



MINUTES OF A UPTON ST LEONARDS PARISH COUNCIL MEETING HELD IN THE PAVILION ON MONDAY 2nd SEPTEMBER AT 7.30 PM

Present: Cllr Pete Wilson Chairman
Cllr Cliff Alderman
Cllr Jim Browne
Cllr David Hunt
Cllr Hilary Morris
Cllr Mary McLachlan
Cllr Andrew Skelton

In Attendance: County Councillor Sue Williams and 6 Members of the Public

PUBLIC QUESTIONS

The meeting started with the following public questions and comments:

- **Road Works:** Multiple sites have been identified over future months for road works across the Parish. Emphasis was put on the confusing temporary road signs and diversions that are put in place when these events happen. County Cllr Sue Williams said she would speak to the Highways Stakeholder about this confusion. It was also confirmed that with the new Parish website, important road work information can be placed on this when the Parish Council are notified.
- **Acknowledgement of long service:** Andy Russell notified the attendees that the current Pavilion Cleaners had resigned after many long years of service. He thanked them for their hard work over the years and requested the Parish Council write a letter of thanks to them. There were also discussions in reference to a potential plaque being commissioned.
- **Speed monitoring:** Queries were raised regarding the current progress with the Parish speed monitoring systems. The Clerk updated the attendees on the progress, confirming that the Autospeedwatch camera on Churchfield Road had been approved by County and a further 2 sites had been identified for a moveable VAS system with the paperwork currently being processed.
- **Hedge obstruction:** Reference was made to a large hedge obstructing the exit of the Ash Path. It was confirmed that this can be reported on Fix My Street.

1. Apologies

The Council accepted apologies from Cllr Keith Pearson and Cllr Matt Sergeant.

- 2. Declaration of Interest** (Members are requested to declare any interest they may have in the business set out on the Agenda to which the approved Code of Practice appears.)

There were none.

- 3. Approval of the Minutes of the Parish Council Meetings held on Monday 1st July 2024.**

The minutes were accepted as an accurate record of the meeting and duly signed.

- 4. To Consider any application for Co-Option to the Council.**

The Council voted for the co-option of Chrissie Castle back into the Council with Cllr Mary McLachlan proposing and Cllr Jim Browne Seconding.

- 5. a. To receive a report from County Councillor.**

County Cllr Sue Williams full report can be found on the Parish webpage however highlights included:

- Issues with Stagecoach and not stopping at certain bus stops.
- Resident concerns regarding the condition of Ashgrove and Joiners Road. It was noted that isolated pot holes had been patched up however there was an ongoing concern regarding the general condition of the roads and pavements.
- Fix My Street was encouraged again for reporting issues and the footpath team representative confirmed that they had recently cut back problematic vegetation on Birchall Lane.

- b. To receive a report from the District Councillor.**

There was no report to discuss.

- c. To receive a report from the Council Chairman.**

There was no report to discuss.

- d. To receive a report from Coopers Edge Councillor.**

There was no report to discuss.

- e. To receive the Clerks Report.**

The Clerks report was circulated prior to the meeting with no specific questions. Highlights included:

- Preparing and finalizing the new Parish Council website.
- Finalised the External Audit.
- Undertook the Annual VAT return.
- Working with the Pavilion Manager to recruit a new part-time Cleaner for the Pavilion.

6. To receive an update from the M5 Working Group and agree any actions.

There was no updates, with a response still required from National Highways.

7. To consider and approve the new Parish Council Website – <https://www.localcouncils.org/beta-upton-st-leonards/>

The Parish Administration Assistant presented the new Parish Webpage. It was emphasised that this is a working progress and the launch site will only be the foundations of what will eventually be a much larger, detailed and ever changing site. She encouraged communication between everyone to keep the site updated and helpful. As part of the discussion on communities, the Chair mentioned the Thriving Communities Grant that had been publicized. It was confirmed that this could be placed on the next Agenda.

8. To consider asking permission from SDC to site a Dog Waste Bin along Valley Lane.

The location of the proposed dog waste bin was confirmed as being by the Portway, not Valley Lane. The Footpath Team representative warned attendees that care should be taken when choosing the fixings for the bin as there is work planned to widen access to the field at the kissing gate. As there is no known date for the works to happen, it was advised that any fixings should not be permanent. The Clerk confirmed that the bin would need to be approved by Stroud District Council and then the Parish Council would need to fund. What3Words location of the bin: //slurs.models.monday

9. To consider permitting BBQs on the Recreation Ground and Glebe Field.

There was a discussion regarding BBQs at the Recreation Ground and the Clerk outlined recent issues. It was confirmed that the greatest risk was posed by disposable BBQs however signage needed to ensure it represented all risks. It was concluded that the final signage should clearly state *“BBQs only permitted by prior authorisation by Upton St Leonards Parish Council”*.

10. To receive the following reports

a. Allotments

- Cllr Mary McLachlan confirmed that there were no particular updates over the summer other than Cllr Hilary Morris judging the Allotments and some potential allotments still free.

b. Recreation Ground / Pavilion

i. To note the resignation of Cllr David Hunt as the Recreation Ground Committee Chairman.

It was noted that Cllr David Hunt was resigning from the position and the Council thanked Cllr Hunt for his dedicated service for more than 15 years.

ii. To appoint a Chairman of the Recreation Ground Committee.

At the resignation of Cllr Hunt, Cllr Cliff Alderman was voted as being the most appropriate replacement with Cllr David Hunt proposing and Cllr Andrew Skelton seconding.

As part of the discussions on the Recreation ground Cllr Hunt gave his final updates indicating that a sign was required for the Basketball Court indicating that the net should not be pulled on. Cllr Hunt also confirmed that the footpath team would be kindly painting some framework and railings.

c. Environment

i. Initiatives for Climate / Sustainability Measures.

The Parish Council discussed a document circulated by Cllr Cliff Alderman prior to the meeting where it was decided public engagement was crucial. Cllr Pete Wilson indicated he could work with Cliff to produce an article in the December edition of USL Life ready for the new season.

Cllr Pete Wilson updated everyone on the Stroud Valley's tree planting project. It was confirmed that the original location identified for this project was not available. Cud Hill was mentioned as another potential location however the Clerk reiterated that any planning would need to include the stewardship team.

c. Village Hall

Cllr Jim Browne updated the attendees on Village Hall matters confirming that the summer floor resurfacing project had been successful. Cllr Browne also indicated that they are hoping to commission some plaques to acknowledge generous donations over the years. Other updates included:

- Confirmation that the utilities suppliers had been reviewed.
- The replacement of crockery by the trustees and the donation of 4 tea pots from the Parish Council.

11. Accounts.

a. To approve the Accounts for Payment as per the list circulated prior to the meeting.

Accounts for Payment August & September 2024:

Payee	Chq Number	Amount	Reason
Willians LLP	3372	£879.20	Land Registration
Great Oldbury Parish Council	3373	£ 30.00	Training
G Knight	3374	£ 540.00	Grass Cutting
T Slator	3375	£ 387.64	Salary expenses
R Balgobin	3376	£ 1,092.63	Salary expenses
HMRC	3377	£ 373.52	Tax / NI
J Evans	3378	£ 40.00	Litter Pick
Painswick Parish Council	3379	£ 144.74	Signage Installation
T Slator	3380	£ 449.00	New Laptop
Playsafety Ltd	3381	£ 450.00	ROSPA Safety Inspection
AJ Gallagher	3382	£ 50.00	Insurance
PKF Littlejohn	3383	£ 378.00	Audit
J Evans	3384	£ 40.00	Litter Pick
G Knight	3385	£ 270.00	Grass Cutting
Nisbets	3386	£ 285.55	Tea Pots (CiL Funds)
T Slator	3387	£ 402.35	Salary expenses
R Balgobin	3388	£ 1,081.64	Salary expenses
HMRC	3389	£ 373.72	Tax / NI
USL PCC	3390	£ 500.00	Grant
Luke Dickson	3391	£ 1,820.00	Pavilion Painting (external)
G Knight	3392	£ 540.00	Grass Cutting
D Cridland	3393	£ 2,718.00	Grundworks
Community Heatbeat Trust	3394	£ 426.60	Defib Pads and Battery
Geosphere	3395	£ 144.00	Parish Online Mapping
	Total	£13,416.59	

The Council agreed that the accounts be accepted for payment.

b. To note the conclusion of the Annual Audit 2023 / 24.

The successful Audit was noted.

c. To consider and approve a payment of £650.98 for a new Defibrillator Cabinet and Child Electrodes Pads. (from the Coopers Edge Budget).

The necessary payment was approved.

Initials:

Confidential

- 12. To consider and agree details of a new part time Cleaner (2 hours a week) for the Pavilion.**

The relevant details were discussed and the Parish Council confirmed the employment of a new Pavilion Cleaner.

- 13. Date of the next meeting – Monday 7th October 2024 at 7.30 pm in the Recreation Ground Pavilion.**

**THERE BEING NO FURTHER BUSINESS
THE MEETING CLOSED AT 8.52PM.**

Signature: _____

Date: _____