

Up Hatherley Parish Council: Minutes of the Parish Council Meeting

Venue: Village Hall, Cold Pool Lane
Date: Tuesday, 7th March at 7.30 pm.

Present:

Name	Organisation	Role	Name	Organisation	Role
S. Bamford	UHPC	Chair	A. Houlton	UHPC	Councillor
P. Worsley	UHPC	Vice-Chair	D. Willcox	UHPC	Councillor
S. Ellison	UHPC	Councillor	S. Gutteridge	UHPC	Councillor
N. Holden	UHPC	Councillor	A. Bamford	UHPC	Councillor
J. Sankey	UHPC	Councillor	K. Oakey	UHPC	Clerk
P. Vaja	UHPC	Councillor	T. Oliver, item 2	Rep GCC	Boro' Cllr
J. Wells	UHPC	Councillor	Parishioners	1	

Apologies:

Name	Organisation	Role
D. Young	UHPC	Councillor
J Furley	UHPC	Councillor
R. Whyborn	UHPC	Councillor

No.	Item / Detail	Action
1.	The Chair welcomed all to the meeting and informed members that there would be a talk by Tony Oliver who was here on behalf of Phil Williams from GCC to present a proposed road safety measure on Warden Hill Road. Following the presentation there would be an opportunity to ask questions, after which the item will be discussed later on the agenda.	
2.	<p>Presentation and Q&A session, T. Oliver - GCC – proposals to improve the crossing of Warden Hill Road with Zebra crossings opposite the schools</p> <p>Tony thanked the Chair and provided the meeting with the following information:</p> <p>For many years now, it has become increasingly dangerous for children to cross Warden Hill Road to get to school. Bournside School is the largest secondary school in the County with over 1,700 pupils, and shares the site with two special schools, Belmont and Bettridge giving over 2,000 pupils on site. Many children going to both Warden Hill and St James's Primary schools, also have to cross Warden Hill Road, near Bournside School.</p> <p>Since 2017 it has the highest rate of serious collisions for schools in Cheltenham (5 including 4 serious), with the problem being the large numbers of students that need to cross a busy road in a short period of time. A school safety zone was introduced in 2017 including VAS flashing speed signs, two road humps, various road markings, and some uncontrolled crossing points. However, there is confusion over who has precedence to cross, even with improvements made in 2022.</p> <p>Since 2014 Tony has consulted widely with local residents and parents and campaigned for increased road safety measures on Warden Hill Road. There have</p>	

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	<p>also been at least two public petitions calling for controlled crossings, the latest being presented to GCC in December 2021.</p> <p>A Working Group has now been formed to try and deliver both immediate road safety improvements 2 Zebra Crossings, and a plan to make long term improvements to traffic flows and safety across the whole Bournside Site and Warden Hill Road.</p> <p>The group consists of County Councillors Emma Nelson and Roger Whyborn, Tony, Bournside Head, Steve Jefferies, Jo Atkins of Think Travel and Phil Williams of GCC Highways.</p> <p>A scheme to provide much needed zebra crossings has been designed with the provisional cost envisaged to be circa £110K. The draft drawing was provided for review. As there is no provision for this project in GCC's budget, the group is trying to construct a 'Matched Funding' Initiative. As part of this, Tony is submitting a bid for a share of the CBC Neighbourhood CIL fund that is available for non-parished areas. This bid also has the support of all eight of the Borough Councillors representing, Benhall, Park, Up Hatherley and Warden Hill, the wards where the vast majority of pupils come from. County Councillors are also being approached for contributions from their Local Highways budgets, together with Parish Councils, GCC Think Travel and Bournside School.</p> <p>Tony asked that the Parish Council consider a contribution as even a small contribution can make a significant difference as it evidences cross community support.</p> <p>The Chair thanked Tony for his presentation and opened the meeting to member questions and the following was raised:</p> <p>Q: where is the crossing on the map, TO clarified on the drawing</p> <p>Q: who provided the plan, TO confirmed it was drawn up by GCC</p> <p>Q: will there be a crossing as well as existing humps, TO yes existing layout will continue</p> <p>Q: very little highway budget available so how will they match fund this, TO stated that Phil Williams has suggested it is feasible</p> <p>Q: is a timed crossing not a better option, TO costs more but could be upgraded in the future</p> <p>Q: why did Alma Road / Sherbourne Road get an upgrade when this area has a more pressing need, TO unclear but that area was considered as dangerous.</p> <p>The Chair thanks Tony for attending and he left the meeting.</p>	
<p>3.</p>	<p>Declaration of Members' Interests</p> <p>None</p>	

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4.	<p>Minutes of the last Full Council Meeting held</p> <p>The minutes of the meeting held 3rd January 2023 were agreed and the Chair signed and initialled the pages.</p> <p>The Chair noted that it was important not to lose sight of actions outstanding from the Action Tracker, however most were included elsewhere on the agenda. Those that weren't are noted below:</p> <ul style="list-style-type: none"> • Fencing company operating out of the old Farm Shop – Cllr A. Ponting reported that there hadn't been any more bonfires. They are still operating out of the site and there was no update from Tewkesbury BC. 	AP
5.	<p>Planning and Finance</p> <p><u>Standing Items:</u></p> <ol style="list-style-type: none"> 1. Action Tracker, attached as Appendix A 2. Planning Tracker, attached as Appendix B <p>i. Caernarvon Court, there have been 11 objections to the application but nothing is recorded as received from Highways, a statutory consultee, which is of concern as the parking and road situation is going to prove problematic. Cllr A. Bamford reported that he had spoken with the planning officer and raised concerns around the closeness of the building to the current flats. The PC had also lodged an objection. It is currently pending, and should come to Planning Committee.</p> <p>Following public questions prior to the meeting a resident had provided some information around the likely planning aspects on which objections could be made at the borough planning committee. Parking issues being the main one. Cllr Houlton informed members that there was concern that the state of the site currently won't be taken into account by the planning process, however if this could be raised as a condition at the planning committee meeting together with raising the concerns around lack of parking, it might add more weight to the concerns. The Chair agreed that we should be asking for the plans to be modified and for improvements to be made to the site before any planning is approved. Cllr Sankey will raise our concerns at the borough meeting.</p> <p>ii. 135/137 Hatherley Road, this site is owned by Dean Close. The PC has objected due to neighbour concerns and the fact that this is effectively a HMO. However the house opposite has a similar extension so it is difficult to object on planning grounds.</p> <ol style="list-style-type: none"> 3. Finance <ol style="list-style-type: none"> i. Payments List, attached as Appendix C ii. CPRE Subscription, it was noted that the subs have increased to £60 from April however there is an option to keep them at the current 	JS

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8.	<p>Police and Community Safety</p> <p>Cllr Ponting presented the latest crime figures, shown as Appendix D. The biggest area of concern was the number of violence and sexual offences; however it is thought that actual stats for Up Hatherley are small. Priorities remain parking around schools and drugs around the Windermere Road area.</p> <p>The Chair informed the meeting that there had been a Cyber talk at last weeks 2 O'clock Club, that had been very well received. Some booklets were given out and the Chair has requested more copies when they are back in print.</p>	
9.	<p>Highways and Transportation</p> <p>1. Proposal to set aside a contribution up to £5,000 into capital reserves from 1st April 2023, as a contribution to installation works for zebra crossings in Warden Hill Road.</p> <p>Cllr Whyborn joined the meeting via Teams, and informed members that he wished to speak in his capacity as a county councillor following the earlier presentation from Tony Oliver. He hoped that the PC can support the application with a modest contribution as many of our residents will use the school. He reiterated that it is not a commitment to spend money, just a decision in principal.</p> <p>Cllr Bamford agreed that this would be a good thing to support but he believed that we would need to understand the funding model a bit more before a commitment is made. Tony referred to a 50:50 split, so who would the other bodies be and what would their contribution be?</p> <p>Cllr Whyborn informed members that it isn't a rigid 50:50, and so far the indications are as follows:</p> <ul style="list-style-type: none"> ○ £5k Leckhampton with Warden Hill PC ○ £5k RW Highway Local ○ £5k EN Highway Local ○ £20k CBC CIL <p>If £5k is too much for the PC to support a smaller sum would still be welcome. Cllr A Bamford suggested that as the scheme could well run across 2 financial years we could offer a sum across those years, meaning a smaller amount would need to be set aside this year.</p> <p>Cllr Whyborn responded that the timescale of the commitment is important to ensure that GCC don't go off the idea. He suggested that the £5k that we already have set aside for other safety work and 20 is plenty could be used as this scheme is likely to slip into next year. This would then mean that a more informed decision would be possible after the year end outturn is known.</p> <p>Cllr A Bamford proposed and Cllr Worsley seconded:</p> <p style="text-align: center;">RESOLVED, that the PC supports this scheme for the additional safety</p>	

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	<p>measures on Warden Hill Road including the construction of 2 crossings. A financial contribution is agreed, but the sum will be confirmed following further consideration and review of year end finances.</p> <p>All were in agreement.</p> <p>2. Other Highway Issues</p> <p>CLlr Worsley reported that there are a lot of potholes going unfilled, particularly along Caernarvon Road. It was agreed that he would report them to the Highways hotline.</p> <p>CLlr A Bamford informed the meeting that the Highways Group had recently met with representatives from GCC, however unfortunately we don't appear to have a lot of influence over works. For example, the recent closure of Alma Road at the same time as the Shurdington Road was very poor. Apparently, the Alma Road works were urgent, however there was little evidence to support that.</p> <p>The Chair informed the meeting that there is an opportunity to bid for a Grit Bin at the Poplars in the final approach to the junction with UH Way. CLlr Ponting has found volunteers to 'man' it. It is now a case of waiting on GCC for a decision.</p> <p>CLlr Worsley informed the meeting that crossing to Sunnyfield Lane is dangerous and that pedestrians need help to cross Up Hatherley Way more safely. He agreed to do some drawings and circulate.</p>	<p>All</p> <p>PW</p> <p>PW</p>
<p>10.</p>	<p>Village Hall</p> <p>1. Funding proposal for the landscaping works at the Village Hall, including a proposal to borrow up to £10,000 from the PWLB</p> <p>The Chair informed the meeting that an email was received yesterday informing us of the success of our recent bid to the Lottery Fund. The Clerk informed members that she had put in an application following the January meeting for match funding for the landscaping works for £10k and that this had been successful. This means that we won't now need to borrow to fund the landscaping works. The Clerk will progress the rest of the funding through the GCC Build Back Better Fund, for which we have an agreement in principle.</p> <p>CLlr Wells mentioned that the weatherboard was still outstanding on the front door, however the Clerk confirmed that the painter had suggested leaving it until the weather improved. It was suggested that as the hall is quite cold as the door is not very draughtproof a new door might be a better option.</p>	<p>Clerk</p> <p>Clerk</p>
<p>11.</p>	<p>Communications</p> <p>1. Gloucestershire unified Code of Conduct, Parish version for adoption</p> <p>The Clerk has circulated the recently received Code of Conduct and all were in agreement that we adopt. Members were reminded that declarations made on Election would now be uploaded to the CBC website in accordance with the Code.</p>	

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12.

Date of next meeting

May 2nd including Annual General Meeting

An Annual Parish Meeting is also needed so the Clerk will circulate some suggested dates. It was agreed that this would take a similar format to last year with a presentation followed by refreshments. Post meeting note, the Annual Parish Meeting is now scheduled for Thursday 11th May 2023.

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2 May 2023
Chair

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Appendix A

ACTION TRACKER, OPEN ITEMS

No.	Meeting Date	Minute ref	Item	Responsible	Progress
48	01/11/2022	1387.4 / 1406	Emergency Plan	CLlr Holden	Draft plan to be updated, Clerk to clarify who will see the plan to determine whether mobile numbers are included, now liaised with CBC and CLlr Holden progressing on new template
51	01/11/2022	1389 / 1402	Cyber meeting	CLlr Ponting	Start process of setting up a meeting at the hall, liaise with Police to facilitate. Train up councillors so that they can provide the session to parishioners, AP to pass on details to JF and JW.
60	03/01/2023	1405	Village Hall sound system.	CLlr Furley	progress service on sound system
61	07/03/2023	4	Fencing company operating out of Farm Shop,	AP	to keep under review and ensure action taken by TBC if appropriate
62	07/03/2023	5.2.1	Caernarvon Court Planning	JS	to ensure that our concerns are raised at planning committee
63	07/03/2023	7.1	Ownership BoW	Clerk	Clerk was asked to see if there was any update on the ownership on the Land Registry site
64	07/03/2023	7.1	Broad Oak Way Community Bid	Clerk	Community Land Trust, Clerk to speak to GAPTC
65	07/03/2023	7.1	Grass cutting BoW	Chair	Chair to draft letter for distribution to residents updating on situation
66	07/03/2023	9.1	Safety measures Warden Hill Road	All	Further consideration of financial contribution to Warden Hill works
67	07/03/2023	9.2	Potholes	PW	To report to GCC
68	07/03/2023	9.2	Pedestrian safety at Sunnyfield Lane	PW	To provide a map / diagram of the concerns and circulate
69	07/03/2023	10.1	Landscaping Hall	Clerk	To progress our grant claim on Build Back Better Fund
70	07/03/2023	10.1	Hall Door	Clerk	To start to review possibility of a change to front door of hall

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Appendix B

Address	Application Reference	Detail	Validated Applic. Rec'd by CBC	Status	UHPC Response
1 Manor View	22/02139/CONDIT	Variation of conditions 2 and 11 of planning permission 22/00894/CONDIT - alterations to proposed drainage system, front access adjustments to allow wheelchair access, addition of 1no. solar panel and EV charger.	07/12/2022	Pending	No Obj
2 Old Farm Drive	22/02014/FUL	Erection of single storey front and rear extensions and dormer windows to rear roof slope to facilitate a loft conversion	16/12/2022	Pending	No Obj
135 Hatherley Road	23/00029/FUL	Two storey Extension to pair of houses at 135 and 137	16/01/2023	Pending	Objected
Caernarvon Court	23/00171/FUL	two storey development to create 6 one bed flats amd associated external works	03/02/2023	Pending	Objected
Chargrove Lane	22/01375/FUL	Agricultural access and cattle pen	13/02/2023	Pending	Objected
99 Broad Oak Way	23/00101/FUL	Retrospective timber framed outbuilding	16/02/2023	Pending	

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Appendix C

Date	Total net	Detail of Spen	Payee Name
14/12/2022	39.33	Utilities	Waterplus
22/12/2022	50.40	Utilities	British Gas
30/12/2022	34.95	Utilities	BT
19/12/2022	6.20	Bank Charges	HSBC
23/12/2022	125.00	Cleaning	Mrs Reay
23/12/2022	36.36	Consumables	Cartridge Save
23/12/2022	17.85	Cleaning	Hi Lo
10/01/2023	284.66	Utilities	British Gas
13/01/2023	38.15	Utilities	Waterplus
19/01/2023	2,775.00	Loan	PWLB
03/01/2023	75.25	Consumables	R&R Catering Ltd
03/01/2023	40.00	Donation	S. Bamford
03/01/2023	92.56	Cleaning	BUNZL
03/01/2023	10.00	Consumables	Shoe Cobbler
18/01/2023	5.40	Bank Charges	HSBC
01/02/2023	200.00	Donation	Salvation Army
15/01/2023	69.00	Utilities	K Oakey
15/01/2023	13.51	Administration	K Oakey
16/01/2023	1,000.00	Donation	Lakeside community project
17/01/2023	56.00	Administration	Cheltenham BC
27/01/2023	35.00	Administration	ICO
23/01/2023	47.46	Utilities	British Gas
21/01/2023	6.62	Cleaning	Mrs Reay
30/01/2023	40.37	Utilities	BT
08/02/2023	172.82	Utilities	British Gas
01/02/2023	202.50	Cleaning	Mrs Reay
03/02/2023	132.81	Administration	Currys
03/02/2023	15.41	Administration	Argos
03/02/2023	16.24	Hardware	Argos
03/02/2023	16.67	Consumables	Argos
11/02/2023	2.08	Consumables	Sainsburys
12/02/2023	370.10	Pension ERS	Fidelity
13/02/2023	39.31	Utilities	Waterplus
18/02/2023	5.80	Bank Charges	HSBC
18/02/2023	20.83	Hardware	dunelm
22/02/2023	60.17	Utilities	British Gas
28/02/2023	11.49	Consumables	K Oakey

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Appendix D

Most commonly REPORTED crimes in Benhall and Up Hatherley

Crimes	Dec-22	Last 12 months	Last 3 years			Crimes by outcomes	Dec	Last 12 months	Last 3 years
Anti-social behaviour	8	138	906			Unable to prosecute suspect	3	258	799
Bicycle theft		6	34			Investigation complete; no suspect identified	12	292	761
Burglary	3	53	134			Other	5	138	906
Criminal damage and arson	2	64	224			Under investigation	28	118	118
Other theft	10	85	210			Status update unavailable		78	110
Public order	3	120	225			Awaiting court outcome		21	26
Shoplifting	7	82	143			Action to be taken by another organisation		10	32
Vehicle crime	1	43	140			Formal action is not in the public interest		7	28
Violence and sexual offences	17	324	798			Local resolution	1	8	17
Other crime		16	33			Court result unavailable		9	92
Drugs		9	45			Offender given a caution		4	12
Theft from the person	1	2	5			Suspect charged as part of nother case		1	1
Robbery		2	10			Further action is not in the public intertest		3	5
Possession of weapons		3	9			Offender given a drugs possession warning			7
						Offender given a penalty notice			2
Totals:	52	947	2916			Total:	49	947	2916

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Monthly Crime Figures for Up Hatherley & benhall					
	Aug-22	Sept	Oct	Nov	Dec
Anti-social behaviour	15	16	13	3	8
Bicycle theft	1		2	2	
Burglary	7	7	5		3
Criminal damage and arson	8	6	2	5	2
Other theft	6	9	5	12	10
Public order	13	10	9	5	3
Shoplifting	4	14	11	6	7
Vehicle crime	7	1	4	1	1
Violence and sexual offences	27	35	23	22	17
Other crime	5	1		3	
Drugs		2	2	1	
Theft from the person					1
Robbery					
Possession of weapons				1	
Totals:	93	101	76	61	52
OUTCOMES					
Other				3	8
Under investigation				36	28
Investigation complete No suspect Identified				15	12
Unable to procecute				4	3
Local resolution					1
Awaiting court outcome				3	
				61	52