

Up Hatherley Parish Council: Minutes of a Parish Council Meeting, held virtually via Zoom on Tuesday 5th January 2021, at 7.30 pm.

1208 Members Present

Chair: S. Bamford; also present, P. Worsley, D. Willcox, J. Wells, R. Whyborn, D. Young, A. Houlton, J Furley, A. Bamford, N. Holden and A. Ponting.

Also, in Attendance: Clerk Kathryn Oakey.

1209 Welcome

The Chair welcomed all present to the latest virtual meeting of the parish council. She informed members that Cllr Hodges had decided to step down due to conflicting commitments however would be happy to continue to volunteer as required. The item regarding Greatfield Park School is deferred to the March meeting as the Head Teacher was unable to attend.

1210 Questions from members of the public

There were no parishioner's present, however a query has been raised regarding road flooding that will be discussed under Highways.

1211 Apologies for absence

Cllr S. Gutteridge was not present again and had once again not provided apologies. The Clerk will contact him regarding his position.

1212 Declaration of Members' Interests

None.

1213 Parish Vacancies

No progress at current time on recruiting new members.

1214 Minutes of the last meeting held 3rd November 2020.

All were in agreement that the Chair sign the minutes, so the Chair signed and initialled the pages of the hard copy provided by the Clerk.

1215 Action Tracker

Cllr A Bamford presented the Action Tracker, shown as Appendix A. The highlighted items were discussed:

- VAS – new battery has made the current VAS more usable. Unable to progress location of a fixed VAS as Highways meeting has not taken place. Fixed VAS around Alma Road would be preferable to another mobile VAS.
- GRCC survey, Cllr Holden has circulated proposal from GRCC, and online communication has taken place. It was agreed that a meeting will take place to discuss further our response to GRCC. Cllr Holden, Young, Ponting and S. Bamford will attend.
- Maintenance of greens – the Clerk confirmed that she had responded to Ubico confirming that we will go for the additional cuts next season with cuttings removed. This has been included within the 2021/22 Budget figures.
- Lakeside Daily Mile project – Cllr Young will send some photos through.

- Park upgrade – consultation had been done by the borough council and plans included on our website, and is now closed, Cllr Whyborn agreed to follow up next steps.

1216 Planning Tracker

Cllr A Bamford informed the meeting that there was nothing contentious. There was concern around the proposed building in Leckhampton around the new school and the response from Leckhampton with Warden Hill Parish Council was noted. However, it was within the Joint Core Strategy so likely to go ahead. 18 Keswick Road was queried re progress however no further information was available.

1217 Food Poverty

The Chair informed the meeting that a contribution of just under £500 had been made as per email correspondence earlier in the month. All confirmed their agreement to the payment, which had to be agreed outside of the meeting due to the urgency of the project. Cllr Whyborn had attended the hand over event at Belmont School, and it is thought that over 300 families had been helped. Going forward the Chair proposed that we continue our dialogue with Morrisons and in particular explore the feasibility of a “food larder” for more perishable produce. All agreed.

1218 Security Camera Loan

The Chair informed members that following a meeting with the Police PC Kaytee had procured use of a security camera and will arrange set up and monitoring. Cost will be approximately £400 for a three-month period, which is considerably cheaper than a purchase and all were in agreement that this is paid. Although there were no incidents of anti-social behaviour in the area over the holiday period it should be a good deterrent. Cllr Young suggested we advertise the fact that it had been installed as well so this will be added to the website and twitter feed. It was highlighted that there had been several antisocial incidents in Windermere Road.

1219 Crime Report

Cllr Young presented his report:

Neighbourhood Watch - Promotion will be re started once normality starts to appear. Simon Bailey has emailed everyone around Broad Oak Way who has registered for Community Alerts and asked them if they wish to help resurrect the group there. He is also looking at the use of Facebook to attract younger members / interest.

Bicycle Marking - Due to the current Covid restrictions the Bike marking on Saturday 16th January 2021 has had to be cancelled. This will be reorganised when we are back to a more normal situation.

Crime Statistics – shown as Appendix B. There continues to be a noticeable increase in domestic violence calls, which in turn has led to more crimes of a harassment, assault without injury and public fear, alarm and distress being recorded. Due to this and increases in Antisocial Behaviour and Criminal damage the Parish is currently at 107% of the entire total for 2019.

Fake DPD emails and texts - Action Fraud has seen a surge in reports relating to fake emails and texts purporting to be from DPD. The links in the emails and texts lead to fake websites that are designed to steal money, as well as personal and financial information. Victims of this scam have reported losing over £242,000 since June.

Catalytic Converter thefts - In recent weeks there have been a number of reports of catalytic converter thefts taking place in Cheltenham and Gloucester, including at Morrisons Car Park and at Bournside School.

1220 Village Hall

Cllr Wells has inspected the hall and reported the following:

- Front door – weatherboard needs replacing, and doors are bowed. Clerk to sort repairs / replacement.
- Fire exit right hand side of hall, weatherboard needs replacing – Clerk to arrange.
- Ceiling, some evidence of leakage. A survey was undertaken a number of years ago however the report could not be located and really needs to be updated. It was agreed that we request another survey for the whole ceiling / roof issue so the Clerk will arrange quotes for this.

1221 Communications

Cllr Furley confirmed that users on the website have now been updated but all to let him know if they need greater access. Regarding the website survey that GAPTC carried out it has highlighted a couple of issues:

- An accessibility survey is needed.
- A FOI statement / process is needed.
- Register of Interest should be published.
- Minutes and agendas should be in descending order – the Clerk confirmed that this has now been done.
- Under the Transparency Code spend over £100 should be listed. The Clerk confirmed all spend is within the minutes, but a separate list could be included.

Cllr Furley has downloaded templates which can be used and will also check the GAPTC website.

1222 Footpaths and Open Spaces

Cllr Willcox reported that he had received an updated regarding the PROW application and the Clerk has circulated and shared screen to show the map. A slight amendment to the route has been proposed but it won't affect anything, so all were happy. Cllr Whyborn thanked Cllr Willcox for the hard work that has gone into progressing the application.

Cllr Willcox reported that the gym equipment is looking in good condition. The Clerk confirmed that we had signed up to the maintenance contract. Cllr Willcox will also chase the borough council on the licencing agreement that needs to be put in place.

Broad Oak Way, The Spinney was discussed as there is an action on the borough council to thin out the trees, the Chair will chase. (post meeting note the Clerk has now received confirmation that the trees to thin are agreed and the work will go ahead shortly).

Open Spaces volunteers – the Chair informed the meeting that she now has a few contacts of other parishes where they have organised volunteer groups so will be making contact to progress this. We have about 50 people interested so the Chair will make a recommendation to the next meeting. Cllr Holden agreed to have a look at the Facebook page that has been set up as we need to start publicising on this.

Rotary Club Trees – Up Hatherley Way would appear to be the best location for these, and three trees would seem reasonable. The Rotary Club will deal with all the logistics and maintenance so we would just provide the funding. All were in agreement that the Chair take this forward and if necessary, a letter can be sent to adjacent residents once the site is selected.

Pocket Park – looking in a poor state, not helped by the council placing a container on it. Wildflowers that were planted are being overtaken by weeds and grass so possibility that they need to be replanted annually unless maintained properly. Cllr Whyborn will speak to the borough council about maintenance plans and Cllr Houlton will progress getting a volunteer group to sort the site once borough council action confirmed by Cllr Whyborn. Agreed it is an ideal project for the new volunteer group, and also possibility of getting Lakeside involved.

Cllr Pointing informed the meeting that he hadn't progressed meeting with Morrisons re the wooded area behind the store.

1223 Highways & Transportation

Cllr Whyborn reported that the planned meeting had not yet happened, however he asked that we minute that a good job had been done on the footpath between Long Mynd Avenue and Caernarvon Road. He also asked that if any members had ideas for specific highways projects in the parish to let him know.

Large puddles / flooding was noted over the past month which could be a problem with the drains. In particular on Sunnyfield Lane roundabout and by the church. In addition, a parishioner has expressed concern about water on the road in Coombe Glen Lane which has been previously raised and is due to the way the road is surfaced. Cllr Holden also raised an issue of large potholes by the Morrisons petrol station. Cllr Whyborn will raise with Highways.

OPCC safe and social roads survey – Cllr Whyborn has circulated and noted the comments from members. All were happy to go with his draft, so Cllr Whyborn agreed to upload, Cllr A Bamford thanked Cllr Whyborn for coordinating.

1224 Community Engagement

Parish Record – Cllr Worsley thanked all those that had delivered the magazine and to return any spares to him as it he will distribute to roads just outside the parish. There has been a good response to local history in the parish but little to date about the old Hatherley Junior School by the railway bridge.

Carol service – although this could not take place this year the Salvation Army were able to attend and walked the area playing carols which was very successful. As they were unable to carry out their normal collections it was proposed we double what we would normally contribute for their attendance. After some discussion it was proposed by Cllr Holden that we donate £300 and seconded by Cllr Young. All were in agreement.

Council Dinner – Cllr Worsley proposed that we have a Dinner as they are useful social occasions that allow councillors to mix outside of the meeting environment. Cllr A Bamford confirmed that these have been hosted in the past but not in recent years. Cllr Worsley confirmed that he would be happy to organise when it is possible to do so, and had some ideas on where to host. All were in agreement.

1225 Precept

The Chair informed the meeting that this item had been left until last due to the additional financial discussions during the meeting. The proposed figures are provided at Appendix C and had been circulated prior to the meeting. The Policy and resources group had met and been through the figures in detail. Cllr A Bamford informed the meeting that there was no reason to increase the precept as we had sufficient resources at the current time. Reserves are still relatively high; however, plans are in place to spend the money. Cllr A Bamford proposed the precept be kept as last year and Cllr Worsley seconded. All were in agreement.

1226 Any Other Business

Cllr Ponting again raised an issue with the recycling facilities at Morrisons and proposed that he draft a letter to the borough council. All agreed with this approach.

1227 Next Meeting

This will be 2nd March virtually.

..... 2 Mar 2021
Chair

Action Tracker				
Serial	Item	Responsible Cttee/ Individual	Progress to Date	Status
1	Purchase of further speed reduction equipment	Highways WG	Up Hatherley Way identified as a priority. Hatherley Road and Alma Road also now identified as problem areas. Council agreed to purchase 2 'permanent' VAS machines at Jan 2020 meeting- agreed in principle. Highways group pursuing options with new Highways manager.	Open
5	Commission a Management Plan for the Nature reserve jointly with Shurdington	A Bamford	Located original plan, now shared with Shurdington - proposal to form volunteer force to start clearance. UHPC carried out litter picking on Sat 14th March. Full work to commence post nesting season- on hold	Open
9	Proposal for new and resited bins around the Parish	F&OS WG	Awaiting feedback from CBC - to be chased. Met with CBC and UBICO, agreed to some proposals and rejections were accepted. Awaiting action from CBC and UBICO	Open
10	Crop intrusion on footpaths in fields	A Bamford via Simon W	Ongoing - decided on course of direct action on problem areas.	Open
17	Carrying out a further parish survey	N Holden	First planning meeting held Jan 2020. Circulated notes, DY provided feedback based upon previous survey experience. GRCC support being investigated. Agreed that survey should be distributed as a stand alone item, clearly marked as Parish survey. Quote received from GRCC. Arrange Zoom meeting to discuss alternative approach where we design and distribute ourselves.	Open
20	Digital Mapping	J Furley	Ongoing	Open
21	Sunnyfield and Morrison's Roundabout Line painting request	Highways WG	Ongoing - action agreed with local Highways Officer. Morrisons being discounted, Sunnyfield promised.	Open
23	Investigate volunteer team to assist with footpath management	Community Engagement	Ongoing. Have a list of volunteers - may need help with co-ordinating volunteer work force.	Open
25	Another bicycle marking event to be held in January 2021	P&C WG	Plan for publicity to be worked up. Date set but on hold due to Covid restrictions.	Open
26	Ensure that all hall hirers are trained on the equipment they use.	VH WG	A programme of training to be established. Full written instructions to be created.	Open
27	Review the arrangements the Parish Council has in place for maintenance of the greens we own.	Full Council	Service has been reviewed, agreement to be updated to include cuttings. Cuts are scheduled from Apr to Sept. If no earlier cuts available, council to consider alternative options. March cut requested, response awaited	Open
28	Public of right of way application - monitoring progress	F&OS WG	Monitoring ongoing application	Open
29	Tree planting in parish	S Bamford	Looking to initiate tree planting schemes around the parish. Initial ideas/proposals circulated prior to March meeting - on hold during lockdown. Possible project with Rotary Club for trees along Up Hatherley Way - awaiting details.	Open
31	Lakeside Primary School letter requesting assistance with "Daily Mile" project	Full Council	School looking to install all-weather perimeter track to allow all year round engagement by children and staff. Full council decision made at March meeting - approval to start given	Open
32	Potential upgrade of Caernarvon Park by CBC - how can the PC support this?	F&OS WG	Approach Malcolm Walls to discuss engagement- plan now open for public consultation	Open

Appendix B

Crime type by Month 2020 - Up Hatherley													
Crime type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Anti-social behaviour	9	20	9	32	34	43	28	19	11	8			222
Bicycle theft	1	0	0	1	2	0	2	1	1	0	0		8
Burglary	1	2	2	2	3	2	1	0	1	1	1		16
Criminal damage and arson	3	5	6	7	9	5	9	6	5	6	7		68
Drugs	1	0	0	0	2	0	0	2	0	1	1		7
Other crime	0	0	0	0	1	0	0	0	1	1	0		3
Other theft	8	8	5	1	5	3	1	4	2	1	5		43
Possession of weapons	0	0	0	0	1	0	0	0	0	0	0		1
Public order	1	3	3	1	3	4	1	1	2	4	5		28
Robbery	0	0	0	1	0	0	0	0	1	0	0		2
Shoplifting	3	5	3	2	1	0	0	0	1	2	2		19
Theft from the person	0	0	0	0	0	0	0	0					0
Vehicle crime	0	1	2	0	1	2	1	2	2	0	1		12
Violence and sexual offences	5	10	4	14	10	7	9	23	5	11	7		105
TOTALS Up Hatherley	32	54	34	61	72	66	52	58	30	38	37	0	534

Crime type for November 2020	Up Hatherley	Benhall	Cheltenham Town	Leckhampton	Tivoli	Prestbury	Totals	% Up Hatherley
Anti-social behaviour	8	6	92	13	21	14	154	5.19%
Bicycle theft	0	2	3	0	0	0	5	0.00%
Burglary	1	2	5	2	3	1	14	7.14%
Criminal damage and arson	7	1	8	1	4	6	27	25.93%
Drugs	1	1	3	3	0	0	8	12.50%
Other crime	0	0	1	3	0	0	4	0.00%
Other theft	5	1	3	4	4	4	21	23.81%
Possession of weapons	0	0	0	0	0	0	0	#DIV/0!
Public order	5	1	8	0	2	2	18	27.78%
Robbery	0	0	1	0	0	0	1	0.00%
Shoplifting	2	2	11	1	0	0	16	12.50%
Theft from the person	0	0	3	0	0	0	3	0.00%
Vehicle crime	1	1	9	2	4	5	22	4.55%
Violence and sexual offences	7	13	29	4	6	11	70	10.00%
TOTALS	37	30	176	33	44	43	363	10.19%

Up Hatherley by Year	2019	2018	2017	2016	2015	2020 YTD
Anti-social behaviour	203	144	153	143	131	222
Bicycle theft	11	12	8	10	4	8
Burglary	23	38	29	24	49	16
Criminal damage and arson	55	31	20	22	23	68
Drugs	9	3	5	3	1	7
Other crime	12	9	6	0	0	3
Other theft	48	40	35	35	34	43
Possession of weapons	2	3	0	0	1	1
Public order	18	4	3	3	4	28
Robbery	0	1	1	0	0	2
Shoplifting	27	11	9	23	10	19
Theft from the person	1	3	1	3	3	0
Vehicle crime	15	41	61	36	30	12
Violence and sexual offences	74	53	32	21	32	105
TOTALS	498	393	363	323	322	534
Increase by year	26.72%	8.26%	12.38%	0.31%		107% of 2019 Total

Appendix C

Expenditure Item Revenue	Approved Budget 2020/21 £	Predicted Outturn £	Proposed Budget 2021/22 £
Maintenance Incl Trees	1,100	1,278	1,522
Running the Council	8,842	7,648	9,098
Loan Repayments	1,600	1,584	1,500
Recreation & Culture	3,300	1,414	3,300
Summer Gardens	1,600	-	-
Village Hall	11,421	6,491	10,400
Other (including donations and subs)	7,555	11,162	9,000
Total Expenditure	35,418	29,578	34,820
Income			
Village Hall	(9,000)	(2,971)	(8,402)
Other		(737)	
Precept	(26,418)	(26,418)	(26,418)
Total Income	(35,418)	(30,126)	(34,820)
Total	(0)	(548)	(0)

Reserves:	2019/20	Transfers	2020/21
Open Spaces Improvements (1183 / 1168)	0	15,000	15,000
Caernarvon Park (1183 / 1168)	0	15,000	15,000
Election Reserve	18,500		18,500
General Fund	61,640	-44,500	17,140
Hall Repairs Reserve	20,000		20,000
Mile a Day (1117)	0	7,500	7,500
Mobile VAS (1083)	0	7,000	7,000
Open Spaces	1,696		1,696
	101,836	0	101,836