

Alderton Parish Council

Email: aldertonpc@gmail.com www. Aldertonparishcouncil.org.uk

Minutes of the Parish Council Meeting held at Alderton Village Hall on Tuesday, 16 April 2024 commencing at 7.00pm.

Present: J Kettle, N Broderick, M West, P Woodman, D Rayton (left at 9.30pm)
Attendance: Parish Clerk, 1 member of public

Cllr Woodman was nominated by Cllr West to chair the meeting in Cllr Davies absence this was seconded by Cllr Broderick

- 240416/01 To accept apologies for absence and confirm the meeting is quorate**
Apologies received from Cllr Davies, County Cllr Gray, Borough Cllr Madle
- 240416/02 To receive Declarations of interest for items on the agenda below**
Declarations were received from:
Cllr D Rayton for **240416/08d** - 22 St Margarets Rd
240416/08e - 18 Beckford Road
Dispensation Cllr Woodman - Allotments
- 240416/03 To receive comments from members of the public - no decisions will be made on issues raised. Items requiring decisions will be added to the agenda for the next meeting**

Member of the public spoke for the planning application **240416/08g** 24/00234/FUL - Alley Cottage Beckford Road Alderton.
- 240416/04 To confirm and sign the minutes of the Parish Council meeting held on 19 March 2024**
The minutes of the meeting held on 19 March 2024 were **AGREED by COUNCIL** and signed by the Acting Chair.
- 240416/05 To receive the County and Borough Councillors' reports**
Cllr Madle sent the Borough Council annual report and Cllr Gray sent through the County Councils annual report, both to be included in the Annual Parish Meeting. (see Alderton Annual Parish Meeting Minutes) .
- 240416/06 To receive an update on maintenance of Parish Council Assets:**
- a. Benches**
Cllr Woodman reviewed the concrete slab and confirmed current concrete in not large enough for the bench
ACTION Clerk to respond to quote, agreed at the March meeting
 - b. Speed Sign (VAS)**
An audit of the posts around the village is required to see how many are still available and how many been repurposed for other signs.
Concerns were raised over the battery life and replacing the battery of the current VAS model.
ACTION Cllr West to investigate latest versions of VAS
ACTION Clerk to contact Gloucestershire Highways to see if this is the latest version of the contract.
 - c. Review the repair quotes for the old village shop and agree actions**
Awaiting result of the Severn Trent Community funding grant. If unsuccessful alternative funding options will be sought.
 - d. Painting the external cladding of the changing facilities**
ACTION Cllr Broderick, Cllr Rayton & Cllr Woodman to carryout site visit to discuss stain options
 - e. Parish Notice boards**
Village Hall Noticeboard has been temporarily fitted with a strap
ACTION Cllr Kettle to fit a latch to the public side of the notice board
Memorial noticeboard handle missing
ACTION Cllr Woodman to replace handle

240416/07 To discuss planning application and agree actions

Reference	Location	Description	Update
a. 22/00624/OUT	Land east of St Margarets Drive, Alderton	Outline Planning application for the demolition of 16 St Margaret's Drive and the erection of up to 55 dwellings, associated infrastructure, landscape and biodiversity enhancements, all matters reserved except for access to St Margarets Drive	Meeting with Pegasus Planning consultant scheduled with councillors for 25 th April. Councillors will be asking them to engage with local residents before submitting their detailed plans.
b. 22/00998/FUL	Land Behind 52-74 Willow Bank Road Alderton	Full planning application for the erection of 48 dwellings with associated infrastructure and amenities along with demolition of an existing dwelling on land to the west of Willow Bank Road, Alderton	The Parish Council is waiting to see details of pre-commencement conditions.
c. 23/00204/FUL	Land at Dibden lane, Alderton	Proposed rural exception site comprising 26 affordable homes and associated works	No update
d. 23/00720/FUL*	Land Adjacent To 22 St Margarets Road Alderton	Proposed dwelling and altered access	Updated plans have been submitted and awaiting formal notification. Awaiting comments from the Conservation Officer and Highways.
e. 24/00053/FUL*	18 Beckford Road	Replacement porch	Application approved
f. 24/00191/CLP	9B Beckford Road	The construction of a dormer extension on the rear roof slope of the property	Dimensions falls within the technical guidelines Permitted Development rights. COUNCIL AGREED to no comment.
g. 24/00234/FUL	Alley Cottage, Beckford Road	Extend height of front dormer and alterations.	There would be no increased degree of overlooking, very minimal increase in bulk, imperceptible alteration. COUNCIL AGREED to no comment.

* Cllr Rayton did not participate in these discussions due to declarations of interest for 240416/08d and 240416/08e

240416/08 To agree or note matters relating to the Playing Field and Changing Facility

a. Play area inspections

Play area inspector raised a concern over a crack in rubber of the toddler swing seat. RoSPA inspection is scheduled for this week.

ACTION Cllr Kettle to review the seat and the RoSPA report when released

b. To review play area fencing quotes and agree actions.

Four tenders for fencing of the play area at Alderton Playing Fields have been received.

Brief: fencing off the play area using 67m (option to extend to 78m) of bow-type fencing 1.2 m in high, with x1 pedestrian gate and x1 vehicle access gate. Quotes exclude VAT

1. £11,021.00
2. £13,188.96
3. £13,865.00
4. £10,647.00

COUNCIL AGREED unanimously to Company 1, quote of £11,021.00. reasons being that they are an existing provider of services to playing field and the breakdown of the quote was reasonable and in line with expected work.

Company 2 height of fencing only 1m. Company 3 is a new provider and the most expensive.

Company 4 ruled out due to example of work carried out locally.

ACTION Cllr Davies to instruct Company 1 to carry out the work and find out the lead time and duration of the work. To also enquire whether they would be able to reprofile the mound.

c. To receive update on moles

No new hills report. **COUNCIL AGREED** that no further action is required at this time

240416/09

To agree or note Allotments Matters

a. Flooded allotment plots

COUNCIL noted two tenants have asked to move plots due to ground being unworkable with recent flooding.

b. Western hedge trees

Overhanging tree branches scheduled to be cut on 24th May

ACTION Clerk Follow up with Cllr Gray about availability and the acquisition of native trees.

c. Turning on the water and opening access to the inner tracks

COUNCIL noted the Portaloo has been installed for the season and access to inner tracks has been opened

ACTION Cllr Woodman to turn on the water to the site

240416/10

Finances – documents circulated prior to meeting

a. To record income received up to 31 March 2024 and approve the April 2024 Payment List

COUNCIL APPROVED the April 2024 Payments list and payments since the last meeting.

March receipts received:

Date	Source	Purpose	Amount £
01-Mar	Plot (17C)	Allotment rent	21.00
01-Mar	Plot (2B)	Allotment rent	26.66
01-Mar	Plot (3B)	Allotment rent	15.00
04-Mar	Tewkesbury Athletic FC	Pitch hire March	125.00
05-Mar	Plot (3A)	Allotment rent	45.00
07-Mar	Plot (24A)	Allotment rent	15.00
09-Mar	Lloyds Bank	Bank Interest	17.77
11-Mar	Lloyds Bank	Bank Interest	19.43
12-Mar	Plot (106A & shed 2)	Allotment rent	70.00
13-Mar	Plot (24Bi)	Allotment rent	15.00
13-Mar	EON	Solar panels	22.67
14-Mar	Plot (15C)	Allotment rent	21.00
14-Mar	Plot (22)	Allotment rent	55.00
20-Mar	Plot (6C)	Allotment rent	26.00
20-Mar	Plot (7A)	Allotment rent	12.50
20-Mar	Plot (16D)	Allotment rent	10.00
20-Mar	HMRC	VAT reclaim Oct-Feb	260.01
25-Mar	Plot (107A)	Allotment rent	15.00
25-Mar	Alderton Allotment Association (13A)	Allotment rent	30.00
25-Mar	Plot (8C)	Allotment rent	30.00
25-Mar	Plot (19C)	Allotment rent	22.00
25-Mar	Plot (103B)	Allotment rent	25.00
25-Mar	Lloyds Bank	Bank interest 30K Savings (Feb & Mar)	186.61
Total			1085.65

April Payments list

Chq no	Payee	Description	Authority	Amount	VAT	Total value
FPO	C Bridges	Clerk's salary – April 2024	LGA 1972 s.112	891.63	0.00	891.63
FPO	HMRC	NI & Tax on Clerk salary - April	LGA 1972 s.112	48.71	0.00	48.71
FPO	Waterplus	Water for Allotments (Dec-Mar)	LGA 1972 s.111(1)	10.08	0.00	10.08
FPO	Waterplus	Water for Playing Fields (Dec-Mar)	LGA 1972 s.111(1)	33.62	0.00	33.62
FPO	Alderton Village Hall	Hall hire (Jan, Feb, Mar)	LGA 1972 s.142	74.00	0.00	74.00
FPO	Subsight Survey Ltd	Village Hall redevelopment surveys	LGA 1972 s.133	1300.00	260.00	1560.00
FPO	GAPTC	Annual membership subscription	LGA 1972 s.143	261.63	0.00	261.63
FPO	Gloucestershire County Council	Allotment rent	LGA 1972 s 111	625.00	0.00	625.00
FPO	K. Paige	Allotment Deisel	LGA(MP)A 1976 s.19	51.68	10.33	62.01
TOTAL						3626.38

- **COUNCIL AGREED** to purchase a new replacement defibrillator battery for the defibrillator located in Cambridges Square (£210.00 + £12.50 delivery + VAT).

- b. To approve bank reconciliation
COUNCIL APPROVED the bank reconciliation (Appendix A) for the current state of accounts 31 March 2024

Current Account balance = £ 3701.31

Deposit Account = £ 13563.91

Business Account (CIL) = £ 17132.87

High Interest Saving Account CIL (3.6%) = £ 60000

High Interest Savings Account CIL (2.95%) = £30249.75

COUNCIL NOTED two internal transfers of

- £5000 from the Deposit account to the Current acc
- £750 from Business Acc (CIL) to the Current acc for the defibrillator

- c. To receive the budget monitoring report
COUNCIL NOTED the budget monitoring report (Appendix B)

- d. To consider expenditure items for S106 and CIL monies and agree actions
S106 repairs
COUNCIL NOTED we are still awaiting S106 payment for playing field repairs from TBC

240416/11 To receive an update on the community consultation for Section 106 and CIL priorities and agree actions
COUNCIL NOTED we are currently awaiting a response from GRCC.
ACTION Clerk to follow-up with the Village Hall to see if there is an update with the development survey

240416/12 To receive an update on the Tewkesbury Garden Communities meeting and agree any actions
Cllr West attended the TGC Parish Liaison Group on 3rd April at Tewkesbury Town Hall. Consultant Matthew Springett from Matt & Fiona spoke about engaging young people and working with schools. Concerns were raised over the A46, which should be addressed in the Strategic Local Plan (transport).

240416/13 To discuss flooding in the village and agree actions
Response received from Dumbleton estate confirming that there is no current water management plan in light of the forecast increase in rainfall in the climate change models.
No update from Gloucestershire Highways.
ACTION Cllr West to follow-up with both

240416/14 To discuss the Annual Parish Meeting and agree actions
To advertise the APM on the village WhatsApp group, the parish council website and the notice boards
ACTION Clerk to circulate Agenda
ACTION Clerk to follow-up with local groups and organisations for accounts to be included in the annual report, which is to be printed for the APM and digital version made available online.

240416/15 To review and approve the following document:

- COUNCIL APPROVED** the reviewed Risk Management scheme
- COUNCIL APPROVED** the reviewed Code of conduct policy

240416/16 To note agenda items for next meeting 21 May

- Annual Meeting of the Parish
- Review of Financial documents: Financial regulations

Meeting closed at 10pm. Date of next Meeting: 21 May 2024 commencing at 19.00pm, in Alderton Village Hall.

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Chairman

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Date

2024 Meeting Dates: 21 May, 18 Jun, 16 Jul, 20 Aug, 17 Sept, 15 Oct, 19 Nov, 17 Dec

APPENDIX A

Period to: 31 March 2024

Lloyds TSB Current & Deposit A/cs		£	£
Balance per Treasurers Acc	31 March		3701.31
Balance per Business Acc (CIL)	31 March		17132.87
Balance per Business Acc	31 March		13563.91
High Interest Savings Acc	31 March		60000.00
High Interest Savings Acc	28 March		30249.75
Internal Transfer:			
Bus Acc > Treasurers Acc	1 March	5000.00	
Bus (CIL) > Treasurers Acc	1 March	750.00	
Less:			
Outstanding/unpresented cheques			
Reconciled balance			<u>124647.84</u>
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Cash Book Summary			
Opening balance 1.4.23 (inc CIL)			31429.98
Add: receipts to date			116342.51
Less: payments to date			23124.65
Cash Book balance			<u>124647.84</u>

APPENDIX B

BUDGET v ACTUAL Year 23/24

2022/23	2023/24 Financial Year			
Actual £	Budget £	Receipts	Actual £	Difference £
17272.34	14033.6	Carried forward	31430	17396
18480	19040	Precept	19040	0
2543.66	2500	Allotment rents	2324	-177
420	800	Changing Facility Receipts	1431	631
286.44	270	Grass Verges	0	-270
51.32	100	Interest	1030	930
13987.93	89891.38	CIL/S106 play pitches	89891	0
572.76	0	S106 play facility	0	0
261.04	270	Solar Receipts	345	75
2403	0	Other funding/grants	0	0
2289.01	2500	Vat reclaim	2281	-219
58567.8	£ 29,405	Total income	£147,772	18368
		Payments		
8132.02	8000	Staff Salary	7115	885
1168.04	0	HMRC	2073	-2073
282.91	500	Admin Expenses	269	231
444.9	500	Audit	458	42
519.09	575	Insurance	574	1
411.28	500	Hall Hire	414	86
340	825	Grass Verges	420	405
1640.21	2100	Playing Field Maintenance	2478	-378
0	0	Playing Field - Pitches S106	0	0
0	0	Playground Improvements S106	814	-814
0	1920	Play Area Repair Reserve	0	1920
0	0	Changing Facility - solar	0	0
0	500	Mower Replacement Reserve	0	500
1339.85	2000	Changing Facility - maintenance	1905	95
1875	1250	Allotments - GCC rent	1250	0
544.01	550	Allotments - water etc	333	217
3706.3	500	Allotments - maintenance	812	-312
2102.62	0	Village Events		
802.78	500	Village Assets - maintenance	558	-58
582.1	500	Subscriptions	295	205
304.27	500	Training	45	455