

PARISH COUNCIL OF HILLESLEY AND TRESHAM
Hopkins Hall, Hillesley on Wednesday 13th May 2015

ANNUAL GENERAL MEETING MINUTES

1. **To elect Chair and confirm Declaration of Acceptance of Office** – Cllr D Darlow was re-elected
 2. **To elect Vice Chair and confirm Declaration of Acceptance of Office** – Cllr A Clark was re-elected
 3. **To consider appointment of Committees** – it was agreed that none were needed
 4. **To appoint representative to Assley & Hareley Commons Association** – Cllr A Clark kindly agreed to continue in this role
 5. **To confirm delegated powers for the Clerk (Proper Officer & Responsible Financial Officer)** - Confirmed
 6. **To consider Council Calendar** – considered and no changes made.
-

PARISH COUNCIL OF HILLESLEY AND TRESHAM MINUTES (of Monthly Meeting)
Hopkins Hall, Hillesley on Wednesday 13th May 2015

Present: Cllr D Darlow,, Cllr A Clark, Cllr J Knowles, Cllr G Finn, Cllr A Doughty, and the Parish Clerk

In attendance: Cllr P Hemming, Cllr J Cordwell

Public Participation: None

1. **Apologies for absence:** Cllr R Graham (accepted)
 2. **Declarations of interest:** None
 3. **Confirm Minutes of the last meeting(s).**

The minutes of 1st April 2015 were approved and signed by the Chairman Cllr D Darlow. Previous Action Points were reviewed and any still outstanding will be reviewed at the June Meeting.
 4. **Clerk's Report**
 - Internal Audit completed satisfactorily and documents to be sent for External Audit
 - Audit notification posted on Noticeboards
 - New HMRC software to be loaded for FY 15/16
 - Most allotment rents received
 - UK Parliamentary Election Notification placed on Noticeboards
 - £4,000 Precept received
 5. **Correspondence received**
 - Rural Housing Alliance and the Rural Services Network – Brochure entitled Affordable Rural Housing: A Practical Guide for Parish Councils
 - GAPTC – Annual Subscription receipt
 - GAPTC – Community Ownership & Management of Assets Programme – Access to Grants (closes 15th May)
- 241
- GAPTC – My Community Rights Programme 15/16 – Confirmed Deadline for Parish

Applications 8th May 2015

- GAPTC – Nomination of Councillor Representative to Executive Committee
- Glos Wildlife Trust – ID & Ecology Courses 2015
- Returning Officer GCC – UK Parliamentary Election
- SDC – Neighbourhood Planning – Assistance offered
- SDC – Declarations of Interest (reminder)
- SDC – Planning App – too late for consideration - Rose Cottage
- Cotswolds Leader – Local Action Group – Recruitment of Exec Group Members
- Co-op Bank – interest paid only if balance is over £25,000.00
- Grant Thornton – Limited Assurance Newsletter
- NALC – Letter re. The Local Council Award Scheme
- Zurich Insurance – Annual Seminars – Yate 21st July
- Citizens Advice – Request for Grant

6. Planning Applications : to note decisions and consider applications

a. Decisions received: **None**

b. Applications dealt with under Delegated Powers:

S.15/0868/HHOLD Withymore Cottage, Day House Lane, Hillesley - Construction of a single studio annex as additional accommodation ancillary to Withymore Cottage by demolishing existing agricultural storage building and green house. Neither Support nor Object

c. Consultation on new Applications: **NONE**

7. Finance

All financial transactions checked & confirmed by Cllr J Knowles.

a. To monitor performance to date

- Balance at Bank - £ 15,937.15
- Payments to Date - £210.93
- Receipts to Date - £4263.04

b. To approve payments: **Approved**

- **Zurich Municipal £592.22 Annual Insurance Policy**

8. **Parish Plan:** No updates

9. **Highways, footpaths & waterways - To consider reports:** **None**

10. **To receive reports from County and District Councillors**

John Cordwell:

Highways Issues

The new local highways manager, Andrew Middlecote, is now in post and has met with Cllr Cordwell to discuss many local items.

Street Lighting

The LED lighting contract was due to be awarded in April and the service is expected to start in September.

Children's Activity Fund

Cllr Cordwell used the last £318 available from this in 2014/15 to support in part a bid to replace and improve play equipment on Hillesley's Jubilee Field and supported a bid for a further £2600 to meet the remaining requirement which has been successful.

Paul Hemming:

The make up of the Council is now Conservatives 23, Conservatives No Group 1, Green 6, Labour 18, Liberal Democrats 3.
The Parish Council agreed that the preferred size of new wheelie bins should be the large size.

11. Discuss & agree Next Steps for possible Affordable Housing in Hillesley

Cllr D Darlow reported that further feedback had been received from Karen Phiminster and the English Rural Housing Association.(ERHA)

Action Points:

- All Councillors to review the feedback and provide their own views and opinions on this information to Cllr D Darlow.
- Cllr D Darlow to request a date for a meeting with and presentation by Ian Gillespie (ERHA) as soon as possible.

12. Review situation with regard to rural broadband and agree next steps.

Cllr R Graham gave his apologies for this meeting but has subsequently chased the Fastershire Project once more for further information.

Action Point: Add to June meeting as an Agenda Item.

13. Discuss & agree next steps for proposed installation of water pipe by Alderley Farms at Well Hill, Tresham.

Cllr R Graham gave his apologies for this meeting.

Action Point: Add to June meeting as an Agenda Item

14. Discuss & agree next steps for provision of maintenance plan for Well Hill

Cllr R Graham gave his apologies for this meeting.

Action Points:

- Parish Clerk to add this to the June meeting as an Agenda Item
- All Councillors to arrive 15 minutes early at the June Meeting at Tresham to review the Well Hill site

15. To agree the Accounts and Audit Statement for 2014/15 (Internal Audit has been completed satisfactorily). Agreed.

Action Point: Clerk to send to Grant Thornton. **Completed**

16. Review Asset List and agree resulting actions. Confirmed with no changes

Meeting closed at 9.30pm

Next Meeting Wed June 10th at 7.30pm at Tresham Court Farm Barn

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

Signed:.....Date:.....

**FUTURE MEETING DATES FOR 2015 WILL BE:
Jul 8, Aug na, Sep 9, Oct 14, Nov 11, Dec 9**