



**MINUTES OF THE FULL COUNCIL MEETING
HELD ON 14th December 2021**

Present: Cllr Nicholls Cllr Harrison Cllr Thornhill
Cllr Boulton Cllr Foxall Cllr Doherty
Cllr Bird

In attendance: Vanessa Lawrence (Clerk) Roz Morton (Clerk), District Cllrs
Trotter and Andrews

159 21/22 Apologies for absence

Apologies were received from Cllr Hill, Cllr Lipscombe-Kettel, Cllr Stopka, Cllr Roberts and County Cllr Morris.
Cllr O'Connell & Cllr Sanford did not attend.

160 21/22 Declarations of Interest in Items on the Agenda

None received

161 21/22 To approve the Minutes of the Town Council meeting held on the 9th November 2021

It was **RESOLVED** to approve the Minutes of the Full Council meeting held on the 9th November 2021 as a true and accurate record of the proceedings.
Proposed Cllr Boulton, seconded Cllr Foxall – all in favour.

**162 21/22 Clerks'/Chairman's report
Received without comment. Subjects, not covered elsewhere on the Agenda, included:**

Walnut Tree Field – All the repair works in the Walnut Tree Field have been completed with the exception of the roundabout, where there has been an issue with obtaining the spare parts from the manufacturers. The parts have now been successfully obtained. I expect that installation will now take place in the early part of 2022.

Festive Market – This took place on the 3rd December and was very well attended.

Remembrance Sunday – Very well attended.

Office closure – Please remember that the office will be closed from 23rd December to 3rd January inclusive.

Apologies at meetings – Please note: If a member fails throughout six consecutive months to attend any meetings of the Council or of its committees or sub-committees of which he/she is the a member, or of a joint committee, or other body to which any of the council's powers have been transferred or delegated, he/she ceases automatically to be a member of the Council unless either he/she has a statutory excuse or his/her failure is due to a reason approved by the Council before the end of the period or he/she attended as a representative of the Council at a meeting of any body of persons. The period begins with the last meeting attended.

- 163 21/22 To agree to adjourn the meeting for Public Participation – there is a 10-minute time limit) if members of the public are present. N/A**
- 164 21/22 To agree to reconvene the meeting following Public Participation, if applicable. N/A**
- 165 21/22 Chairman’s Announcements** – Cllr Nicholls thanked everyone who helped with the Christmas Festive Market and lights.
- 166 21/22 To consider correspondence received (for information only emailed).** An invitation to attend an online meeting regarding election charges has been circulated.
- 167 21/22 To receive report from District Councillor/County Councillors (e-mailed).**
Reports were circulated prior to the meeting and will be filed with the Minutes. Topics covered include:
- Sustrans draft report has been received and circulated. Cllr Trotter is in discussion with Sustrans and is happy to have a meeting with FTC to discuss the report.
 - Local Plan Review is starting – comments will be invited in due course.
 - Community Flood Wardens (Update): The first sessions have taken place.
- 168 21/22 To receive other reports.**
Reports were received from:
Cllr Thornhill regarding Lake 104 development

ACTION: Clerk to add Lake 104 path and development to the Planning Agenda.

Cllr Harrison regarding independent SAGE.
The reports are filed with these Minutes.

Project Working Groups:

Burial Ground: Cllr Foxall reported on a meeting with ECT, valuation reports are still outstanding.

Community Building: Cllr Foxall reported that we are still waiting for Eric Cole Associates to produce an outline proposal. He will chase for this. Cllr Foxall is also working on a draft programme for this project and is liaising with Cllr Trotter.

Skate Park: Four quotes have been received. The next step is for the Group to meet to discuss presenting the proposals to ECT.

Transport Plan: Cllrs Bird, Thornhill & Nicholls met with Glos Highways and Cllr Morris. Cllr Bird will update the transport plan to reflect the latest discussion and circulate it for info.

FINANCE

- 169 21/22 To receive report from Chair of Finance.** Nothing to note that isn’t on the Agenda.
- 170 21/22 To approve retrospectively payments for November.**
It was **RESOLVED** to approve the payments for November, proposed Cllr Doherty, seconded Cllr Boulton, all in favour.
- 171 21/22 To consider and agree Reconciliation Report – 30th November 2021**
It was **RESOLVED** to approve the Reconciliation Report dated 30th November, proposed Cllr Doherty, seconded Cllr Foxall, all in favour.
- 172 21/22 To receive Income & Expenditure figures to date.**
The figures were received without comment.
- 173 21/22 To consider and agree any adjustments to the 1st Draft budget figures.**
It was **RESOLVED** to approve the 1st draft budget figures with no changes, proposed Cllr Doherty, seconded Cllr Foxall, all in favour.

PLANNING

174 21/22 To receive the minutes of the Planning committee meeting held on 16th November and 7th December 2021 (unapproved)
Received without comment.

175 21/22 To receive report from Chair of Planning.
A report was circulated and will be filed with these Minutes.
Cllr Doherty reported that he has received an email from the Planning Officer dealing with Fayre Court. A copy will be sent to the Clerks.

ACTION: Clerk to add Fayre Court enforcement to the next Planning Agenda

176 21/22 To consider and agree to engage O’Neill Homer to carry out a review of the Neighbourhood Plan document prior to Reg. 16 submission.
After a brief discussion it was **RESOLVED** (in principle) to engage O’Neill Homer, subject to Finance Committee approving the cost.
Proposed Cllr Foxall, seconded Cllr Nicholls, all in favour.

ACTION: Clerk to obtain a quote and circulate to Finance for approval.

WORKS & EVENTS

177 21/22 To receive the minutes of the W & E Meeting held on the 23rd November (unapproved)
Received without comment.

178 21/22 To receive a report from the Chair of Works & Events Committee
A report was circulated and will be filed with these Minutes.
The Clerk reported that a donation of up to £2500 has been offered to the Town Council to pay for oak waymarker posts.
The Committee also thanked UBICO for collecting all the rubbish from the Festive Market on Saturday morning.

OTHER MATTERS

179 21/22 To consider and formally agree, retrospectively, recommendation made in July 2021 regarding KEE to get the payments restarted as soon as possible and to obtain a payments schedule.
It was **RESOLVED** to agree the recommendation made in July detailed above.
Proposed Cllr Foxall, seconded Cllr Boulton, all in favour.

180 21/22 Update on KEE payments
The final payment has been received. The Council confirmed that that no further action is required.

ACTION: Clerk to contact Blaser Mills to request that they write to KEE to confirm that no further action is required.

181 21/22 To consider and agree to give limited delegated powers to project working groups and to record this in the Standing Orders.
This item was deferred to January meeting.

ACTION: Clerk to add to January Full Council to discuss what delegated powers will be required by the working groups.

182 21/22 To consider and agree a response to CDC recent e-mail regarding election costs (see e-mail from GAPTC – 7/12/21).
A virtual meeting is taking place on Thursday 16th Dec with CDC to discuss this matter with Town & Parish Councils. Members of the Finance Committee should attend and discuss the matter at Finance on 21st December with a view to engaging with CDC prior to the January Cabinet meeting.

ACTION: Finance Committee members to attend virtual meeting.
ACTION: Clerk to add to Dec Finance Committee Agenda.

183 21/22 Anything the Chair considers urgent. None.

184 21/22 Date of next meeting – Tuesday 11th January 2022

There being no further business, the meeting closed at 8.00pm

..... Chairman

.....2021