

# Tibberton Parish Council

## Minutes

Monday 13<sup>th</sup> May 2019 at 7.30 p.m. at the Church Room

1. **Welcome from the Chairman and Apologies – no apologies**
  - a. Acceptance forms – completed and signed.
  - b. Appointment of Chairman – Elected: Dennis Nutting  
– Proposed: Hylary Kingham; Seconded: Carol Ackerman
  - c. Appointment of Vice Chairman - postponed for the next meeting.
  
2. **Minutes of the last meeting - 11<sup>th</sup> March 2019**
  - a. Minutes held on 11<sup>th</sup> March 2019 have been previously distributed and were signed as a true record.
  - b. Matters Arising:
    - i. Vehicle Activated Sign (VAS) - Progress report circulated including feedback from three councils and quotations from two suppliers received.  
**VAS working group** established to investigate and report to next meeting:  
Carol Ackerman (Lead) and Chris Woodard.  
Objectives: Co-opt supporters in the Parish, identify suitable locations, consider appropriate size/type of sign and secure District Council funding and coordination.
    - ii. Treeplanting at Griffins Farm – in hand and will be completed in the Autumn.
    - iii. Tree stump removed but hole remains – Clerk to contact Two Rivers again and request repairs are completed asap.
    - iv. Grass cutting Playing field - will be no longer be required as the field will be used for sheep grazing, saving approximately £500. Contractor asked to reduce number of cuts over the year to save costs.
    - v. Litter pick – well supported, communication of the event through NextDoor was beneficial.
    - vi. Verge erosion and damage as a result of the fibre optic cable installations – Gigaclear/Complete Utilities confirm a remedial work will be carried out before the end of July 2019. Hylary Kingham will collate a 'shopping list' of 'issues' for the contractors to resolve. All attending to be asked to send identifiable 'issues' to HK asap.
    - vii. 100 Primroses planted at Court Pitch.
  
3. **Declarations of Interest: None.**
  
4. **Parish Business**
  - a. Correspondence
    - i. Funding opportunities, volunteer & funding event circulated by email.
    - ii. The Rural Bulletin each month circulated.
    - iii. Paper copies of brochures circulated with a sign sheet for Councillors.
    - iv. Purchase of the defibrillator had been confirmed and has now been installed.
  - b. Finance
    - i. Confirmation of Accounts for 2018/2019.
    - ii. Annual Governance and Accountability Return 2018/19 signed and to be sent to the auditors.
    - iii. Statement of Accounts for 2019/2020 confirmed the Precept had been received.
    - iv. Receipts and orders for payment:  
Gloucestershire Rural Community Council (GRCC) – Membership RENEWAL received at a cost of £25. The Council agreed to renew membership

- v. Clerk salary approved in line with NALC scale.
- c. Parish Risk assessment – to be discussed at next meeting. Clerk to compile for evaluation based on best practice.
- d. **Finance subcommittee** established to report at Parish meetings:  
Dennis Nutting (Chair), George Norwood, Hylary Kingham.  
Objectives: To oversee financial transactions, budget for three years, remunerations and coordinate Parish risk assessment.

## 5. Planning

- a. Meredith Cottage – Notification from FODDC application withdrawn
- b. No 0144/17 - Shipping Container, Tibberton, GL2 8EB – enforcement notice to be applied, clerk to reconfirm request and progress with planning dept.
- c. **Planning working group** established to report at Parish meetings:  
Dennis Nutting (Lead), Hylary Kingham, Carol Ackerman, Chris Woodard  
Objectives: To study planning applications, identify/raise issues and respond before deadlines.

## 6. Items for Discussion

- a. Draft copies of the Code of Conduct, Standing orders shared and published, approved in draft to be confirmed next meeting in July 2019.  
Proposed: Hylary Kingham; Seconded: Carol Ackerman
- b. Emergency plan to be updated and coordinate with Parish risk assessment.
- c. **Emergency Plan working group** established to report at Parish meetings:  
Carole Bevan (Lead), Carol Ackerman, Tania Bowman  
Objectives: To update and revise the existing plan documentation and complete for 2019.  
Clerk to provide templates and complete forms for adoption.

## 7. Report from County Council

- a. Councillor Brian Robinson reported from the recent AGM. Council working on 7-year plan. BR advised that Tarmac is the contractor for major works, Ringway is the contractor for potholes etc. and have started to make progress.  
GCC Lengthsman scheme continues with a new name, a mobile two man highway crew for minor works. Dennis Nutting to collate a list of issues within the village and report to GCC. All attending to asked to send identifiable 'issues' asap.

## 8. Report from District Council

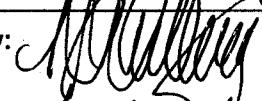
- a. Councillors Brian Jones, Brian Robinson congratulated on their election. BR reported new council formulation. Severn Trent plans to close the B4125 modified to probable single lane closure as a result or rerouting the new water main over private land.

## 9. A.O.B.

- a. Mud left on the roads by irresponsible tractor drivers on Meredith Lane – Dennis Nutting to follow up with residents of Meredith Lane.
- b. Footpaths by the school degrading and grass cutting not being cleared by contractors raised- Dennis Nutting to investigate and discuss with contractor.
- c. Footpath from Meredith to Tibberton Road overgrown, owner has been asked to clear.  
Carol Ackerman to follow up.

## 10. Date of next meeting Monday 8<sup>th</sup> July 2019 at 7.30pm

### Parishioners Question Forum (Unminuted)

Approved by:	
Position:	Chairman
Dated:	08/07/19