



Minutes of the meeting of Woodchester Parish Council on Thursday 12th May 2022 at 6pm.

Present: Cllrs. Lead, Hamilton, McNealey, Hasinski and Dunbar

In attendance: Cllr Robinson (County Councillor), the Clerk and four members of the public.

- 2022/45 To elect a chairman and vice chairman and for relevant councillors to sign Acceptance of Office forms.**
Cllr Lead was elected as Chairman (proposed by Cllr Hamilton, seconded by Cllr Dunbar). Cllr McNealey was elected as Vice-Chairman (proposed by Cllr Hasinski and seconded by Cllr Dunbar). Chair and Vice-Chair signed Acceptance of Office forms.
- 2022/46 To receive apologies for absence.**
Apologies were received from Cllr Baynham-Honri and Cllr Noon.
- 2022/47 To receive declarations of interest in items on the agenda.**
There were no declarations of interest.
- 2022/48 To receive questions from members of the public and those attending in an official capacity**
The issue of traffic speed in South Woodchester particularly near Frogmarsh was raised. A resident requested a water-butt to collect water from the bus shelter in Frogmarsh.
- 2022/49 To confirm the minutes of the Parish Council Meeting of 3rd March, 2022.**
These were confirmed as a true record and signed by Cllr Lead.
- 2022/50 To review actions from the Parish Council Meeting of 3rd March, 2022.**
These had all been completed
- 2022/51 To receive County and District Councillor reports**
Cllr Robinson reported that the slow sign on the road at Frogmarsh had been renewed. He is still working on moving the signage at the bottom of Selsley Road to warn HGV drivers about the weak bridge. He is trying to improve the steps by the Gidynap Bridge to make them more accessible while the bridge is being worked on. There was a query about whether the work on the cycle track near Birds Crossing was complete. If so the gate needs re-erecting. Cllr Hamilton thanked Cllr Robinson on behalf of the Council for his work ensuring the Selsley Road resurfacing was completed after the late cancellation earlier in the year.
- 2022/52 To receive the Clerk's report.**
This was received. It was also reported that an agreement had been reached with the church to site a new bench on the Church Green.
- 2022/53 To note the latest financial statements.**
These were noted. **Clerk to add reserves balance reports to the website in the future.**
- 2022/54 To approve expenditure and approve cheques as per annex.**
These were approved. Additional cheque £2760 to Stroud Fencing Co for MTB track
- 2022/55 To note planning applications, decisions and appeals from SDC as per annex.**
These were noted.
- 2022/56 To review membership of committees, representatives and working parties.**

These are to remain the same as last year. Finance: Cllr Baynham-Honri (Chair) Cllrs Lead and Dunbar. Planning: Cllr Lead (Chair) Cllrs Hamilton and Baynham-Honri (strategic planning Cllr McNealey). Reps: Cllr Lead- Planning/snow warden (South); Cllr McNealey - Strategic planning/village services and facilities/snow warden (North); Cllr Noon- Environment and Climate/community engagement; Cllr Hamilton - Public health and safety/emergency planning; Cllr Baynham-Honri – Finance; Cllr Dunbar- Highways and road safety/MTB trail/communications; Cllr Hasinski- Public Rights of Way/education and young people.

- 2022/57 To note the appointment of PKF Littlejohn LLP as external auditor.**
This was noted
- 2022/58 To approve and sign the Certificate of Exemption to confirm the higher of gross income or gross expenditure did not exceed £25,000 in the year ended 31st March 2022.**
This was approved and signed by the Chairman. **Clerk to submit it to the External Auditor.**
- 2022/59 To review the report from the internal auditor and amend or provide an explanation for any issues that arose.**
The internal auditor did not identify any issues so no explanations were required.
- 2022/60 To approve and sign the Annual Governance Statement (Section 1 of the Annual Return).**
This was approved and signed by the Chairman.
- 2022/61 To approve and sign the Accounting Statements (Section 2 of the Annual Return).**
This was approved and signed by the Chairman.
- 2022/62 To review the Assets Register**
The assets register has been amended to include the additional bench at Frogmarsh (value £1). The figure for fencing round the MTB trails was amended by the Chairman from £1559 to £2700 as it has been upgraded (work completed on meeting date).
- 2022/63 To authorise the Clerk to renew the council’s insurance policy for the second of a three-year agreement.**
The insurance policy is currently held with Zurich through Community First, with the policy due for renewal on 1/6/22. The premium has increased by £7.05 due to increasing the level of insurance for the grit bins and bus shelter seats and also adding the new bench. **Clerk to renew the insurance for the second of a three-year term, updating the insurance company with the increased value of the MTB fencing first.**
- 2022/64 To review the Standing Orders.**
Model Standing Orders have been updated by NALC in the light of revised legislation around procurement. Woodchester Parish Council Standing Orders have been updated to reflect this. The Standing Orders were agreed and signed by the Chairman.
- 2022/65 To receive an update on plans for the Queens Jubilee**
Cllr Noon wasn’t present so this update was postponed.
- 2022/66 To discuss a proposal to support the ‘Stockholm declaration’ regarding 20mph speed limits.**
This was postponed to a later date.
- 2022/67 To receive comments from members of the public on items discussed at this meeting.**
A resident asked about ownership of the bench at the top of Berryfield. Clerk confirmed this is currently under investigation. Council agreed to consider replacing it.
- 2022/68 To note date of next meeting: Thursday June 9th at Woodchester Village Hall.**

The Meeting Closed at 6.45 pm

Chair..... Date

Initials.....