

Minutes of Annual and Full Meeting - 10 May 2021 7pm

Pittville School Hall

Attendees

Cllrs J Slater (chairman) (JS), L Langrish (vice chairman) (LL), K Bishop (KB), H Breach (HB), R Gibbins (RG), P Kennard (PK), J Payne (JP), H Singh (HS), C Taylor (CT).

J Tetley (Admin Officer)

21/001 Welcome by chairman. J Payne elected as 'Proper Officer'.

21/002 Election of chairman for 2021-22 - J Slater (proposed L Langrish, seconded H Breach).
Unanimously elected.

21/003 Election of vice chairman for 2021-22 – L Langrish (proposed P Kennard, seconded J Payne).
Unanimously elected.

21/004 Revised committee structure - Finance and General Purposes (F&GP), Facilities Management (FacMan), Planning, Allotments. All sub committees to be reformed as working parties with exception of Staffing – unanimously agreed and unanimous agreement to revised Terms of Reference.

21/005 Appointments to committees:

F & GP - Chairman, Vice Chairman, Chairmen of Committees, Financial Controls Officer

FacMan – J Slater, L Langrish, H Breach, M Hansen, C Taylor

Planning – L Langrish, H Breach, P Kennard, H Singh, C Taylor

Allotments – J Payne, P Kennard, J Slater

Committees to elect Chairmen at first meeting and agree schedule of meetings for the rest of the parish council year. The Chairman requested that these first meetings with the election of Chairman and schedule of meetings to take place before the next Parish Council Meeting (14 June) at the latest.

21/006 Appointments to external committees:

Prestbury United Charities – K Bishop to continue, J Slater re-nominated when her term of office expires in July 2021 (note that Cllr Slater does not plan to fulfil the whole four year term of office and may look to substitute another nominee in approximately a year, R Gibbins to take over from Cathy Hunt in due course when her term of office runs out in October 2021. Chairman to write to PUC confirming nominees and appropriate changes.

C5 – J Slater and J Payne to continue.

Gloucestershire Chartered Parish & Town Council meetings – J Payne to continue and Linda Langrish to be our second nominated representative.

21/007 Apologies for absence – J Maloney, R Lawson, G Griffiths, M Hanson

21/008 Declarations of interest – none

21/009 Minutes of last meeting (12 April 2021) – approved

21/010 Matters arising

Defibrillator – Coop Pharmacy, Wymans Brook – progressing

PPC noticeboards – adoption by councillors to be dropped

Mill St dangerous wall – C of E Pensions Board agree it needs repair, hoping to do this summer.

Whiskers café – application for extended hours sent to CBC.

C5 Youth scheme – offer of MUGA use one day a week, awaiting response.

Parish Plan – suspended while Clerk off sick. Will restart.

New doctors' surgery, Prestbury Rd – only two/three days behind schedule. Contractor has donated £500 from considerate constructors' scheme. Will be used for another bench on playing field.

21/011 Reports from Borough and County councillors.

No meetings due to elections.

Letter of apology from new county councillor Stephan Fifield. Hopes to attend future PPC meetings.

21/012 Reports from councillors

Prestbury signs – CT reported that the sign on Windyridge Rd has been added to GCC's list and should be erected this summer. Negotiations re signs on Swindon Lane and Evesham Rd continue.

Website - PK requested councillors tell her if they are not receiving emails.

Vandalism - HB reported that the police had been notified about the broken glass on the playing field. JP has written to the Chief Constable. Email problems have caused only even reports in last six months to be logged. Police visit each evening. CCTV will be adjusted.

21/013 Committee reports

Allotments - JP is sorting out the administration of the allotments.

F&GP – the annual audit is complete. Ian McAllister and Gerald Hawke have jointly agreed to finalise the implementation of SCRIBE with effect from 1 April 2021.

Planning – nothing contentious this month.

FacMan – there is interest in using the MUGA for netball, posts are being bought. The tennis club contract is being reviewed.

- 21/014 Standing Orders** – approved
- 21/015 Financial regulations** – approved
- 21/016 Risk Assessments** – approved
- 21/017 Public questions** – no members of public in attendance
- 21/018 Delegate authority to F&GP** to review complaints procedure, policies for data protection, information security, freedom of information, privacy notices, disciplinary policy, grievance policy, sickness and absence policy – unanimously approved
- 21/019 Financial Information** – Payments for April approved and full details will follow when available.
- 21/020 Parish Clerk’s sick leave** - arrangements for office cover during the Clerk's sick leave were discussed. An update will be provided at the next Parish Council meeting.
- 21/021 Idsall Drive car park** – negotiations with CBC continue.
- 21/022 AOB** – JP requested use of parish office for borough council surgery – approved. JS said work would start on the next newsletter for June and suggested that she would approach Martyn Hansen to establish if he would be prepared to lead on this activity.
- 21/023 Next meeting – Monday 14 June 2021.**