



GREAT OLDBURY PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF GREAT OLDBURY PARISH COUNCIL, HELD ON THURSDAY 16TH MAY 2024, AT 7PM IN STONEHOUSE LIBRARY

In attendance: Cllrs Martin Bowman, Sonia Brinkworth, Robert Brown, Chris Coombs, Andrew Deighton, Edward Turnbull-Scott and Phillip Ward

Also in Attendance: Hannah Emery (Corporate Policy & Governance Officer, at Stroud District Council), Jenna Malpass (Democratic Services and Elections Manager, Stroud District Council), Chris Haines (Chief Executive Officer, at Gloucestershire Association of Parish & Town Councils), Charlotte Matthews (Gloucestershire Association of Parish & Town Councils, District Councillor John Parker, and one Member of the Public.

Clerk: Irena Litton

The Inaugural Meeting of Great Oldbury Parish Council was initially presided over by Hannah Emery, to enact the first Agenda Item.

1/24 To elect a Chairman.

Hannah Emery welcomed those present and called for nominations for the election of a Chairman.

The Council unanimously elected Cllr Phillip Ward as Chairman.

2/24 To welcome everyone to the inaugural meeting of the Great Oldbury Parish Council and for the Clerk to note the Acceptance of Office declarations.

The Council paused for this momentous occasion and thanked Hannah and Chris for their assistance in the setting up of the new Council.

The Clerk (Proper Officer) witnessed the signing of the Acceptance of Office declarations.

3/24 To receive apologies for absence.

Apologies were received from District Cllr Carole Kambites.

4/24 To adopt a Code of Conduct.

The Members were sent a copy of the draft Code of Conduct prior to the meeting for their consideration.

The Council adopted the Code of Conduct.

5/24 To receive Declarations of Interest on items in the agenda.

There were none.

6/24 To receive reports from the County and District Councillors.

District Cllr Robert Brown stated that he was excited to start work along with District Cllr Richard Maisey.

7/24 To elect a Vice Chairman.

The Council unanimously elected Cllr Andrew Deighton as Vice Chairman.

8/24 To assign roles and responsibilities.

The Council agreed to assign the following roles and responsibilities: -

- Planning lead – Cllr Ed Turnbull-Scott
- Coordinator for dealings with Robert Hitchins/ this may involve consultation with the Councillor responsible for Planning – Cllr Sonia Brinkworth
- Highways lead – Cllr Phillip Ward
- Financial Authorisers (for bank authorisations) – Cllrs Chris Coombs and Ed Turnbull-Scott
- Financial Checker (must be different from bank authorisations) – Cllr Martin Bowman
- Social Media, Publications and Press – Cllrs Sonia Brinkworth and Phillip Ward

9/24 To adopt the General Power of Competence.

The Clerk sent the Members the relevant information along with the criteria required to permit the Council adopting the General Power of Competence.

The Council agreed that they met the required criteria and adopted the General Power of Competence.

10/24 To adopt Standing Orders.

The Members were sent a copy of the draft Standing Orders prior to the meeting for their consideration. A few minor amendments were identified.

The Council agreed to adopt the Standing Orders.

11/24 To adopt Financial Regulations.

The Clerk reported that the National Association of Local Councils has just issued a new set of model Financial Regulations, for adapting and therefore requested a deferment.

The Council agreed to defer this Agenda Item.

12/24 To approve the Asset Register.

The Council approved the Asset Register.

13/24 To adopt Data Protection and Privacy Regulations.

The Members were sent a copy of the draft Data Protection and Privacy Regulations prior to the meeting for their consideration.

The Council adopted the Data Protection and Regulations Policy.

14/24 To adopt a Publication Scheme.

The Members were sent a copy of the draft Publication Scheme prior to the meeting for their consideration.

The Council adopted the Publication Scheme.

15/24 To agree the website, email provider and IT subscriptions.

The Council were presented with several options, with costings prior to the meeting.

The Council agreed to use Cuttlefish Media Ltd to provide their .gov domain name, host and support their website and subscribe to '.gov' email address with Microsoft 365.

It was noted that as Cllr Brown also has a District Cllr email address, so he would just require the cheapest option for his email account. The Clerk will require the Microsoft 365 Business Standard and the remaining Council Members the Microsoft 365 Basic option. **CLERK**

16/24 To approve the logo design for the website, road signs and stationery.

The Council agreed to defer this Agenda item.

Cllr Sonia Brinkworth agreed to present some designs in the June meeting. **SB**

17/24 To ratify the decision to subscribe to Gloucestershire Association of Parish and Town Councils.

The Council approved the subscription to Gloucestershire Association of Parish and Town Councils.

18/24 To receive an update and agree the representatives for the joint Working Group with Eastington Parish Council, with regard to a fair and reasonable settlement of assets.

Cllrs Phillip Ward and Chris Coombs briefed the Members on an Extraordinary Meeting held by Eastington Parish Council. They reported that the Members of Eastington Parish Council unanimously agreed to work with Great Oldbury Parish Council, in a positive act of cooperation, by kindly agreeing to participate in a joint Working Group. Eastington Parish Council will consider the Working Groups Terms of Reference in their June meeting.

Chris Haines from Gloucestershire Association of Parish & Town Councils offered his services as an independent adviser, which is greatly appreciated.

The Council agreed for Cllrs Andrew Deighton and Ed Turnbull-Scott to represent Great Oldbury Parish Council. In addition it was agreed that Cllr Robert Brown should attend in a dual role as Parish and District Councillor and it is hoped that District Cllr Richard Maisey will also join the Working Group in a dual role, as he is also a Parish Council member for Eastington Parish Council.

19/24 Financial Issues.

a) To approve a draft budget for Financial Year 2024/25.

A draft budget was sent out to the Members prior to the meeting, however, it was acknowledged that the budget should be reviewed in a few months' time, when a business/parish plan is started.

The Council approved the budget for Financial Year 2024/25.

b) To approve payments in accordance with the RFO Report (which will include a bank reconciliation).

The Council approved the payments made in April and approved the expenditure that will need to be paid prior to the June meeting.

The Council noted the bank reconciliation and budget vs spend report.

20/24 Planning

a) To consider any plans received.

i) S.24/0490/REM | Proposed LEAP adjacent to Parcel H19, Great Oldbury | Land Adjoining Oldends Lane

The Council were in general support of the proposed LEAP but had some concerns that they would like to be addressed, prior to approval: -

- The Council would like to ensure that given the proximity to the main through road that there will be adequate perimeter fencing around the whole of the area set aside for recreation.
- That the area with the Play Equipment is set back further away from the main through road.
- That the area with the Play Equipment is fenced to enable Stroud District Councils Public Spaces Protection Order to be enforced, to prevent dogs being allowed in this area.
- That a condition is added to ensure that the area is properly maintained, so that the grass is kept short, stones removed and weeds are not permitted to take hold.

ii) S.24/0650/REM | Reserved Matters application for a Local Centre (Use Classes E(a), E(b), E(c), E(g) and/or (Sui Generis) pursuant to outline planning permission S.14/0810/OUT

including details of landscaping, design, scale, and layout. | Parcel LC1 Land West Of Stonehouse Grove Lane

The Council were in general support of the proposals but would like consideration to be given to the following prior to approval: -

- Traffic Management, to ensure that if a vehicle drives in without finding an empty parking space, that they can either drive around the perimeter of the centre or exit via LC2. The Council would like to avoid the scenario of vehicles having to enact three point turns.
- On the main road outside the centre, that some traffic calming measures are installed, for example road cushions.

iii) S.24/0465/REM | Reserved Matters in Respect of the Erection of 45 no. dwellings, landscaping, infrastructure and associated works pursuant to parcel H14a of Outline Planning Permission S.14/0810/OUT. This application for the approval of reserved matters relates solely to parcel H14a of the strategic allocation known as Land West of Stone House, and the grant of Outline Planning Permission (Ref. S.14/0810/OUT). This application seeks the approval of all reserved matters, comprising; Access, Appearance, Landscaping, Layout and Scale. The outline application was subject to an Environmental Statement | Parcel H14A Land West Of Stonehouse Grove Lane

The Council were in general support of the proposals but would like consideration to be given to the following prior to approval: -

- That adequate measures are put into place to prevent the drainage issues that have been experienced elsewhere in the development of Great Oldbury.
- That the conditions regarding landscaping and drainage are worded as such so that they can easily be enforced.

iv) S.24/0647/REM | Reserved Matters application for a proposed employment development (Class E(g)/B2/B8) pursuant to outline planning permission S.14/0810/OUT including details of landscaping, design, scale, and layout | Parcel E5, Land West Of Stonehouse Rowbotham Way Great Oldbury

The Council has concerns with regard to noise and would like conditions added to limit operating hours, as these units are close to residential properties.

v) S.24/0648/REM | Reserved Matters application for a proposed employment development (Class E(g)/B2/B8) pursuant to outline planning permission S.14/0810/OUT including details of landscaping, design, scale, and layout. | Parcel E5, Land West Of Stonehouse Rowbotham Way Great Oldbury

The Council agreed that this layout was their preferred out of the 3 options, as it felt that vehicle movement noise would be shielded.

The Council has concerns with regard to noise and would like conditions added to limit operating hours, as these units are close to residential properties.

vi) S.24/0649/REM | Reserved Matters application for a proposed employment development (Class E(g)/B2/B8) pursuant to outline planning permission S.14/0810/OUT including details of landscaping, design, scale, and layout. | Parcel E5, Land West Of Stonehouse Rowbotham Way

The Council has concerns with regard to noise and would like conditions added to limit operating hours, as these units are close to residential properties.

b) To consider a proposal from Cllr Brown with regard to parking near the school.

The Council agreed to permit Cllr Brown to explore options to assist with the issues regarding to parking near the school.

RB

21/24 To agree to work towards adopting the following policies:

- a. Biodiversity
- b. Equality and Diversity Policy
- c. Health and Safety Policy
- d. Risk Management Policy
- e. Training and Development Policy
- f. Disciplinary and Grievance Procedures
- g. Complaints Procedures (including An Unreasonable, Persistent or Vexatious Complaints Policy).
- h. Internal Controls
- i. Social Media Policy
- j. Emergency Plan
- k. Safeguarding Policy
- l. Grant Awarding Policy
- m. Reserves Policy/ Investment Strategy
- n. Website Accessibility Statement

The Council agreed to work towards adopting the policies as listed above.

At 9pm, the Council agreed to suspend Standing Orders, in order to continue with the remaining Agenda Items.

22/24 Councillor Submissions (for notice of forthcoming events or reminders, not for discussion).

- a. There are planned lane closures on the M5 between junctions 13 & 15, from the 3rd June to 28th June. Full details can be found online at <https://nationalhighways.co.uk/our-roads/south-west/south-west-maintenance-schemes/>
- b. Peter Evans Partnership (PEP) will be hosting a *Travel event with Dr Bike - Saturday 15th June on Great Oldbury Estate.*
- c. D-Day Commemoration Events to be held at Stonehouse Memorial Green: 6th June at 9am Flag raised and proclamation plus 8th June 10.30am displays and stalls.

23/24 To receive questions from Members of the Public.

Chris and Charlotte from GAPTC provided some positive feedback from their observations.

24/24 Date of the next meeting – Thursday 6th June 2024 – venue to be confirmed.

The date of the next meeting was set for Thursday 6th June 2024, to commence at 7pm.

There being no further business to transact, the meeting was closed at 9.12 pm.