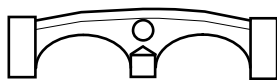


# MAISEMORE PARISH COUNCIL



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## Draft Minutes of the Annual Council Meeting of the Parish Council held in the Village Hall on Wednesday 8th May 2017

|                     |                         |
|---------------------|-------------------------|
| <b>Present:</b>     | <b>Councillors</b>      |
| Chairman            | A Cooley                |
|                     | C Banks                 |
|                     | D Burgess               |
| <b>Also Present</b> | D Baldwin               |
|                     | Clerk to the Council    |
|                     | 4 members of the public |

### 1. Election of Chairman 2017-18

Councillor A Cooley was nominated by Councillor C Banks, seconded by Councillor D Burgess for the office of Chairman. Councillor Cooley accepted the office of Chairman to the Parish Council.

**Vote: Unanimous**

### 2. To consider the acceptance of apologies for absence from Councillors

Apologies were received and accepted for Councillor Philip Awford, Ward Member

### 3. To receive Declarations of Interest.

There was no Declarations of Interest at this point in the meeting.

### 4. Election of Vice Chairman for 2017-18

Councillor A Cooley nominated and Councillor C Banks seconded, Councillor D Burgess for the office of Vice-Chairman. Councillor Burgess accepted the office of Vice Chairman to the Parish Council.

**Vote: Unanimous**

### 5. Public Participation

A residents suggested that the Parish Council consider requesting pre-warning signs up to the 30mph speed zone in the village to help with safety and compliance and also the possibility of a zebra crossing to help with crossing the A417 by pedestrians.

### 6. Minutes

The minutes of the Parish Council Meeting held on the 6<sup>th</sup> March 2017 were approved as correct record of that meeting and be signed by the Chairman.

### 7. Parish Council Vacancy

The Clerk reported that an application for the vacancy to serve on the Parish Council had been received. Councillors approved the application to Co-opt, Mr R Scott onto the Parish Council with effect from the next meeting and on completion of the Register of Interests and signing of the Code of Conduct.

**RESOLUTION: That Mr Robert Scott be invited to join the Parish Council as a Co-opted member.**

### 8. Ward Report

In the absence of Councillor Awford no report was available. It was noted that Councillor Awford had been re-elected as Ward Member.

### 9. Broadband

Councillor Cooley informed Councillors that the event with Fastershire and GRCC he had registered to attend had been postponed, but he would be attending on the re-scheduled date.

## **10. Services**

The Clerk informed Councillors that the new litter bin was scheduled to be delivered around the 15<sup>th</sup> May 2017. Councillors felt that the position to place the bin would be best decided from an on-site meeting.

## **11. Parish Services**

No Parish Agents were present.

## **12. Grapevine Newsletter**

Additional Items for the newsletter:

The hedge at Church Rise.

## **13. Town/Parish Seminar**

Councillor Cooley gave a report on the Tewkesbury Borough Council Town/Parish Seminar he had attended with the main points being:

Changes to the Borough Councils website.

Neighbourhood Development Plan update.

The Joint Core Strategy, showing a reduction in expectations for Tewkesbury Borough Council who have their five year land supply. The draft plan should be ready by September this year.

## **14. Local Government Boundary Commission**

Councillors noted the consultation results for the revised Borough Wards. The report will be loaded onto the Parish Council website.

## **15. Planning**

### **15.1 Environment Agency Permit**

The Environment Agency informed the Parish Council that they were awaiting more information from the applicant before the permit could be put forward for consideration and would keep the Parish Council updated.

### **15.2 Planning Decisions**

There were no planning decisions received.

## **16. Highways**

### **16.1 Highways.**

Two bollards had been placed in the lay-by opposite the entrance to the Hall to stop parking in that area and causing an obstruction.

To report to AMEY Gloucestershire: Request for signage to stop parking in lay-by.

Update on the implementation of double yellow lines at the junction of Church Road with the A417, Church Rise sign damaged.

### **16.2 30mph Speed Limit**

The Clerk reported that the request for an extension to the 30mph zone in Maisemore village had been declined by Gloucestershire Highways. The extension did not meet the highway criteria required.

## **17. Financial Items**

### **17.1 Summary of receipts and payments**

The Clerk presented a summary of the Payments and Receipts for the period to 28<sup>th</sup> April 2017, showing a bank balance of £12563.90

**RESOLUTION: That the Summary be approved.**

### **17.2 Invoices for payment**

Councillors considered the payment of the invoices for:

Grant Thornton Auditors £48.06

**RESOLUTION: That the payment of the invoices in the sum of £48.06 be approved.**

**17.3 Appointment of Internal Auditor**

The Clerk requested that Councillors consider appointing an Internal Auditor. Councillor Burgess would approach an auditor on behalf of the Council.

**17.4 Annual Governance Statement**

Councillors considered their compliance with the Annual Governance Statement.

**RESOLUTION: That the Council approve and Chairman and the Clerk sign the Annual Governance.**

**17.5 Work Place Pension.**

The Clerk requested that Councillors consider using the Payroll Agents to complete and submit the compliance required for work place pensions. Although the Clerk did not meet the criteria required to receive a pension the Parish Council were still required to register.

**RESOLUTION: That the Council use the appointed payroll agents to complete and submit the Work Place Pension compliance required.**

**18. Correspondence**

Flood Warden Community Emergency Plan.

**RESOLUTION: That the list of correspondence be noted**

**19. Matters to be raised for the next meeting**

Annual Accounts 2016-17  
Community Emergency Plan  
Flood Warden

**20. Date of next meeting**

The next Parish Council meeting is currently scheduled for Wednesday 3<sup>rd</sup> July 2017.  
Annual Parish Meeting 24<sup>th</sup> May 2017.

**Meeting closed at 8.40pm**

Signed\_\_\_\_\_

Chairman

Date\_\_\_\_\_