Didmarton Parish Council

Didmarton Parish Council Meeting

7.30pm on Tuesday 3rd September 2024 at Didmarton Village Hall.

Minutes

Meeting commenced at 7.40pm

Present – Cllr's. H. White, S. Hewlett, J. Hammond, A. Darbyshire, H. Turner, S. Hardy (newly elected at this meeting), District Cllr. T. Slater. Clerk. S. Hale.

24.30 Public participation - No members of the public present.

24.31 No apologies received – Cllr. Rogers absent.

24.32 No declarations of interests.

24.33 Council resolved to approve the minutes from 2nd July 2024

24.34 No report from County Councillor Hirst

24.35 District Councillor Slater reported changes to refuse collection rounds have been problematic with several repeat missed collections, compounded by staff absence due to widespread sickness. We should see an improvement in the service henceforth. CDC need to treble their housing provision as a result of new Government demands. The locations of the builds are yet to be decided. CDC Local Plan will need to be reviewed.

24.36 Following correct advertising of a vacant position on the parish council, councillors voted in favour of co-opting the only applicant, Mrs Sam Hardy onto Didmarton Parish Council. A Declaration of Acceptance of Office was signed and witnessed. Cllr. Hardy then joined the meeting in her new position. The clerk will compile and send a welcome pack.

Finance

24.37 Council noted that the DVHCC Chairman was informed of the council's decisions regarding the DVHCC D-Day supplementary grant award, and that the decorating grant application had not been supported until other grant opportunities had been considered.

24.38 Council noted the bank reconciliation and internal controls completed by the Clerk and Cllr. Darbyshire. Prior to the meeting, all councillors had opportunity to view the online finance folder.

24.39 Council noted an insurance claim for theft of benches has been submitted as follows,

- 2 benches - £700
- Installation costs - £200
- Replacement plaque (Provided by the Residents of Didmarton) - £25 for DIDMARTON PARISH COUNCIL engraving on one new bench.
- Total £925 - £250 excess = £675

[redacted]

24.40 Councillors resolved to ratify the following payments and noted receipts.

	Receipts	
07/07/2024	HMRC VAT126 reclaim	£421.21
09/07/2024	Gross interest	£12.45
09/07/2024	Gross interest	£11.93

	Payments	Net	VAT	Gross
01/07/2024	PATA Payroll for Q1	£16.85	£0.00	£16.85
	Clerks pay for Q1	[redacted]		
	Hathaway Groundcare - inv 484	£116.25	£23.25	£139.50
08/07/2024	HMRC PAYE Q1	[redacted]		
17/07/2024	DVHCC Grant for additional D-Day Commemoration payment	£105.00	£0.00	£105.00
	Roadware - 5 replacement grit bins	£444.75	£88.95	£533.70
23/07/2024	ICO registration fee - direct debit	£35.00	£0.00	£35.00
27/08/2024	Hathaway Groundcare - inv 521	£116.25	£23.25	£139.50

24.41 Council resolved to purchase cork backing boards for the village noticeboard. Payment by debit card from Amazon. £25.00 budget. Clerk to action.

24.42 Benches – Council considered and resolved to approve installation of 2 new hardwood benches at Joyce's Pool with "Didmarton Parish Council" engraved across the back of each bench. Benches are to be concreted into the existing concrete plinths.

- Benches £245 + vat each
- Delivery £30 + vat for both benches
- DIDMARTON PARISH COUNCIL routered across the back support of each bench £25 + vat per bench
- Installation costs (no vat)
- Cement into the concrete plinths £250 (recommended option as more secure)

Total cost for 2 engraved benches cemented into existing plinths = £600 + £120 vat + installation £250 = 850 + £120 vat

A budget of £1,000 + any VAT costs was agreed upon and this would come from the general reserve which would subsequently be hopefully partially reimbursed by the insurance claim. Delegated to Clerk to action.

24.43 Council resolved to approve the annual statement of effectiveness of internal audit and internal controls.

24.44 Council resolved to add Cllr. Sally Hewlitt as an additional delegate authoriser within Lloyds online banking.

24.45 Council noted the Neighbourhood CIL report was submitted to CDC, and published on the website

24.46 Council noted that an HMRC VAT126 reclaim of £421.21 has been received for financial year 2023/2024.

24.47 Council noted the notice of electors' rights was published between 3rd June and 12th July 2024 inclusive, & all year end documentation is also on the website

Planning Matters – Council to consider live applications and any actions to be taken.

24.48 Reference 24/02200/TCONR
Application Validated Mon 29 Jul 2024
Tithe Barn. The Street, Didmarton. GL9 1DT
T1 - Six tall stems of Western Red Cedar to be reduced in height by half to allow more light into planting area
T2 - a group of three Leyland Cypress to be removed to ground level to allow other more specimen trees beside to flourish
T3 - Oak tree to be removed to ground level to allow Beech tree beside to flourish
T4 - Larch tree that is engulfed in Ivy and leaning to be felled at ground level
T5 - Large Oak tree to be crown lifted by approx. two meters all round
Status Awaiting decision

24.49 Reference 24/02249/FUL
Application Validated Tue 13 Aug 2024
West End House. The Street. Didmarton. GL9 1DT
Erection of one self-build dwelling and garage along with the reconfiguration of an existing access, associated car parking, landscaping, and drainage
Status Awaiting decision

24.50 Reference 24/02188/LBC
Application Validated Mon 12 Aug 2024
Fox Cottage, 37 The Street, Didmarton, GL9 1DT
External and internal renovation works: includes alterations to internal layout, installation of windows, rooflights, doors, wood burners and entrance gate, erection of pergola
Status Awaiting decision

24.51 Reference 24/01244/FUL
Application Validated Thu 04 Jul 2024
Old Manor Farm House, The Street, Didmarton GL9 1DT
Conversion of stable/barn into residential dwelling house
Status Application permitted – 27th August 2024

24.52 Reference 24/01245/LBC
Application Validated Thu 04 Jul 2024
Old Manor Farm House, The Street, Didmarton. GL9 1DT
Conversion of stable/barn building into residential dwelling house
Status Permitted – 27th August 2024

~~24.53 Reference 24/01245/LBC~~

[redacted]

~~Application Validated – Thu 04 Jul 2024~~
~~Old Manor Farm House, The Street, Didmarton GL9 1DT~~
~~Conversion of stable/barn building into residential dwelling house~~
~~Status – Permitted – 27th August 2024~~
Duplicate

25.53a Council considered the planning application consideration process and resolved that henceforth, once the clerk had circulated a planning application, councillors had 3 clear days in which to submit any comments to the clerk and fellow councillors. If there were no objections, the clerk was to have delegated authority to update the planning portal as appropriate. If objections were to be considered, an extraordinary meeting of the council would need to be called as per standing orders.

24.54 **Highways Matters**

24.55 Double yellow lines update - No records exist as to the decision-making process for installing double yellow lines throughout the length of the village. Only the actual traffic order exists. Councillors resolved not to oppose repainting of the double yellow lines as an when Highways decide to do so and to let process this take its natural course.

24.56 **Winter plan**
Council resolved to adopt and publish the Winter Plan.

24.57 **Policies & Procedures**
24.58 Council resolved to adopt the latest version of Financial Regulations based on the latest 2024 NALC model document.

24.59 **Assets**
24.60 Salt bins – council noted that the 5 half-barrel salt bins in the village centre have been replaced with the new lidded bins. Old Highways bins await collection.
24.61 Joyce's Pool Management – council noted the clerk's update that a site visit had been conducted with Estate, and Parish Council representatives. A site meeting is planned with the Highways Manager to consider drainage in the area, and communication is awaited from the Estate Solicitor regarding formalising activities at the site. In the interim, the previously advised responsibilities remain in place. Update at the next meeting
24.62 Council to agree to cause integrity checks to be undertaken of all assets before the next meeting. Councillors with responsibilities to check and record the condition of all assets before the next meeting as follows.

- Defibrillator and Cabinet Cllr. White
- Bus shelter Cllr. White
- Old bus shelter sign Cllr. White

• Roadside planters	Cllr. White
• Milestone	Cllr. White
• War memorial	Cllr. Turner
• Dog poo bins	Cllr. Turner
• Creep-Hole 'kissing gate'	Cllr. Turner
• Joyces Pool plinths, & sign	Recently completed by the Clerk.
• PC owned salt bins	Recently completed by the Clerk & Cllr. Hammond.

24.63 **Training**

24.64 Council noted that the clerk has emailed a copy of NALC 'The Good Councillor's Guide' to all councillors.

24.65 New councillor to be given the option of New Councillor Training @ approx £45 with GAPTC (next available session 18th September). Clerk to liaise with Cllr. Hardy with appropriate induction documentation and support.

24.66 **Other Matters**

24.67 Repeated missed bin collections – Cllr. Hammond update further to that already given by Cllr Slater. The most recent collections had been undertaken without issue.

24.68 Correspondence received regarding nuisance bonfires. Sign-posted to CDC nuisance reporting facility.

24.69 **Matters Arising – no spending decisions can be made**

DVHCC Chairman made contact today asking about a way forward for getting the VH driveway resurfaced. Two quotes have been received for just under £17K for regrading and compacting the existing driveway. A complete resurface including VAT is going to be around £30k inc. vat. The clerk was instructed to write to DVHCC and explain that the council's position remained unchanged in that other grant opportunities should be explored and applied for before applications are made to the parish council for funding. Some grant opportunities worth exploring are,

- National Lottery Community Fund
- Friends of the Cotswolds (£2k max)
- Gloucestershire Build Back Better Fund
- Village Halls Main Grants – DEFRA & ACRE – 20% of coats.
- Garfield Weston Foundation – up to £30k for village halls

A rise in crime in the village was noted. Clerk to research crime maps, ask the Neighbourhood Policing Team for patrols, and to research the state of the Neighbourhood Watch Scheme.

24.70 **Date of next meeting -** Tuesday 5th November 2024

[redacted]