PRESTBURY PARISH COUNCIL

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Minutes

Meeting: PPC Full Parish Council Meeting

Date: Monday 8th March 2021, 7.00pm.

Venue: Video conference – Zoom.

Attendees:

Cllrs:
J Slater (JS) - Chairman, J Payne (JP), L Langrish (LL), P Kennard (PK), H Breach (HB), B Stark (BS), C Taylor (CT), R Gibbins (RG), G Griffiths (GG), K Bishop (KB), M Hansen (MH), H Singh (HS)

Two members of the public.
Clerk

Minutes

Item No.	Item	
20/150	**Welcome and meeting structure.** The chairman welcomed attendees to the meeting and reminded everybody that the meeting was being recorded for the purposes of accurate minute taking.	
20/151	**To receive and note apologies for absence.** Robert Lawson, Judith Maloney.	
20/152	**To Note any Declarations of Interest.** N/A	
20/153	**Resignation of Ian McAllister, election of Vice Chair (5 mins)** Election of new Vice Chairman to cover the period up to re-elections in April 2021. Nominations Cllr Langrish was proposed by Cllr Kennard and seconded by Cllr Taylor and this was unanimously agreed. Cllr Langrish was elected as Vice Chairman. Due to increased work commitments Cllr Griffiths has asked to step back from some of his PPC projects. Cllr Taylor agreed to join Facilities	

	Management committee. Cllr Gibbins agreed to join Parish Plan project group. Litter Picking project – with volunteers already signed up it was agreed that following the launch the project at the first meeting it would be decided how the project is coordinated going forward.	
20/154	**To Confirm Minutes of the Parish Council Meeting held on 8 February 2021.** The minutes were agreed as an accurate record of the meeting.	

20/155	**Matters Arising. (10 minutes)** **20/97** **4a. iii) MUGA PIR lights.** Installation date now set for 18th and 19th March 2021 to complete MUGA PIR lights and installation of the heaters in the Main Hall. **4a. iv) Defibrillator re-located to Pavilion.** Location of second defibrillator still under discussion and locations being considered are St Nicholas Church also the Wymans Brook area just outside the PPC border potentially on the shops. Agreed to approach Swindon Village Parish Council to see if they would be interested in supporting this jointly. Crowd funding money has been received to the value of £987 which means final contribution will be approximately £520. Memorial plaque will need finalising. **20/141 Reports from Councillors.** C5 reports to be circulated. PPC communications policy to clarify issues around video conferencing and usage at meetings. This has been followed up with the Parish Solicitor and recommendation is to retain video recordings in the interim. In May it is likely that parish councils will be required to return to face-to-face meetings. Mill Lane flood alleviation scheme was inspected on Friday 12th Feb. 2021. Further works are likely to continues to improve the situation. **Prestbury Signs** Cllr Taylor reported on progress. Windy Ridge Road white gate sign location has been agreed and GGC installation. Proposal to proceed up to a cost of £500 proposed by Cllr Langrish, seconded by Cllr Payne unanimously agreed to proceed. **Sensory Garden – ongoing project. Application for grant in advance.** **20/142 Committee Reports**	JS JS CT

	3.d. Allotments Allotment Agreement to be amended following last meeting and in time for new financial year. Allotments water supply has now been sorted. Back payment of £666 has been made to cover previous 16 months and WaterPlus account is now active for allotments and pavilion. **3.e. Notice Board Policy** No councillors have volunteers yet to 'adopt a noticeboard'. Cllr Kennard to remind any councillor not yet signed up for PPC emails and notifications. **20/143 2021-22 Precept Update.** 2. PPC Newsletter Following advice PPC newsletter was distributed but subsequently the advice was more contradictory, and distribution was halted. **20/145 Idsall Drive Car Park.** Received update on the CBC proposal to sell Idsall Drive Car Park. PPC now have the opportunity to submit a proposal to purchase the car park. CBC have an informal offer of £200,000 from a developer. Covenant on the area to restrict to one dwelling and garage. Extraordinary General Meeting will be necessary to consult with parishioners ASAP. **20/148 AOB** Bugs Life, a pollinator improvement project. Name and address of adjacent landowner (to Robson Field) has been provided. War memorial cleaning. To be completed on 15th March 2021 at £800.	JP All cllrs PK

20/156	**Reports from Borough and County Councillors. (5 minutes)** **Reports attached.** **Appendix 1 – Councillor Reports.** **Appendix 2 – The Festival CBC Guidance.** Public Rights of Way designations initiative submissions extended beyond 2026. Within PPC only 2-3 rights of way (available online at GCC). Additional public rights of way to be notified. Housing Revenue Account – CB Homes have been working hard with tenants and the overall tenant's debt has been reduced. Carbon neutral – CB Homes will be building new homes (500 in 6 years) to explore and develop carbon neutrality.	
20/157	**Reports from Councillors. (10 minutes)** On items not covered by the agenda. Cllr Bishop raised the issue of Parish bench at Prestbury Racecourse roundabout on Evesham Road needs maintenance. Action for Groundsman.	Clerk
20/158	**Committee Reports: (40 minutes)**	
	a. Finance & General Purposes i. SCRIBE Accounting Package. Expenditure transactions to be completed to end of February 2021. Small number of income transactions to be added to Scribe. Once these have been finalised PPC system and Scribe can be compared. Scribe rollout is regarded as a top priority activity.	
	b. Planning & Development 10 Applications only one objection concerning drop kerb and the apparent tarmac covering the front garden.	

c. Facilities Management

i. Litter Picking Project.

Launching project on 27th March 2021.

ii. MUGA Vandalism – Police meeting

The Police feedback seemed to suggest that the lack of accessibility to the MUGA and excessive drinking in the outdoor shelter could be a cause of some of the vandalism. Additional dustbins by the play area may be useful in order that bottles can be deposited easily. Repositioning of one of the CCTV cameras providing better view of the outdoor shelter may be helpful. Follow up with Sirus. Clerk

Cllr Slater currently awaiting feedback from the Police providing guidance for any councillor who would have remote access to the CCTV system and views an incident.

Feedback regarding any police activity towards any perpetrators would be very useful.

iii. Proposal for MUGA pricing from 28th March – 30th September 2021.

Proposal from Facilities Management and endorsed by Finance & General Purposes that peak rate pricing £30 per hour, off peak rate £12.50. Unanimously agreed.

iv. Proposal for further investment for community sessions on MUGA. (see attached)

Proposal for 6 off peak hours to be available free to community groups.

Finance & General Purposes committee will make the decisions on applications.

Proposed by Cllr Griffiths, seconded by Cllr Singh. Unanimously agreed.

v. Vandalism and rubbish on MUGA.

PPC have ordered 2 new wheelie bins from CBC (Ubico) at £87 per bin per quarter. Little Explorers have also ordered 1 new wheelie bin from CBC (Ubico). This will increase the weekly storage capacity of waste.

	Additional steel bins (x2) now required for playing field to cope with additional footfall, more dogs and Whisker's café rubbish. These are £320 per bin. Whisker's café has offered to contribute financially and in addition would be happy to empty dustbins over the weekend if a key to the dustbin was available. vi. Initial feedback on Whiskers pop up Café. Very busy and positive feedback. Issues around water supply now rectified with plumbing upgrades to the sinks in the external toilets. Also, the noise of the generator is of concern and this is likely to require more permanent and quiet solution. vii. Little Explorers meeting. Meeting regarding the LE 5-year rental agreement review which covered developments in the Main Hall regarding heating, flooring as well as the front garden. There has been no rent increase in 5 years and a 10% rise was proposed for 2021-22 and 2022-23 with subsequent increases of CPI +1%. 2021-22 10% rise was agreed. LE due to hold AGM and PPC awaits feedback on subsequent issues.	Clerk
	d. Staffing Committee – Update on recruitment of Administration Officer. 11 applications received. Shortlisting is now taking place and subsequently a 2-stage interview process: 1. Look at the office, pavilion and MUGA, 2. Zoom interviews. Hoping to decide by 22nd March 2021.	
20/159	**Pavilion Heating Consultation (10 minutes). (See Appendix 3 attached Energy Efficiency Report)** Wide ranging report considering energy economy issues and actions that have the potential to improve carbon footprint, which might be supported by CBC Carbon Neutral funding. Costing proposals divided into 'No cost', 'Low cost', and 'High cost' items. Proposal from Climate & Environment committee is to adopt 'No cost' items ASAP, to budget for low-cost items over the next 12 –24 months and apply for funding high-cost items through CBC fund.	

	Activities will need careful considerations in parallel with Parish Plan. Ongoing project to report at next meeting.	HB
20/160	**Parish Plan – update. (10 minutes)** Working group have had three meetings so far. Striving to set out the aims & ambitions of the Parish with a view to providing a basis for consultation across the Parish. Ongoing project to report at next meeting.	MH
20/161	**Pollution monitoring in the High Street. (5 minutes)** Cllr Payne asked PPC to reinstate pollution (Nitrogen Dioxide) monitoring in Prestbury High Street by CBC at a cost of £233 from March to December 2021. Proposed by Cllr Breach and seconded by Cllr Payne. Agreed to 7 votes by 2, 1 abstention.	
20/162	**Festival meeting. (5 minutes)** This year's festival is running as a closed event. Strict protocols will be in place. The pathways around the racecourse will be closed for four days and they will be monitored.	
20/163	**Prestbury Historical Society plinth – update. (5 minutes)** There has been some contradictory advice from GCC about whether the plinth can be located adjacent to the war memorial. Awaiting GCC feedback. Update at next meeting.	JP
20/164	**Adjournment to allow for questions from the public. (15 minutes)** No questions.	

20/165	**Monthly Financial information. (15 minutes)** 1. Budget Forecast to 28 February 2021. Agreed. 2. Bank reconciliation to 28 February 2021. Agreed. 3. Payments for March 2021. Agreed.	
20/166	**AOB (5 minutes)** The boundary wall between High Street adjoining Idsall Drive is in a poor state and concerns that this might collapse into the road. Cllr Payne, as Borough Councillor, has written to the owner. Similarly in Mill Street the red wall has a large crack and is of concern as the wall is about 12 feet high. Cllr Payne agreed to write to the owners The Church Pension Board to raise PPC concerns.	JP
20/167	**Next meeting and Annual Meeting – 12th April 2021** **6.00pm Annual meeting – yearend review.** **7.00pm Full Council meeting.**	

Appendix 1 – Councillor Reports.

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Councillor's Reports.

1.County Council Meeting – 17th February

In his opening remarks the Chairman congratulated Gloucestershire residents who had received honours in the New Year Honours List. Nine in total.

2.Corporate Parenting Report.

Cllr. Richard Boyles presented his report to the council. The Children and Families Act requires the local authority to promote the educational achievement of its Children in Care. In Gloucestershire that responsibility lies with the Virtual School Head (VSH)

The following is a brief summary of the Children in Care in the various stages of their education:

Early Years. – 11 children
Key Stage 1 – 8 students
Key Stage 2 – 23 students
Key Stage 4 – 58 students

17 Gloucestershire Care Leavers are at University.

The report indicated that the educational outcomes for Children in Care are too low and that whilst the completion of Personal Education Plans high, the quality of the plans has been identified as needing improvement.

3.Council Strategy and Medium-Term Financial Strategy.

The presentation of the budget is a complex process that requires the standing orders of the council to be suspended. A summary of the 500-page budget document was presented to council by the Leader of the Council Cllr Mark Hawthorne, and supported by the Cabinet Member for Finance Lindon Stowe. At the end of the presentation members were permitted to ask questions.

The total cost of the budget as presented was £490.99million.

Following questions, the political groups are permitted to put forward amendments to the proposed budget, all the amendments must have been costed by council officers.

The Liberal Democrats put forward the following amendments:

a. Funds to establish 20 mph zones
b. Funding to reduces barriers to mobility.
c. Funding for School Streets
d. Cancel the planned increase in parking permit charges.
e. A fund to assist children at risk of expulsion from school.
f. Increased funding for early years education.
g. Covid recovery funding - £10k per councillor.
h. Increase the Highways Local (money available to councillors for local highways works) by an additional £20k per councillor

The Labour Group put forward the following amendments:

a. £50k to be put towards the provision of food for vulnerable people.
b. £1k per councillor to support youth work in their division.
c. £1k per councillor to support climate change initiatives in their division.
d. £50k towards addition ITC equipment for schools.
e. £150 towards the support the running costs of voluntary groups.
f. £50k to provide support into the effects of long Covid.

Following the presentation of the tabled amendments the council is adjourned to allow the Conservative group to consider in discussion with the group leaders the proposed amendments, and to decide which amendments will be accepted and which will be rejected or amended.

Following the adjournment, it was announced that the administration had accepted all but one of the Liberal Democrat amendments and had rejected the call for £20k per councillor for Highways Local. However, £5k per councillor was allocated to support Covid recovery programmes in the Districts.

Only one Labour Group amendment was accepted £50,000 was allocated for food projects.

The Conservative group put forward 3 amendments:

a.The Highways Local payment be increased by £10k per councillor. (£530,000)
b. That the council support the apprenticeship scheme (£100,000)
c. The council support the Nuclear South West project (£60,000)

All the accepted amendments were included as part of the substantive budget proposals, those amendments that were rejected were then put before the council to debate and to vote on. All the rejected amendments were lost upon a vote.

The remainder of the meeting was taken up with an open debate on the budget proposals, which gave the opposition parties the opportunity to occasionally praise the administration which it did over its support for the vaccination programme but was equally critical of the administration performance in maintaining

highways, supporting young people, investing in people and generally playing catch up on the issues relating to climate change.

Upon a recorded vote the budget was approved.

4. Other GCC issues affecting Prestbury.

Next week GCC Highways will be undertaking some survey work along New Barn Lane, Evesham Road and Swindon Lane. I have been requesting a road survey for over a year so that GCC has a better understanding of the impact of developments at Winchcombe, Bishops Cleeve and Prestbury on the highway's infrastructure. Whilst I am pleased that a survey is being undertaken, I am concerned that it is being undertaken when traffic flows are still below peak non-Covid times.

Noverton Flood Storage Area.

Whilst the FSA is not strictly in Prestbury I have agreed to keep a watching brief on the area as it is frequently used by Prestbury residents. It is pleasing to report that the issues of flooding in The Pieces due to a lack of control at the Flood Storage Area outflow appear to have been addressed, and there was only minor flooding of The Pieces footpath.

The FSA is bordered on two sides by public rights of way, and as anyone who has visited the area recently will know the paths are almost impassable due to level of mud. As these are Public Rights of Way their maintenance is the responsibility of Gloucestershire County Council. I have spoken with the officer responsible, and he acknowledges the poor state of the paths, he wants to lay stone on top of the paths, but due to budget cuts does not have the funds available to undertake this work.

Last year an area to the east of the actual Flood Area was fenced off. The fenced off land actually belongs to the original owner of the land and has been returned to him as part of the contractual agreement with GCC. The downside of this fencing off is that walkers can no longer walk around the FSA. Recent activity of lorries carrying topsoil have been visiting the site as part of the work to "reprofile" the land. As a consequence of this work the vehicles transporting the soil have destroyed the Public Right of Way leading up to woods. GCC have assured me that the footpaths will be restored when the work is complete.

Public Rights of Ways.

Public Rights of Ways are footpaths and bridleways that have been designated as paths that the public can use "as of right" – they are protected in law. New Rights of Way can be designated by the GCC Common Rights of Way Committee (a Committee I sit on). The committee considers evidence from applicants who believe a RoW should be designated at a particular location, it is a lengthy and expensive process, the average length of time to designate a path is 3 to 4 years. The Government has announced that no new application will be accepted after 2016.. Therefore, if you know of a footpath that you believe should be dedicated as a RoW you need to collect evidence and submit an application.
You can check the existence of RoW by consulting the Definitive Map – this is available on-line and Gloucestershire County Council.

5.Cheltenham Borough Council – 22nd February 2021

In his opening remarks the Mayor Cllr. Roger Wyborn paid tribute to Kevin Blackadder who died recently after a short illness. The Mayor remarked that Kevin had been the editor of the Gloucestershire Echo, and had in his experience been a considerate and generous reporter in his support for Cheltenham. Following his appointment as Chief Executive of the Business Improvement District he worked tirelessly to improve and promote Cheltenham.

The Mayor also congratulated CBC on a bronze award for Defence Employment Recognition. Cllr Hay commented that CBC had always adopted a pro-active approach to the armed forces and employed a number of veterans.

The Mayor continued by thanks all the staff of CBC and the NHS for the sterling work they had undertaken in supporting the vaccination programme.

Food poverty is still and issue the Mayor said and was pleased to announce the opening of two new food banks at Benhall and Up-Hatherley.

The Mayor asked member to consider an promote the initiative started by the Rotary Club, asking residents to contribute the cost a vaccine to a fund to supply vaccine to countries unable to fund a programme of vaccination.

And finally, Cllr. Wyborn congratulated Cheltenham Town who put up a robust performance against Manchester City in the FA Cup, despite loosing 3-1.

The Housing Revenue Account.

Cllr Peter Jefferies presented a report to council on the performance of Cheltenham Borough Homes (CBH). For information CBH is a private company wholly owned by Cheltenham Borough Council and to which Cheltenham Borough Council pays an annual management fee.

Cllr. Jefferies congratulated CBH on how it had positively responded to the pandemic in how it delivered support to its tenants.

The pandemic has resulted in a 30% increase in the number of CBH tenants receiving Universal Credit, currently there are 1438 claimants, and this is expected to rise to 2000 in the coming months. CBH have adopted a proactive approach to increased rent arrears, and this has been very successful in reducing debt.

Rent increased are calculated on the basis of CPI+1%, which translates this year into a rent rise of 1.5%, this will lead to a reduction in income but should not impact on the investment programme.

The Right to Buy programme continues and CBH are seeking further relaxation of the rules to allow them to invest in a wider range of projects.

CBH have responded to the consultation document 'Planning for the future'. There is a widely held view that the proposals if implemented would significantly reduce the number of affordable homes developers would have to provide. The proposal is that developers would **not** have to provide affordable housing on developments of below 40 or 50 dwellings.

CBH intend to invest £24m next year, £15m of which will be for new builds, the remainder will focus on climate change issues including the installation of new energy-efficient boilers and double glazing. A number of carbon zero houses are to be built to provide an insight into the technology and to provide information needed when it comes to upgrading the estate.

CBH have always placed a premium on the safety of their residents, and it was reported that all the safety checks on their estate had been completed satisfactorily but will be responding to new safety standards in the future.

CBH continues its relatively new policy of acquiring and developing properties for the private rental market.

Upon a vote the council accepted the report.

Cheltenham Borough Council – Budget Proposals.

The budget proposals were presented by Cllr. Steve Jordan. In his opening remarks he paid tribute to officers for all the hard work they had undertaken during the pandemic. To date the council has distributed £31.4m in business grants.

The detailed budget proposals are contained in the 105 page report, which is available on the CBC website.

Below I have highlighted some of the key elements considered by the council in arriving at the budget.

a. The annual settlement from the government was delayed, which provides the council with a guide when formulating its spending plans.
b. The government will refund 75% of all uncollected council tax.
c. Currently 4000 Cheltenham residents claim council tax support, to ease the financial pressure a grant of £163k has been received.
d. The government will compensate councils for the loss of business rates, but what is unknown is how many businesses will remain once the pandemic is over.
e. A £282,000 De-Carbonisation grant has been received.
f. CBC has frozen all charges and fee for the 21/22 year.

Looking ahead CBC will continue to invest in Cheltenham, and in particular recognises the importance of the Cyber Park and the Golden Valley.
Cllr. Jordan emphasised that there is strong evidence that even in these testing times Cheltenham remains a target for investors.

Following the presentation of the budget the Conservative Group put forward the following amendments:

a. A reduction in the number of Cabinet posts by 3 saving £42k per year.
b. Elections every 4 years, instead of every 2 – saving £32k.
c. Additional bring sites at a cost of £9k.
d. Community Investment fund - £500 per councillor.
e. Climate change fund - £45.

Following what was quite an acrimonious debate, the amendments were lost on a recorded vote.

Below for your information are some headline figures:

- The amount CBC needs to provide its services - £9,413,999 (excluding Parish Council precepts)
- Elements of council tac for a Band D property

Cheltenham Borough Council.	£219.08
Gloucestershire County Council.	£1409.22
Police and Crime Commissioner.	£270.08
Total excluding Parish Council	£1898.38

Parish Council Precepts

Charlton Kings	£29.50.	Increase 20.41%

Leckhampton.	£18.73.	Increase. 0%
Prestbury	£24.98.	Increase 24.98
Swindon Village	£17.90.	Increase. 0%
Up Hatherley	£10.46.	Increase 0.87%

Election of Mayor and Deputy Mayor 21/22

Cllr. Sandra Holiday the current Deputy Mayor was elected Mayor.
Cllr. Steve Harvey was elected Deputy Mayor.

John Payne, 4th March 2021

Appendix 2 – The Festival CBC Guidance.

The Safety Advisory Group for the 'Gold Cup week' racing event took place recently and was chaired by Gloucestershire County Council (GCC) in its capacity as 'sports grounds regulator'. As you would expect, the focus was very much on Covid-19 safety and the meeting included the Deputy Director for Public Health, as well as a Public Health consultant who is leading on Covid enforcement.

The Operational Manager for the racecourse, David MacKinnon and safety advisors attended for the Jockey Club, as well as their newly appointed 'community engager'.

The meeting provided assurances about Covid-19 prevention and safety measures which the Deputy Director of Public Health and your officers felt were appropriate to mitigate the risk of transmission.

The following points may be of help in dealing with any concerns raised with you by members of the public:-

- The previous Chief Executive of Warwick Racecourse, Andre Klein, has been appointed by the Jockey Club to lead on community engagement for the event. His role is to monitor and engage with our local Members and with Cheltenham communities through social media. He will produce local Member communications which should be circulated by today, and is also producing communications for local businesses.
- The meet will happen behind closed doors. Owners and spectators will not be allowed to attend.
- The Irish contingent comprises approximately 40%. The Irish horses, jockeys and staff will be contained within a green zone, which includes accommodation.
- Covid controls include: pre-training through a 'Racing to Learn' course, health declarations in advance and on arrival, including segregation of individuals in contained zones and Lateral Flow Device testing starting 27/02 for Irish trainers etc., and a PCR test 72 hours before entering England. Certifications to travel will be provided in advance. There will be daily health checks during the event as per racing Covid guidance, together with temperature checks. The Irish contingent will have a PCR Covid test before re-entering Ireland.
- The Jockey Club is working with the Irish Government and Horse Racing Ireland to ensure Covid requirements are met. E.g. segregation of GB and Irish contingents through separate weighing rooms, training rooms etc.
- On site accommodation will be single occupancy, instead of the usual double occupancy.
- Ellenborough Park hotel accommodation is being used as an extension of the green zone and will accommodate Irish staff including jockeys. This will have internal vehicular access only and individuals*will not* be able to leave the green zone or accommodation to use local shops etc. Horse Racing Ireland describe this as 'a bio secure bubble'. It should minimise the risk of transmission of Covid 19 from anyone in the Irish contingent to the GB contingent, or local communities.
- A local footpath will be closed to deter local spectators from gathering on a vantage point outside the ground and CCTV will be used to monitor this.
- The British Horseracing Association have signed off the outline event plans, which will be shared with the Gloucestershire C-19 Health Protection Board and the related Tactical Response Group.
- The next race meet at the end of April would see the return of spectators, if the government roadmap is still on course. Planning meetings will be held with Public Health and CBC in advance.

- The Deputy Director of Public Health has highlighted the need to balance local sensitivities about the event with the economic benefits associated with it. She has also stressed the importance of being sensitive to Cheltenham's communities when planning this and future events.

If you have any further queries or concerns about the Festival, do please forward these to either me or Sarah Clark, our Public and Environmental Health team leader, as between us, we are representing CBC on both the Health Protection Board and the Tactical Response Group for Covid-19.

Appendix 3 – PPC Energy Efficiency report.

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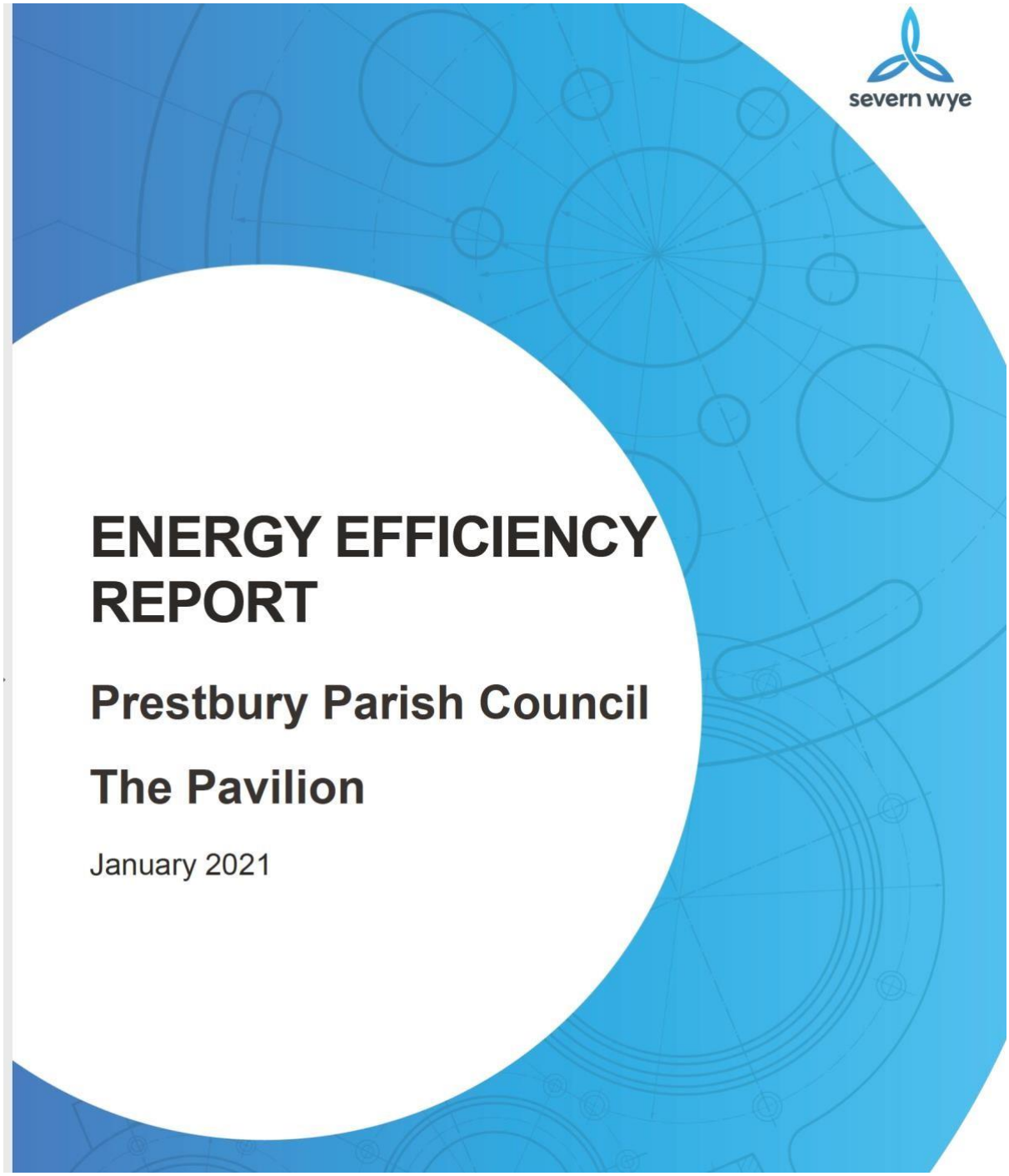


Parish Council Meeting
8th March 2021

Introduction

Prestbury Parish council committed at the January 2021 meeting to undertake a formal energy assessment review of the Pavilion building, to progress the work previously undertaken by Cllr Hamish Breach and former Cllr Ian McAllister, in late 2020.

The review was undertaken on January 22nd 2021.

Currently, the entire energy supply to the building for electricals, heating and hot water is via electricity. There is no mains gas connection. There is an additional expense for water usage, which is also paid for on a metered basis.

Current expenditure is as follows, based on 2019's consumption, rather than 2020, due to the atypical nature of usage in the building due to the COVID pandemic.

The annual costs below exclude VAT & standing charges.

	Annual Consumption		CO_2 Emissions		Annual Cost (ex VAT)	
Utility	kWh	%	kg	%	£	%
Electricity	13,920	100	4,011	100	2,672	100
Totals	**13,920**	**100**	**4,011**	**100**	**2,672**	**100**

These costs are calculated at our current charge of 18.6p / kWh.

Steps have already been taken to secure a new rate when the current tariff expires on 1st June 2021, taking advantage of preferential rates via a broker.

Aims

The primary focus of the report was to focus on two key areas:

1) The reduction in energy consumption
2) The reduction in carbon dioxide emissions, by utilising greener energy generation.

Recommendations : reduction in consumption

These were divided into the following areas.

1) Cavity wall insulation
2) Roof / loft insulation
3) Draught proofing doors
4) Heating
5) Hot water generation
6) Pipework insulation
7) Lighting – individual light sources, and lighting control
8) Refrigeration units and appliances

9) Water consumption control

Recommendations : reduction in carbon emissions

1) Air sourced heat pumps
2) Solar photovoltaic electricity generation
3) Solar diverters for hot water
4) Electric Vehicle charging points

The recommendations given were then further sub-divided into no cost measures, low cost measures, and capital investment projects.

Action plan: No cost measures

Action
Establish a simple written energy policy including cost considerations, energy management issues, and objectives.
Check and record meter readings monthly to ensure accurate billing & to analyse and understand use
Consider energy efficiency and calculate whole life costs when procuring new equipment.
Consider utilising the services of an energy broker to negotiate future energy contracts
Initiate regular cleaning and maintenance programme for lighting and any fans
Raise staff awareness of energy efficiency issues to reduce wasteful behaviour.
Ensure 'trigger points' in the building refurbishment take into account energy efficiency. E.g., Checking & improving loft insulation in extended areas

Action plan : Low cost measures

Action	Cost	Payback time
Insulate pipes	£5 sq m	3-5 years

Thermostats and timers to hot water cylinders	£150 + fitting	1-2 years
Draught proof doors	£400	3-5 years
Smart heating controls	£100-£200	1 year
Water efficient toilet	£150 each	5 years
Water efficient shower heads	£50 each	3 years
Zip inline hot water heaters (per sink)	£250+fitting	Usage dependent
Motion sensor on urinals	£200+fitting	2-4 years
Lighting controls	£250+fitting	5 years
Low temperature panel heaters	£350	
A++ Refrigeration units	£300	Replace when required

Action plan : Capital / higher cost measures

Action	Cost	Payback time
Cavity wall insulation	£850	5 years
Loft insulation	£1000	3-5 years
LED lights (just bulbs/tubes)	£1500	6 years
Air sourced heat pumps	£8000	12 years (3500kWh/year)
ASHP hot water+solar	£2000	5 years
Solar PV array	£10000	6-10 years
Electric vehicle charging	£2000 each + fitting Total for 3 EV points £10000	Usage dependent Income generating?
Battery for solar 9-13kWh	£5900	Variable: short if used for EV charging. 9-10 years otherwise

Solar / PV

Site Suitability

There is scope for solar PV to be installed on the south facing roof area of the Pavilion (See Figure 15). The roof structure should be checked to ensure it is suitable to support an array. This and the requirement for Scaffolding should be confirmed by installers.

Figure 15: Visualisation of a 9kWp solar array on the south facing Pavilion roof

Potential annual electricity consumption savings

Scenario 1: using 60% of generated energy on site, Scenario 2 70%, Scenario 3 80%. Scenario 3 (or even higher) is most likely, if used to heat hot water cylinders.

System Details	Scenario 1	Scenario 2	Scenario 3
System capacity (kWp)	9	9	9
Annual generation (kWh)	8,600	8,600	8,600
Offset units (kWh)	5,160	6,020	7,310
Exported units (kWh)	3,440	2,580	1,290
Import savings	£960	£1,120	£1,360
Export income	£0	£0	£0
Total annual income/savings	£960	£1,120	£1,360
Full installed cost	£10,000	£10,000	£10,000
Simple payback	10.4	8.9	7.4
Total income/savings over 20 years	£19,195	£22,394	£27,193
ROI %	9.6%	11.2%	13.6%

Energy generation by directional alignment of PV panels

Inclination		West						South						East
		-90	-75	-60	-45	-30	-15	0	15	30	45	60	75	90
Vertical	90	56	60	64	67	69	71	71	71	71	69	65	62	58
	80	63	68	72	75	77	79	80	80	79	77	74	69	65
	70	69	74	78	82	85	86	87	87	86	84	80	76	70
	60	74	79	84	87	90	91	93	93	92	89	86	81	76
	50	78	84	88	92	95	96	97	97	96	93	89	85	80
	40	82	86	90	95	97	99	100	99	98	96	92	88	84
	30	86	89	93	96	98	99	100	100	98	96	94	90	86
	20	87	90	93	96	97	98	98	98	97	96	94	91	88
	10	89	91	92	94	95	95	96	95	95	94	93	91	90
Flat	0	90	90	90	90	90	90	90	90	90	90	90	90	90

The amount generated varies by 5%, + or -, depending on weather. There is scope for aligning east or westward, if required.

Electric vehicle charging

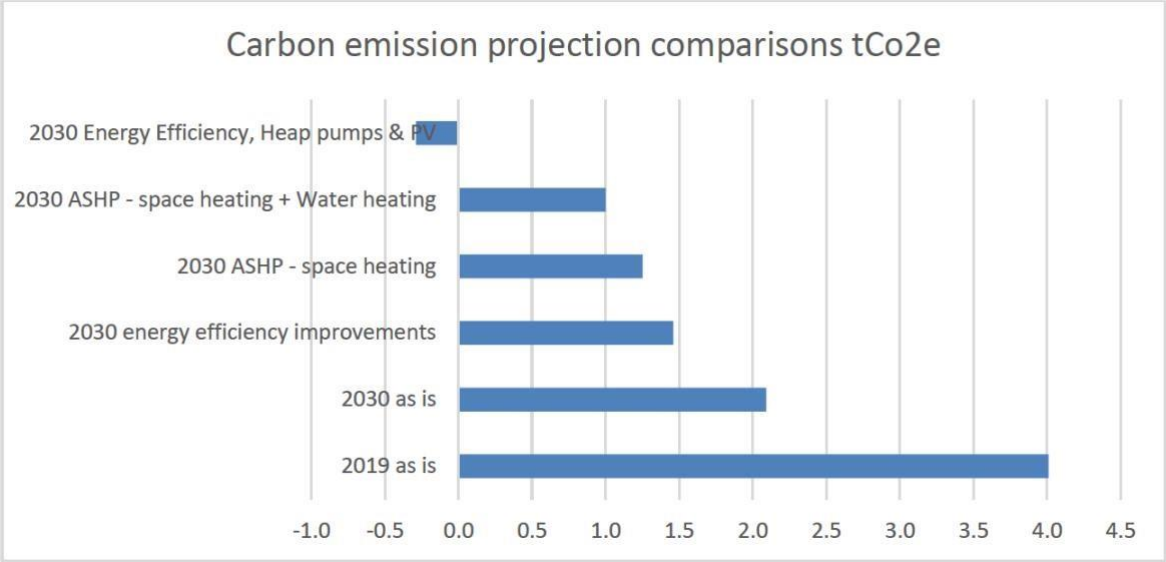
Potential cost is £2000 per unit, plus £2000-£4000 for groundwork installations. Cost yet to be determined.

However, potential for using PV and batteries is considerable. This would potentially represent an income source and also a significant further reduction in CO2 emissions for the wider Parish.

Carbon emission reduction

The most important measure is to reduce energy consumption. However, by implementing the recommendations, the following savings are possible – potentially achieving a **reduction** in CO2 emissions compared to today's levels by 2030.

Note that even by doing nothing, CO2 emissions fall by 47% due to the reduction in use of coal and gas fired power stations nationally over the next decade.



Recommendations

The Environment and Climate committee propose

1) the No cost measures recommended on page 4 of this summary are implemented immediately
2) the Low cost measures recommended are implemented over the next 12-24 months, when budgetary conditions allow
3) that PPC supports a bid based to Cheltenham Borough Council for funding from their "Carbon net zero by 2030" campaign funding, to implement all of the higher capital cost expenses. The whole package needs to be in the application, as this is the only method by which a reduction in carbon emissions can be achieved.

The committee do not expect CBC to fund all of these higher cost expenses, but once any funding is forthcoming, this can then be utilised in conjunction with PPC's longer term strategy for the Pavilion as part of a long-term plan / vision.