



**MINUTES OF CAM PARISH COUNCIL PARISH MEETING
HELD ON WEDNESDAY 3rd April 2024, 6:30pm
AT CAM PARISH COUNCIL OFFICE, 4 NOEL LEE WAY, CAM**

PRESENT:

APOLOGIES

ABSENT

IN ATTENDANCE:

Chair opened the meeting and welcomed everyone present.

FC.23.247 To Receive Apologies for absence.

Apologies were noted as above.

FC.23.248 To Receive Declarations of Interest and any requests for dispensations

Cllr Bishop declared an interest in item regarding minutes and actions from FPGP relating to the team 'call out'.

FC.23.249 To receive any questions, statements, or submissions from members of the public in attendance

MOP asked for 2 locations for Oak Saplings. Acting Clerk to follow up.

FC.23.250 To approve and sign minutes of the meeting held March 2024 as a true and correct record

Council RESOLVED to accept the minutes as a correct record.

FC.23.251 To note any matters arising from the minutes and not covered by agenda items, for information only

None to note

FC.23.252 To receive Chairs announcements

Received and noted

FC.23.253 To receive Acting Clerks report

Received and noted

Concern raised with the condition of the ground at the top of Cam Peak. Acting Clerk to raise with CDUJWC.

FC.23.254 Projects

a) Receive update on Strategic CIL bid for Dursley Road Bridge and agree actions

Projects for Strategic CIL Consideration

Dursley Road bridge, on the A4135 (NO.77):

Improved pedestrian and cycle access required. Strategic need heightened by housing developments in immediate proximity and access required to local schools. Quote obtained for feasibility study was £7,650.00. Other quotes are being sought. Cam Parish Council is advised to show support for a larger proposed Strategic CIL bid project – such as funding the feasibility study. The purpose of the feasibility study is to provide Cam Parish Council with a set of well researched and costed ‘Project Ready’ schemes containing sufficient material and evidence for the submission of a larger funding application to Stroud District Council.

Primary Care Facility:

Possible Cam & Uley Practice – support sought by Intergrated Care Board (ICB) (formally Clinical Commissioning Group). Anticipated costs: £6.5 million. Potential for SDC to reserve funding over multiple financial years (not confirmed). Cam Parish Council could consider supporting this community need by funding a feasibility study into the proposal, and the ICB would then potentially submit a bid for a Strategic Bid.

Cam Sports Club: Everland’s Sports Field

The CIL collecting authority (Stroud District Council) can use CIL Strategic monies to purchase land for the purposes of providing infrastructure. Parish Councils are not permitted to use CIL for the purchase of land that could otherwise land-block future housing development. In this instance the land is not open land and will not be able to support future housing growth. The purchase of this land is in principle supported by Stroud District Council, with a potential proposal of match funding, with a significant proportion having to be allocated from the Cam Neighbourhood CIL fund.

Council RESOLVED unanimously to support this bid. A working Group will be set up to review the CIL Policy and review the applications and proportions of funding needed for each.

b) Receive update from Events working party and agree actions

Council RESOLVED to have one Tommy Solider with ‘We will remember them’ and the second soldier with ‘Lest we forget.’ Admin Officer is doing a great job at collating the historic information from the veteran’s family.

Acting Clerk and Cllr Fowler visited the methodist church and thought it would be a great venue for the grotto. We will work with Hopton School and the Methodist Church to investigate further.

FC.23.255 To receive minutes of committee meetings held in March

c) P&H

b) Staffing Committee

c) FPGP

Received and noted.

FC.23.256 To approve recommendations from committees for ratification

a) Staffing Committee

- I. Emergency staff absence strategy
- II. Review of internal processes
- III. Back pay for Projects Officer in line with contract

Council RESOLVED to ratify all recommendations within these minutes including the emergency staff absence strategy.

Council thanked all staff for stepping up and working together to make the transition smooth.

b) FPGP

- IV. Celebration lights policy

Council RESOLVED to ratify this policy.

- V. Settlement figure for kiosk

Council RESOLVED to ratify this decision.

- VI. Sale of Christmas lights

Council RESOLVED to ratify this decision. Council RESOLVED to delegate authority to the Acting Clerk and Cllr Gough to negotiate between £650 and £1,000.

- VII. Grant applications

Council RESOLVED to ratify the figures recommended by FPGP.

- VIII. Clifton Community award

Council RESOLVED to ratify these recommendations.

- IX. Grounds maintenance contract

Council RESOLVED to ratify this decision and agreed to award Grounds Maintenance Contract 2024 – 2026 to Company A – D R Howse Service LTD.

- X. Review of Standing orders and Committee Terms of Reference

Council RESOLVED to accept a change from 'will' to 'shall' and that Chairs and Vice-Chairs shall serve a maximum of 3 consecutive years.

Council RESOLVED to accept the updated Terms of Reference for committees and to introduce an action plan for each committee.

- XI. Progress with Youth 'call out' Project

Cllr Bishop left the room.

Council RESOLVED to readvertise the 'call out' to maximise competitive interest with the addition of a scoring matrix. All renewed bids will be scored against the matrix and fully redacted to ensure there is no bias.

As per the meeting on 23rd February, this project will come under FPGP to avoid a conflict of interest with R&L. Council RESOLVED to continue with the project and re-run the process. The 'call-out' will advertise as per the new timeline.

Cllr Bishop returned at 20:02

XII. Year end budget virements

Council RESOLVED to allow up to £25k to allow the Acting Clerk in liaison with the Chair and Vice-Chair to make the forecast budget match with the scribe budget.

XIII. Internal audit

Council RESOLVED to note the update on audit

XIV. Civic calendar

Council RESOLVED to accept the updated civic calendar. This will be advertised on the website which will be redesigned in the coming days. Cllrs will also receive outlook invites which can be set to receive reminders.

All documents on the website should be in PDF format.

FC.23.257 To receive reports on issues affecting Cam from

a) County Cllr

Flooding is causing severe issues alongside sodden land.

S106 relating to Littlecombe development and traffic calming at Everlands issues are still on going with county.

The build out in the road outside the hospital is within Dursley Town Council remit.

Council signs will be removed from the parking area at Turner Road so it can be used by traffic on the school run.

b) District Cllr

Nothing to note.

c) Parish Cllr

Cllr Clifton attended The Doors quarterly report meeting. Younger people are attending the Woodfields group which is a calmer and quieter environment.

FC.23.258 To accept monthly financial reconciliation reports and receive internal control member report

Cllr Fowler carried out the internal controls for February and March with no major issues to note. Some of the internal processes will be looked at in terms of recording transactions.

FC.23.259 To agree payments for Monthly accounts and payments issued under delegated permissions

Council RESOLVED to approve the payments list.

FC.23.260 To receive budget update, agree virements from earmarked reserves and agree actions

Covered in previous agenda item.

FC.23.261 To consider training requests

Council RESOLVED to allow all staff to attend training with Cuttlefish training at a cost of £100

Council RESOLVED to allow Acting Clerk to attend the VAT training at a cost of £30

Cllr Bishop noted training courses though Govcommercialcollege.co.uk

Cllr Bishop requested to attend the Civility and Respect course at a cost of £14. Council RESOLVED to defer this training until after the elections in May.

FC.23.262 To note 1/4ly report from the Police and agree actions

Received and noted.

FC.23.263 To note any items for information or referral only

Chair thanked everyone for their time and support during his period as Chair

With no further business to discuss, the Chair brought the meeting to a close at 21:08