

# Cranham Parish Council Meeting held at 7.30pm on Tuesday 3 January 2017 in Cranham Village Hall

## Present:

Councillors: Marcia Lynall (Chairman), Charlie Overs, Nigel Cooper, Nick Holyoake, Andy Hopkins (from item 6), Teresa Clarke (from item 6)

Officer: Caroline Field (Clerk)

Members of the Public: none

Invited guest: John Gazzard (to the end of item 6)

**Absent:** invited guest PCSO Debbie Campbell

## Minutes

1. Declarations of interest from councillors on items to be discussed -none received
2. Public participation – representations from members of the public on the this agenda (5 minutes) – it was agreed that this should be added to all future agenda
3. Apologies for absence – DCSO Debbie Campbell sent apologies
4. Minutes of meeting held on Tuesday 6 December 2016 were agreed and signed
5. Finance:

The Bank reconciliation was agreed and signed. Funds available on 23 December 2016 were £6180.20

  - a. Cheque for £59 to Glasdon for purchase of wall mounted bin for the Bus shelter on A46 (within Upton St Leonards Parish) – section 137 payment - agreed and signed
  - b. £520 to Cranham Parochial Church Council for the Churchyard – agreed and signed
6. Neighbourhood Watch – Council received a short report from John Gazzard and agreed that Andy Hopkins would continue to liaise with John Gazzard to reinvigorate the Neighbourhood Watch and work up a programme to be presented at the Parish Meeting in May. It was agreed that the village email list should be updated and leaflets delivered around the village to encourage those not already on the email list to join.
7. Clerk's report (written) was received
8. Precept final figure of £7986 requested from Stroud District Council were agreed and the precept request signed by the Chairman. It was agreed that the Clerk would insert a letter in the March edition of the Parish Magazine explaining the precept.
9. Allocation of Councillors' areas of interest and responsibility were discussed and it was agreed that all Councillors would take an interest in all areas of the Council's work. After a discussion on email management, Cllr. Holyoake and Cllr. Hopkins agreed to review the emails received and feed

back to Clerk whether they thought there were any that Councillors should be seeing which they currently don't.

10. Response from Council to Martin Hutchings (GRCC affordable housing enabler) email on affordable housing survey – It was agreed that the matter had already been dealt with and no further communication would be sent by the Council on this matter.
11. Response from Council to letter from Martin Kay regarding Parish Council involvement with Gigaclear – It was agreed that a short response would be drafted by Councillor Holyoake to be sent by the Chairman. It was also agreed that the Chairman would request updates from Gigaclear until the installation was complete and would relay these to the Council at subsequent Council meetings.
12. No new planning applications received since last meeting
13. Report from Andy Hopkins (oral) – Cranham PC representative on the Cranham Common Management Committee (CCT) – was received
14. Report from Marcia Lynall (oral) – Cranham PC representative on the Playing Fields Committee – was received
15. No report from Nigel Cooper - Cranham PC representative on the Village Hall Committee
16. No report from Nigel Cooper – District Councillor
17. Matters to be brought to next meeting
  - a. Council meeting schedule and the start time of meetings
  - b. Review of Emergency Plan – to include vulnerable people within the community
  - c. Reporting schedule of Council Finance
18. Dates and times of next meetings to be agreed:
  - a. 7.30pm on Tuesday 7 March 2017 – full council meeting
  - b. 7.00 pm Tuesday 7<sup>th</sup> February 2017 – planning meeting (if needed)

Caroline Field  
Parish Clerk  
4 January 2017

Signed as a true and fair record of the meeting held on 3 January 2017

.....Chairman