

Minutes of a meeting of the Parish Council held on Wednesday 15<sup>th</sup> June 2016 at 7.00pm in the War Memorial Hall, Tutshill.

**Present:** Councillors: Birch, Bullivant, Ford, Gregory, Molyneux, O'Toole and Powell.

Officers: Clerk (Carol Hinton)

Admin Assistant (Kevin Duffin)

Also Present: Mr Robin Duff

1. **ATTENDANCE**
  - a) Apologies for absence from those councillors unable to attend were received from Councillor Bollen.
  - b) **Resolved to** accept those apologies received with reasons for absence from Councillor Bollen.
  
2. **DECLARATIONS OF INTEREST**
  - a). **Resolved to receive Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Local Government Act 1972 in respect of officers and in accordance with the provisions of the Localism Act 2011 in respect of members.
  - b). **Resolved to consider any Dispensation Requests** received by the Parish Clerk and not previously considered.
  
3. **MINUTES OF PREVIOUS MEETING**
  - a). **Resolved to approve** as a correct record the minutes of the meeting held on 18th May 2016.
  - b). **The Council considered** any questions arising from those minutes.  
Members noted that the Mopla Cottages Committee should be listed under Public and Charitable Bodies as it is not a Standing Committee of council.
  
4. **PUBLIC CONSULTATION**

**There were no questions from Mr R Duff.**
  
5. **COMMITTEES**

**To receive reports, minutes and recommendations from committees** already circulated, enclosed herewith or to be circulated and to consider any questions arising from them.

  - i). Planning, Development Control and Highways Committee meeting held on 25<sup>th</sup> May 2016  
There were no questions to Councillor Powell, Chair of the Committee
  - ii) Finance and Probity Committee meeting held on 1<sup>st</sup> June 2016  
There were no questions to the Clerk in the absence of Councillor Bollen, Chair of the Committee
  
6. **CHAIRMAN'S ANNOUNCEMENTS**

**There were no announcements by the Chairman**
  
7. **APPOINTMENT OF CO-OPTED COUNCILLOR** (*Considered following item 4 of the Agenda*)

**Resolved to** co-opt Mr Robin Duff to the Council after questions by councillors.
  
8. **POLICING IN THE PARISH**

**Resolved to** note no report received. Review of CCTV Policy to be reviewed at July meeting following advice from the Police not to release information relating to a crime or potential crime. The advice followed a request for information on footage by a member of the public.
  
9. **PARISH CLERK'S REPORT**

**Resolved to note** the Parish Clerk's Report
  
10. **SEDBURY AND BEACHLEY VILLAGE HALL INSURANCE**

**Resolved to renew** Hall insurance under 5 year long term undertaking @ £439.58 per annum

11. **FINANCE**

- a) **Resolved to approve payments** according to the Financial Statement for May 2016
- b) **Resolved to receive and approve the Financial Statement** for May 2016
- c) **Resolved to receive and note** the Cash Book and Budget Monitoring Sheet as presented to the Finance & Probity Committee
- d) **Resolved to close** the Lloyds Bank Business Bank Instant account and transfer funds to the Monmouthshire Building Society account as per recommendation from Finance and Probity Committee.

12. **INTERNAL AUDITOR'S REPORT**

**Resolved to note** Internal Auditor's Report

13. **ACTIVE TOGETHER GRANT**

- a) **Resolved to locate** all 3 items of equipment to be purchased with Grant funds on one site on an area of land along Wyebank Rd. (Councillor Bullivant and Admin Assistant to liaise with contractor)
- b) **Resolved** purchase of extra safety sign if equipment to be sited in 2 locations now not necessary (see a) above)

14. **CLERK AND ADMIN ASSISTANT SALARY**

- a) **Resolved to implement** the 2016 – 2018 National Salary Award backdated to 1<sup>st</sup> April 2016 to Clerk's salary as per Contract of Employment. Clerk currently at scale point 29 – pro rata salary to increase to £11,805
- b) **Resolved to implement** the 2016 – 2018 National Salary Award backdated to 1<sup>st</sup> April 2016 to Admin Assistant's salary as per Contract of Employment. Admin Assistant currently at scale point 17 – pro rata salary to increase to £7113.

15. **MISS SHIRLEY COMMEMORATIVE BENCH**

**Resolved to locate** the bench in Shirley's Grove where the path curves just along from the personnel gate on Mopla Lane. Admin Assistant to liaise with Kevin Caster, Glos. Wildlife Trust regarding his offer of volunteers to thin trees in Shirley's Grove.

16. **TRAINING**

- a) **Resolved to authorise** Chairmanship Skills training for Councillors Bullivant and Bollen (subject to confirmation by Cllr Bollen) cost £50 each – total £100
- b) **Resolved to authorise** Auto Enrolment Pension training for Clerk cost £15
- c) **Resolved to authorise** of Being a Better Councillor Training for new councillor – cost £95.

17. **TIDENHAM WAR MEMORIAL HALL AND RECREATION TRUST**

**Resolved to consider** draft agreement between TWMH&RT from 1 July 2016 at the July meeting and for councillors to email comments to the Clerk so that a draft agreement can be prepared.

18. **MOPLA COTTAGES CHARITY**

**Resolved to receive and note** information from Councillor Powell

19. **CORRESPONDENCE**

**Resolved to note** any other correspondence as detailed in the Clerk's Report.  
Admin Assistant to report abandoned car by the Allotments to the District Council.

## 20. COUNCILLORS' REPORTS

**Resolved to note** the following raised by councillors:

Councillor Gregory – The bus shelter at the top of road to Severn Park Homes is overrun with vegetation – has been added to Planning and Highways Committee agenda. Clerk/Admin Assistant to arrange clearance under emergency spending power.

- Who owns trees at Beachley Road junction with Sedbury roundabout – poor visibility
- The grass has not been cut all across Sedbury roundabout, just around the edge
- The standard of grass cutting along Loop Road is appalling

Councillor Powell – The bollard that had been placed on the sunken grating/gully between Wyebank Drive and Avenue that has been painted around, has been removed leaving a dangerous situation. The admin assistant has reported this.

Councillor Birch – There has been grass cutting carried out by members of the public in Bigstone Grove.

Councillor Molyneux – Poor's Allotment have received a letter of thanks from St David's Hospice for the Grant they received.

## 21. FUTURE MEETINGS

**To note** the dates of future council and committee meetings:

Wednesday 22<sup>nd</sup> June - Planning, Development Control and Highways Committee

Wednesday 13<sup>th</sup> July – Amenities Committee

Wednesday 20<sup>th</sup> July – Full TPC Council Meeting

An informal get together was arranged for councillors for 17<sup>th</sup> August 2016 at 7pm in the Memorial Hall

**The meeting concluded at 8.50pm**