

## Prestbury Parish Council Minutes

**Held on Monday 21<sup>st</sup> August 2023 at 7pm held at the Pavilion, New Barn Close**

Members Present: Cllrs: M Hansen (MH) Chair, Nick Atty (NA) Vice Chairman, Sandra Attwood (SA), K Bishop (KB), H Breach (HB), J Gardner (JG), S Hope (SH), C Hunt (CH), P Kennard (PK), C Taylor (CT), and P Whitton (PW).

In attendance: J Tetley Parish Clerk (JT), J Payne Borough Councillor (JP) and 3 members of the public.

The meeting was opened at 7pm.

Item no.	Item	Action
<b>23/061</b>	Welcome by Chairman. Apologies received and accepted from Stephan Fifield, County Councillor (SF) and Ian Bassett Smith, Borough Councillor (IBS).	
<b>062</b>	No Declarations of Interest.	
<b>063</b>	Presentation on recycling by Karen Watson, Environmental Partnerships Manager at CBC. JT and MH tried to contact Karen prior to the meeting by email and telephone with no success. Karen was absent for the presentation.	
<b>064</b>	The minutes of the Full Council Meeting held on 17 <sup>th</sup> July 2023 (previously circulated) were approved by the Council unanimously (SA proposed and HB seconded) and were signed by MH as an accurate record.	
<b>065</b>	No matters arising from the minutes.	
<b>066</b>	<b>Adjournment to Allow for Questions from the Public</b> <b>Q)</b> What is the next stage in the pavilion development and the processes in place? <b>A)</b> NA to cover the pavilion development later in the agenda.	
<b>067</b>	<b>Borough and County Councillor Reports</b>  <b>SF - County Councillor</b> No report as a very quiet month.  <b>JP – Borough Councillor</b> No report as a very quiet month. JP added that the CBC had voted to sell the Municipal Offices and that options were being reviewed for Idsall Car Park.	
<b>068</b>	<b>Committee Reports – F&amp;GP (MH)</b> <ul style="list-style-type: none"> <li>• Approval of financial reports – The accounts for the month of July 2023 (previously circulated) were <b>APPROVED</b> by the council. Proposed by JG &amp; seconded by PK. All in favour with no questions.</li> <li>• Unity Trust Bank application is still on-going with more requests for information from the bank.</li> </ul> <b>Q)</b> is the Cambridge Account the same one as considered before?	

	<b>A) HEB reviewing the accounts. It is specific for parish councils.</b>	
<b>069</b>	<b>Committee Reports – Allotments (PK)</b> <ul style="list-style-type: none"> <li>• PK expressed thanks to KB for chairing the last committee meeting in PK’s absence.</li> <li>• Waiting list is now at 51, including 19 residents of Prestbury.</li> <li>• All trees are presently being reviewed.</li> <li>• Theft of produce has been an issue.</li> <li>• Curbing speeding cars is on-going.</li> <li>• Some allotment holders entered the produce show at Pittville Pump Room on 20<sup>th</sup> August 2023.</li> </ul>	
<b>070</b>	<b>Committee Reports - Facman (JG)</b> <ul style="list-style-type: none"> <li>• Bike Marking Scheme was a successful event with 40 bikes being marked. JG to consider another bike marking event in Jan 2024.</li> <li>• Tree Survey – JG outlined the findings of the tree survey; various actions have been recommended. To be considered at FacMan.</li> <li>• The living Christmas tree is turning brown. The supplier is going to review and has, meanwhile, sent through some recommendations.</li> <li>• Modica, local gardening company, are going to trial wildflower mixes in Barley Road Field by creating small beds of flowers. In exchange Modica are prepared to do ad-hoc gardening work. JG and SA meeting with Modica next week to discuss the details.</li> <li>• Benches – JG outlined work to be carried out on the benches around the parish.</li> <li>• Sensory Garden – 2 volunteers still required to complete the 4 teams looking after the beds of the sensory garden. Topsoil for the beds and new mirrors to be purchased.</li> <li>• It was noted that the grid door through to Little Explorers needed fixing and JT has made numerous calls to welders and builders with no success.</li> </ul>	<b>JG</b>
<b>071</b>	<b>Committee Reports – Planning (HB)</b> <ul style="list-style-type: none"> <li>• 7 applications – no objections.</li> <li>• Await CBC’s decision on the proposed 5G mast at Cheltenham Racecourse. PPC did not object to this application as they concluded it was a better location than the corner of Barley Road onto Prestbury Road.</li> </ul>	
<b>072</b>	<b>Pavilion Development Working Group (PDWG)</b> <ul style="list-style-type: none"> <li>• The changing room refurbishment is complete.</li> <li>• Solar panels have been installed and are generating electricity. NA to liaise with JT regarding the Solis app which provides data on electricity generated.</li> <li>• NA working with the planning consultant and architect to produce accurate, digital plans for submission for planning permission.</li> <li>• Next phase is the erection of a new facility for the groundsman so that the yard can be converted for Little Explorers. Presently exploring ideas of how to make that work so they can move in for summer 2024.</li> <li>• Hot water provision. Needs more work and a decision.</li> <li>• Last phase will be the new community hall and café.</li> </ul>	<b>NA</b>
<b>073</b>	<b>Community Speed Watch</b> <ul style="list-style-type: none"> <li>• KB and CH met with Bob Passmore on 14 August and obtained feedback on the Quenington scheme. CH circulated details of the meeting (attached to these minutes in paper-form) and gave a verbal report recommending Swindon Lane as the best possible location for a speed camera but consideration would be required for the financial cost and time required from the office for data analysis.</li> </ul>	

	<p><b>Q) Why did you dismiss New Barn Lane?</b>  <b>A) CH</b> stated that very few people exceeded 36mph on this road.</p> <p>PK recommended joining the 20 is Plenty Scheme which the police should manage. CT recommended rumble strips however JP clarified that GCC do not approve of rumble strips as a safety measure. It was noted that there is no available data at present in the office on speeding within the parish. The speed gun, apparently owned by PPC, remains missing.</p> <p>A general discussion took place regarding the speed watch camera and MH recommended that it be referred to the F &amp; GP committee for further discussion and a decision.</p>	
<b>074</b>	<p><b>Risk Assessment Update</b></p> <ul style="list-style-type: none"> <li>• NA stated the risk assessment had been amended and CBC’s policy on litter picking had been fully adopted.</li> </ul>	
<b>075</b>	<p><b>Councillor Training</b></p> <ul style="list-style-type: none"> <li>• PW has signed up for Being a Better Councillor course online in October.</li> <li>• GAPTC are experiencing staffing issues, with a recruitment process underway and are unable to deliver face to face courses.</li> <li>• MH recommended all councillors considered completing the Civility and Respect training module course.</li> </ul>	
<b>076</b>	<p><b>Councillor Vacancies</b></p> <ul style="list-style-type: none"> <li>• It was noted that a member of the public had joined the meeting tonight as an observer with a view to being co-opted onto the council in September.</li> <li>• MH stated that he had sent an email to a Bush Court resident, as recommended, regarding joining the council but had no response. MH to visit Bush Court in person.</li> <li>• MH added that he had tried contacting the person in charge of the newsletter for the North Cheltenham Team Ministry with no success. MH to continue trying.</li> </ul>	<b>MH</b>
<b>077</b>	<p><b>Anti-Social Behaviour</b></p> <ul style="list-style-type: none"> <li>• MH posted on the website requesting residents to report incidents of anti-social behaviour straight to the police rather than contacting the office after the event.</li> <li>• A member of the public called into the office regarding an assault on her child in the children’s play area. Police have reviewed CCTV footage.</li> <li>• MH has invited PC Silsby and Sergeant Gosden to the October parish meeting.</li> </ul>	
<b>078</b>	<p><b>Approval for Proposed Change to 3e of the Standing Orders</b>  PK proposed and SA seconded the changing of item 3e of the standing orders.</p> <p>From: “Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda”.</p> <p>To: “Members of the public and press may comment on items on the agenda or raise items for further consideration”.</p> <p><b>All approved the change of wording.</b></p> <p>All members also approved the change of the wording on the agenda for the questions from the public item to:</p>	

	Public session to provide members of the public and/or press with the opportunity to comment on items on the agenda or raise items for future consideration. This session shall not exceed fifteen minutes and each member of the public shall not speak for more than three minutes.	
<b>079</b>	<p><b>Review of Recent Changes to Monthly Meeting Agendas</b> A discussion took place regarding this item.</p> <ul style="list-style-type: none"> <li>• MH noted that councillors could request items to be considered for the agenda as per the standing orders 9b.</li> <li>• MH suggested that written reports in relation to any of the items on the agenda and for matters for further consideration could be submitted to the clerk prior to the meeting.</li> <li>• MH proposed verbal reports would be by exception and only if a critical issue needed to be raised.</li> </ul> <p>There were no objections to MH's proposals.</p>	
<b>080</b>	<p><b>Matters for Future Consideration (not for discussion)</b></p> <ul style="list-style-type: none"> <li>• CH requested an investigation into how to extend the parish car park. To be discussed at the next FacMan meeting.</li> </ul>	
	<b>The meeting closed at 7.55pm</b>	
	<p><b>Date of next meeting:</b>  <b>Full Council Meeting 7pm 18<sup>th</sup> September 2023 at the Pavilion</b></p>	