



Clerk – Kay Brown

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FRETHERNE WITH SAUL PARISH COUNCIL

I hereby give notice of a Parish Council Meeting to be held on Wednesday 21st July, 2021 at 7:30 pm in Saul Memorial Hall. Members of the Council are hereby summoned to attend for the purpose of transacting the following business, residents of the Parish are welcome to attend. Anyone attending should be aware that the meeting may be recorded.

Please be respectful of the proximity to other people attending the meeting and take relevant steps to respect their welfare. The Parish Council will be working within the Health and Safety stipulations of the Memorial Hall (to be confirmed) so please bring mask's in case you need to wear them and be prepared to use hand sanitiser. Numbers may be restricted.

Agenda

- 010721 To receive apologies for absence.**
- 020721 Declarations of Interest on the Agenda**
Register of Interests: Councillors are reminded of the need to update their register of interests.
To declare any personal or pecuniary interests in items on the agenda and their nature. (Councillors with pecuniary interests must leave the room for the relevant items.)
- 030721 To approve the minutes of the meeting held on 30th June 2021 and the EO meetings held on 21st June 2021 and 7th July 2021 as a true record.**
- 040721 To receive a report from County Councillor Stephen Davies.**
- 050721 To receive a report from District Councillor John Jones.**
- 060721 To respond to the questions raised by a member of the public at the last Parish Council meeting on 30th June 2021 and by email on 29th June 2021.**
The question raised at the meeting is "when can we expect a response to our formal complaint raised in April?"
Two questions raised by email – "Why has our complaint against the Parish Council not been managed in accordance with your own complaints procedure." and "After receiving confirmation of your intention not to respond to our initial freedom of information request, we have submitted a revised request. Why have you deemed this closed when the revised request has not been processed in accordance with the legislation."
- 070721 Public Question Time**
20 Minutes is allocated to allow members of the public to address Council, 5 minutes will be allocated to each person. Speakers are requested to keep their comments brief.
- 080721 Planning Applications**
Application Number: S.21/17/18/HHOLD
Location: Alpha Cottage, Moor Street, Saul, Gloucester
Application Type: Householder Application
Description: Replacement single story extension to rear.
Resond by date: 04.08.2021

Application Number: S.21/1518/FUL
Location: St Peters Church, Framilode, Gloucester
Application Type: Full Planning Application

Signed / Date



Description: Replacement of fence

Respond by date: 15.07.21 an extension has been granted until 30th July 2021

Planning Applications Awaiting Decision

Application Number: S.21/0026/FUL

Location: Land Adjacent to Lion House, High Street, Saul

Description: Construction of 2 dwellings and associated landscaping works

Respond by date: 04.02.21

Permissions granted

Application Number: S.20/2777/FUL Dunstalls Farm, Arlingham Road, Saul

Description: Revised replacement barn and change of use from agricultural building to additional office accommodation, with associated works

Decision: Permitted

Application Number: S.21/0818/HHOLD

Location: The Old Vicarage, High Street, Saul, Gloucester.

Description: Erection of new cart shed. Resubmission of withdrawn application S.20/2664/HHOLD.

Decision: Permitted

Permissions Refused

Application Number: S.21/1279/FUL Land to the rear of 7 Sandfield Crescent, Church Lane, Saul

Description: T1 – Retention of garage building and gym outbuilding and change of use to part domestic and part equestrian (retrospective) (resubmission of S.20/1919/FUL)

Decision: Application Refused

Applications Withdrawn – None

090721

To discuss any correspondence received

Further emails have been received regarding the previous FOI request and Complaint. Responses have now been sent. An appeal re the decision on the Formal Complaint has been received.

An FOI request has been received from a member of the public. This is currently under review.

Offers have been made with regards to the on-going Appeal over the Land Tribunal case. These are considered and responded to as needed. Details cannot be discussed at an open meeting due to the on-going discussion.

A member of the public has reported that the hedge around Nirvana, situated on the corner of High Street and Passage Road, is overgrown and walkers are having to walk into the road to avoid getting scratched. To be discussed and recommendations made.

An email has also been received reference the overgrown hedge at Black Rabbit Cottage, Framilode protruding into the carriageway. This is causing road users to negotiate what is already a narrow stretch of road further over than would normally be acceptable. To be discussed and recommendations made.

100721

To receive an update on the repair and maintenance of the phone box/defib housing.

To receive an update on the progress of the repairs and painting of the village phone box. Cllr Bierer.

110721

Finance:

To approve the following payments in accordance with the budget.

Supporting documents have already been sent to councillors.

Payee	For	Amount
Admin costs	Inc. clerks wages, postage and stationary	£333.75
Freeths	Legal advice re Letter of Complaint inv 252314	£408.00
Came & Co	Insurance	£825.83
Severn Grass Services	Grass cutting July 21 – Inv 781	£196.20

Cheques written out and payments between meetings –

HMRC

£84.00

Water Plus – allotment water supply

£106.66

To review and approve July's bank reconciliation.

This has already been circulated to the councillors.

Signed / Date



To review the Clerks recent hours.

Previously circulated to the councillors.

120721

Clerks Report

Allotment progress

- An allotment holder has asked if they can dig a wildlife pond on their allotment. As they have children, the clerk has enquired as to what safety measures will be taken and the dimensions of the pond. They are considering approx. 3sq m with fencing/rockery around and have assured the Clerk that should they in the unlikely event vacate the allotment, they will make sure that it is filled in and returned to a workable site.
- Despite the majority of allotments being worked to a high standard there are a number of allotments showing sign of neglect, with concerns being raised over the weeds/seeds blowing on to neighbouring allotments. 4b and 7b are particularly neglected, photo's circulated to councillors; course of action to be discussed at the meeting.

130721

To receive a report from PCSO M Trebble

PCSO Trebble has confirmed that he will be attending the meeting and will be able to give a summary of statistics and incidents in the parish.

140721

Memorial Hall, Playing Fields and Playground

A meeting is yet to be arranged with representatives from the committee and the PC to discuss the provision of rubbish bins, upgrade of the CCTV and possible instalment of WIFI at the Memorial Hall. This would be a shared venture between the Memorial Hall Committee and the PC. The clerk has emailed again to agree a date to meet.

150721

To consider the quotations for the inspection of the playground equipment and approval of one quote.

Quotes have been received for the inspection of all playground equipment presently on the Memorial Hall playing field, these have been circulated to the councillors prior to the meeting. To agree to accepting one of the quotes and progress to inspection.

160721

To discuss and approve the Asset List and Risk Assessment.

At the meeting on 28.04.21 item 140421, the minimum value of items on the Asset List was to be amended to £500. At the meeting on 18th May the clerk pointed out that the noticeboards and bike stands fell below this nominal value but thought they should remain on the Asset list. Can the instruction be amended to 'for office items below the value of £500'. The Asset List and, therefore, the Risk Assessment Policy needs to be reviewed and updated.

170721

To discuss and approve work on the allotments clearing ground.

- Area to the bottom of the allotments which is overgrown and space is being lost, two quotes have been received and circulated to councillors. The third quote is proving difficult to get confirmed. Council to discuss what is involved in each quote and decide whether to agree to the work.
- At the meeting on 30th June 2021, the PC authorised the hiring of a skip to clear the remaining rubbish from allotments 12b and 13b with the suggestion that the Clerk contact Community Payback to continue the work. For the CP team to attend they would also need the provision of a portaloo. Previously this has cost less than £100. Council to discuss if this can also be authorised?

180721

To review and discuss the continuation of register of The Ship public house as a Community Asset.

The five year listing of The Ship as a Community asset is due to expire in August 2021. The CA application was originally applied for by the Parish Council. To discuss if this listing is still appropriate and, if so, who should apply for the renewal of the listing.

190721

To review, discuss and agree the Roles and Responsibilities of Councillors.

The existing list of the Roles and Responsibilities has been circulated to the councillors for their consideration. Amendments and updates are required, these are to be discussed and approved.

200721

To review and discuss Appraisal briefing.

To discuss and review the Appraisal briefing which has been circulated to councillors to. NALC does not have a policy as such but details of appraisal protocols have been circulated to councillors for their consideration.



- 210721 To discuss and agree a training programme.**
The clerk has circulated a list of training courses presently available, including the dates, times and cost. The lists includes Chairman's and councillors courses. To notify the clerk of agreed training courses and dates on which councillors are available to attend.
The Clerk has contacted the GAPTC regarding the group training session for all councillors, the cost and numbers attending remains the same as previously quoted for a Zoom meeting. The clerk has contacted four neighbouring parish councils to invited them to attend and thereby spread the cost.
- 220721 To discuss and consider connecting Gmail to Outlook, the cost implications of both the work involved and on-going.**
To discuss, consider and approve the ease and benefits of connecting Gmail to Outlook for the storing, archiving and recovery of documents and information; the cost implications of setting this up by an experienced technician and the on-going maintenance of such a system.
- 230721 Date of next meeting is 29th September 2021.**

Signed: *Kay Brown* 15th July 2021

Members are reminded that the Council has a general duty to consider the following matters in exercising any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health & Safety and Human Rights.