

Minutes of the meeting of **Cainscross Town Council's Virtual Full Council** held on Monday 29th March 2021, commencing at **6.00pm**.

Present: Councillors G Barton
A Cross
D Dale
L Gray
D Prosser
J Miles
R Scott-Hodgetts
C White

In Attendance: Clerk - Jeni Marshall
Project Officer - Jessie Hoskin

Apologies: Councillor Ron Smith
Absent Councillor C Novoth

FC249/21 To receive apologies
Apologies were received as above.

FC250/21 To confirm the minutes of the last meeting of the Council
The minutes of the last meeting of the Council held on Monday 22nd February were approved as a correct record and will be signed when the office re-opens.

FC251/21 To receive any declarations of interest
None received

FC252/21 To receive any representations or questions from members of the public
None present

FC253/21 To receive the Clerk's report
The Clerk reported the following:

- Asbestos has been found at Cashes Green Allotments and the Assistant Clerk has arranged professional removal
- The Clerk has made the three-yearly declaration with the Pension Regulator
- Staff have been booked on to a training course for Microsoft 365. The cost is £400 for six people so she has invited the staff at Stonehouse Town Councillor join and therefore split the costs between the Councils.
- The sports teams will be returning under the new Covid rules.

FC254/21 To receive an update from The Project Officer
The Project Officer reported that a lot of her time has been taken with the Bike Ramps Project and that final costs will be around the 20k mark. With the help of the Assistant Clerk she has launched a Crowd Funder. She further reported that following a consultation on Facebook regarding the new play area at Victory Park, it was clear that more consultation will be needed.
She is also looking at the cost of defibrillators and once she has a firm price, will talk to the sports clubs about contributing.
Finally, she reported that she and the Clerk had discussed expanding her role to encompass community building and to start with she requested a few of her hours be used to work with Cashes Green Community Centre. Member agreed this is a good idea and approved the request.

- FC255/21** To further discuss required works and the pavilion retention
The Clerk reported that the material used on the building was not K-Rend but a cheaper product agreed as part of value engineering. She also reported that at the final snagging session, the concerns about the landscaping was not bought to light and therefore it as not a good idea to continue to withhold the retention. It was agreed to pay the requested retention with the remainder on completion of the painting.
- FC256/21** To consider a proposal from Councillor Cross for a Cainscross Town Flag
Councillor Cross proposed that now Cainscross are a Town Council it would be nice to ha a flag which could be erected on the Pavilion. He felt it would be nice to ask the three local schools to design it and give monetary prizes to the schools. Councillor Gray Suggested money could be given to the schools selected charity. Following due discussion, members asked Councillor Cross to get some costs together and requested the Clerk add this item to the agenda next month.
- FC257/21** To consider renewal of the annual subscription to GAPTC
Members approved the subscription.
- FC258/21** To agree whether to hold the Parish meeting and agree dates for this and the Annual Town Council meeting
Members agreed that following advice, they would not hold an Annual Parish Meeting the year, however, the Clerk will prepare an annual report to go on the website and social media.
It was agreed that the Annual Council Meeting will be held at the Pavilion in the Park Hall on the 17 May at 6pm subject to Covid restrictions.

Planning, Highways, Amenities & Recreation

- FC259/21** To consider the following planning applications
- S.21/0322/FUL - 4 Whitehouse Park, Cainscross - Demolition of existing dwelling and outbuildings, construction of nine new dwellings (revised scheme following refusal of application S.20/1584/FUL) - it was resolved to agree with Highways and ask for this decision to be deferred until highway access and parking provision on the new development have been addressed.
 - S.21/0354/HHOLD - 5 Old Hospital Lawn - Erection of garden room to rear of garden. - No observations
 - S.21/0661/HHOLD – 19 Cashes Green Rd - Proposed alterations to existing ground floor and proposed first floor rear extension. - Support
 - S.21/0679/HHOLD – 1 Berkeley Close - Erection of a two-storey side extension - Support
- FC260/21** To note any planning decisions and the following appeals
The planning decisions and appeals were noted.
- S.21/005/APPREF - Land At 331 Westward Road – Appeal after refusal of works for erection of a dwelling and associated works (planning ref S.20/1254/FUL)
 - S.20/2422/HHOLD 1 Fort View Terrace Stroud Gloucestershire GL5 3ES
Development: Alterations to the roof comprising the construction of 2 dormer structures retrospective)
- FC261/21** To consider Cashes Green allotment plot charges for the new financial year and a request to site an apiary
Members considered the pricing structure and agreed it was sensible to break it down into four price bands It was agreed that the raised beds would be charged at £10, a s mall plot at £15, a medium size plot at £20 and a large plot at £25. The increase in charges reflects the resistance of plot holders to set up an Allotment Association and the additional work this generates for the Town Council office staff.
Members also considered a request for an Apiary and again with the lack of an Association agreed that they would not be able to agree to this.

- FC262/21** To consider an additional water supply to Cainscross Allotments
Members resolved to fill in the application form and noted that the Allotments Association have agreed to pay the application fee. Once the cost of the installation has been received the Council will discuss this with the Allotment Association further.
- FC262/21** To consider works to the gate and swing at the QEII Field
Members resolved to purchase a new cradle seat for the swing and have the hydraulic works carried out on the gate.
- FC263/21** To consider a letter from a local resident regarding the proposed Severn Trent work in Ebley Meadows
Members considered the letter and agreed that although they have no authority in this area the Clerk will write to Severn Trent and the Highways Authority to support the residents' concerns.
- FC264/21** To consider volunteer guardians for each of our open spaces and setting up working parties to enhance the open spaces
Members discussed this and agreed to talk further once the new Council is in place.
- FC265/21** To consider creating some Parish Walks
Members agreed this would be a lovely idea and asked Councillors to think about this and let the Clerk / Assistant Clerk know.

Finance, staffing and Policy

- FC266/21** To approve the minutes of the Finance, Staffing and Policy Committee
The minutes were noted and approved.
- FC267/21** To consider actions regarding unpaid invoices and write off any bad debts
It was resolved to write off the two bad debts amounting to £39
- FC268/21** To consider some budget virements and transfers to earmarked reserves
It was resolved to make some transfers from the underspent salary budget to cover overspends in the IT and workwear budgets. It was further resolved to transfer from the underspent rates, electric and maintenance budgets in the Rugby Pavilion to the overspend equivalent budgets in the Pavilion in the Park.
Finally, it was resolved to transfer the remaining vehicle, Play Area and Pavilion Build to the corresponding ear marked reserves.
The bus shelters budget is over-spent, and it was resolved to transfer the relevant amount from ear marked reserves.
- FC269/21** To consider minor works and a grant for Victory Park Bowls Club
Members agreed that the work was a good idea and resolved to issue a grant of £500 to Bowls Club.
- FC270/21** To consider furthering the employment of a grounds-assistant under the kick start program and approve the job description
Following debate, it was agreed to apply to employ a young person through Kickstart. It was however agreed that the intention of the Council is to help the young person achieve real work experience and develop skills with a view to a permanent position.
- FC271/21** To confirm the date and time of the next meeting of the Council
The next meeting will be held at 6pm on Monday 26 April 2021 using Zoom.

The meeting concluded at 19.35

Signed

Dated

Actions

FC255/21	Pay J Projects	Clerk
FC256/21	Seek costs for flag project	Cllr. Cross
FC257/21	Pay subscription	Clerk
FC259/21	Send in planning responses	Assistant Clerk
FC261/21	Send out CG Allotments Invoices and agreements	Assistant Clerk
FC261/21	Notify applicant of Apiary decision	Clerk
FC262/21	Proceed with water application	Clerk
FC263/21	Write to resident and Severn Trent	Clerk
FC265/21	Consider creating Parish Walks	Councillors
FC267/21	Write off bad debts	Clerk
FC268/21	Carry out virements, journals and transfers	Clerk
FC269/21	Issue grant	Clerk
FC270/21	Send off Kickstart Application	Clerk