

Parish Council Office - The Pavilion - New Barn Close – Prestbury – Cheltenham – GL52 3LP

**Prestbury Parish Council Minutes**

**Held on Monday 9th May 2022 at 7pm held at the Pavilion, New Barn Close**

Members Present: Cllrs: C Taylor (CT) Vice-Chair, H Breach (HB), H Eagger (HE), R Gibbons (RG), G Griffiths (GG), P Kennard (PK), J Maloney (JM), P Weir (PW)

In attendance: J Tetley (Parish Clerk), J Payne Borough Councillor (JP) and one member of the public.

 The meeting was opened at 7.01pm.

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| **Item no.** | **Item** | **Action** |
| **22/007** | Welcome by chairman. Apologies were received and accepted from K Bishop (KB), M Hansen (MH) Chair, and I Bassett Smith Borough Councillor. S Fifield County Councillor (SF) was absent from the meeting.  |  |
| **8** | No Declarations of Interest. |  |
| **9** | The minutes of the Full Council Meeting held on 11th April 2022 (previously circulated) were unanimously approved by the Council and were signed by CT as an accurate record. |  |
| **10** | No matters arising from the minutes, all matters covered in the agenda. |  |
| **11** | **Adjournment to Allow for Questions from the Public**JP congratulated the Festival Working Group on their Festival Website. JP referred to a comment made by LL, the former chairman at the last PPC meeting, reassuring Little Explorers that their service would not be interrupted in the event of any refurbishment. Legislation stipulates that all decisions need to be made collectively so if any development of the pavilion takes place the council will make decisions collectively when required. Please refer to notes under Facilities Management for more information about the Pavilion development. **Q)** Where are the minutes of the meetings**A)** Posted on the website |  |
| **12** | **Borough and County Councillor Reports****JP – Borough Councillor No Report. CBC held an exempt session.****Q)** Any update on the wall in the High Street?**A)** No update**Q)** Any end date or definitive answer or solution?**A)** It is the owner’s liability.SF – County Councillor No Report. Unable to produce a report due to time constraints because of local elections. |  |
| **13** | **Parish Councillor Reports*** Festival and litter picking reports by GG circulated prior to the meeting.
* GG stated that plans for the Festival were going well. Current forecasted spend is £11,520 with a projected income of just over £3k at present. 80 stalls/pitches are available to hire and 60 have been taken. **GG reiterated the need for volunteers and hoped that all councillors would be available on the day**. Next festival meeting 23.05.22.
* Litter picking – now have 51 volunteers. All of whom will be asked to help at the Festival. Presently applying for a grant from Greenspaces for PPE for the litter pickers.
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| **14** | **Committee Reports** |  |
|  | **Facilities Management*** 2 new trees on the bund donated by the WI to commemorate the Queen’s Jubilee
* CT to meet with Whiskers and arrange formal agreement regarding toilets and emptying of bins
* Tennis - now has over 70 members
* The feedback for the development of the Pavilion has all been positive. Next stage is to obtain plans and options. MH and CT had meeting with Little Explorers and the over-riding aim is to keep Little Explorers open in any development of the Pavilion.
* On the playing field near to the Prestbury Road main entrance a frame has been uncovered. A sign is to be installed here with “Do Nots” for the field. Any suggestion for this sign please forward to JT.
* In clearing the brambles next to the main entrance asbestos has been discovered which is embedded in the ground. The area has been fenced off and CT is presently waiting for quotes to remove it. One company has already quoted £10k.

A discussion took place about the removal of the asbestos.**HB proposed that PPC spend up to £10k to remove the asbestos.****JM seconded the proposal.****All members voted in favour of the proposal.** It was noted that there has been a third fire on the playing field started by local youths. The fire brigade were called out and it has been reported to the police.  |  |
| **15** |  **Planning (CT)** 4 applications - No objections |  |
| **16** | **Allotments (PK)**Rent deadline is tomorrow. 130 plots out of 154 have been paid for, equates to 81.9%. PK to contact the 8 plot holders with no email in person about payment and the rest via email. PK to investigate if there are rats on plot 76A and if rubbish has been left against the boundary fence. 33 currently on the waiting list, 10 are from Prestbury and they have priority. Allotment reps now meeting and greeting potential tenants and explaining expectations regarding plot management. **Q)** How long can a tenant have an allotment?**A)** As long as they want if they do not infringe on the terms and conditions. |  |
| **17** | **F&GP****Approval of financial reports –** The accounts for the month of April 2022 (previously circulated) were APPROVED UNANIMOUSLY by the council. |  |
| **18** | **Review & Approval of Policies and Risk Assessments*** Standing Orders
* Financial regulations
* Risk Assessments
* Complaints Procedure
* Privacy Policy
* CCTV Policy
* Subject Access Policy
* Subject Access request Form
* CCTV Access Request Form

**HB proposed to approve all the above policies.****GG seconded the proposal.** **All members voted in favour of approval with the following provisions:*** **The Financial Regulations need updating**
* **The risk assessments need amalgamating**
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| **19** | **Hedge on Prestbury Road**HE outlined the background to her proposal to cutdown or replace a section of the hedge adjacent to the MUGA to make the facilities on the playing field more visible. A discussion took place about possible alternatives and problems with taking out part of the hedge. It was also noted that there is a lack of signage for the pavilion and playing field from New Barn Lane.HE to source quotes for cutting/removal of a section of the hedge and possible new railings after the Festival so that PPC can make an informed decision of whether to proceed. HE to also source quotes for signs for the car park and PPC for New Barn Lane. It was noted that signs not on PPC land cannot be sponsored.  | **HE** |
| **20** | **AOB*** The new Wilson Health Clinic located on Prestbury Road has requested an allotment for the well-being of their patients. The allotment committee recommend maintaining the plants in the sensory garden as an alternative solution as it is located next to the health clinic. PK, JM and KB to discuss regarding how to proceed.
* PPC presently have 10 members and 5 vacancies. Presently there are 3 potential candidates. HB to advertise on Facebook. JM to discuss with residents in Wymans Brook.
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|  | **The meeting closed at 8.07pm** |  |
|  | **Date of next meeting:** **Monday 13th June 2022 7pm at the Pavilion****After June, the July meeting will take place on the third Monday of the month and shall continue on the third Monday of every month thereafter.**  |  |