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## **FREThERNE WITH SAUL PARISH COUNCIL**

I hereby give notice of a Parish Council Meeting to be held on Wednesday, 28<sup>th</sup> June 2023 at 7:00pm in Saul Memorial Hall. Members of the Parish 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.

### **Agenda**

- 010623** To receive apologies for absence.
- 020623** Declarations of Interest on the Agenda
- 030623** To approve the minutes of the Annual Parish Council meeting and the May meeting held on 24<sup>th</sup> May 2023 as a true record.
- 040623** **Public Question Time**  
10 Minutes is allocated to allow members of the public to address the Parish Council, 3 minutes will be allocated to each person. Speakers are requested to keep their comments brief. Standing Orders item 3, para (e)(f)(g)(h)(k).
- 050623** To receive a report from County Councillor Stephen Davies.
- 060623** To receive a report from District Councillor John Jones.
- 070623** **Planning Applications**
- Application Number:** S.23/1113/FUL  
**Location:** 2 Shirley Cottages, Church Lane, Saul, Gloucester.  
**Application Type:** Full Planning Application  
**Description:** Conversion of one dwelling to two dwellings  
**Respond by date:** 29.06.2023
- Planning Decisions**
- Application Number:** S.23/0775/HHOLD Willowbank, Moor Street, Saul, Gloucester.  
**Description:** Demolition of existing garage & outbuildings to be replaced with annex extension.  
**Decision:** Refused
- Application Number:** S.23/0846/HHOLD Cross View, High Street, Saul, Gloucester.  
**Description:** Erection of outbuilding.  
**Decision:** Permitted
- Application Number:** S.23/0684/HHOLD 1 Garden Cottages, Framilode Passage, Saul, Gloucester.  
**Description:** Erection of single storey rear & double storey side extension.  
**(Resubmission of S.22/0803/HHOLD)**  
**Decision:** Permitted
- Application Number:** S.23/0582/FUL Land West Of Bibury House, Framilode Passage, Saul, Gloucestershire.  
**Description:** Barn conversion to one dwelling.  
**Decision:** Refused
- Application Number:** S.22/1202/FUL Site for Proposed Livery Yard Associated With Dunstalls Farm, Arlingham Road, Saul,  
**Description:** Construction of livery yard with associated parking and paddocks (Resubmission of S.22/0331/FUL)  
**Decision:** Awaiting Decision

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Signed / Date



**080623 To discuss and approve putting into place long term plans for ‘topping up’ the canal**  
 Due to the prolonged period of exceptionally high temperatures and limited wet weather intervals the disused section of the Stroudwater Canal at Upper Framilode water levels are again at a minimal level. It is essential to continue discussion about a long-term solution to maintaining the water level, the cost involved and equipment required. Any permissions required. Should a further survey of the canal be considered?

**090623 To receive an update on public footpaths and public rights of way (PROW) and the stiles along those paths.**  
 Two Councillors will be meeting with the SDC Public Rights of Way (PROW) officer in July to walk various footpaths in the Parish. The stiles are to be inspected and reviewed and possible changes or alternatives are to be discussed. Cllrs Jeffries and van der Hooft to update Council with any further information

**100623 Finance: To approve the following payments in accordance with the budget. Supporting documents have already been sent to councillors.**

Payee	For	Amount
Clerk	June Paye inc HMRC PAYE and o/t for additional hours	£1063.42
DJD Agri	Verge Cutting inv 1827	£474.38
Birketts LLP	Subject Access Request Legal Advice	£1526.40
GB Sport & Leisure	Repairs to Memorial Hall Playing Field Equipment	£5682.48
Water Plus May 23	Allotment monthly charge £29.04	-£122.98
Severn Grass Services	Village Maintenance inv 262	£98.10
Community Heartbeat Trust	Defibrillator Pads for Saul Defib	£88.00
April Skies	Internal Auditor	£200.00

**To ratify payments made between meetings –**  
 Severn Grass Services Village Maintenance Inv 246 £196.20

**To review and approve June 2023 bank reconciliation and accounting spreadsheet**  
 These have already been circulated to the Councillors

**110623 To resolve and sign the Annual Governance and Accountability Return 2022/23 (AGAR)**  
 The Annual Governance and Accountability Return having been previously circulated to the councillors for consideration including an Exemption Certificate.

**120623 To resolve and sign the Accounting Statements 2022/23**  
 The accounting statements have been previously circulated to the councillors for their consideration.

**130623 To approve the dates for the Period of Exercise of Public Rights.**  
 The dates for the Period of Exercise of Public Rights are set between 30<sup>th</sup> June 2023 and 10th August 2023

**140623 Clerks Report - Feedback from items raised at the last meeting and other points to be discussed**

1. The Memorial Hall have been advised that the Parish Council wish to pay for the monthly meeting use of the hall on a monthly or annual basis. Waiting for confirmation of outstanding amount as the previous 10 year agreement expired in December 2022.
2. Clerk still looking into suppliers of information of noticeboards, the suitability for the phone box and cost effective.
3. There are now three Councillors who have completed the on-line banking registration. The Internal Auditor recommends that there are a minimum of four councillors qualified to complete online authorisation.

**150623 To note correspondence received**

- An allotment holder has advised that a branch has fallen from the ash tree behind their allotment. The Clerk contacted the tree surgeon who has previously carried out work at the allotments however a neighbouring allotment holder has volunteered to remove the branch.
- The Parish Council responses to the Subject Access Requests, agenda item May 2023 090523, which were sent by Registered Mail have been returned as not collected. These have been resent by normal mail.

**160623 To receive a further update on Christmas on the Pound 2023 plans and arrangements**

Signed / Date



Longney and Epney Choir have confirmed which songs other than carols they have in their repertoire. A 'Save the date' post has been posted on Facebook giving event, date and time with more details to follow. The Clerk is still trying to contact Severn Trent but has found some lighting possibilities which will be presented to the Councillors.

Cllr Jeffries and the Clerk will further update the Council on progression of plans to date.

**170623**

**To receive an update on the Oak trees for the King Charles III Coronation Commemoration**

An application for part funding of the Oak Trees has been made to the Build Back Better Scheme and has had initial approval. After discussion at last month's meeting, the purchase of the Oak trees has been delayed until the autumn which is a much better time to plant trees especially of the size intended to be purchased. Cllr Lever to update with any further information.

**180623**

**To discuss the Councils 'Community Investment', funding for the projects and leadership of each project.**

- **installing village 'gates' on the main roads through the Parish.**

The Local Highways Manager and two Councillors have driven around the Parish looking at the possibility of installing Village Gates and inspecting the condition of existing signage. Due to the width of the verges, the possibility of installing Village Gates is limited but some locations have been identified. Feedback to be provided by Cllrs Lever and Jeffries

**190623**

**To discuss and agree the Roles and Responsibilities including the addition of two new roles.**

- Parish Council representation at Memorial Hall Meetings
- Saul Defibrillator checks

**200623**

**To consider and adopt the following policies and notices:**

- Email Policy
- Document Retention Policy
- Social Media Policy

The policies and notices have been circulated to the Councillors prior to the meeting for their consideration.

**210623**

**The Chairman will move the adoption of the following resolution: That under section 100(A) (4) Local Government Act 1972, the public and press will be excluded from the following items on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act**

- To consider correspondence received relating to recovery of Land Tribunal costs

**210623**

**Date of next meeting is 26<sup>th</sup> July 2023**

Signed: *Kay Brown* 22<sup>nd</sup> June 2023

*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.*

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Signed / Date