



Hillesley and Tresham Parish Council
Minutes of Monthly Meeting

Held at Hopkins Hall, Hillesley 11 June 2024 at 8.00 pm

Present: Cllr S Lee (Chair), Cllr F Hurford, Cllr W Cockram, Cllr S Hayward, Mrs J Rowley (Clerk).

In attendance: County Councillor Linda Cohen, District Councillor Holly Simkiss. J Dansie Cotswold Warden, David Owen Defibrillator Co-ordinator

- 1. To receive apologies for absence – Cllr P Guest**
- 2. To consider declarations of interest in, and dispensations for, agenda items –** declaration of interest – item 17 Grants Baptist Burial Ground Cllr Hurford, JFMC Cllr Hayward, Cllr Cockram – Toddler Group Cllr Cockram, Tresham Church Cllr Lee.
- 3. Public Session –** the issue of the poor condition of Kingswood Rd and the need for resurfacing was raised by a parishioner.

Agreed: GCC Highways Committee should be approached and written to by name to request that they visit to see the problems. A letter to be sent from the Parish Council, County Councillor and District Councillor.

Action: County Councillor Cohen to get names of Highways Committee members and draft letter from all.

- 4. To receive a report from County Councillor Linda Cohen -** Report circulated prior to meeting and posted on website. Cllr Hurford asked if the Robin bus route could include Hillesley. County Councillor Cohen will ask Cabinet Member Philip Robinson.
- 5. To receive a report from District Councillor Holly Simkiss –** the Council congratulated Cllr Simkiss on her election. Cllr Simkiss introduced herself and gave some information on her background. The Council were asked what would be of interest for future reports, it was agreed to follow the previous template.

6. Minutes:

- a. To approve and sign the minutes of the meeting held on 14 May 2024 – agreed and signed as a correct record.

- 7. To receive the Clerk's report and consider any matters arising –** report circulated prior to meeting and will be posted on website. Additional hours noted.

Agreed: The five hours overtime could be carried forward to summer months when quieter.

8. To receive the Chair's report –

Points of note – still two vacancies on the Council.

Agreed: All to spread word and encourage parishioners to come forward.

9. Planning & Highways:

- a. To note new planning decisions issued by Stroud District Council;

S.24/0533/HHOLD Permission Erection of outbuilding to provide personal art studio
Lartons Mill House Kilcote Road Hillesley

S.24/0594/VAR Permission Variation of Condition 2 (approved plans) from
S.22/1510/HHOLD - Variations to the roof form Tanglewood Hawkesbury Road
Hillesley

S.24/0511/FUL Refusal Retrospective change of use of agricultural buildings for use
as vehicle storage and repairs, industrial processes connected to battery testing.
Change of use of the agricultural land to create a hard surface for the siting of steel
containers and the parking of vehicles. Agricultural Buildings At Burden Court Farm
Tresham

To consider the parish council's response to the following consultations:

Application	Details	Response deadline
S.24/0889/HHOLD S.24/0890/LBC	Wine Cellar Farm, Upper Kilcote, Hillesley Listed Building Application Proposed outdoor swimming pool, air source heat pumps and proposed solar panels to the roofs of existing barn & garage.	No comment

- b. To consider any urgent planning applications received since publication of the agenda
n/a

10. To discuss email dated 10/04/24 from Defibrillator Co-ordinator regarding funding for new Kilcote defibrillator and agree response from HTPC (continued from May meeting). Also to note email dated 04/06/24 re new battery in Tresham defibrillator (FOC) – the Defibrillator Co-Ordinator explained the background to the retrospective request for funding, the scheme that allowed for match funding and the timescales that meant there was not time to seek prior agreement. Financial information about the current situation was supplied. Noted that there had been representations from a local resident about getting a defibrillator installed in Lower Kilcote and that they should have contacted the Council to pass on the information. The purpose of the request to HTPC was to seek help with fund raising rather than direct financial support.

Thanks passed for new battery, should last approximately four years and covered under the original eight year purchase agreement. The cost will be approximately £300 after that.

Agreed: Cotswold Warden to contact Cotswold Way Assn for funding for outstanding costs as they had previously noted the need for a defibrillator in Lower Kilcote. If this did not cover the remaining amount, Council to suggest local companies that might help.

11. To discuss recommendations from the internal auditor's report and agree actions (continued from May meeting) – the Clerk went through all the recommendations from the Internal Auditor's report.

Agreed: to implement all the recommendations except the 3.5 Internal Controls. The Council believes that existing controls are adequate, particularly now that all members will receive all financial information to agree and sign off each month.

Action: Clerk to implement recommendations and publish report on website with AGAR documentation.

12. To receive and note email dated 22/05/24 from Hillesley resident regarding flood protection at Lovetts Way and agree action for the Council. Further information requested from Dist Cllr Simkiss. (circulated 21/05/24) – Dist Cllr Simkiss had followed up with SDC Planning and established there was nothing remaining to enforce regarding previously outstanding planning issues.

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Agreed: Dist Cllr Simkiss to liaise directly with APS to find out what the issues are and report back to the next meeting.

- 13. To discuss email from GCC Highways dated 22/0/24 regarding village gateways and other highways issues and agree response from Council. This item includes drainage in Tresham and emails regarding case 22036145 and Lengthsmen work (all circulated with agenda) – re gateways, noted that there could be issues with hedge trimming and gateways. Issues with drainage in Tresham still exist.**

Agreed: The Council would like to proceed with single post gateways as previously agreed and suggestion of 'Dragons Teeth'.

County Cllr Cohen to contact GCC Highways Mgr to request he comes out to visit Tresham and see drainage issues.

Action: Clerk to contact the two relevant landowners and explain the speed reduction measures and seek their views/agreement on hedge maintenance so the posts could be installed.

- 14. To note Hillesley Whatsapp message re Strava competition and agree action by the Council (circulated 21/05/24) –**

Agreed: Defer to July meeting when Cllr Guest could also take part in the discussion as requested.

Action: Clerk to add to July agenda.

- 15. To note responses from Gigaclear re outstanding broadband connections and agree any response from the Council (circulated 03/06/24) – noted that work to connect the four remaining properties should be completed by September, however Hopkins Hall likely to be 'descoped'.**

Action: Clerk to email JFMC to inform them of the Gigaclear response and seek their views. Also email Gigaclear to request more information regarding Hopkins Hall and feasibility issues.

- 16. To receive and note email dated 17/05/24 from Hillesley resident re strimming at the allotments and agree response from the Council (circulated with agenda).**

Agreed: to note email and that the issues were likely to be a one off due to clearance of overgrown plot. Bring to the attention of HAA if an ongoing issue.

Action: Clerk to respond.

- 17. To consider and agree grant applications (circulated with agenda)**

Tresham Church – bench £250 agreed

JFMC/Hillesley Playgroup – craft area £300 agreed

Hillesley Baptist Burial Ground Trust – maintenance £200 agreed

JFMC- kitchen refurb £1.5k. Cllr Cockram to discuss alternative options with JFMC/defer to next meeting.

Noted that HAA had not requested funds for the grant agreed in December and this would now have to be classed as an overspend.

Agreed: Raise with HAA at their next meeting – ask Cllr Guest to attend.

Action: Clerk to action

- 18. Finance:**

- a. Income received and payments approved according to the lists below,
- b. Bank reconciliation approved.
- c. Expenditure against budget for the year to date reviewed– internal checker confirmed on or within budget

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- d. To agree new bank signatories and sign a revised bank mandate – defer to next meeting when Cllr Guest can attend.
- e. Annual governance statement for 2023-24 approved and signed. Clerk to upload to website.
- f. Annual accounting statement for 2023-24 approved and signed. Clerk to upload to website.
- g. Bank reconciliation for 2023-24 approved and signed. Clerk to upload to website.
- h. Exercise of public rights for 2023-24 approved and signed. Clerk to upload to website.

19. To receive a list of correspondence for information.

- 01/06/24 SDC Elections Monthly Elector Alterations (Clerk only)
- 30/05/24 GAPTC Training offer Biodiversity and Climate Action (website, meetings section)
- 29/05/24 Twentysplenty Eastington zoom meeting (circulated 31/05/24)
- 27/05/24 GAPTC Pre election period/purdah (circulated 31/05/24)
- 23/05/24 Stroud Councillor Advocacy Scheme agenda 28/05/24 (website, meetings section)
- 20/05/24 Safety of Lithium Batteries and e bikes and scooters (website, notices)
- 13/05/24 Action Cotswold Way Charity Challenge 22/23 June (website, notices)
- 07/05/24 Cainscross PC Training for Councillors (website, meetings section)
- 07/05/24 GAPTC AGM Invitation reminder (website, meetings section)
- 07/05/24 GAPTC Financial Regulations 2024 (website, meetings section) future agenda item

20. To confirm the date and time of next meeting: Tuesday 9 July 2024. Time to be brought forward to 6pm.

Anybody with an item they wish to bring to the attention of the Council, should forward details, in writing, to the Clerk to the Parish Council, no later than 9am on Tuesday 2 July 2024.

21. To resolve to move into a confidential session (if necessary) to discuss separate business, pursuant to s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Order 19a.

Income for May 2024

Income Received	Date Paid	Details	Gross	
Allotments	25/04/24	Rent payments x2	£84.12	
GAPTC	Chased 03/06/24	Refund – incorrect invoice	£35	Overcharged for Chairs Training.

Payments for May 2024

Payments made	Date paid	Details	Gross amount	Relevant minutes	Authority to Spend

Pending payments	Date of invoice	Details	Gross amount	Relevant minutes	Authority to Spend
Julie Rowley	01/05/24	Clerk's salary June	£289.00	June 24	LGA 1972, S112
GAPTC	01/05/24	Audit fee and mileage	£180.00 £35.10	Jan 24	LGA 1972, s111
Hathaway Gardenscapes	31/05/24	Grass cutting - May	£216.00	May 24	LGA 1976 S19
Tresham Church	01/06/24	Grant	£250.00	Jun 24	S137
JFMC/Hillesley Playgroup	01/06/24	Grant	£300.00	June 24	LGA 1976 S19
Hillesley Baptist Burial Trust	01/06/24	Grant	£200.00	June 24	LGA 1972 S214

Signed.....Dated.....

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Chair

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