

## PARISH COUNCIL OF HILLESLEY AND TRESHAM MINUTES

### Annual General Meeting held at Hopkins Hall, Hillesley on Wednesday 11<sup>th</sup> May 2011

**Present:** Cllr D Darlow (Chair), Cllr A Clark , Cllr T Burden, Cllr S Butcher, Cllr A Doughty, L Spratling (Parish Clerk)

**In attendance:** Cllr J Cordwell (County), Cllr P Hemming (District) and no members of the public

**Public Participation:** None

#### **ACTIONS:**

1. Dave Darlow was duly elected Chair and Confirmed his Declaration of Acceptance of Office
2. Alan Clark was duly elected Vice Chair and Confirmed his Declaration of Acceptance of Office
3. Council agreed that no committees were needed at present although it was noted that the Council may wish to re-visit this decision later in the year
4. Council agreed that Cllr Alan Clark should continue as the Hillesley & Tresham representative on the Assley & Hareley Commons Association
5. Council confirmed the delegated powers for the Parish Clerk (Proper Officer & Responsible Financial Officer)
6. Council agreed the dates for future Council Meetings in 2011:  
8<sup>th</sup> June (Tresham), 6<sup>th</sup> July, August – no meeting, 7<sup>th</sup> Sept(Tresham), 12<sup>th</sup> Oct, 9<sup>th</sup> Nov, 7<sup>th</sup> Dec
7. The pro-forma Parish Council calender was reviewed and agreed in principle
8. Public Participation Session – no members of the public present
9. Apologies for absence: Cllr C Halpin and Cllr R Halow – Approved. Dave Darlow confirmed that he would speak to RH for further clarification
- 10 .Declarations of Interest: None
11. Minutes of the last meeting: The minutes of the 6<sup>th</sup> April were approved, and signed by the Chair.
12. Clerk's Report:  
Grass Cutting – **Actions arising**
  - It was agreed that a letter of thanks should be sent to Mr Raines, thanking him for his excellent work on the War Memorial area.
  - It was agreed that all councillors would send the Parish Clerk a selection of feedback for inclusion in the letter of thanks
  - A new contractor will be sought and the Councillors will consider how best to manage the grass and beds until one is appointed.
13. Correspondence & documents - No actions (Oil Buying covered under Section 17)

#### 14. Planning Applications:

a. Decisions received:

[S.11/0596/HHOLD](#) Coombe Head Tresham,  
Wotton-Under-Edge,  
Gloucestershire,  
GL12 7RW Two storey extension. **Application Permitted**

b. Applications dealt with under Delegated Powers: **None**

c. Consultation on new Applications:

[S.11/0653/HHOLD](#) Pleasant View High Street,  
Hillesley,  
Wotton-Under-Edge,  
Gloucestershire,  
GL12 7RS Erection of first floor extension to enable the provision of accommodation in roof space.  
Alteration... **Council agreed to Neither Support nor Object**

#### 15. Finance:

- a. Performance. Agreed no actions
- b. 2010/11 Accounts agreed subject to Internal audit. CH had confirmed the internal monitoring of the accounts in advance of this meeting
- c. Payments to AON of £742.97 and HMRC of £136.00 and E J Martin (Harmonix) of £150.00 agreed

**16. Governance:** Council agreed to approve annual governance statement

**17. Parish Plan:** Council agreed that the following councillors would **act as Lead Councillors and be responsible for working with the community to progress and manage the following actions within the Plan:**

Alan Clark : Community Section - Oil Buying and Information  
Sue Butcher :Services Section – Refuse Collection  
Angela Doughty :Housing Section – Affordable Housing  
Trevor Burden : Transport Section – Speeding and Community Section – Playing Fields and village meeting Place (in Tresham)  
Dave Darlow : Community Section – recycling and Transport Section – HGVs

**In addition it was proposed (in their absence) that the following Councillors were asked to act as Lead Councillors for working with the community to progress and manage the following actions within the Plan:**

Claire Halpin : Environment Section – Footpaths  
Rod Harlow – Environment Section – Dog Fouling

#### 18. Highways, Footpaths and Waterways:

**Actions Arising** - Alan Clark agreed to check that the items mentioned in Chris Riley E Mail had been completed and to report on current situation at next meeting.

#### 19. County and District Councillor Reports:

**John Cordwell – County Councillor**

- **Public Transport Review** - A drop-in session has been arranged in Wotton from 10:00 to 14:00 on Tuesday 24th May. Also an “information evening” at Dursley Town Hall on Tuesday 17th May and a

drop-in session at Sainsbury's in Dursley from 10:00 to 14:00 on Monday 16th May.  
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**Paul Hemmings- *District Councillor***

- Changes in Development Control meetings to 1 per month.
- Results of 1/3 council elections resulted in a conservative group majority of 1

**20. Training:** Parish Clerk has attended initial training.

**Date of Next Meeting:** 7.30pm Wednesday 8<sup>th</sup> June in Tresham Court Barn

**Meeting closed at 9.25pm**

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

Signed:

Date:

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