

North Nibley Parish Council Meeting - Minutes

Recorded by: Clerk

Date: 5th June 2024

Meeting Commenced: 19:35

Meeting ended: 21:30

Present:

Parish Councillors:	Lisa Carr (Chairperson) James Smith (Vice-Chairperson) Liesl Smith George Harper Roland Brown
District Councillors:	Gareth Kitchen, Linda Cohen
County Councillor:	Linda Cohen
Clerk:	Mandy Rossiter
Other:	1 member of public

Agenda Items

1. To receive and accept any apologies for absence
Councillor Braun was unable to attend
2. To invite and receive any declarations of interest
There were none
3. To receive and approve the minutes of the council's May 2024 meeting
The Councillors approved the minutes and the chair signed a copy.
4. Meeting for public discussion and questions
Ex Councillor David Palmer attended the meeting to update on his continued work for the Council:
 - Has strimmed around the jubilee tree in readiness for the installation of the new Battle of Nibley Green information board.
 - Accompanied Clerk to Lloyds bank to resolve signatory issues on the account, this is ongoing due to Lloyds losing original applications
 - Has carried out a visual Risk Assessment on the adult exercise equipment

The council thanked Mr Palmer for his continued support
5. To receive and approve applications for co-option (if any)
There were none
Action: Clerk to send Councillor Brown the Co-Option pack to forward to a possible interested person
6. The Council to receive the following reports:
 - Written report from district councillors
Councillor Kitchen gave a summary of his report which will be shared on the Parish Council website.

Action: Councillor Cohen to investigate what can be done to deter parking in Laybys:
 - Swinhay
 - Old London Road
Action: Parish Council members to email clerk any Lengthsman work to be done

Action: Councillors Cohen and Kitchen to consider an “information point” to be advertised by Parish Council so that members of the public considering applying for a planning application can get support before undertaking the formal process

- Written report from county councillor
Councillor Cohen gave a summary of her report and confirmed her the actions that she has taken following the May Parish Council meeting.

The Council thanked the County and District Councillors for their reports and their valuable support.

7. To review and comment on the following planning applications, enforcement notices and appeals:

- S.24/0862/HHOLD | Erection of a single storey rear extension. | Fortune Cottage Road Green North Nibley Dursley Gloucestershire GL11 6BA
The Parish Council members wished to highlight to the case officers that the Parish Council encourages consideration of Bio-Diversity and Energy Efficiency in all applications
- S.24/0896/HHOLD | Conversion of an existing outbuilding to form a self-contained annexe, including erection of an external staircase & internal works. | Corner Cottage Warren Hill North Nibley Dursley Gloucestershire GL11 6EE
North Nibley Parish Council reviewed the above application and noted that the applicant is wanting to change the use of a garage 3m from the main residence into a self-contained annex on the ground floor and spare bedroom and bathroom on the first floor for staying guests.

The purpose of the annex to be used by a dependent.

The garage is presently used as a games room and houses a sauna.

After consideration, the council resolved to write to Stroud District Council to highlight their observations as follows:

The full report attached with this building proposal clearly states that the outbuilding already has a Decision Notice condition, Condition2 – “The building should be used for domestic purposes incidental to the enjoyment of the dwelling house as such shall not be converted to or used as a living accommodation.”

The applicant has made a pre-application to SDC for advice under ref 2024/0077/PREAPP. The response states that the extension would be contrary to local planning policy and would not be supported.

The applicant has stated the present use would be to change the permit use for dependents.

The Local plan policy HC 7 affects this proposal, in particular, in relation to the distance of 3 metres from the main dwelling to the garage.

The applicant agrees to the council maintaining control over the use by using planning conditions attached to the favourable decisions.

The Parish Council request that if the planning authority are minded to approve the application, a Section 106 Agreement is to be signed by the applicant covering the following points;

The proposed annexe use is ancillary to the main property at all times
The annexe is only occupied by a family member or carer.
No separate access or parking is installed or used in conjunction with the annexe.
The annexe should not be sold off or used as a separate dwelling unit.

The above to apply in perpetuity.

The Parish Council resolved to agree that if the applicant is unwilling to sign such an agreement then the proposal should not be permitted.

The Parish Council expressed the importance of ensuring a separate independent dwelling is not created and safe-guarding this for the future.

North Nibley Parish Council wishes to note that it strongly urges the consideration of Biodiversity and Energy Efficiency in all planning applications.

8. To note decisions on planning applications, enforcement notices and appeals since last meeting of the council (Appendix 1)

Report noted

9. To receive internal audit and agree action plan

Deferred to next meeting as GAPTC have not supplied their final report to clerk

10. To discuss Stroud District Council CIL 'Strategic Infrastructure Funding Scheme' and agree any actions

Parish Council discussed potential uses for the funding and eligibility to apply.

The council resolved to delegate investigations and application to Councillor L Smith, considering the following needs identified:

- Road Crossing by the Black Horse across the B4060
- Play Area
- North Nibley to Wotton-Under-Edge Cycle Way

Action: Councillor L Smith to contact Councillor Braun to discuss process and prospects and report back to Parish Council for consideration

11. To review necessity of Parish Council Zoom Licence

Parish Council agreed to not renew the licence

Action: Mr Dave Palmer to cancel the licence (currently linked to his payment card)

12. To approve DD mandate for Information Commissioners Office (ICO) subscription (Legal Requirement)

Agreed

Action: Clerk to have mandate signed once signatories on banking have been set up

13. To review and agree Parish Council Policies and Procedures

- Financial Regulations

Agreed

- Reserve Policy

Agreed

- To discuss implementing a Local Nature Action Plan (LNAP) in-line with Stroud District Council Biodiversity Policy

The Parish Council reviewed the Stroud District Council guidance and resolved to work toward having a plan and policy in place by 2025. Councillors Brown, Harper and Smith to lead and feed back to Parish Council at each meeting. Considerations and investigations to be made into needs, funding support options and volunteer requirements.

Action – Clerk to add to future agendas so that project is kept live

Action – Councillor Brown will review model policy and issue draft for Parish Council consideration

14. Parish council finances

a. To review and agree payments on the payment schedule (appendix 2)

A Rossiter (Local Government Act 1972, S112 (2) (2A))	Monthly Salary
Gallagher Insurance (LG Act 1972 s 111)	£747.72
HMRC (Local Government Act 1972, S112 (2) (2A))	PAYE
NEST (Local Government Pension Scheme Regulations 2013, Regulation 67)	Employee Pension
VisionICT (Local Government Act 1972, Section 111)	£24.00

b. To note any receipts

Stroud District Council - 1st Half of Precept (Local Government Finance Act 1992, Section 41)	£10,250.00
Lloyds Bank Interest (Local Government Act 1972, S111(1))	£47.28
Nationwide Bank Interest (Local Government Act 1972, S111(1))	£2,268.90
Cemetery Fees (Local Government Act 1972, Section 214)	£1,179.00
Wayleaves payment (Local Government Act 1972, Section 124)	£10.40

c. To review and agree bank reconciliation

Deferred until May bank statements have been received

d. To carry out internal finance risk management check

Deferred to next month

e. To review and agree 2024 regular payments (appendix 3)

The Parish Council resolved to approve the following regular payments for 2024/25. So that payments may be made outside of Parish Council meetings

Payee	Description
Water Plus	Cemetery Water Supply
A Rossiter	Clerk Salary
HMRC	PAYE
NEST	Clerk Pension
ICO	Data Licence
PWLB	Loan Payment for Pavillion

15. To note receipt of Clerk's written report on correspondence and ongoing matters from previous meetings and agree any further actions (Appendix 4)

Clerk provided a verbal summary of updates from the May clerk report

Action: Clerk to add regular agenda item for councillors to provide updates on their actions from previous meetings

Action: Clerk to chase surveyor sign off for Churchyard wall work

16. To receive and approve written cemetery report from Burial Clerk and agree any actions/requests

The Parish Council approved a plaque for the Garden of Remembrance as per burial clerk report.

The Parish Council thanked the burial clerk for her report and to Mr Palmer for dealing with the mole problem.

17. To receive verbal reports from parish councillors (including risk assessments)

Councillor J Smith:

- Meet the councillor event to be planned over next few weeks
- Play Area – Still liaising with covenant holder and solicitors
- Build Back Better Scheme – Each County Councillor has £3000 for 2024 and 2023 so Parish Council has time to apply. Councillor J Smith will discuss with County Councillor Cohen and Gloucestershire County Council for support
- Wotton Pride on 15th June 2024 - Great opportunity for communities to come and support

Councillor L Smith:

- Defib checks have been done.
- Defib Training yet to be organised

Councillor Harper:

- Residents and other local pathway users have complained about condition of stiles in the area. Will discuss with Cotswold Wardens.

Councillor Carr:

- Speed Camera needs charging and recalibrating.
- Training with police will be arranged.
- Will be attending 20s plenty discussion with community group

Action: Clerk to send contact details for PROW to Councillor Harper

Action: Councillor Harper to view the Rights of Way map on North Nibley Website

The council confirmed the next meeting date will be Wednesday 3rd July at 7:30pm

Meeting Closed

Signed: Mandy Rossiter, Clerk

Date: 5th June 2024