

Innsworth Parish Council

**Draft minutes of the meeting of the above Parish Council
held at 6pm on 24th March 2023 at the Hive**

1.	To record attendance Parish Councillors Julie Evans, Joanna Buckley, Kevin Sherwood Graham Bocking, Borough Councillor Bocking and 0 members of the public
2.	Apologies for absence & acceptance of reasons for absences recorded: Parish Councillor, Borough Councillors Ocklton
3.	Council invited Declarations of Interest related to items in the agenda-none
4.	council approved the draft minutes of the meeting held on 20th February 2023 Previous minutes of October 2022 to be approved at next payment
5.	Public Session - none
6.	Council approved payment list Harvey & son (bus shelters) January, February and March £315.00- S Harvey Cloud Next (website and email platform February, March, April) £47.92 BHIB (insurance) auto renewal £1173.85 Locum Clerk (february, March) £782.16 M Cotterell (parks – December, January & February) £971.75 Royal Mail £259.20 ICO £40
7.	Council considered handover update Website- temporary Emails – personal emails for internal Bank account- identification scanned documents – mandate has been registered by bank Electronic banking is suspended. Member of the public attended at 6.13 Clerk to inform other agencies of clerk gmail address
8.	Council considered park updates Present situation to continue –to be considered at AGM nothing is damaged Risk assessment is done on an annual basis
9.	Planning matters considered: Clerk to inform TBC of appropriate email address
9.	Highways and footpath issues considered: Pedestrian crossing will be funded by new developers on Innsworth Lane by bus stop, location has been confirmed by Highways, Councillors discussed impact of future developments.
10.	Correspondence received considered- clerk to resspnd Damaged verges opposite barracks- contractors for Highways as works were done on Highways works. Clerk to contract Glos Highways and Highways manager.

	<p>Glebe quotation -park grass-cutting (schedule 1 and schedule 2) Clerk to seek clarification</p> <p>Hindu Temple- Parish Council do not have any premises, recommended to contact Glos County Council Mark Parker may be able to help identify premises</p>
13.	<p>Election updates</p> <p>Nominations for election for the new Council to be elected in May open on March 20th and close at 4pm on April 4th</p> <p>Nomination packs and further information are available from https://www.tewkesbury.gov.uk/elections-2023#nomination-packs-for-Borough-wards</p>
14.	<p>Council invited Borough Councillor's reports as distributed via email</p> <p>Community Centre update -s106 monies can be used to make the roof safe. The County Council own the land and it is believed the building is owned by the County Council. The lease was in a previous management company name. The Parish Council was not involved and it may be the only obligation to the PC is to provide a room. Clerk to contact Mark Parker for information.</p>
14.	<p>Council confirmed the dates for next meeting of the Council will be the AGM and will be held on Saturday 20th May 2023 at 11am</p> <p>Parish Assembly must be held between 1st March and 1st June and cannot start before 6pm therefore will need a separate date to the AGM- Clerk to email dates towards the end of April.</p>
15.	<p>Items raised for information purposes</p> <p>Luke Lane brook appears to be contaminated. MOD owns the brook and the Clerk will contact environmental health via email informing them of the concerns.</p> <p>Verges around The Rookery near play area are damaged. Verges are owned by TBC and works are planned. Damaged Lamp post to be reported to Glos Highways by Clerk</p> <p>Highways road schedule to be chased up. (clerk to Max)</p>
16.	<p>Close of meeting 19.02</p>

Draft Minutes
20th February 2023 at 5.30 –
Extra Ordinary Meeting of Innsworth Parish Council
Staff matters

Present: Cllr. Julie D Evans, Cllr. Joanna Buckley and Cllr. Graham Bocking

Apologies: Councillor Kevin Sherwood

1. Council approved Belinda Holder as locum clerk, this was proposed, seconded and unanimously approved.

We would like to welcome Belinda as our clerk.

2. Council approved payments to our Park Warden Myomi Cotterell for December 2022 of £435.00 and for January 2023 of £313.50.
3. It was agreed that our new locum clerk would be point of contact for the bank and statements.
4. We concluded the meeting to conduct a Site visit on the park.

Signed Julie D Evans

Acting Chair