

PARISH COUNCIL OF HILLESLEY AND TRESHAM

Minutes of the Monthly Meeting

held via Zoom, 14th May 2020 at 6.00 pm

Present: Cllr D Darlow, Cllr T Hopkinson, Cllr M Humphries, Cllr S lee, Cllr M Vaughan, Elizabeth Oakley (clerk).

In attendance: County Cllr J Cordwell. District Cllr M Reeves

1.To consider apologies for absence: Cllr W Cockram

2.To consider declarations of interest in agenda items: none

3.To confirm the minutes of the last meeting on the 10th March 2020: Confirmed as a true record and signed by the Chairman.

4.To note a report by the clerk. The clerk reported receipt of first annual precept payment on 4th May; she had referred the Kilcote scheme for inclusion in the Country Council's budget for 2020/21; the new approved grants policy had been uploaded to the council website; progress had been made towards the annual audit noting the revised deadline of end of July; a separate listing of clerk's delegated actions during the lockdown period had been set up.

5.To receive reports from the County and District Councillors: The District and County Councillor's reports (submitted to the Parish Council prior to this meeting) were noted with thanks. Cllr J Cordwell noted disappointment at a lack of local testing sites which had only run for a few days, but there was an initiative to set up more sites and extend the hours to Sundays. The Horsley recycling centre was to re-open on an appointments system.

6.Planning applications: To note decisions and consider applications

a/ New applications: S.20/0853/LBC, Foxholes Farm, Hillesley, Listed Building Application.

The council agreed to neither support nor object.

b/Applications dealt with under delegated powers: None

c/Decisions: Decisions: - S.19/2301/DISCON, Land To The West Of Hawkesbury Road Hillesley, Discharge of conditions 3 (Materials), 4 (Drainage Strategy), 5 (Exceedance Flow Routing Plan), 7 (Construction Method Statement) & 14 (Landscape and Ecological Management Plan) of permission S.17/2541/FUL -*Permission*; S.20/0266/DISCON, Day House Farm Day House Lane Hillesley Wotton-Under-Edge, GL12 7QY, Discharge of condition 2 (Materials) & 3 (window & door specification) of application Ref.S.17/0156/LBC - *Permission*; S.19/2646/HHOLD, Holwell Farm Ozleworth Wotton-Under-Edge, GL12 7QB, Alterations to former stables and cart shed to provide ancillary domestic accommodation and associated landscaping. - *Permission*

7.Finance

a/To monitor performance to date: Cllr M Vaughan had received financial statements and there were no real issues. The precept had been received and £300 allocated in grants since the last council meeting. However, the cheque issued to the school at the February meeting did not appear in financial statements. The clerk undertook to determine if the cheque had been presented and cleared.

Action points: *the clerk to determine whether the cheque had been presented and cleared.*

b/To agree grass cutting arrangements for 2020: Councillors had considered the revised quotation for rates for grass cutting for the current year noting a three per cent increase. Councillors agreed unanimously to accept the quotation.

Action points: *the clerk to request grass cutting work at Hillesley and Tresham be carried out.*

8. To consider grant application from the Baptist Burial Trust: The chair advised a request for contribution towards the Trust's insurance of £198.00 due next month had been received. Councillors discussed options for grant aid as a consideration of the longer term plan to take over the Baptist Burial Trust. The legal issue to resolve to wind down the Trust was still outstanding especially as the original

Trust documents had not been available from the original solicitor when the Trust was established. It was possible these were now available through the Charity Commission website and the clerk in conjunction with the chair and Cllr M Humphries undertook to investigate. The council agreed a current grant to the Burial Ground Trust of £75.00 as a contribution towards maintenance.

Action points: chair, Cllr M Humphries to further investigate if Trust documents were available.

9.To consider options for council website accessibility: The chair advised the law now requires council websites to be accessible in a whole manner of ways with respect to overall framework as well as content. Government guidelines had been supplied, and a quotation received from Parish Council Websites for the work. This quotation was separately itemised for the framework changes and for the content changes. Councillors wished to explore the options for the type of work to be completed and the supplier of the work. The clerk advised of the advantages of employing the company who help maintain the current site, (Parish Council Websites), although councillors advised of other companies who also had website experience. The clerk noted a website supplier's familiarity with the local government Transparency rules especially in relation to finance that pre-existed the new accessibility rules, was also important. She undertook to request details of the deadline for completion of the accessibility work, a template from Parish Council Websites showing how the accessibility requirements were met in practice, as well as more specific details of the precise meaning of accessibility criteria.

Action Points: the clerk to contact Parish Council Websites for details of the deadline, precise accessibility criteria, and a template to show the criteria applied to an example website.

10.To agree date and format for the next Parish Council meeting: Council agreed to retain the second Tuesday of the month schedule for the next meeting. This to be held by Zoom at the later start time of 7.00 pm.

Meeting ended at 7.00pm

The next meeting of Hillesley & Tresham Parish Council will be held on Tuesday 9 June at 7.00 pm via Zoom

I certify that the above minutes are a true record of the above meeting

Signed Date