

North Nibley Parish Council Meeting - Minutes

Recorded by: Clerk

Date: 13th May 2024

Meeting Commenced: 19:30

Meeting ended: 21:45

Present:

Parish Councillors:	Dave Palmer (opening meeting only) Lisa Carr Liesl Smith James Smith Roland Brown George Harper
District Councillors:	Catherine Braun, Gareth Kitchen, Linda Cohen
County Councillor:	Linda Cohen
Clerk:	Mandy Rossiter
Other:	2 members of the public

Agenda Items

1. To elect a chairperson
The members of the council resolved to elect Cllr Lisa Carr as Chairperson. Thanks were given to Cllr Dave Palmer who resigned from the council and joined the meeting as a member of public.
2. To elect a vice-chairperson
The members of the council resolved to elect Cllr James Smith as Vice-Chairperson
3. To consider any applications for Co-option
There were no applications to consider
Actions: Clerk to Advertise vacancy. Cllr J Smith and the Clerk to plan a "get to know your council" event to help engage the community
4. To receive signed acceptance of office from all members, agreeing to abide by the Code of Conduct
Acceptance of office forms were signed by all council members and witnessed by the Clerk
Action: Clerk to send documents to Stroud District Council
5. To receive signed Declaration of Pecuniary Interest (DPI) from all members
DPI forms were signed by all council members and witnessed by the Clerk
Action: Clerk to send documents to Stroud District Council
6. To review and approve Minutes from April 2024
The minutes were approved by the council and signed by the chairperson
7. To receive monthly reports:
 - a. District Councillors:
District Cllr Gareth Kitchen gave a summary of the report, which will be shared on PC website.
 - b. County Councillor:
County Cllr Cohen gave a summary of the report, which will be shared on the PC website.
Action: Clerk to upload report to PC website

Cllrs raised following queries to Cllr Cohen:

- Feedback that contractors are not removing road closure signage after works are completed.
- Road Safety concerns re pedestrian's crossing at Black Horse junction of B4060

Actions:

- Cllrs to send email to clerk with areas needing Lengthsman work.
- Cllr James Smith to investigate eligibility for further Play Area funding through the Build Back Better Scheme.
- Cllr Brown to email Cllr Cohen with details of abandoned road signs
- Cllr Cohen to arrange for a safety team to come and inspect the risks at the Black Horse junction of the B4060, and arrange for more speed monitoring
- Cllr Cohen to look at getting road marking renewed at Black Horse Junction of B4060
- Cllr Carr to contact Hillesley Parish Council to learn about their work on traffic calming
- Clerk to upload report to PC website

8. To review and agree Standing Orders
The Parish Council Adopted the 2024 NALC Model Standing Orders
Action: Clerk to upload to PC website

9. To review and agree Code of Conduct
The Parish Council agreed no change to the current Code of Conduct
Action: Clerk to update review date on PC website

10. To review and agree Asset List
The Parish Council agreed that the Asset List was accurate with the exception that Clerk to update new defibrillator details and take advice from internal auditor on land prices recorded.
Action – Clerk to amend Asset List as above and update version on PC website

11. To agree to delegate authority to clerk to find and implement PL, EL and Asset insurance
It was agreed that the Clerk has authority to arrange insurance for the Parish Council
Action – Clerk to obtain quotes and start new policy

12. To review member responsibilities
Parish Council Responsibilities were delegated as follows:

- **Stinchcombe Hill Trust:** Cllr James Smith
- **North Nibley Recreation Field Trust Committee:** Cllr George Harper
- **Village Hall Management Committee:** Cllr Liesl Smith
- **Parish Footpaths:** Cllr George Harper
- **William Purnell Education Charity:** Cllr Roly Brown
- **Tyndale Monument Trust:** Cllr Roly Brown
- **Stroud Joint Cluster Group:** Cllr Lisa Carr
- **Speedwatch –** Cllr Lisa Carr
- **Community Welfare –** Cllr Liesl Smith and Cllr James Smith
- **Community Engagement –** Cllr James Smith
- **Snow Wardens:** All members to warden their immediate local areas

Action:

- Councillors to contact respective organisations and committees and attend meetings where necessary
- Clerk to update Cllr Details on PC website

13. To review delegated authority of clerk to approve training requests for Clerk and Councillors
It was agreed that the Clerk would have authority to agree expenditure and booking of training courses for the council and the clerk as appropriate
Action: Clerk to arrange new councillor training for Cllr Brown and Cllr Harper

14. To agree a policy review timeline for 2024/25

The council agreed the clerk's proposed timeline which will be shared on the PC website

Action: Clerk to upload document to PC website

15. To determine dates of Parish Council meetings 2024/25

The Parish Council resolved to change the status quo of meeting dates to the 1st Wednesday of the month, with the exception of January and August. An exceptional meeting of the council will be called during those months should any urgent matter require a decision. The next meeting of the council will be Wednesday 5th June 2024. Meetings will be held at 7:30pm and will be held at North Nibley Village Hall Meeting Room, unless otherwise stated on agenda

Action: Clerk to book meeting room with Village Hall and update website and noticeboards with meeting dates

16. To review S137 expenditure for 2024/25

The allowance was noted as £10.81 per elector. Totalling £7,404.85 for North Nibley

17. To receive written update from clerk on ongoing matters and agree any further actions

The clerk provided a summary of the clerk update which will be shared on the PC website

Actions:

- Clerk to upload report to PC website
- Clerk to purchase hi-vis branded vests for Councillors to wear during Parish Council events and undertakings
- Cllr Braun to speak to Stroud District Council Housing about managing parking at the Village Hall
- Cllr Cohen will speak to Gloucestershire County Council Highways about parking concerns on Barrs Lane/Tyndale Close
- Cllr Carr to inform landlords of the Black Horse about funding through Rural England Prosperity Fund which could be used to enhance parking area for customers

18. Planning Matters

- a. To note that there are no planning/enforcement/appeal applications for consideration this month

Noted

- b. To receive report on decisions on planning/enforcement/appeal applications since last meeting

Weekly report from Stroud District Council has been shared with Parish Council

Action: Clerk to upload document to website

19. Parish Council Finances:

- a. Approve Payments as per payment schedule

The Parish Council agreed to make payments totalling £22,772.37

- Repairs to Church Wall
- Clerk Salary
- PAYE & Pensions

- b. Review and agree reserves

The Parish Council agreed existing reserves. It was decided that a new reserve would be created for Defibrillator installations and maintenance.

Action: Clerk to share current bank and reserve balances so that Parish Council can set an amount for the earmarked reserve

20. Cemetery:

- a. To receive Burial Clerk Report and agree any actions

No actions to agree. The Parish Council thanked the clerk for her report

- b. To agree any maintenance requirements

The Parish Council noted advice from Surveyor report.

Action: Clerk to obtain three quotes for the work suggested within the report

c. To note receipt of fees

As per burial clerk report

d. To review recent SDC correspondence on rates and agree action

Clerk was advised by previous clerk that correspondence on rates had been sent to their address, this has not been forwarded to current clerk in time for discussion. It was agreed to delegate authority to clerk to take action or defer to June meeting as appropriate.

Action – Clerk to chase previous clerk for letter and act accordingly upon receipt

21. Monthly Reports; To receive monthly updates on external correspondence and undertakings since last meeting:

a. Clerk

No additional update to Clerk Report (Item 17)

b. Councillors

Councillor James Smith – Noted that work on covenant release was nearing end of process.

Councillor Lisa Carr – Noted that ex Councillor David Palmer has agreed to remain as a member of the Speedwatch Group and will be working with Councillor Carr with the speed camera very soon. Councillor Carr to add item to On The Edge to engage community with the initiative.

Councillor Harper – Noted that he would like to work on improvements to road conditions, however is aware that this is limited by Gloucestershire County Council Highways and budget restraints

Signed: Mandy Rossiter, Clerk

Date: 13th May 2024