

Prestbury Parish Council Minutes

Held on Monday 20th November 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), J Gardner (JG), S Hope (SH), C Hunt (CH), P Kennard (PK), V Russell (VR), C Taylor (CT), and P Whitton (PW).

In attendance: J Tetley Parish Clerk (JT), Ian Bassett Smith, Borough Councillor (IBS), Stan Smith, Borough Councillor (SS) and 5 members of the public.

The meeting was opened at 7pm.

Item no.	Item	Action
23/121	Welcome by Chairman. Apologies received and accepted from H Breach (HB), and Stephan Fifield, County Councillor (SF).	
122	No Declarations of Interest.	
123	The minutes of the Full Council Meeting held on 16 th October 2023 (previously circulated) were approved by the Council unanimously (SH proposed and JG seconded) and were signed by MH as an accurate record.	
124	Matters arising from the minutes not covered in the agenda: <ul style="list-style-type: none"> • CT set out to do a litter pick during the recent race weekend when the speed limit on Evesham Road is reduced to 30mph. However, the speed limit is not reduced on the Sunday so the litter pick did not go ahead. 	
125	Adjournment to Allow for Questions from the Public No questions.	
126	Borough and County Councillor Reports SS and IBS – Borough Councillors No report received from SS or IBS. SF - County Councillor MH outlined SF's report circulated prior to the meeting to all councillors. It was noted that the bus gate is now open on Barley Road with cameras in place. However, it is unclear if the camera is live and whether fines are being issued. Barley Road and Broad Acre Road have been inspected but have not yet been adopted.	
127	Committee Reports – F&GP (MH) <ul style="list-style-type: none"> • The accounts for the month of October 2023 (previously circulated) were APPROVED by the council. Proposed by SA & seconded by PK with no questions. • MH outlined the minutes of the F&GP meeting held on 9th November 2023 which are available on the website. 	

128	<p>Committee Reports – Allotments (PK)</p> <ul style="list-style-type: none"> • Current number of residents on the waiting list is 54 (25 are Prestbury residents). One person on the waiting list has recently been given a plot. • Budget figures for 24/25 will be available tomorrow. • Tenants have been notified of the speed limits on the allotments after an incident involving a speeding vehicle. Tenants ignoring the speeding restrictions will be disciplined. • 2 complaints received so far regarding bonfires. PK is asking for details; fires are allowed but only certain materials can be burnt. <p>Q) Have you received a petition banning bonfires? A) PK has not officially received any petition hence no action will be taken.</p>	
129	<p>Committee Reports - Facman (CH)</p> <ul style="list-style-type: none"> • JG outlined the FacMan minutes of the meeting held on 13th November 2023 which are available on the website. • It was noted that a tennis committee has been set up involving CH, the tennis coach, the men and ladies' captains and a social tennis representative. First meeting to take place on 6th December. • Investigations into the ownership of the land containing the trees highlighted in the recent tree survey around Robson Field are on-going. • New artwork has been purchased for the sensory garden. • Thanks were expressed to the groundsman for his refurbishment of the bench in Noverton which has now been re-installed. • JG and NC have treated the bench at the racecourse and it awaits paint treatment by the groundsman. • The cut Christmas tree is being delivered on 1st December. Volunteers required to help install it, JG, CT, NA and CH to help. • 3 tonnes of gravel have been ordered to fill the potholes in the car park. 	
130	<p>Committee Reports – Planning (CH)</p> <ul style="list-style-type: none"> • 3 applications – no objection. • Green Acre Spring Lane Prestbury Cheltenham Gloucestershire GL52 3BW Ref. No: 23/01618/PIP. Objection to this proposal on the grounds that it is a development of a dwelling within the greenbelt. • The Paddocks Swindon Lane Development of two residential dwellings (revised scheme ref: 22/01190/FUL). Planning committee expressed concern that it opens up access to the green belt and do not want further development. • 5G Mast on Barley Road – the application has been rejected by CBC but the agent for the mast has appealed the decision. Planning committee will comment that there are more favourable locations, possibly on parish land. Planning committee to report back to full council. 	
131	<p>Pavilion Development Working Group (PDWG)</p> <p>A Prestbury Pavilion Development Report was circulated prior to the meeting and is attached to the minutes. NA outlined the report and the financial requirements for the project which are as follows: Total forecasted costs going forwards: £157k which includes £14k for solar panels, £33k for phase 3, £88k for phase 4 and £22k for phase 5. The refurbishment of the changing rooms has been covered by grants of £19,797.</p> <p>Funds to cover costs include: Cil funds £124, 692. £10k raised in the 21/22 budget. £19k from reserves. There were no questions on the financial data outlined.</p>	

	<p>A discussion took place regarding project management and it was noted that the working party would continue to work as a team to oversee the project.</p> <p>NA proposed the following:</p> <p>Financial approval for:</p> <ul style="list-style-type: none"> • £33k for phase 3 • £20k to include fees related to planning permission, the planning consultant and the architect. Plus, expenditure on parts of phase 4 which would be more cost effective to be included with phase 3. <p>Monthly updates to F&GP and full council and consultation with all stakeholders.</p> <p>CT seconded the proposal and all voted in favour of the proposal with one abstention due to a lack of knowledge of the history of the project.</p>	
132	<p>Idsall Car Park</p> <p>MH outlined the recommendation by F & GP for PPC not to purchase Idsall Car Park and the reasons for that decision. All reasons are outlined in previous minutes.</p> <p>SS and IBS both stated they wanted the car park retained and MH requested that they put forward their case to CBC as Borough Councillors. It was noted that PPC are not planning to close the car park that it is CBC who own the car park and CBC are intending to close it.</p> <p>A lively discussion took place regarding the car park. It was noted that strong views had been expressed on social media regarding Idsall Car Park and those residents had been invited to this meeting. However, no members of the public present had put forward a case for PPC to purchase the car park.</p> <p>JG circulated a leaflet from Stephan Fifield regarding a petition to stop the sale of Idsall Drive Car Park by CBC.</p> <p>KB proposed that PPC do not purchase Idsall Car Park. SH seconded the proposal and all voted in favour of the proposal.</p>	
133	<p>Councillor Training</p> <ul style="list-style-type: none"> • MH outlined the recommendation for all new councillors to attend the 'Being a Better Course', for all Chairmen to attend the chairman course and for all councillors to consider online courses on civility and respect. • PW has completed Being a Better Councillor Part One and Part Two online which he found highly valuable and a good learning experience. PW to email JT notes for useful information for new councillors. • JG has completed the chairman's course which he recommends. Two main learning points is that no meeting should be longer than 2 hours and councillors need to read reports/information sent to them before the meeting takes place. 	PW
134	<p>Policies</p> <p>Approval was requested for the following policies posted on the website in draft form prior to the meeting:</p> <ul style="list-style-type: none"> • Diversity and Inclusion • Dignity at Work • Grievance • Equality and Diversity • Disciplinary 	

	<ul style="list-style-type: none"> • Publication Scheme • Photography and Filming • Whistle Blowing <p>A few questions regarding the policies had been clarified prior to the meeting. It was noted that some of the policies referred to the Lawn Tennis Association as the policies are required for the registration of the tennis courts with the LTA.</p> <p>VR suggested a verbal warning should be considered for the disciplinary policy. It was noted that this policy is the model policy recommended by the National Association of Local Councils.</p> <p>CT proposed approval of all the policies listed above. VR seconded the proposal and all voted in favour of adopting the policies.</p>	
135	<p>Standing Orders and TORs</p> <p>NA outlined the following recommendation: The TORs for FacMan, Allotments, Planning and F&GP (paragraph 6c) should be amended from:</p> <p>"The Parish Clerk or other appropriate officer will record meetings and circulate the draft minutes within five working days of each committee meeting."</p> <p>To: "The Parish Clerk or other appropriate officer will record meetings and normally circulate the draft minutes to committee members within five working days of each committee meeting."</p> <p>No changes will be made to the publication scheme.</p> <p>NA proposed the adopting the above recommendation. JG seconded the proposal and all voted in favour.</p>	
136	<p>C5 Event Feedback</p> <p>MH outlined the Cheltenham Parish Councils' Collaboration Event on the theme of sustainability. The event was attended by representatives of all 5 parishes within Cheltenham, CBC and GCC, with PPC represented by MH, NA, CT and PK. The Cheltenham, Gloucester and Tewkesbury Strategic and Local Plan was presented along with what it would mean for parish councils and how they could engage in the process. MH empathised how important it was for Prestbury Parish Council to be involved in this process. The plan will be available to review on the CBC website in mid-December. He added that PCC should again consider a neighbourhood plan.</p>	
137	<p>Remembrance Service 12th November</p> <p>MH thanked CH and CT for coordinating the event. The stewards, the administration assistant, NA, the groundsman and the bugler were also thanked.</p> <p>CT outlined two issues that need to be considered for next year:</p> <ul style="list-style-type: none"> • The speakers, their location and the power supply. The microphone needs a windshield. • Consideration needs to be given to the closure of the High Street for an extended period. <p>CH and CT volunteered to organise the event next year.</p>	
138	<p>Parish Reports -only by exception and only if a critical issue needs to be raised. None.</p>	

139	Matters for Future Consideration (not for discussion) <ul style="list-style-type: none"> • Presentation by recycling department from CBC • Biodiversity Policy • Consider publication of SF's report on the website before the meeting. 	
	The meeting closed at 8.38pm	
	Date of next meeting: Full Council Meeting 7pm 18th December 2023 at the Pavilion	