

MINUTES OF THE PITCHCOMBE PARISH COUNCIL MEETING HELD VIA ZOOM
DUE TO COVID-19 ON
THURSDAY 11th MARCH 2021 AT 7.30PM

Present: Cllr Philippa James Acting Chairman
 Cllr Nigel Shaw
 Cllr Beverly Gorton
 Cllr Jamie Cross
 Cllr Richard Pearson
 District Cllr Nigel Cooper
 Holly Paton Clerk

The Acting Chairman opened the meeting at 7.32pm.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Keith Rippington

2. DECLARATION OF INTERESTS IN ITEMS ON THIS AGENDA

Cllr Shaw expressed a DoI (Declaration of Interest) in item 8 on the agenda.

3. TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON 10th DECEMBER 2020

Cllr James asked if all Cllrs were in agreement that the minutes were a true representation of the meeting which took place on 10th December 2020. All Cllrs agreed and the minutes were signed. The Parish Clerk will collect the minutes at a later date.

Cllr Pearson asked if the laurel hedge maintenance took place annually?

Cllr Gorton confirmed that yes, it was cut annually. Various contractors had been used in the past resulting in a substandard outcome. Tree Maintenance Ltd now cut the hedge. The cost reflects their need to work along the highway. If the hedge was cut every two years the hedge maintenance would take longer and therefore increase costs.

Cllr Pearson asked if the hedge could be removed?

Cllr Gorton explained that it was an effective sound barrier. Cllr Shaw also stated that the hedge was a village feature, but suggested that perhaps it could be cut harder one year to prevent a need for annual work, or for a section to be removed. This will be looked into in due course.

4. MATTERS ARISING NOT ON THIS AGENDA

- a. Cllr James raised the possibility of the village having a defibrillator installed and the issues identified such as finding a suitable location and the need for volunteers to maintain it.

Cllr Gorton thought that it would be difficult to find a suitable location due to the need for a power supply.

Cllr James suggested that the idea of defibrillator for the village should be put on hold for the time being. All Cllrs were in agreement.

- b. Cllr James explained that she had recently received a complaint from a parishioner regarding an informal notice that had been placed at the top of Halfway Pitch.

It was suggested that the section of the sign asking dog owners not to let their dog foul along the road was suitable, if within the entrance to Pen y Bryn, but the remaining wording needed to be removed.

Cllr James will try and identify who owns the road. Cllr Shaw will email a copy of the recent Gigaclear map showing road ownership in Pitchcombe. The parish Clerk will also email a road ownership map from Highways.

5. TO RECEIVE REPORTS:

- a. **County Councillor Report**

Nothing to report.

- b. **District Councillor Report**

Cllr Cooper's report was circulated to all Cllrs prior to the meeting – see attached report.

Cllr Cooper explained that as this would be our last Parish Council meeting before the May elections, it would be his last meeting as District Councillor as he will be standing down after 18 years.

All Cllrs expressed their thanks and appreciation of Cllr Coopers help and support.

- c. **Members Reports**

Cllr Gorton explained that during lockdown, herself and other parishioners had set up a book exchange, storing the books in plastic containers. Cllr Gorton suggested we could retrieve the BT phone box from SDC and use it

as the location for the book exchange. Cllr Gorton will search for a suitable site. The parish Clerk will contact SDC.

There were no objections.

6. MAY 2021 ELECTIONS

The parish Clerk asked if any Cllrs needed help filling out their nomination forms and explained that the electoral roll could be requested from SDC by a Cllr once they had been elected. Poll numbers for nomination forms could be obtained from the Parish Clerk in the meantime.

The parish Clerk confirmed dates to work towards and explained that advertising for a new councillor for Pitchcombe for the election could not take place until 22nd March, once SDC had sent advertising material to her.

7. A46/A4173 PITCHCOMBE IMPROVEMENTS

Cllr Shaw circulated an email prior to the meeting which raised final points about the new junction. Cllr Shaw will email an additional paragraph to include repainting road markings. As there were no further points to add, the parish Clerk will forward the emails to SDC.

Cllr James raised concerns about the condition of the hedge planted along the A46 between Cotswold Cottage and Half-Way House. Cllr Gorton suggested that the condition may improve and that the reinstatement work to Cathy Bond's land had been completed well.

A sign beside the new bus shelter on the A46 advertising firewood for sale, which had been removed in the past, was present again. Cllrs agreed that this should be removed again. Cllr James will try to identify the sign owner.

Cllr James suggested regular mowing along the A46 would be needed to improve the rough grass verges.

8 TO CONSIDER PLANNING APPLICATION: S.21/0452/TCA MILL ORCHARD, PITCHCOMBE – MANAGE TREES IN A CONSERVATION AREA

Cllr Shaw was placed in the Zoom waiting room whilst this matter was discussed.

Two neighbouring properties had been consulted and no issues had been raised.

It was agreed that NO objection would be submitted. Cllr Shaw was readmitted into the meeting.

9. TO DISCUSS CLLR CONTACT DETAILS BEING DISPLAYED ON VILLAGE NOTICE BOARDS

Cllr Pearson and Cllr Cross confirmed that they were happy for their names to appear on the notice boards, but not their contact details.

It was agreed that Cllr James and the parish Clerk's contact details would be displayed only.

ZOOM MEETING CLOSED AT 8.09PM A SECOND INVITE WAS DISTRIBUTED FOR 8.15PM

Meeting begins at 8.16pm. Cllr James welcomed those present.

Present:	Cllr Philippa James	Acting Chairman
	Cllr Nigel Shaw	
	Cllr Beverly Gorton	
	Cllr Jamie Cross	
	Cllr Richard Pearson	
	Holly Paton	Clerk

Cllr Gorton left the initial meeting and re-entered at 8.43pm due to technical issues.

10. TO DISCUSS CHANGES TO CLLR EMAIL ADDRESSES

Cllr Cross gave a brief background as to which options would be available to Pitchcombe parish council. The first would be to use a similar mechanism to Painswick parish council, whereby the Cllrs use council authorised accounts. Cllr Cross explained that these would be easier for Cllrs to fulfill their council duties, comply with GDPR and remove admin in terms of maintenance. There would however be a cost involved.

A second option would be to set up free gmail accounts. This would give Cllrs a degree of separation.

It was agreed to initially trial the second option as there was no cost involved. The new email accounts would be used for council business only to reduce GDPR risks.

Cllr Cross agreed to set his gmail account up using a similar format to the Clerk email address. Cllr Cross will email the Cllrs and parish Clerk once complete and help show other Cllrs how to set up their accounts if need be.

11. DISCUSS THE RETURN TO FACE-TO-FACE MEETINGS

Cllr James asked the Cllrs if they had any concerns about meeting in the village hall – Cllr Shaw and Cllr Pearson were happy to return to face-to-face meetings, however Cllr Shaw suggested they should be avoided where possible. Cllr Cross had a preference for remote meetings.

The parish Clerk had emailed the latest guidance to Cllrs prior to the meeting. It was agreed to confirm the May meeting date once further guidance was released.

12. FINANCE

a. To approve payments in accordance with the budget

Clerks Salary / Expenses (Dec, Jan, Feb)	£493.65
CPRE membership	£36
GAPTC subscription	£77.53
Total invoices for payment	£607.18

The accounts were approved for payment. The parish Clerk will send the cheques to Cllr James to sign at a later date.

b. To appoint Mr Ian Crow as the internal auditor for the year ending 31st March 2021

All Cllrs agreed.

It was confirmed that there would be no donation to the village hall or Marie Curie for the time being.

Cllr Shaw asked if there were now three signatories for the account. The parish Clerk agreed to contact Lloyds to confirm.

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.53 PM**