



CHARLTON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 15th SEPTEMBER 2020

Present: Cllr C Ward (Vice Chairman), Cllr I Smale, Cllr J Mulberry.
Cllr P Wyld & Cllr M Bonarius.

In attendance: Mrs H Bourner – Clerk
HCC Mrs Zilliah Brooks
1 Member of public

PLEASE NOTE THIS WAS A VIRTUAL MEETING IN LINE WITH GOVERNMENT ADVICE DURING THE CORONA VIRUS LOCKDOWN

1) Apologies for Absence

Apologies had been received from Cllr Smith (chairman) & Cllr Mills.

2) Declarations of Interest

There were no declarations of interest.

3) Minutes

Cllrs to approve the minutes from the Parish Council Meeting held on 21st July 2020 as a correct record of proceedings subject to one amendment regarding the location of railings on the land in front of Carters Meadow.

Resolved: The minutes of the meeting held on 21st July were confirmed as a correct record proposed by Cllr Ward & seconded by Cllr Smale.

4) Public participation

A member of public raised questions about objections submitted to the NP- will the PC be able to submit a revised plan if the objection is found to be valid and will the Parish Council be able to submit a revised plan if the plan fails at referendum?

Cllr Ward confirmed the plan is currently with the examiner. He will consider all comments/objections to the Plan and if a change is required the Plan will require amendment before it goes to referendum which cannot be before May 2021 due to government restrictions. The Plan needs more than 50% to vote in favour for the Plan to be 'made'. If this is not achieved then the Plan would have to be revisited with full consultation again.

5) Clerk's Report

The Clerk reported on several items as follows: -

Village gateway sign

HCC have now replaced both gated signs and insurance claims less the excess have been paid in both cases.

A price for a sign to replace the damaged and then stolen sign for the gate near the bridge has been requested. The issue with the colour on the new signs has been highlighted to HCC.

Audit

The internal audit by Eleanor Greene took place 15th June when several items were highlighted. An action plan circulated highlighted all matters of concern which have now been dealt with. The return has been submitted and a notification has been received from PKF Auditors that this is agreed with no further action required. A draft grant policy will be circulated to councillors for adoption at the next meeting.

The audit highlighted the loss of Power of Competence because the Parish Council no longer met the relevant criteria. Consequently, a grant request from Victim Support cannot be met as it does not meet S137 criteria. Cllr Ward suggested some further advice is sought on the matter as the legislation is not clear and given that elections only take place every five years maintaining Power of Competence would seem unlikely. The Clerk will follow up.

Library Sign at BT box book exchange

The lengthsman reported to the Clerk he has received comments from residents that the BT box still says telephone on each side and the library sign on the front can only be seen when standing in front of box. Cllr Ward suggested the signs that say telephone could be painted out. He also commented that lots of residents seemed to be abandoning large amounts of books which is not the purpose of the book exchange. The Clerk will make a new notice to place in the box asking residents not to leave piles of books and Cllr Smale said he will take on responsibility for keeping the box clear of unwanted items.

Lengthsman

Work to general strimming etc continues. The lengthsman is very busy and does not feel he has time to prepare large beds for wildflower planting. He also expressed concern that test bed near the entrance to the BMX track will be very difficult to prepare. This area was part of the gravel pits and the bank is almost entirely gravel which cannot be rotovated. Cllrs Ward and Wylde have visited this site and say it only needs to be strimmed. The Clerk will ask the lengthsman to liaise with Cllr Ward to arrange to visit the site to establish what can be done.

Parking concerns

A resident from Mercia Avenue raised concerns about additional parking at the bottom of Mercia Ave opposite the site of the new bridge. HCC say they cannot help as do TVBC. Mayur Patel from HCC who is dealing with bridge build site has confirmed they are unable to take any action and has written direct to the resident.

Camera on street light

The cameras fitted on posts outside the Royal Oak have been confirmed as Police authorised ANPR cameras.

New Salary award for Clerks.

A new salary award has been granted effective from 1st April 2020 with a rise of 37 pence per hour. A further salary step point has been added to implement from 1st April 2021. This is the final point at £14.42 per hour. Back pay will be calculated and paid in October.

Newsletter Invoices

All advertisers in the autumn newsletter have been invoiced.

Website Accessibility

New website accessibility regulations come into force on 20th September. A test has been run on the website and no errors were found. A policy has been uploaded to the website as required.

6)HCC & TVBC Report-

HCC Cllr Mrs Z Brooks said flash flooding recently had seen HCC working hard to clear drains & gullies including working alongside the water companies. She asked that any issues are reported HCC.

Recycling centres have encountered issues with members of public making appointments which they are not then keeping which restricts other users and means that recycling staff are waiting for customers. She asked that this matter was highlighted in the parish magazine. Finally, she said following concerns raised regarding stiles on footpaths she had been able to find some very useful information from the HCC Countryside access team. She will forward this to the Clerk.

7)Finance -

The bank balance at 31 August 2020 was as follows:
Lloyds Treasurer account £9350.75
Lloyds business account £35543.93

Cllrs to consider and approve the financial statement for the period 1 August to 31st August 2020

RESOLVED: It was resolved to approve the financial statement for the period 1 August to

31st August 2020 as a correct record of accounts.

Cllrs to approve payments to be made

H Bourner Salary £411.09

HMRC £63.60

H Bourner expenses £100.67 (includes One.Com email service £72.47)

Cllr ward re skips £585.60

Barry Notley £240.00

PFK Littlejohn £240.00

Anton Visual £42.00

Retrospective

H Bourner Salary August £411.09

HMRC August £63.60

Barry Notley £230.00

CPRE £36.00 (DD)

8) Wildflower planting

See Clerks report.

9) Tesco No Entry

Cllr Mulberry said she had been approached by residents regarding the no entry part of the Tesco parking area. In particular concerns were raised regarding the safety of pedestrians who cross believing traffic will only be moving from one direction. Suggestions were to install a zebra crossing or barrier. HCC Cllr Brooks said the installation of the no entry signs was part of the planning conditions when the building became a shop. Cllr Ward said he believed there was some parking on this side of the car park for residents of the flats above and perhaps some 'residents only' signs would help. The Clerk was asked to compile a letter to Tesco asking what action they will take and circulate this to all councillors.

10) Traffic Calming & CFI

Cllr Smith had circulated a report to all Councillors, however as she was not present this item will be carried forward to the October meeting.

11) Charlton Street Parties

The proposed street parties will need to be down scaled following the new government regulations that only groups of 6 are allowed to meet. The number of parties arranged have reduced but all those who are still meeting will abide by the current rules. Cllr Smale added his concerns that the proposed Christmas market may also be affected, it was subsequently agreed that the Parish Council and PCC should meet to discuss this soon.

12) Speed Indicator Charlton Road

Cllr Ward reported that the new speed indicator sign has been installed and he has managed to obtain some speed data. He expressed thanks to Mark Dovey a Charlton resident who assisted with the installation. The old sign was removed but it is clear this cannot be reused and will be disposed of. Moving the sign periodically to different sites will be considered and Cllr Wylde will assist with this.

13) Community Hall Initiative

Cllr Bonarius reported the first meeting of the newly formed community hall committee had taken place and members were all keen to get the initiative off the ground. The committee are a good mix of people with different skills. The first task is to work on a feasibility study and all members are working on this and will discuss at the next meeting scheduled for 6th October. The terms of reference for this working group have been drawn up and circulated and were approved by the Parish Council.

14) Green Space in front of Carters Meadow

Cllr Ward reported that a proposal to change the signs in front of Carters Meadow has been sent to the estates manager and he has been asked to discuss with the residents committee. If approved the Parish Council will have to meet any costs. A sign asking visitors not to feed ducks and geese bread but giving tips on what food is suitable has now been installed. Cllr Ward has asked TVBC to fit a new waste bin near the notice board and awaits a response.

15) Neighbourhood Plan Resolution

Cllr Ward said the Neighbourhood Plan is currently with the examiner who has requested a strategic environmental assessment which is now being drawn up at no cost to the parish. It is hoped that a referendum will take place in 2021.

16) Rubbish at Salto Centre

Cllr Mulberry had noted a large amount of rubbish outside the Salto building which was very unsightly. It appeared that this has been recently been cleared up. A question was raised regarding a large gate which had been installed near the Salto centre and seems to have disappeared. Cllr Ward will ask TVBC for information.

17) Access to lakes sign- Lakeside Close

HCC Cllr Zilliah Brooks confirmed the work to re-site the sign saying no access to the lakes is scheduled and should be carried out soon.

Cllr Ward confirmed he has spoken to the angling society about anglers sleeping overnight at the lakes and the mess they were leaving. He has made clear when facilities are open at both the Salto Centre and the café that they should be used.

18) Planning

The following decisions by TVBC were noted –

20/00901/FULLN- Upgrade to crazy golf course, Charlton Park- permission

20/01062/FULLN- Extension 82 Hatherden Road- permission

20/01289/FULLN- single storey extension 48 Foxcote Road – permission

The following applications received-

20/01942/FULLN- Erection of timber summerhouse (retrospective) 9 Hillside Villas

No objections

19) Councillors to provide a report on their areas of responsibility

Traffic Liaison – see previous report on CFI & traffic calming

Community Hall Feasibility- Cllr Bonarius & Ward -see full report above.

Environment & Rights of Way– Cllr Wylde had nothing additional to report

Community emergency plan – Cllr Ward has circulated a revised plan however further work is required and he agreed to work with Cllr Mulberry on the plan.

Lengthsman scheme- see details in Clerks Report.

20)Correspondence-

The Clerk confirmed she had received an email in respect of blocked drains at the entrance to Carter's Meadow which flood every time there is heavy rain. Cllr Mulberry confirmed she had reported this to HCC. Cllr Wylde said he had seen work being carried out recently. The Clerk said she will check the drains when she visits the notice boards.

The Carters Meadow estate manager had said they wished to replace some trees that had been removed, with cherry trees. Cllr Wylde said he did not believe these were the best trees as they were not native and would make a large amount of mess. He will send the Clerk some details of trees he believes are more suitable which she will pass on.

Cllr Mulberry said she would like to improve recycling in the village. She suggested she approach TVBC to ask for a tetra pack recycling point which all agreed would be a good idea. Cllr Ward said the battery recycling point in Tesco had been removed. Cllr Mulberry said she would ask if the corner shop would be prepared to have one in their store.

23) Items proposed for future agendas were: -

Proposal to remove railings at the green space Infront of Carters Meadow

Village communication survey

Consider installing dragons teeth at plot of land outside 106 & 107 Charlton Road.

Climate change.

Entrance of Peake Way- replanting after building.

Close of Meeting – The next meeting of the Parish Council will be held on Tuesday 20 October 2020

The meeting closed at 09.30pm