, January 1, 2020	Ongoing	Public consultation carried out and contribution to CBC agreed- awaiting start date	Open
33	Improvements to other open spaces in the Parish	S Bamford	Tuesday, September 1, 2020		Work on Broad Oak Way Spinney to has taken place (and camera on loan and installed) Discussing with the Police extension/repositioning of camera on loan.	
34	Formation of a volunteer group for our open spaces	S Bamford	Tuesday, September 1, 2020		Proposals for initial projects to be considered at September meeting	
35	Support for initiatives in the Parish to combat Food Poverty	R Whyborn/S Bamford	Saturday, August 1, 2020	Ongoing	Have contributed £1500 to date for Morrisons initiative through schools. Lakeside Community project opened at St Margarets Hall February 2021. Holiday Hunger project well supported with volunteers -reviewing changes to the scheme required in view of need to re-site food bank in the future	Open
36	Youth Projects for Summer 2021 and all the year round	S Bamford/D Young	Friday, July 31, 2020	Ongoing	Agreed contributions of £5K to each scheme. Springbank Community Project ran a 4 week holiday scheme and Inspire to Aspire are running year round youth work. Monitoring in place and scheme to be discussed at September meeting.	Open

Payments List:

Appendix B

1-Jul	hi lo	Window Cleaning	20.40
1-Jul	Mrs Reay	Cleaning	145.00
7-Jul	S Bamford	Garden Competition refund	517.60
9-Jul	Springbank community	Summer Holiday Activity Programme - Payment 1	2,000.00
10-Jul	bunzl	Cleaning supplies	50.74
1-Jul	St Philips	Magazine	150.00
8-Jul	British Gas	Hall Electric	25.33
23-Jul	zoom	Zoom monthly subs	14.39
21-Jul	British Gas	Hall Gas	43.00
31-Jul	BT	Hall Internet	41.94
19-Jul	K Oakey	Hall supplies / equipment refund	35.72
3-Aug	Mrs Reay	Cleaning	157.50
9-Aug	British Gas	Hall Electric	25.04
20-Aug	Cheltenham BC	Detached Youth Work Project Contribution	5,000.00
9-Aug	British Gas	Hall Gas	43.00
23-Aug	C. Bond	Painting	160.00
24-Aug	Hi Lo	Window Cleaning	20.40
24-Aug	Basnett Associates	Hall Plans and initial survey	2,400.00
25-Aug	Zoom	Zoom monthly subs	14.39
31-Aug	BT	Hall Internet	41.94