

Clerk's Report to 6th January 2011

The clerk attended the first of two CiLCA mentoring days in December. As part of this training the clerk submits a portfolio based in part on the work of the council. As part of this meeting agendas and minutes from an ordinary council meeting and the annual council meeting were discussed. The clerk was advised of the following points of good practice:

- Nothing should be discussed or decisions made from 'matters arising' or from the clerk's report
- Planning applications should be listed on the agenda
- The public notice advises the Parish that a meeting is due to be held although the agenda does not need to be shown. Obviously the current practice is to show the agenda and my feeling is that we should continue to do so as it informs residents what will be discussed at meetings, particularly in relation to planning and so encourage public participation. It does, however, allow for items to be added right up to the meeting itself.
- Apologies for absence must be given along with a reason for absence. This reason must be approved by the council.
- A numbering system needs to be used when minuting meetings eg 2011/1 etc
- Decisions/resolutions should be shown in bold in the minutes
- Initials of the Chair should be shown on each page of the minutes
- On the financial summary the power and approving minute should be noted for each item of expenditure
- At the Annual meeting the Chair should be elected as first point of business by outgoing chair

The clerk has been awarded a £100 towards CiLCA training. This amount will be paid to the Parish Council.

Ian Smith, the maintenance contractor, has been asked to install seats in two of the Parish's 7 bus shelters. Due to the weather he has not yet been unable to do so but hopes to early in the New Year.

The clerk has received an application for the Community Planning Grant Scheme 2011-12. This is designed to help local community groups to produce a new Parish Plan, to review or update their Parish Plan, to produce a Village Design Statement or to implement Parish/Community Plan Actions; these must have been specifically identified for local community action within the Parish/Community Plan. Grants awarded typically range from £500 to £900 depending on the project work proposed. The clerk has asked for volunteers to set up a working party with a view to completing the application form by the deadline of 10am on 10th January 2011.

Cheques signed/to be signed since last meeting November 4th, 2010

Cheque Number	Description	Amount
532	Payment to Nailsworth Silver Band for the 90 th Anniversary Service	£75.00
533	Royal British Legion – Donation for Poppies	£100.00
534	Payment to Leopard Press for printing of War Memorial pamphlets	£240.00
535	SLCC – Annual membership subscription	£90.00
536	Clerks Salary 31.10.10 – 5.12.10	£462.50
537	Printer cartridges	£27.50
538	Accommodation hire	£10.00

539	Ian Smith – Maintenance and dog bins	£540.00
540	Clerk's salary 6.12.10 – 3.1.11	£370.00
541	Training – Clerk's salary to attend CiLCA mentoring day	£83.25
542	Mileage (28 Miles at 40p per mile £11.20) and parking (£2.00) for clerk to attend CiLCA training	£13.20

Planning Update

Planning Applications Submitted

- S.10/2283/HHOLD and S.10/2284/LBC for a proposed garden room extension and detached single garage with new vehicular access for The Cottage on Selsley Road.
- S.10/2319/COU Land adjacent to Station Road Industrial Estate for change of use for provision of storage containers for self storage.

Approved Applications

- S.10/1750/FUL – Boundary Court Farm, Selsley Road - Part retrospective application for the erection of building to provide accommodation for printing business.

Withdrawn Applications

- S.10/1710/FUL Longwood Farm, Nympsfield - Change in use of land to mixed agriculture, livery and equine therapy centre. Erection of a timber tack shed and rest room

Planned works to trees in a conservation area

Approval has been given to the following applications:-

- S.10/2183/TCA Quail Hollow, Frogmarsh Lane – Fell Silver Birch (12m), Crown reduction and thinning by 30% to Silver Birch (15m), Crown reduction and thin by 30% to Common Beech (12m), Abies SP (5m) 50% leader reduction
- S.10/2356/TCA 1 Churches Mill, Station Road - Sycamore - re coppice, Willow - Fell, Willow - coppice, Poplar - crown lift, Cherry - 30% crown reduction
- S.10/2050/TCA Woodlands Cottage, Station Road – 1. Norway maple - removal of 1x codominant stem, 2 - Norway maple - Complete removal, 3 – Whitebeam - complete removal, 4 – Plum - complete removal, 5 - Goat willow - remove R/H stem, pollard L/H stem

Resident's correspondence

None received.

Correspondence received

GAPTC News Update Winter 2010

Affordable Rural Housing – A practical guide for Parish Councils

War Memorials Trust Bulletin – November 2010 No. 47

SLCC Conference and Training Programme 2011

Unity Trust Bank promotional leaflet

Glasdon product brochure