**Hewelsfield and Brockweir
Parish Council**

Minutes of the Meeting held on Tuesday 2nd August 2016 in The Loft, Village Shop, Brockweir.

**Present:** Cllr. Sinfield (Chairman of the Meeting), Cllr. Harris, Cllr. Endersby, Cllr. Wilson and the Parish Clerk. Three parishioners were also present.

**2627 Apologies for Absence**

Cllr. Fox (Chairman) and Cllr. Bowen

**2628 Declaration of Interest**

None declared

The Chairman closed the meeting for members of the public to raise matters.

A Parishioner raised concerns over the Soapbox Derby to be held in the village on 17th September. Her main concerns were access to and from her property on Mill Hill as the road would be closed. Cllr. Sinfield explained that this was not a Parish Council initiative but that he would be pleased to discuss access with her outside of the meeting.

Another Parishioner raised four issues:

* He asked for support from the Council to try to eliminate dog fouling from the verges particularly in Bailey Lane. The council confirmed their support and it would be discussed at a future meeting.
* He also expressed some concern at the apparent haphazard nature of hedge trimming in the area. This was a second cut by Gloucestershire Highways and had to take into account private property and wildlife.
* Progress of the business plan for potential purchase of the Brockweir Inn was also raised. It was confirmed that this was progressing and would be completed in the next month or so.
* He also raised concerns about the speed at which motorists are driving through the village.

The owner of a property subject to Planning Application Ref. P0866/16/OUT asked if the application would be discussed at this meeting. The application had been discussed at the previous meeting in order to meet FOCCD deadlines for comment, so was not included in this agenda.

The Chairman re-opened the meeting.

**2629 To confirm Minutes of the Parish Council Meeting of 5th July 2016**

The Minutes of the meeting held on 5th July 2016 were confirmed. This was proposed by Cllr Endersby and seconded by Cllr. Wilson.

**2630 Matters arising from the Clerk’s Report**

The Clerk’s report had been circulated to all councillors ahead of the meeting and there were no matters arising.

**2631 Councillors’ Reports**

The Councillors’ reports had been circulated to all councillors ahead of the meeting. There were two matters arising from the reports:

* Budget for purchase of tools to manufacture signposts for the village
* Report of a meeting with Brian Watkins

Both matters are agenda items for discussion at this meeting.

**2632 The Future Of the Brockweir Country Inn**

An observation survey had been carried out on the building by a parishioner. Following the decision to reduce the opening times at the pub, a meeting had been organised for Wednesday 3rd August to meet the landlords to seek clarification of their intentions over the coming months. It was suggested that there could be invaluable expertise within the parish which could be helpful. Following discussion it was agreed that it was essential to present a business case to the parish as soon as possible to get a clear mandate on whether to continue to investigate possible purchase or not.

 Action: Cllr. Fox

**2633 Finance**

**2633.1** The Financial Statement for July 2016 was approved. Proposed by Cllr. Wilson and Seconded by Cllr. Harris.

**2633.2** Invoices were agreed and cheques signed by Councillors for Pleasant View Landscapes & Maintenance £160.00, Clerk Salary & Expenses £281.26 and Henry Benall £100.00.

**2633.3** Following advice from Barclays, it was agreed that the three signatories for the new bank account would be Cllr. Fox, Cllr. Harris and The Clerk and all three signatures would be required for cheques. The Clerk would provide paperwork for Cllr. Harris to sign.

 **Action: Clerk to arrange transition.**

 **Action: Clerk to provide paperwork to Cllr. Harris**

**2633.4** A quarterly review of accounts had been carried out by Cllr. Endersby. No issues were raised but councillors were reminded that cheque stubs and expenses claim forms must also be signed.

**­2634 Report from Public Rights of Way Working Group**

Notes of a meeting of this group held on 19th July had been circulated to all members of the working group and councillors. There were no matters arising.

Correspondence had been received from parishioners concerning hedge cutting in the parish. The Clerk was asked to write to clarify the situation.

 **Action: Clerk to write to Mr Townsend**

**2635 Report from Parish Improvement Group**

A budget of £125.00 was approved for purchase of tools to manufacture signposts for the parish.

Notes from a meeting with Brian Watkins to discuss various issues within the parish had been circulated to all councillors ahead of the meeting. Mr Watkins had suggested that several items be added to the ‘Lengthsmen List’ for attention.

**Action: Clerk to compile list and send to Mr Watkins**

**2636 Planning Applications**

No Planning Applications had been received for discussion at this meeting.

**2637 CPL/Oil Yard/HAPPA Site**

There was no progress to be discussed at this meeting.

**2638 Parish Character Assessment**

The document was with FODDC for consideration.

**2639 Progress of possible flood defences**

The Clerk was asked to send a copy of Mr King’s response to Patrick Molyneux asking him to investigate and report on how the allocated funding had been spent and the lack of individual property reports as a result of a survey carried out by the Environment Agency.

 **Action: Clerk to email Patrick Molyneux**

**2640 Casual Vacancy**

There had been no response to the advertisement for this vacancy. The situation would be reviewed at the next meeting, after the deadline for responses had elapsed.

**2641 Jet Skis Using The River**

The Clerk was asked to write to the Harbour Master to seek clarification of the rules applicable to these vehicles using the river.

 **Action: Clerk to contact Harbour Master**

**2642 Fund Raising/Grant Applications**

There was nothing to report on this subject.

**2643 Equal Opportunities Policy**

The draft policy had been circulated to all councillors ahead of the meeting and was formally adopted. Cllr. Sinfield was asked to add it to the policies section of the website.

 **Action: Cllr. Sinfield**

**2644 Lack of Support from MP**

Several issues had been raised with Mark Harper asking him for a response and support. No response had been received. The Clerk was asked to write to Mr Harper informing him of the council’s disappointment at the lack of response and general disregard of its concerns.

 **Action: Clerk to write to Mr Harper**

There being no further business to discuss, the acting Chairman closed the meeting.

**The date of the next meeting is Tuesday 6th September 2016.**

**Signed………………………………………………… Dated………………………………….**