

Prestbury Parish Council

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MINUTES OF FULL PARISH COUNCIL MEETING HELD ON MONDAY 10TH JUNE 2019 IN THE LIBRARY

Present: Cllrs J Payne (Chair) **JP**, R Stark **RS**, K Bishop **KB**, I Bassett-Smith **IB-S**, L Langrish **LL**, P Kennard **PK**, C Simpson **CS**, I McAllister **IM**.

Mr S Dove Clerk.

Nine members of the public in attendance.

No.	ITEM	ACTION
19/25	Welcome The Chairman welcomed Councillors and members of the public to the third monthly Parish Council meeting of the 2019-2020 session.	
19/26	To Receive and Accept Apologies H Singh, B Jones, M Osborne	
19/27	To Note Declaration of Interest None declared.	
19/28	Questions from the Public, welcomed These will be dealt with as the meeting proceeds.	
19/29	To Confirm Minutes of the Parish Council Meeting held on 7 th May 2019 and to receive the Minutes of the Planning Meeting for the period up to the 30 th May. Agreed as a true record. Minutes signed by the Chair.	
19/30	Matters Arising No matters arising from minutes.	
19/31	Co-option of new councillor(s) Cllr. JP invited Dr Breach to highlight his recent background and explain why he is interested in joining PPC. ‘Moved to Cheltenham in 2006. 2010 family moved to Prestbury, Shaw Green Lane. Works as a Doctor, Consultant Anaesthetist in local hospital and now working in Great Western Hospital, Swindon. Prestbury fantastic community and keen to get involved and make a contribution.	

	<p>Interests in health care and health promotion with knowledge of local GP's having worked for NHS for 20 years. Young people projects.</p> <p>Keen to be involved with and support rejuvenation of Prestbury High street by working with local businesses.'</p> <p>Cllr. KB asked about knowledge to the geographical extend of Prestbury. HB was aware of the geographical spread of the Parish and the challenges this potentially causes for people living on the edge of the Parish.</p> <p>Cllr. JP proposed Dr Hamish Breach be Co-opted on PPC.</p> <p>Unanimously agreed.</p> <p>Dr Breach completed the 'Declaration of Acceptance of Office' form.</p> <p>Cllr. JP In addition, a second co-optee has expressed an interest; Jeneth Slater but unfortunately abroad on business at the moment. Jeneth has been a former Chair of PPC for several years. Cllr JP proposed Jeneth Slater to be co-opted onto PPC, Seconded by Cllr. KB, unanimously agreed.</p> <p>Declaration of Acceptance to be completed.</p> <p>Cllr. BJ still currently Cllr but period of ill health at the moment explains his difficulty in involvement with PPC.</p> <p>Cllr. PK asked how many councillors PPC can have. Cllr. JP 15 councillors allowed in total.</p>	Clerk
	<p>Reports from Borough and County Councillors</p> <p>Cllr. JP presented a summary of activities from the last month. Please see appendix 1.</p> <ol style="list-style-type: none"> 1. Cheltenham Borough Council 1st meeting of the new civic year is where formal elections of mayor and deputy mayor. 2. Overview and Scrutiny Committee Similar to parliamentary select committee, entitles the committee to question senior people within Gloucestershire for example Head of NHS, Police Commissioner, Chief Fire Officer and things which happen within the Town. 3. Adam Reynolds CBC Green Space manager report. Resident's concerns about Jazz festival setup. Discussions with CBC and festival organisers are ongoing to prevent future reoccurrence. 4. Ken Dale Townscape Manager report – The Strand & Cambray Place Wilmott Dixon have been appointed contractor. Work starts in September and expected to cost £1.8m. 5. Ken Dale report Cheltenham Transport Connectivity Study. Borough wide transport plan aiming to encourage people to shift from cars to buses or bikes. CBC has engaged Consultants Systra, specialist transport consultants. 6. Laura Bell CEO Cheltenham Trust. Cheltenham Trust includes The Wilson, The Town Hall, Pittville Pump Room, Prince of Wales Stadium, Leisure@. The presentation was not encouraging highlighting lack of engagement with the public and stakeholder by previous 	JP

	<p>management. CEO committed to making fundamental changes over the next year.</p> <p>7) County Council May 15th, 2019</p> <p>GCC – new chair and vice chairs elected. Cllr Ray Theodoulou (Chair) (Conservative) Cllr Alan Preest (Vice-Chair) (Conservative)</p> <p>Presentation of petitions. Colin Hay presented petition to cabinet member responsible for on street parking, Cllr Norman, requesting a review of on-street parking as previously agreed 6 years ago.</p> <p>GCC Motions</p> <p>i) - Carbon Action plan. GCC Appointed member responsible for climate change. GCC has target to reduce corporate emissions reduction by 60% by 2020/21. GCC finally resolved to declare a climate emergency.</p> <p>ii) Parental leave for councillors. Currently not applicable. Motion Brought to GCC as a way to encourage new people into the Council. Constitution committee responsible for developing a solution.</p> <p>iii) Gloucester Crown Court Grade 2 listed building now not fit for purpose. GCC Agreed to write to Justice secretary to consider a number of options; replace crown court, upgrade existing building or creation of new justice centre to include Crown Court, Magistrate Court and County Court.</p> <p>One of the suggestions for new Justice Centre could be based at Waterwells near new Police HQ and Fire Station.</p>	
<p>19/33</p>	<p>Reports from Councillors.</p> <p>On items not covered by the agenda.</p> <p>Cllr. KB – Raised concerns about excessive Hedgerow growth, onto public footpath. CBC can take action and recharge owner. JP agreed. On footpath on the Bridge (in WindyRidge) where it goes towards Honeybourne railway line the brambles growing up to 2.5 ft through the railings. Heavily overgrown. Lack of clarity regarding ownership. JP to raise with GCC website to report such incidents.</p> <p>Cllr. LL Raised similar concerns on Shaw Green Lane and also Prestbury Road but hedge cutting restricted at the moment due to bird nesting. Where householder can be identified PPC to write requesting action.</p>	<p>Chair</p>
<p>19/34</p>	<p>Reports from Committee Chairman</p> <p>1.Allotments committee</p> <p>Cllr. JP - Update 1 plot in rent arrears, 3 available and 3 people have been contacted to fill these. Waiting list currently 10.</p> <p>4 tenants approached to rectify poor condition of plot.</p> <p>Cllr. KB Asked about securing a deposit against a plot. JP to raise at next Allotments Committee meeting.</p>	<p>JP</p>

	<p>2.Planning and Development</p> <p>Cllr. BS. See appendix 2. 7 applications occurred in May – no objections.</p> <p>Q from Robert Lawson (Chairman – Starvehall Farm Residents Association)</p> <p>Sought clarification regarding the Bloor / Bovis – outline planning application on the former compound area, land adjacent to current development. Application for 2 storey building, flats not houses. The use is open could be retirement housing, private flats or social housing. Requested further information. 3 years left on application.</p> <p>Cllr. LL had meeting with Kevin Haynes. Linked to the Barley Road fencing activity.</p> <p>Cllr. BS New committee met 4th June 2019. Looking for additional Cllr. To join, Dr Breach agreed to join.</p> <p>Cllr. BS list of applications will be presented at each PPC meeting.</p> <p>Q Robert Lawson</p> <p>Ref: Development of New surgery – when will be building commence. Cllr. JP feedback from Planning Committee indicated Planning by September. Building by Christmas hopefully.</p> <p>Q (Hilary Scott (Secretary Residents Association Coronation Road)) reported feedback that Planning may be secured earlier</p> <p>Cllr. JP Plans published. 21 days to respond but deadline may extend due to feedback and consultation. GCC may be making final decision.</p> <p>Cllr. LL encouraged those with positive support for application to be vocal.</p> <p>Cllr. BS Asked to minute his thanks to Richard Fuller for his excellent work as former chair.</p> <p>3. Sports and Recreation Committee</p> <p>Cllr. CS – confirmed she is happy to chair committee. Dates for next meeting TBC.</p> <p>Defibrillator up and working. Working with Heartsafe to ensure registration with Ambulance Service. Defibrillator training Wednesday 19th June 7.00, Library.</p> <p>PPC councillors asked whether they would be happy to be named contacts on the emergency plan. All PPC’s agreed and Cllr’s should be aligned to specific areas.</p> <p>New Kissing Gate location. Park Lane looks like new gate, so location now not required.</p> <p>Cllr. JP Ongoing issue with Crematorium developer’s damage at Robson field.</p>	<p>CS Clerk</p> <p>JP</p>
19/35	<p>Barley Road Public Open Space Development – Update</p> <p>Cllr LL Supplier previously nominated. Recent (Cllrs LL, IM) meeting to confirm pricing with supplier - agreed. Bloor/Bovis agreed to secure their retained land once Barley Road land fence erected. Kevin Haynes (Bloor Homes) verbally agreed confirmation in writing to follow.</p> <p>Retained land has Planning Permission for 50 units as affordable housing could be social housing. 50 units needs to be affordable as part of the total amount of affordable housing on Starvehall Farm, meeting the developer’s obligations. 3 buildings with series of apartments available for purchase. Cllr IM current plan to be</p>	

	<p>circulated from Bloor/Bovis. Planning permission now 12 years old. Originally a care home development but that has now not being pursued.</p> <p>RS has access to historical documents. Originally 3 storey buildings</p> <p>Solicitor update awaiting for feedback on queries to Bloor/Bovis but close to going to contract, no exchange but a transfer of land.</p>	
19/36	<p>Prestbury Road Playing Fields Development –</p> <p>Including report from meeting with CBC Planning Officer.</p> <p>Cllr. LL - Reported on meeting with CBC Planning department showing all elements under consideration; MUGA, Daily mile track, outdoor gym, bike park and car parking. Some aspects may have permitted development rights. Likely area requiring planning will only be MUGA and floodlights. Planning to be made for MUGA, floodlights and CCTV.</p> <p>Significant project going forward. Cllr. IM has been a welcome addition to the sub-group.</p> <p>Following analysis, presented to Cllrs, Caloo selected as main contractor and meeting (20/06/2019) to finalise project and costs. Gridforce selected for car parking. Caloo will provide comprehensive information for plan; specification, lighting footprints.</p> <p>Slideshow presentation has been made to Starvehall Farm residents. Survey indicated preferences 1st Daily Mile, 2nd MUGA, 3rd Outdoor gym. All facilities to be submitted on the application to allow flexibility. Presentation to all public TBC.</p> <p>Cllr. JP PAB Newsletter to include an article about development.</p> <p>Q Robert Lawson raised question regarding the tennis courts. Cllr JP clarified the formal agreement with The Tennis Club regarding rental and obligations. Public sessions are available. Tennis Club invested their money to maintain facilities.</p> <p>MUGA can support a range of different sports including tennis. Through consultation period community can be involved and the development of a Management Group for MUGA is important and could clarify paid sessions vs public sessions. Clearly there will be ongoing costs and maintenance that needs covering.</p> <p>Cllr, CS Sports & Recreation Committee has agreed to liaise with all the playing field user groups to consult on development and general issues.</p> <p>Availability of information as part of consultation welcomed ASAP.</p> <p>Cllr RS asked for confirmation on car park. Cllr LL comes under permitted development. Recycled materials forming a plastic base pushed into the ground allowing normal drainage.</p> <p>Daily Mile Track also made from recycled material.</p>	
19/37	<p>Report on the Website launch, and future programme.</p> <p>New website in operation since May.</p> <p>Cllr. CS Could new website address be promoted on noticeboards with the Twitter handle.</p> <p>Cllr. PK As well as public notifications; agenda, minutes etc. can be used to advertise village events. Clerk's role to now include updating website and maintenance. Increasingly website will be first port of call for information.</p> <p>CLLR's will have new email address – to meet our GDPR requirement.</p>	Clerk

	<p>Cllrs. HS and PK will assist in setting up. Public should only contact PPC or Cllrs through the Parish Clerk.</p> <p>Concern of Office PC in light of new web development, current system 5 years old and will not perform well with additional demands.</p> <p>Cllr PK proposed buying new PC up to £900 (inc. VAT). Seconded Cllr CH passed with one abstention.</p> <p>Cllr PK The telephone service and internet connection for the Parish Office are provided by BT. Difficult for Parish Clerk to access to BT accounts; old passwords etc. and would like to review contract with a view to increasing efficiency and possibly reducing cost.</p>	Cllr PK Clerk																																								
19/38	<p>Finance matters – including payments</p> <p>The Clerk issued the Bank Reconciliation and Budget forecast ahead of the meeting. Cheques for signing June 2019.</p> <table border="1" data-bbox="244 741 1342 1532"> <thead> <tr> <th colspan="5" style="text-align: left;">Cheques for Payment June 2019</th> </tr> <tr> <th style="text-align: center;">cheque no.</th> <th style="text-align: center;">Payee</th> <th style="text-align: center;">Goods/Service</th> <th style="text-align: center;">Category</th> <th style="text-align: center;">Cost</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">2793</td> <td>County Building Supplies</td> <td>Gate repairs - Threaded bar, brackets New benches - Sleepers, Postfix Building Sand</td> <td>Pavilion & Public Amenities maintenance</td> <td style="text-align: right;">£220.12</td> </tr> <tr> <td style="text-align: center;">2794</td> <td>Trade UK</td> <td>'Danger' sign, glue</td> <td>Pavilion maintenance</td> <td style="text-align: right;">£23.97</td> </tr> <tr> <td style="text-align: center;">2796</td> <td>Travis Perkins</td> <td>Guttering</td> <td>Pavilion maintenance</td> <td style="text-align: right;">£18.95</td> </tr> <tr> <td style="text-align: center;">2797</td> <td>Simon Dove</td> <td>Office Outlet - Dictaphone, stationery</td> <td>Office stationery</td> <td style="text-align: right;">£60.17</td> </tr> <tr> <td style="text-align: center;">2795</td> <td>Trade UK</td> <td>Screws, brackets, saws, bit set</td> <td>Pavilion maintenance</td> <td style="text-align: right;">£45.44</td> </tr> <tr> <td style="text-align: center;">2799</td> <td>John Payne</td> <td>PPC - Councillors Retirement</td> <td>Chairman's allowance</td> <td style="text-align: right;">£124.45</td> </tr> </tbody> </table> <p>Approved by PPC and signed off by Chair.</p>	Cheques for Payment June 2019					cheque no.	Payee	Goods/Service	Category	Cost	2793	County Building Supplies	Gate repairs - Threaded bar, brackets New benches - Sleepers, Postfix Building Sand	Pavilion & Public Amenities maintenance	£220.12	2794	Trade UK	'Danger' sign, glue	Pavilion maintenance	£23.97	2796	Travis Perkins	Guttering	Pavilion maintenance	£18.95	2797	Simon Dove	Office Outlet - Dictaphone, stationery	Office stationery	£60.17	2795	Trade UK	Screws, brackets, saws, bit set	Pavilion maintenance	£45.44	2799	John Payne	PPC - Councillors Retirement	Chairman's allowance	£124.45	
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19/39	<p>Any other business</p> <p>Cllr. IM Asked for an update on Internal audit. Clerk reported positive feedback. Report to be received over next few days.</p> <p>Recommendations that future meetings include DD payments.</p> <p>Cllr. CH Request a rounders' diamond be marked out on Robson Field.</p> <p>Cllr. LL reported feedback from Starvehall Farm development regarding access from Barley Road to playing fields difficult. Hedge requires trimming by gate.</p> <p>Cllr. KB raised Recycling centre concerns. Cllr JP Javelin park going online</p>																																									

	<p>imminently and refuse will be transported from Cheltenham to Gloucester at cost to CBC (additional cost). CBC looking for using Bring sites more efficiently. Cabinet meeting on 11th June 2019. Ongoing pressure to increase recycling.</p> <p>Cllr. BS understanding was that Swindon Road garden waste facility was closing. TBC. Cllr. JP to update members following Cabinet meeting.</p> <p>Parish office replacement of damaged office cabinets. Quotes - Large cabinet at approximately £170 and small cabinet at £110. Agreed by PPC.</p> <p>Q (Robert Lawson) - Barley Road bus gate. GCC to undertake a traffic regulation order to decide if camera activated bus gate will be put into operation Autumn 2019. What is PPC position - Will there be a through way? If open, could a pedestrian crossing be put in place?</p> <p>Cllr. JP confirmed 2 conditions within Planning application condition 30 and 31. Infrastructure for cameras are already in place.</p>	
<p>19/40</p>	<p>Date of next meeting.</p> <p>Monday 8th July 2019 7.00pm Prestbury Library</p>	

Appendix 1
Report to Prestbury Parish Council from the Borough and County Councillor.

10th June 2019

Cheltenham Borough Council meeting Monday 13th May 2019.

Election of Mayor.

Cllr. Simon Wheeler proposed that Cllr. Roger Whyborn be Mayor for the forthcoming civic year. Cllr. Andrew McKinley seconded the proposal. The proposal was accepted unanimously by Members.

Election of Deputy Mayor.

Cllr. Williams proposed that Cllr. Sandra Holliday be elected Deputy Mayor for the forthcoming Civic Year. Cllr. Willingham seconded the proposal. The proposal was accepted unanimously by Members.

There was no further business.

The official Mayor Making ceremony followed in the Town Hall.

Overview and Scrutiny meeting – 3rd June 2019.

Below is a summary of the issues raised.

1. Jazz Festival.

Adam Reynolds the CBC Green Space Manager reported to the committee about concerns raised by residents of Imperial Square, when the organisers of the Jazz Festival fenced off parts of the Imperial Gardens that should have been left for resident's recreation in accordance with agreed planning consent. In addition, concerns were raised that work to prepare the festival took place on a Bank Holiday. Discussions with CBC and the festival organisers are on-going to prevent of re-occurrence.

Ken Dale the Townscape Manager presented the Project Initiation Document for the planned works to improve The Strand and Cambay Place. Willmot Dixon the contractor who built the Crematorium has been appointed the main contractor. Work is due to begin in September.

Ken Dale presented an update on the Cheltenham Transport Connectivity Study. The plan is to put in place a borough-wide transport plan which will focus on modal shift, accessibility and bus connectivity. The plan will form part of county-wide transport plan.

Systra a specialist transport consultancy has been tasked with developing the plan, and has held a number of workshops for members and stakeholders. The report is due in August/September. The Cheltenham Trust.

The new Chief Executive of the Trust Laurie Bell gave an interesting presentation on the current state of the Trust. The presentation was not encouraging and highlighted the lack of engagement with the public and stakeholders by the previous management of the Trust. The new CEO has only

been employed on a one-year contract due to funding issues, but she is committed to making significant changes to the operation of the Trust.

County Council May 15th, 2019.

This meeting marked the start of the new civic year, with the election of Cllr. Ray.Theodoulou as Chair, and Cllr. Allan Preest as Vice-Chair.

Presentation of petitions.

Cllr. Colin Hay presented a petition to the Cabinet Member responsible for on-street parking Cllr. Norman requesting that a review of on-street parking be undertaken as was previously agreed, six years ago.

Summary of Motions debated by Council.

Motion 836. Carbon Action Plan.

Proposed by Cllr. Iain Dobie and seconded by Cllr. Jeremy Hilton.

Action by the council: A cabinet member has been appointed with special responsibility for climate change.

GCC on target to reduce its corporate emission by 60% by 2020/21.

Council resolved: To declare a climate emergency.

Motion 837 – Parental leave for councillors.

Proposed by the Council Leader, Cllr. Mark Hawthorne and seconded by Carole Allaway Martin.

The motion was brought before council in an attempt to encourage more people to participate in public life, particularly women. There is no legal right for parental leave for people serving in public office, but a number of voluntary schemes are in operation.

The council resolved to ask the Constitution Committee to develop policies, and if necessary constitutional amendments, to give councillors similar rights to parental and adoptive leave as members of staff.

Motion 838 – Gloucester Crown Court.

Proposed by Cllr. Jeremy Hilton and seconded by Cllr. Colin Hay.

The essence of the motion was that Gloucester Crown Court is a Grade II listed building, linked to Shire Hall, but that it is no longer fit for modern day criminal justice.

The Council agreed to write to Justice Secretary at the Ministry of Justice requesting a new Crown Court, to handle criminal cases, is built to serve the county of Gloucestershire, or the refurbishment of existing facilities is explored.

The Council also agreed that a new Crown Court could be part of a new 21st Century Justice Centre, which may also contain Magistrates and County Courts.

Prestbury Parish Council

PLANNING APPLICATIONS RECEIVED AND COMMENTED ON IN MAY 2019

19/00791/FUL

Alterations and remodeling of existing dwelling including single storey rear extension, new first floor roof terrace, revised hard-standing and parking area.

Copperfields Bowbridge Lane Prestbury

Comments PPC No Objection

19/00827/FUL / LBC

Demolition of modern lock-up garages within the curtilage of Hill Court, erection of two mews houses to rear of existing building and reconfiguration of existing external areas to form parking and amenity spaces.

Hill Court Hill Court Road

Comments PPC No Objection

19/00917/FUL

Two storey side and rear extension, single storey rear extension and rear dormer (revised scheme to previously approved scheme ref: 18/02383/FUL)

Morar Park Lane Prestbury

Comment PPC No Objection

19/01024/FUL

Single storey side extension to replace an existing conservatory

24 South View Way Prestbury

Comments PPC No Objection

19/01009/FUL / LBC

Enclosing and internal fit-out of existing pool house with full-height glazing and new opening (revised scheme to previously approved application ref. 19/00357/FUL and 19/00357/LBC; to change glazing from frameless to powder coated aluminium frames)

Three Queens Deep Street

Comments PPC No Objection

19/01034/FUL

Conversion of integral garage to provide additional habitable accommodation, internal alterations and single storey side/rear extension

53 Apple Orchard Prestbury

Comments PPC No Objection

19/01072/FUL

Single storey side and rear extensions with associated internal alterations following demolition of existing garages / stores. New shed (revised scheme ref: 19/00461/FUL - amendment to first floor rear window)

Stoneleigh Swindon Lane

Comments PPC No Objection