**Cranham Parish Council**

Minutes of Parish Council Meeting

Tuesday 8 November 2016 in the Committee Room of Cranham Village Hall

Councillors present: Marcia Lynall (Chairman), Charlie Overs, Nigel Cooper, Teresa Clark (from Agenda item 4)

Councillors absent: Nick Holyoake, Andy Hopkins

Officer present: Caroline Field (Clerk)

No members of the public were in attendance

Minutes

1. There were no declarations of interest
2. Apologies were noted from Councillors Nick Holyoake and Andy Hopkins
3. The minutes of the last meetings held on 6 September 2016 and the Planning Meeting of 4 October 2016 were agreed and signed by the Chairman.
4. Carol Novoth – Neighbourhood Warden gave a brief description of her work and the work of the Community Safety Group. It was agreed that the Clerk should add the information about the Community Safety Group to the new website with contact details for all the participants and their roles.
	1. Clerk to get copies of Community Safety Group poster for notice boards and website
5. John Gazzard is now to attend the January Council Meeting to discuss Neighbourhood Watch and it was agreed that PCSO Debbie Campbell should be invited at the same time.
6. The Clerk’s report was received and discussed.
7. Finance – cheques were signed for:
	1. £95.00 to GAPTC for Being a Better Councillor – Andy Hopkins - from training budget
	2. £235.20 to Countrywide for 2 grass cuts of the playing field
	3. £1960.20 to Clerk for salary and overtime – half to come from Clerk salary budget and half from Transparency fund budget
	4. £120 to Grant Thornton – annual return inspection fee
	5. £120 to Derek Elkins – Internal Audit honorarium
	6. £17.50 to PATA – administration of Clerk’s salary
	7. £183.85 to Cranham Tennis Club as a contribution towards coaching costs – from donations budget
8. The Income, Expenditure and Bank reconciliation was discussed and signed. £10,274.63 currently in the bank.
9. The draft budget was presented and discussed and it was agreed that Councillors needed more time to decide on spending priorities so decision on this is to be deferred until December when the Planning Meeting will be expanded to include the budget.
10. Draft Financial Regulations were presented and agreed. Clerk to make agreed amendments and add to Website.
11. Councillors’ division of responsibilities – decision to be deferred to the January meeting. Clerk to circulate subjects of emails circulated so that Councillors can see what they might wish to receive.
12. Report on the Playing Fields Committee (PFC) activities by Councillor Lynall received.
	1. PFC Chairman checking how frequest inspections of equipment need to be to ensure safety.
	2. New signs asking people to keep dogs on leads to be obtained by PFC – it was suggested that the Stroud SDC dog warden be approached to see if they could provide suitable ones.
	3. PFC has requested two additional grass cuts a year to be added in June and July – to be added to budget.
	4. Keyholders for playing fields gate to be agreed by the Parish Council after consultation with PFC at next meeting.
	5. It was agreed that the Council should write to all residents of Church Close reminding them that they do not have a right of vehicular access over the Playing Fields to their properties and that it is a privilege, which the Council retains the right to withdraw at any time.
13. Report from CCMC by Councillor Hopkins deferred to next meeting.
14. The New Council Website was discussed and it was agreed it should go live as soon as possible and email be circulated to let parishioners know this.
15. Council response to SDC stance on Fracking – agreed a response was not appropriate.
16. Report from Stroud District Councillor Nigel Cooper
	1. Rubbish bin from bus stop at Cranham Corner has been moved to Witches Tump. Clerk has been asked to order a new small bin to go inside bus stop up to £70 in value.
	2. New Refuse and recycling arrangements had generated lots of comments from residents. A few teething problems had been experienced, primarily due to rubbish up difficult to reach tracks not having been collected. This problem has now been addressed and it is hoped that there will fewer problems in future.
	3. Gigaclear have stopped work for 10 weeks while they get permission for complete road closures from GCC. Workers were endangered by careless and impatient drivers.
	4. Cranham Common – a pleasing number of people turned out for the recent Scrub Bashing but more is needed and there are still lots of complaints about the state of the Common. Marcia to write a letter to CCMC asking for more use of machinery when clearance is being carried out.
17. Matters to be brought to next meeting:
	1. John Gazzard and PCSO Debbie Campbell to be invited by Clerk to attend the meeting in January to discuss Neighbourhood Watch provision and Parish Council involvement.
	2. Precept and budget setting will take place at the next meeting in December – Councillors and any interested groups who may require funding are to put proposals/requirement to the Clerk by 20 November.
	3. Charlie Overs wishes to be booked on the SDC Councillor Training course for 9 January – Clerk to contact SDC to book.
18. Dates and times of next meetings
	1. 7.00 pm Tuesday 6 December 2016 Planning and Finance Meeting
	2. 7.30 pm Tuesday 3 January 2016 – Full Council Meeting

Meeting closed 22.10

Caroline Field

Parish Clerk

9 November 2016

Signed as a true and fair record by: …………………………………………………………………...

Date …………………………………………………………………………………………………………………