

Minutes of the meeting of **Cainscross Parish Council's Full Council** held on Monday 24 June 2019, commencing at **7.00pm** in the Parish Council Office, 39 Westward Road, Cainscross.

Present: Councillors Carlos Novoth (Chair)  
 Laura Beattie  
 Eileen Berry  
 David Dale  
 Jenny Miles (District)  
 Ros Scott-Hodgetts  
 Ron Smith  
 John Tyror  
 Clive White

In Attendance: Clerk Jeni Marshall  
 Assistant Clerk Sally Jones

County Councillors Brian Oothuysen  
 Lesley Williams

Present: 2 Members of the Public  
 2 Representatives of Cashes Green FC

Apologies: Councillors Graham Barton (Vice-Chair)  
 Adrian Cross  
 District Councillor Tom Williams

FC101/19 To receive apologies  
 Apologies were received from Councillors Barton and Cross and District Councillor Tom Williams

FC102/19 To confirm the minutes of the last meeting of the Council  
 The Minutes of the last meeting of the Council held on Monday 20 May 2019 were approved as a correct record and duly signed.

FC103/19 To receive any declarations of interest  
 Councillors Dale, Miles and Scott Hodgetts, declared an interest in agenda item 8.1 as Trustees of Cashes Green Hall, the present hosts to Cashes Green FC.

FC104/19 To receive any representations or questions from members of the public  
 Two members of the public made representation to members regarding planning application S.19/1102/FUL (Agenda item 8.2). They felt that the application is false and therefore invalid. They informed members that the stated use on the application is an annexe but that it is classed as an agricultural store. They felt there are many more inaccuracies on the application and that the applicant has signed a legal declaration and

therefore the application should be rejected until the inaccuracies are corrected.

Two members of Cashes Green Football Club enquired about the possibility of using Victory Park for the forthcoming season for one team. They explained that they are going from strength to strength but the facilities at the Community Centre are very poor and there are no toilet facilities at Elm Road Playing Field.

Members asked if they were willing to consider running a girl's football team and the team members agreed this would be something they could work towards.

***The Chairman with the approval of members moved agenda items 8.1 & 8.2 up the agenda.***

- FC105/19 To consider a request for pitch usage at Victory Park by Cashes Green FC  
Members considered the request and explained to the representatives that the cost per match will be £65 plus an additional fee if the changing rooms are not cleaned to a good standard. It was resolved that subject to confirmation from Rodborough that they will only have one team at the Park this year, Council will offer Cashes Green FC a season at the Park. They further discussed girls football opportunities and it was agreed to work with the team towards this aim.
- FC106/19 To consider the following planning application  
S.19/1102/FUL – Land at the North of the Gatehouse, Bridge Road, Ebley – Retrospective change of use from annex accommodation to separate dwelling  
After due discussion members agreed there seemed to be some inaccuracies on the application form and felt that the applicant should be asked to correct these. It was resolved that the Council would support the local residents and also raise concerns about the narrow access lane.
- FC107/19 To receive the Chairman's announcements  
The Chairman reminded members that a canal volunteering taster day will be taking place on Saturday 29 June at the QEII Field should anyone wish to attend.
- FC108/19 To receive the Clerk's report  
The Clerk reported that she is busy packing up for the move to the new premises with a hand over date of the 8<sup>th</sup> of July  
She is still chasing for the completion of the transfer of Elm Road Playing Field and is waiting to hear back from the solicitors.  
The open day on the 11 August is taking shape with the Forest of Dean Brass Band, Stroud Festival of Nature and Playground companies attending. There will also be a BBQ and an Ice-cream van.  
Finally, she asked permission to dispose of an old filing cabinet and some old shelves that are no longer in use and this was agreed.

FC109/19

To receive any reports from County and District Councillor's

County Councillor Lesley Williams told members she will be taking a look around the area with Highways Manager Dan Tiffney and she asked if there are any areas she should look at. The Clerk reminded her that she has sent two emails regarding the pavements at Devereaux hoping to improve them using the Highways Local funding.

She informed members that the controversial incinerator is being steam cleaned prior to being put in to use in early July. Councillor Scott Hodgetts commented that she had some feedback from an environmental group and it was steam and diesel being used to proof the inside and she has been told that the emissions are 88,000 times over the limit allowed. She agreed to follow this up and report back to Lesley.

Councillor Williams informed members that there is some debate about food waste and capping of payments to District Councils. She also commented on the garden waste and said that Stroud District Council collect a lot less than other Districts although she did not know the reason for this.

She queried if the Parish Council sold compost bins and the Clerk explained they do not due to storage but would happily promote composting in the Fourwards.

Councillor Beattie commented that many footpaths are very overgrown and in particular, the one that leads from Westward Road to the park. The Clerk will check the footpath number and report this to Highways.

Councillor Oothuysen reminded members that he has 15k to spend in the Cainscross Parish on Highways related issues but 7.5k must be spent on resurfacing roads or pavements.

He also informed members that each of the County Councillors has been given 1k for some sort of youth activity. The Clerk suggested this would fund some Play Ranger activities and she will contact Brian.

Brian reported that his trips with the elderly people in the Parish are going very well and he recently took 32 people on a train trip from Cheltenham Racecourse to Toddington. St. Matthews Court are coming on board and Councillor Beattie has been a great help.

District Councillor Jenny Miles reported that she is involved with the Governance Boundary Review. She explained that the first draft had recommended that District and Parish boundaries were brought in line with one another to save confusion, however after consultation, Stonehouse Town Council objected to the boundary change as did some of the residents in the Ryeford area. The parishioners who responded in the Renard Rise area, were in favour of the transfer to Cainscross Parish. Councillor Miles and the Clerk will be meeting with Stroud District Council and members of Stonehouse Town Council the following day to see if an agreement can be reached.

Councillor Miles has also been visiting Independent Living schemes in the area and following the General Data Protection Regulations has been talking to tenants to update their tenancy agreements. The main changes are to use plain speaking English so people understand what is expected of them and

District Council. The tenancies are still secure tenancies and they are only at the consultation stage.

- FC110/19 To receive the report of the Planning, Highways, Amenities and Recreation Committee  
The report of the Committee was noted
- FC111/19 To receive the report of the Finance, Staffing and Policy Committee  
The report of the Committee was noted.  
The Vice Chair of the Committee, Councillor Scott Hodgetts informed members that following a call from the Clerk to the Chair of Committee Adrian Cross, the Clerk has raised concerns about the health of the general reserves after completion of the Pavilion Project. It was agreed that once the Clerk gets the final account, she will furnish members with accurate figures and also carry out a cost saving exercise by considering areas of the budget that are not essential to bring the reserves back to where they should be.
- FC112/19 To consider the Internal Audit Report  
The Internal Audit was noted.
- FC113/19 To consider and approve the Annual Governance Statement  
The Chairman read out the Annual Governance Statement. Councillor Miles proposed it be approved. This was seconded by Councillor Smith and carried with all in favour and signed by the Chairman and Clerk.
- FC114/19 To consider, approve, sign and date the accounting statements by resolution of the Council  
Members considered the accounting statements. It was resolved to approve the accounting statements. The statements were signed by the Chair and Clerk.
- FC115/19 To approve interim payment 7 to J Projects  
Members resolved to approve the payment.
- FC116/19 To receive an update on the Pavilion construction  
The Clerk reported that the build is in its final stages and Councillors and staff who recently viewed the Pavilion were most impressed.  
The completion may be delayed by a week but things are generally on schedule.
- FC117/19 To receive and consider a report and proposals by the Pavilion Working Party  
Councillor White reported on the meeting as follows;  
He asked Councils permission to name the new Pavilion, 'The Pavilion in the Park'. After due discussion, it was agreed this was a nice name and members resolved to adopt this.  
Hire of the new hall was discussed and it was agreed that it would be available for community groups, commercial companies and limited private

parties and an equality policy will be written. Hirers of the hall will be expected to clean up after use and take rubbish and food waste home. The Clerk is looking in to recycling bins internally and externally. Other discussions included key safes, hall capacity, costs of hire and deposits, equipment and governance. The Clerk will do some research and then arrange another meeting of the Working Party.

It was resolved that the office will be shut for two weeks from the 8 July for staff to move from the existing offices to the new ones although the Clerk will continue to check emails and answer her mobile phone which is the number given for urgent calls.

Members discussed the opening hours and staffing, but felt that at the present moment until the reserves are considered to be adequate, things should stay as they are.

- FC118/19** To declare a Casual Vacancy following the resignation of a Councillor  
The Chairman declared that due to the resignation of Councillor Mace there is now a casual vacancy. The Clerk will inform Stroud District Council.
- FC119/19** To approve GDPR foundation training for the Clerk and core training for other staff  
Members resolved to approve the GDPR training.
- FC120/19** To report on any external meetings/training sessions attended  
Councillor Scott Hodgetts informed members that she has met with an environmental group who are looking for some land to grow produce and for other environmental benefits and at the Clerks suggestion she had shown them Hamwell Leaze. The group are talking possibly about how they could manage and maintain the site and Councillor Scott Hodgetts will report back to Council as ideas progress.  
Councillors Dale and Miles attended a 'Younger for Longer' meeting.  
Councillor Miles attended a meeting about the role out of Universal Credit.  
The Clerk attended a Pavilion meeting.  
Councillor Novoth suggested that the Clerk update members of available training as quite a lot of Councillors are relatively new.
- FC121/19** To confirm the date and time of the next meeting of the Council  
The next Full Council meeting will take place on Monday 29 July at 7pm.

Signed

Dated

#### **Actions**

FC105/19	Inform Cashes Green FC of the decision	Clerk
FC106/19	Send in Planning Responses	Clerk
FC111/19	Update Finances	Clerk
FC114/19	Send off AGAR	Clerk

FC115/19	Pay J Projects	Clerk
FC117/19	Continue with hall investigations	Clerk Assistant Clerk
FC118/19	Inform SDC of Casual Vacancy	Clerk
FC119/19	Undertake GDPR Training	Clerk/Assistant Clerk
FC120/19	Send out details of available training to Council	Clerk