FRETHERNE WITH SAUL PARISH COUNCIL

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Minutes of Fretherne with Saul Parish Council Meeting held at Saul Memorial Hall at 19:00 on the 31st July 2024.

Present: Cllr B Findlater (Chairman), Cllr C Bierer, Cllr L Jeffries, Clerk K Brown

In attendance: Cty Cllr S Davies, Dist Cllr R Brown

Register of General Public attending meeting: Three members of the public was present

Agenda

010724 **To receive apologies for absence.** No apologies received

020724 **Declarations of Interest on the Agenda** - None

030724 **To approve the minutes of the meeting held on 26th June 2024** – The minutes were resolved to be a true reflection of the matters discussed.

040724 **Public Question Time**
10 Minutes is allocated to allow members of the public to address the Parish Council, 3 minutes will be allocated to each person. Speakers are requested to keep their comments brief. Standing Orders item 3, para (e)(f)(g)(h)(k).
As some Dist and Cty Cllr's had not arrived, the Chairman moved this agenda point to after hearing the Dist Cllrs report.
A member of the public has raised concerns about the condition of the Queen Elizabeth II Silver Jubilee Bench which is located at the end of the Memorial Hall Playing Field. If had become overgrown by brambles and once uncovered it was apparent that the timbers were rotten. After an appeal to parishioners which did not receive any donations, the member of public has brought the quote for replacement timber to the Parish Council to request possible funding. The Councillors thanked him for attending, would consider the quote he has received and will respond once this has been discussed.
Member of the public left the meeting at 19:14
The Chairman made a motion to hear a presentation by the Memorial Hall Committee to later in the meeting. Approved.

050724 **To receive a report from County Councillor Stephen Davies.**
The Chairman made a motion to move this agenda item to a little later in the meeting – Approved

060724 **To receive a report from District Councillor Richard Maisey**
Dist Cllr Maisey did not attend the meeting but had submitted a report
There is a drop-in event for those interested in what is happening to the Old Stroud Library and adjoining church. This takes place on 19th August between 3:00 – 5:00 pm at the new library in Merrywalks Stroud. There will be advisors available to answer any questions.
SDC resolved at the meeting on 18th July

1. To include a 5 year capital repair budget for Stratford Park Leisure Centre and Lido or £2.748 million in the capital programme and additional revenue costs of £244k oer annum in the medium term financial plan and to instruct Leisure Services to commence a wider investment appraisal.
2. To accept the Annual Report of the Audit and Standards Committee that SDC have adequate governance and management and internal frameworks in place, including internal/external audit services.
3. To approve the Treasury Management Activity Annual Report 2023/24
4. Agreed to support in principle the Pride of Gloucestershire bid for Europride in 2027 (a LGBT event)
5. Agreed a member champion for litter and clean environment and appointed Councillor Jill Thomas in that role.

Dist Cllr Robert Brown also attended the meeting to introduce himself to the Councillors.

Dist Cllr Brown left the meeting at 19:07

070724 **Planning Application**

Application Number: S.24/1124/HHOLD
Location: 2 Clifton Place, Moor Street, Saul, Gloucester.
Application Type: Householder Application
Description: Erection of a first floor rear extension.
Respond by date: 12.07.2024 extension granted to 01.08.2024

25/9/24

Parish Council have no comments

Planning Decisions

Application Number: S.24/0984/HHOLD Mavic, Moor Street, Saul, Gloucester.
Description: Erection of two storey extension
Decision: Withdrawn
Application Number: S.24/0389/LBC Saul Lodge West, Arlingham Road, Saul, Gloucester.
Description: Replacement of two windows.
Decision: Awaiting decision
Application Number: S.24/0007/HHOLD 1 Garden Cottages, Framilode Passage, Saul, Gloucester.
Description: Erection of single storey rear & double storey side extension. (Resubmission of S.23/0684/HHOLD - extend the permitted single storey side extension).
Decision: Awaiting decision
Application Number: S.24/0033/HHOLD Field View, 6 Sandfield Crescent, Church Lane, Saul.
Description: Erection of 3 storey side extension. Alterations to permitted application - S.23/1321/HHOLD.
Decision: Permitted

080724 **The Chairman will move the adoption of the following resolution; that under the Local Government Act 1972 and Public Bodies (Admissions to Meetings) 1960, Council delegates the planning responses, between the dates 1st August to 25th September 2024, to the Clerk in consultation with the Parish Councillors via email.**
Some planning applications have limited respond by dates or are circulated during a period when there are no planned parish council meetings. In this instance, the planning application will be circulated to the Councillors by email, reviewed and responses sent to the clerk. The Clerk will then respond to the planning application on the SDC website. The response will be formalised at the next meeting. However, contentious planning applications will need to be discussed at a formal meeting where members of the public are able to raise points
Proposed, seconded with all in favour

Cty Cllr S Davies and the Memorial Hall Committee members arrived at 19:28

050724 **To receive a report from County Councillor Stephen Davies.**

- The new Stroud Library has been reopened.
- The old Stroud Library and Meeting Rooms has an opportunity for any local community groups to take it over, however, here is a lot of renovation work to be done.
- |There is a consultation open for Merrywalks in Stroud and the upgrade of the bus stations with seating and electronic timetables.
- Highways budget has had an input from reserves and is looking at refreshing white lines and potholes. Also looking at improving footpaths and pavements.
- The Holiday Activity Funding will continue through the Summer holidays.
- A Family Hub has been opened in Stonehouse, to help families from neonatal upwards; it is also a hub for other groups.
- Following the announcement of the retirement of the leader of Gloucestershire County Council, Cty Cllr S Davies is standing for election to the position.
- With regards to the red fencing along Moor St, the Highways Engineers have worked out a solution to the problem. It is now pending for costing and sign off.

Two representatives of the Memorial Hall Committee (MHC) updated the Parish Council on their fund-raising objectives and current considerations.

- On Sunday 11th August the MHC is holding a Summer Sizzler fund raiser on the playing field to raise funds to purchase new picnic benches. It is hoped to be able to raise sufficient funds for five. Asked if the Council could support the fund raising.

Cty Cllr Stephen Davies offered funding under the Build Back Better scheme to £1000. He will support the application.

- Concerns have been raised about the speed vehicles are driving along the entrance driveway into the carpark. The MHC have enquired as to who owns the driveway. Speed awareness was suggested by signage or by speed bumps. The Parish Council Clerk has looked into the ownership but at present has not been able to confirm this.
- A contractor will be cutting back the nettles and the brambles by the pond and trimming the hedges towards the end of August.
- The raised beds near the Hall will be taken on as a project by the Montessori Group.
- QR codes have been put on the benches so people can make donations to the Memorial Hall.
- The Queen Elizabeth II Golden Jubilee bench repairs were discussed, the Memorial Hall will not be contributing to the repairs.

Cty Cllr S Davies and the Memorial Hall Committee members left the meeting at 19:55.

090724 **To receive an update on the disused section of the Stroudwater Canal at Upper Framilode.** A member of the Volunteer Group gave an update at the last meeting as to what was happening with the Canal Group. They will put a proposal for future work to the Parish Council at the next meeting

Signed / Date 25/09/24

- The Clerk has confirmed to the Contractor that the drainage work along the towpath can be done. Waiting to hear when this can be done.
- The Clerk has further discussed the Azolla situation with CABI explaining the severity of the infestation. They have prioritised a supply to the Parish Council and it is hoped that the packs will be able to be dispatched during August.
- To receive an update on the Canal Group, the proposed work plan and how to proceed going forward.

The Clerk updated on Council that the Contractor who will be carrying out the work on the towpath is on holiday and will confirm lead times when he has returned.
The Clerk is still waiting to hear when the Azolla will be sent.
An update has been received with regards to the Volunteer Group: a meeting of four members of the group was held during June, it was decided to get on with the paperwork required to do work on the canal. Unfortunately, apart from clearing Himalayan Balsom, nothing has happened since that meeting. There is no functioning Volunteer Group, it would be best if the Council decide how they want to take it forward.
Following discussion, it was discussed and agreed that during the summer break, the Councillors will consider how to move forward with either a Council led committee or Council led working party, what it's aims and terms of reference would Be and how best to move the canal forward. The priority in the first instance is getting the Weevils into the canal and clearing the Azolla.
Action: Clerk to inform the Councillors of the legislation for and structure of Committees and working groups. Also to enquire about deliver of Weevils for the canal.

100724 **To discuss Westerleigh Group proposed plans for a crematorium on the A38 in Eastington Parish.**
A public consultation was recently held at Fromebridge Mill at very short notice; a further presentation was held at Cadbury Hall, Frampton on Severn for Parish Councillors to understand the proposal and to ask any questions and concerns. Council to review the proposal and questions raised at the meeting.
The Parish Councillors all attended the meeting and thought the points raised in question time were all well answered by the two Westerleigh representatives. The major concern is the access on to the A38 and think a traffic survey would be appropriate. A point of concern that was noted was by 'fixing' the traffic flow around this section of the A38, would it open the area up to more housing development?

110724 **To discuss and adopt the following regulations and policies**
- NALC Model Financial Regulations 2024 - Proposed, seconded with all in favour
- Biodiversity Policy - Proposed, seconded with all in favour
- Document Retention - Policy Proposed, seconded with all in favour
- Email Policy - Proposed, seconded with all in favour
- Publicity & Media Policy - Proposed, seconded with all in favour

These have been circulated to the Councillors prior to the meeting for their consideration.

120724 **To receive feedback and update on the progress with the kissing gates that the Gloucestershire County Council Public Rights of Way (PROW) officer is making.** Following the unfortunate refusal by landowners along two public footpaths in the Parish for the installation of kissing gates and discussion at previous meetings.
- Access to the end of the PROW EFL 22, adjacent to Gardeners Pool fishing lake, has been cleared and the footpath can once again be used. The PROW officer has spoken with the landowner, he does not want the stiles replaced with Kissing Gates or a Public Access gate; instead he will repair the stiles himself.
- As permission has not been given to install kissing gates along EFL 31 or EFL 22, could the funding be used to replace stiles on another footpath e.g. EFL 6, another popular footpath.

Following discussion, it was agreed to look into replacing stiles along the alternate footpath EFL6a.
Action: Clerk to ask about shared funding of the stiles along another footpath and who would be responsible for any stiles if they are not maintained to appropriate standard and a member of the public was to be injured.

130724 **Finance: To approve the following payments in accordance with the budget.**
Supporting documents have already been sent to councillors.

Payee	For	Amount
Administration costs	To include pay, PAYE, postage, stationary, land registry searches	£3.00
Severn Grass Services inv 368	Parish Maintenance	£286.00
Water Plus June 24	Allotment Water supply in credit	-£133.70
Water Plus July 24	Allotment Water Supply in credit	-£110.67

Proposed, seconded with all in favour

To ratify payments made, and income received, between meetings –
- Admin to include the Clerks pay (July), PAYE, postage, stationary etc £441.02

Proposed, seconded with all in favour

To review and approve July 2024 bank reconciliation and accounting spreadsheet.
These have already been circulated to the Councillors.
Proposed, seconded with all in favour

Payment Adjustments –

Signed / Date 25/09/24

- the payment for the Gift to retiring Councillor was £17 not £22 as listed at the May agenda
- Severn Grass Services inv 353 was £259.00 not £232.00 as listed

Noted, Proposed, seconded with all in favour

140724 **To consider and approve an amendment to the Allotment Tenancy Agreement.**

Clause 14 of the Tenancy Agreement states that permission should be sought before erecting sheds or greenhouses on the allotments and that sheds should not exceed 6' x 4'. To approve the amendment to this clause to include greenhouses and polytunnels should not exceed 6' x 4'.

Proposed, seconded with all in favour

150724 **To receive an update on Christmas on the Pound 2024, to review the arrangements and discuss what is required for the event in December 2024**

- Dates for putting the lights up and the event
- Purchasing replacement lights for Saul Pound, one set of lights are broken and the Christmas tree lights no longer work,
- Purchase additional light strings for Fretherne and Saul Pound
- Lights for Framilode Passage, is there anywhere that they could be placed?
- Choir have requested a larger covered area and better lighting
- Ask the MH about borrowing tables again
- Ask the house opposite about power supply

It was agreed that the lights would be put up the weekend of 30th/1st although there may be some flexibility around this dependant on commitments.

A budget of £500 was approved to replace the damaged lights and purchase additional lighting.

Purchasing a gazebo style shelter was not thought to be practical, more cost effective to borrow a second one or a larger one. Better lighting to be include in the budget set above.

Agreed to ask the Memorial Hall Committee about the tables and the house owner to be asked nearer the time if thought to be necessary. It was also agreed to provide refreshments as last year, there would be a children's Christmas competition and ask if the generator is available again. Discussion included asking the Memorial Hall Committee if they were considering relaunching the Christmas Windows this year, if not could the Parish Council take this on as a community event?

Proposed, seconded with all in favour.

Action: Clerk to look into replacement of Christmas lights, to contact the Memorial Hall about the tables, Fretherne re decorating the trees, look into sourcing the additional gazebo cover and lighting.

Chairman to enquire as to sourcing refreshments as per last year.

160724 **To consider the values of a Parish Newsletter and discuss the value of such a circulation.**

To start a half yearly newsletter, promote work and events and share information to the Parish

- How to engage with the Parish to know if it is required.
- Who would write it
- What information would it include
- How would it be made available – in hard copy or online
- At what intervals – Winter/Spring and Summer/Autumn or other
- The budget to produce hard copies

A newsletter was thought to be a positive move within the community, topics to be included in the newsletter were briefly discussed, an opportunity to bring the Councils work to everyone, what events are taking place, general Parish news. A previous Councillor to be asked about involvement in the production along with Cllr Jeffries and the Clerk. A budget of £300 to produce a twice yearly A4 double sided letter to be delivered to each household was approved.

Proposed, seconded with all in favour

Action: Clerk to contact previous Councillor enquiring if they would like to be involved in the production of a newsletter

170724 **Clerks report – to update on actions raised at the April meeting and other matters arising**

- Further to the offer of a presentation by IDB to Parish Councils and members of the public, a Councillor from another Parish Council has discussed this with IDB and it has been agreed that as a similar presentation was given to Severn Voice in November 2023 there is no need for a further presentation to be given.
- A notice board for Canal information has been delivered, installation is yet to be completed.
- The allotment advert on social media has been recirculated and other areas have been included
- On checking the fittings for the Solar light in the defib phone box, it was found that there is still a live electricity supply and that it is the light fitting that is faulty and needs replacing. Cllr Jeffries to explain what is needed.

  PC to consider the cost to repair the light fitting and approve a budget should any further repairs be required. Cllr Bierer to update about the cost to repair.
- Council to consider where to use the Solar light already purchased for the phone box.

Councillor Jeffries explained that all that was wrong with the lighting in the Defibrilator Phone box wa the bulb needed to be replaced. A budget of £50 was approved to replace the light bulb in the phone box. A decision on where to use the solar light will be made at the next meeting.

Proposed, seconded with all in favour

Signed / Date  25/09/24

180724 **To discuss and approve items associated with the allotments.**

- The raised beds on allotment 11a have been postponed as the allotment had not been strimmed and the installer had hurt his elbow. There has been a further delay at the request of the person installing the beds as his elbow has not healed as quickly as hoped but his has now been rescheduled for Tuesday 30th July.
- The four allotments are still to be strimmed. No further enquiries for the vacant allotments have been received. Council to consider purchasing weed suppressant for the vacant allotments. Clerk to update the Council on cost.
- Notice board along the canal at Upper Framilode has still to be installed.
- Mares' Tail infestation. Chemical spraying will potentially effect produce on neighbouring allotments, repeated spraying with Round Up is much slower way to deal with Mares Tail but can be effective. Update by Cllr Bierer

Action: Clerk to get quote for Mares Tail eradication. Cllr Bierer to also enquire about Mares Tail.

190724 **To review and approve the renewal of the Insurance policy.** The Parish Council have a three year fixed rate agreement for the Parish Council Insurance, this is to confirm payment of the annual renewal. Documents have been circulated to the Councillors for their consideration.
The Clerk explained that many Parish and Town Councils are reviewing their insurance providers, many are taking policies with Zurich. Severn Voice have this on their agenda for the next meeting, would it be possible to establish a group policy for the Parishes within Severn voice. Councillors attending to update at the September meeting. The third year insurance charge of £1514.95 was approved.
Proposed, seconded with all in favour

200724 **To review the interim inspection report carried out by ROSPA on the all the equipment on the Playing field, Parish Council owned and Memorial Hall owned.** To consider what actions, if any, need to be taken. The report has also been sent to the Memorial Hall Committee.
The report was well laid out with good descriptions including photos of the things being highlighted. The only item listed which has serious defects is the small swing at the end of the playing field.
Action: Clerk to bring the swing to the attention of the Memorial Hall Committee and enquire what action is being taken.

210724 **Date of next meeting 25th September 2024**

Signed:

Members are reminded that the Council has a general duty to consider the following matters in exercising any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.

Signed / Date 25/09/24