****

**MINUTES OF A MEETING OF THE**

**CAM PARISH COUNCIL FULL COUNCIL HELD ON**

**WEDNESDAY 6 November 2019, 6:30PM**

**AT CAM COUNCIL OFFICE, 4 NOEL LEE WAY**

**PRESENT:** C Carter (Chair), B Whatling, P Powell, F Poulter,

V Lane, M Grimshaw, S Angell, T Grocutt, J Fulcher, M Clifton, J Bishop, J Evans

**APOLOGIES**: J Sherman, B Tipper, G McGlone

**IN ATTENDANCE:** J Walkley (Clerk), 2 Representatives Cam Sports Club

1. **To Receive and Accept Apologies for absence.**Apologies were accepted and recorded as above
2. **To Receive Declarations of Interest and any requests for dispensations**None received
3. **To receive any questions, statements or submissions from members of the public in attendance**None present
4. **To Approve and Sign Minutes of the meeting held October 2019 as a True and Correct Record**The minutes were approved and signed as a correct record   
   (1 amendment to rectify Place Studio company name)
5. **To Note any Matters Arising from the Minutes and Not Covered by Agenda Items, for Information Only**Firework banner at roundabout – confusion regarding location (Clerk to discuss with business owner further)
6. **To receive Chairs Announcements**

Cllr Carter reported many events attended throughout the month

* GWR meeting with Regional Officer to discuss development at Box Road and surrounds.
* Pre-application meeting with Persimmon to discuss masterplan
* Code of Conduct Training and SDC with Monitoring Officer – (update required FPGP and FC to review)
* Meeting with solicitors regarding café lease
* Dursley Walking Festival (41 walks with over 800 persons attending)
* Award presented to winning group for Dursley Welcomes Walking Treasure Hunt winners
* Stinchcombe Hill Trust meeting – ongoing work with volunteers
* Official café welcome and press opportunity
* Dursley Town Council Boules Court opening
* Meeting with Cam Sports Club reference Club proposals
* Guest at Rotary Club dinner
* SLCC Training seminar
* 5 days NDP design work – draft now available

1. **To receive request of support from Cam Sports Club regarding project aspirations**  
   Document attached

It was RESOLVED to support Cam Sports Club with its aspirations for planning permission, supporting further enquiries of obtaining improved facilities on site.

It was RESOLVED that inclusion of a 3G/4G pitch should be noted at the Jubilee Field when discussions take place within pre application meetings.

1. **To receive co-option applications and agree any actions**None received
2. **To receive minutes of Committee meetings held in October**

*Planning & Highways Sept/Oct*

*Recreation & Leisure*

Received

1. **To agree progression for the development of the Neighbourhood Development Plan for Cam, and agree any further actions**Plan is in draft format and now completed. Meetings scheduled with SDC Officers next week to progress the plan, subject to council approval, into regulation 15. All on schedule for referendum in May hopefully to be achieved.
2. **To note training opportunities, conferences and information events and confirm attendance**  
   Noted – Recommendation for Skills Audit to assess further requirements. GAPTC recommended as professional sector provision. Request to share power-point presentations from training - Agreed.
3. **To receive reports on issues affecting Cam and meetings attended from**
   1. **County Councillor – Not Present**
   2. **District Councillors**Cllr Clifton reported on the Environment Committee approval for Draft Local Plan. This was a unanimous decision in favour of the plan going forward to consultation and allocate a large number of new houses for Cam.

Meeting with the Greenway Group and Bathurst has reiterated project requests from previous year but concern has been raised regarding surfacing along River bank. Seeking further information for clarification.

Cllr Tomblinson – Apologies sent with request to all members to ensure individuals respond to consultation when live.

* 1. **Parish Councillors**Cllr Bishop reported attendance to the Parish Cluster meeting. Noted from meeting was resurfacing of Dursley Roads and Uley Road. Confirmed that Broadmere will be resurfaced shortly, date to be confirmed. Offer received from Highways to match fund 50% should the parish wish to surface any roads themselves. Archaeological finds should be reported to relevant bodies accordingly.

Cllr Lane reported support at the Flu Clinic in Orchard Medical Centre but noted a reduction in attending patients.

1. **To receive budget to date and agree actions**.  
   Attached – Agreed (No amendments)

Noted – Reported unknown income of £1500 has now been identified as a returned grant payment due to incorrect sort code. This has now been rectified and grant repaid correctly.

1. **To receive monthly financial reconciliation reports, agree payments for October/November and confirm member for internal controls arrangements for Nov accounts**

Cllr Poulter approved the financial accounts for October with no matters for concern. All payments were authorised, and Cllr Evans opted to complete the reconciliation for November.

1. **To discuss plans for Christmas Event**  
   It was RESOLVED to hold a minimal event this year due to no support for larger event on the 30th November. A grant funding application received for 20 trees along High Street/Chapel Street has been previously approved and paid. A resident has agreed to run separate event in the Cam Memorial Hall as a Christmas fayre, publicity for this event has gone out separately. It was agreed to offer Hopton School House the opportunity to run their Santa Grotto in our parish office from 2pm til 4pm co-ordinating with our light switch on at 4.15pm.
2. **To agree purchase of additional acoustic boards for meeting room**Acoustic panels appear to be making the difference in the meeting room. It was RESOLVED to further purchase 3 more canvases (£150 of required sizes –*P 95)*
3. **To note progress on public Consultation regarding Jubilee Field** Consultation had delivered approx. 200 completed forms in response from a varied mix of resident users inc dog walkers, footballers, and children. Some drug use within the area had been identified during these consultations and extra inspections had now given cause for concern but had been reported to the police for regular inspections.

Health & Safety audit of Jubilee Field had acknowledged and supported the openness of field and supported continued use within this remit.

1. **To receive update on Render issues at the parish office and agree actions**Cllr Whatling noted that he had been chasing a response regarding the renders report but progress was very slow. It was RESOLVED that a budget of £1.5k should set aside a budget for the Clerk/Cllr Whatling to involve an independent surveyor to assess and identify the problem asap. Notification should be sent to the insurance company. Solicitors letter should be sent notifying builders of intention.
2. **To received update regarding Box road traffic calming & Car Parking issues.**  
   No update received following safety audit. White lining expected to be in place by the end of next week.
3. **To note new regulations regarding website accessibility and agree actions**Document attached.
4. **To receive request for Date Minibus committee representative.**Cllr Sherman was suggested as representative, Clerk to follow up.
5. **To note local plan review consultation dates and agree actions**The Emerging Strategy is due to go to public consultation in November until January and the proposal is to provide Cam with a further high number of housing mainly focusing on the North West Cam stretching to the motorway of approx. 700 homes and a further allocation located at land behind Tesco of another 180 homes. The allocation for Wisloe is also being proposed which will impact upon Cams facilities and infrastructure although a new site at Hardwick is being investigated.

Cam should now consult with its residents in order to finalise a response from the parish council in time for the deadline.

It was AGREED to pass to P&H to discuss further.

Newsletter x 1500 at strategic locations and high density areas.

Surveymonkey with web link when available

Website update

Social Media links and circulation

1. **To agree arrangements for internal audit**It was AGREED to accept GAPTC to complete audit for the forthcoming year at the cost of £380.00.
2. **To agree costing for Scribe subscription**It was RESOLVED to accept the cost to continue with our current subscription of £487.50 for the forthcoming year.
3. **To note progress on reassignment of license in relation to Berry Blue/Froffy Coffee**  
   Assignment and lease all concluded, documents signed and returned from the solicitor. No further issues. Critique circulated for reference.
4. **To note any items for information or referral only**Cllr Carter - Walking Leaflet available at the parish office – provided by grant funding with walking group

Cllr Whatling - Thanks was presented to Anne Clarke for the support provided following an accident at the Tesco roundabout involving a cycle and car.

Cllr Grocutt - Request for appeal notification to go to PH – Agreed

Cllr Powell - Thanks given to all staff for excellent work behind the scenes

Cllr Foulter – Question regarding flowers at Memorial noted

Cllr Angel – suggestion to source a suitable solution for ongoing management of flowers at memorial – add to further agenda item.

With no further business the meeting was declared closed at 9.22pm.