

# Birdlip Parish Council



## MINUTES

**Minutes Meeting of Birdlip Parish Council on Wednesday 18<sup>th</sup> September 2024 at St Mary's Church Birdlip at 7pm**

**Present: Councillors:** J Lavington, E McKay, P Ritchie, J Twydell. District Cllr Judd and two members of the public.

**The meeting was opened by the Chairman**

**24-9/1. Apologies for Absence** Cllr Partridge Cllr Crossley and Cllr Hale

**24-9/2. Declarations of Interest** None

**24-9/3. Public Participation regarding items on this Agenda (3 minutes per person allowed)**

**24-9/4. Minutes**

- I. **To approve minutes of meeting held on 21<sup>st</sup> August 2024** Approved and signed
- II. **Action points from previous meeting August 2024 not covered as an Agenda Item**

**24-9/5. To Receive Report from Parish Clerk** distributed in advance

Clerk had attended a meeting with new Glos Highways Manager. They had discussed the Winter Action Plan and Clerk expressed concerns regarding gritting in and around the school. Ongoing problems with walkway and road at junction with Stroud Road. Approval and installation of the Heritage fingerpoint sign on the verge by bus shelter, all previous information on this matter will now be forwarded to the new manager for approval. Over grown trees in and around Royal George Hotel.

**24-9/6. To Receive District and County Councillor Reports** – Cllr Judd report distributed in advance. It was noted that any missed refuse collections should continue to be reported to Councillor Judd.

**24-9/7. Planning**

**Ref 24/02455/FUL** Full Application for Demolition of barn and erection of detached garage with home working space in loft area (ancillary to self-build dwelling permitted under 24/00936/FUL) at The Nest Birdlip Farm Birdlip Gloucestershire GL4 8JH

Noting that the garage and office space would be retained and be used for ancillary use, thereby ensuring that only one residential unit continues to exist on the site, the Parish Council voted to support the application. The Parish Council will ask planning to consider the following conditions and restrictions.

1. All materials to be used in the construction are in keeping with the surrounding buildings.
2. Restriction on construction traffic and deliveries to be kept between 9.30am – 2.30pm No deliveries and large construction vehicles at peak school drop off and pick up times.
3. Limit of 7.5 tonne max weight limit on construction traffic and deliveries using the private access road.
4. No construction or demolition work shall take place nor shall any plant or machinery be operated outside of the hours of 08.30 to 17.00 Mondays to Fridays and at NO time on Saturdays, Sundays and Bank Holidays.
5. Any changes or additions to electrical supplies will be installed underground or at surface level. No overhead transformers etc to be used.

**24-9/8. To consider email from GAPTC regarding website compliance with WCAG2.2 AA accessibility standards and strong recommendation of moving to a gov.uk domain name** GAPTC are recommending Parish Online.

Clerk had contacted the current web provider to ascertain the current level of accessibility and if any changes would need to be made. It was agreed that the website would be updated to comply with current accessibility standards at approx. cost of £60. It was agreed that the Clerk would investigate further the practicality and costs of changing to a .gov.uk domain and report back at a subsequent meeting.

- 24-9/9. To note email from GAPTC regarding their new website, portal and hubs.** Chair and Clerk have been told that it is essential that they attend the on-line session on 7<sup>th</sup> October and are booked for the 6 to 8pm session.
- 24-9/10. CCTV Update**  
CCTV contractor had been in discussions with the Schools IT department regarding internet access. Chairman has written to Gloucestershire County Council regarding use of and electricity supply of lampposts. Clerk awaiting to hear from CDC TP officer regarding tree at the school.
- 24-9/11. A417 Missing Link** To receive update from the Chairman  
Cllr Lavington and Cllr Twydell to attend meeting regarding the detailed design of B4070.
- 24-9/12. Bus Shelter & defibrillator:** To note bus shelter, defibrillator, benches & village signs have been inspected
- 24-9/13. Residents Questionnaire** Chairman thanked Councillor Crossley for his ongoing work with the questionnaire which had been distributed to Councillors in advance of the meeting. It was agreed to add Chairmans comments regarding CCTV, remove the need for a signature and split the parish map into four sections to ease identification of areas. Clerk to print questionnaires. Timetable was agreed for Councillors to distribute and collect Questionnaires. Councillor Hale would be asked to produce as an online survey with QR code.
- 24-9/14. Overgrown hedgerow on footpath at Ridgeway Close update**  
Cllr Twydell confirmed all work had been completed.
- 24-9/15. Audit Update**  
Closure letter circulated in advance and published on website. As the Parish Council was recently formed, the audit process would be subject to a limited assurance review for the first three years. This would incur additional charges and would be budgeted in subsequent years.
- 24-9/16. Budget Update** Approved and Signed
- 24-9/17. Finance**
  - I. To agree payment to PKF Limited assurance review of Annual Governance & Accountability Return for year ended 31 March 2024 £252.00 **Approved**
  - II. To note payments made since last meeting and agree reconciled bank balance attached  
Clerk Wages £380.25  
Clerk Expenses £26.00
- 24-9/18. Items for the next agenda including requests from the public** Grants Policy
- 24-9/19. Date of next meeting** Wednesday 16<sup>th</sup> October 2024 at St Mary's Church, Birdlip 7pm

Signed.....

Date.....