

Prestbury Parish Council Minutes

Held on Monday 18th July 2022 at 7pm held at the Pavilion, New Barn Close

Members Present: Cllrs: M Hansen (MH) Chair, K Bishop (KB), H Breach (HB), H Eagger (HE), G Griffiths (GG), C Hunt (CH), P Kennard (PK), P Weir (PW) and P Whitton (PMW).

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

The meeting was opened at 7pm.

Item no.	Item	Action
22/23/042	Welcome by chairman. Apologies were received and accepted from C Taylor (CT) Vice-Chair, Nick Atty (NA), J Maloney (JM) and I Bassett Smith Borough Councillor. Stephan Fifield (SF) County Councillor was absent from the meeting.	
043	No Declarations of Interest.	
044	The minutes of the Full Council Meeting held on 13 th June 2022 (previously circulated) were unanimously approved by the Council and were signed by MH as an accurate record.	
045	Councillor vacancies - To consider 1 application for co-option from John Gardner (JG). The candidate for co-option, John Gardner, addressed the Council and answered questions from Councillors. THE COUNCIL VOTED UNANIMOUSLY IN FAVOUR that John Gardner should be co-opted with immediate effect as a Councillor to fill the casual vacancy on the Council. Cllr JG signed the Declaration of Acceptance of Office in the presence of the Clerk and participated in the remainder of the meeting as a Councillor.	
046	No matters arising from the minutes, all matters covered in the agenda.	
047	Adjournment to Allow for Questions from the Public Q) Does PPC still have the board with options for pavilion re-development on it? A) It is not currently in the office, but it could be made available in the future. JT to liaise with Little Explorers.	JT
048	Borough and County Councillor Reports JP – Borough Councillor Q) There is a complete lack of care and attention by Ubico when cutting the verges and collecting rubbish, is there a service level of agreement? A) JP has requested the specifications that Ubico should be working to, but it is up to CBC to set the standards.	

	<p>It was noted that there should be a document specifying requirements and a service level agreement in place. JP suggested that Karen Watson, CBC Officer responsible for services contracted to Ubico, be invited to a parish meeting to give a presentation and answer questions directly. JT to action.</p> <p>Q) When is the deadline for the decision on the wall in the High Street? A) There is no deadline, CBC employed their own surveyor who stated the wall needed to be taken down and rebuilt partially on the pavement. JP believes the decision regarding this is presently with the legal department at GCC. It was noted that the issue with the wall has now been on-going for two years. JP to liaise with Danny at GCC and report back to PPC.</p> <p>Q) Recently JP stated that Robson Field was on a planning list, is there any update on this as it is a parish asset? A) JP to check where he initially obtained this information from.</p> <p>JP added that the study on the sale of Idsall Car Park is currently on the list of consultations to take and if a sale is considered as an option an impact survey on the stakeholders would need to be implemented. JP to keep PPC updated.</p> <p>No report received from SF.</p>	<p>JT</p> <p>JP</p> <p>JP</p>
049	Parish Councillor Reports No reports	
050	Committee Reports	
	<p>Facilities Management</p> <ul style="list-style-type: none"> • Hedges along Prestbury Road to be cut back every September and March. • Hedge alongside Laurel Drive on Prestbury Road was cut back by PPC to allow risk free access for the Festival. This hedge is not PPC's responsibility. Ownership of the hedge is either the residents of Laurel Cottage or GCC. • The newly installed kissing gate is not currently big enough for mobility scooters. CT researching modifying the gate to allow access. • PW to liaise with NA regarding a sign advertising PPC on New Barn Lane. • 86 Tennis Members. Total revenue £4785 which includes £1000 from TJ, tennis coach, £3395 from membership and £390 from pay and play bookings. • TJ has requested a decrease in his monthly rental payment due to a lack of tennis coaches. A new contract has been issued with a new payment of £200 per month. • PPC's Financial Regulations have been reviewed and approved. These regulations are based on NALC's model regulations. • There have been 4 applicants for the Assistant Administration role. Interviews to take place the week beginning 1st August. • Help for the groundsman is on-going. <p>Q) Who will be interviewing the applicants? A) MH to liaise with CT.</p>	
051	Planning (HB) 7 applications. Comments made on 2 applications:	

	<ul style="list-style-type: none"> • Another application has been submitted for the Paddocks to demolish the derelict house and build two new houses. PPC have suggested it goes to CBC for consideration as PPC have objected before to building work. • Church Court Cottages Mill Street – no objections subject to the restrictions placed on it by CBC. <p>JP added that major excavation work had been taking place in a nearby field to the Cider Press and he had requested information regarding the nature of the excavation.</p>	
052	<p>Allotments (PK) JG registered an interest as he has an allotment.</p> <p>Only one tenant still to pay in full, with another partial payment from a tenant being chased.</p> <p>33 applicants on the waiting list with 9 Prestbury residents taking priority. Next meeting 11th August in the Pavilion. PW holding a meeting with the resident who complained about rats this week. Newly discovered asbestos on the allotments could involve future unforeseen costs.</p> <p>Q) Do some tenants have more than one plot? A) Yes, historically tenants were given more than one and unless they infringe on the terms and conditions the plots cannot be taken away.</p> <p>Q) Can we split up full plots into smaller plots to ease the waiting list? A) No full plots have been given up so far.</p>	
053	<p>F&GP Approval of financial reports – The accounts for the month of June 2022 (previously circulated) were APPROVED UNANIMOUSLY by the council. JG asked to inspect the financial records up to March 31st 2022. JT to liaise with JG regarding a mutually convenient time in August.</p> <ul style="list-style-type: none"> • Playground inspection certificate signed off regarding low grade issues of no concern. • Electricity tariff back on contracted rate. Fixed contract ends on 30th June 2024. 	
054	<p>Fund to Improve Road Safety Options include:</p> <ul style="list-style-type: none"> • Road Safety Officer Support • Speed Surveys • Twenty is Plenty wheelie bin stickers • Mobile vehicle activated sign (VAS) • Community Speedwatch Camera <p>FacMan concluded that wheelie bin stickers are not cost effective and PPC would need to register as a community speed watch group to use the camera. It was noted that in previous years a camera was bought but PPC did not register as a speed watch group.</p> <p>MH recommended applying for road safety officer support and requested volunteers to support this project. KB and CH volunteered, and JP also offered his support. Application deadline is 31st August.</p>	

<p>055</p>	<p>Prestbury Festival Working Group Report</p> <p>MH congratulated the working group for an amazing event which was well attended by the public. Numerous emails and verbal comments of thanks and congratulations have been received commending such a well organised event which proved a real boost to the local community.</p> <p>GG presented his report which had been previously circulated prior to the meeting. GG expressed huge thanks to the working committee and volunteers who worked tirelessly prior to the event and at the Festival to ensure its success. GG to produce a comprehensive operation manual and a review report with improvements for any future Festival.</p> <p>Festival Finances: Grant £15k Expenditure approximately £15,100 (with VAT to be claimed in August) Profit approximately £7620</p> <p>Q) Have all the raffle prizes been distributed? A) Not yet, six prizes are still to be distributed.</p> <p>Q) Did the issue with the small amount of missing raffle tickets get resolved? A) No, no-one has come back with any missing books so far. Have not counted the actual books left over to check if any individual tickets are missing. Books at any future event could be accounted for better.</p> <p>Q) Where is the profit going? A) It will be considered by the council at a future date.</p> <p>MH presented a gift of thanks to GG and HG for their massive contribution in time and effort for the Festival.</p>	
<p>056</p>	<p>Pavilion Development – next steps</p> <p>Responses from public consultation:</p> <ul style="list-style-type: none"> • Approximately 25 responses were received via emails and verbally in response to the flyer widely distributed in the parish • 20 responses from the stand at the Festival with an options board on display <p>From the responses there is an over whelming preference for option 1 which moves Little Explorers to the back of the pavilion and the groundsman to a new construction on the tarmac next to the tennis courts.</p> <p>MH outlined the next steps:</p> <ul style="list-style-type: none"> • Consultation with stakeholders including Little Explorers and Whiskers • A working group to be set up to take the project forward <p>MH to send out an email with a further explanation of how to express an interest in being part of the pavilion development working group. It was noted that members of the working group would not be limited to councillors.</p> <p>The options board for the pavilion re-development at the Festival gave information on the Community Infrastructure Levy (CIL) to be received from Cheltenham Borough</p>	<p>MH</p>

	<p>Council. JP stated that the figure on display at the Festival was incorrect. JP added that Paul Jones, Executive Director of Finance and Assets, at Cheltenham Borough Council had informed him that PPC were only due £56k in CIL payments.</p> <p>JP added that the Pittville School Development had been scrapped and there were now no plans to build on the site. MH stated that he had only just received a letter from Pittville School regarding a land disposal consultation. JP to clarify.</p>	JP
057	<p>AOB</p> <ul style="list-style-type: none"> • Litter picking – the next litter pick is scheduled for 30th July at 10am. All new councillors are welcome to join this monthly event. All future dates for litter picking have been posted on the website. • It was noted that GG was returning to work overseas and his workload would consequently be increasing so he would have less free time to devote to PPC. • Recent closure of Tatchley Lane created traffic issues. It was questioned why Barley Road was not used as an alternative route. It was noted that the bus gate has still not been resolved. JP added that the decision is being held up in the legal department at GCC. A discussion took place about Barley Road. JP to update PPC with any new developments. • MH announced that RG had resigned as a councillor and he expressed thanks to RG for all her hard work as a councillor. 	
	The meeting closed at 8.35pm	
	Date of next meeting: Monday 15th August 2022 7pm at the Pavilion	