

**Up Hatherley Parish Council: Minutes of a Parish Council Meeting, held virtually via Zoom on Tuesday 1<sup>st</sup> September 2020, at 7.30 pm.**

**1172 Members Present**

Chair: S. Bamford; also present, P. Worsley, D. Willcox, J. Wells, R. Whyborn, D. Young, A. Houlton, J Furley, S. Hodges and A. Bamford

**Also, in Attendance:** Clerk Kathryn Oakey, and one parishioner.

**1173 Welcome**

The Chair welcomed all present to the virtual meeting of the parish council.

**1174 Apologies for absence**

B. Wilcox, N. Holden, R. Johnes, A. Ponting, S. Gutteridge

**1175 Declaration of Members' Interests**

None were declared

**1176 Parish Vacancies**

Not progressed since last meeting, the Chair will follow up.

**1177 Minutes of the last meeting held 7<sup>th</sup> July and the extra meeting held 6<sup>th</sup> August 2020**

The Chair confirmed that the open spaces proposal will be firmed up later in this meeting due to the confusion on what had been agreed at the last meeting. All were happy with this approach and the Chair signed both sets of minutes and initialled the pages.

**1178 Action Tracker**

Cllr A Bamford informed the meeting that he had highlighted five items on the tracker shown at Appendix A, although two will be discussed later in this meeting:

- VAS – batteries keep running low which is not ideal, this will be followed up under the Highways report
- Parish Survey – quote now received from GRCC, however as Cllr Holden was not present it was felt that more information was needed on exactly what was planned. The Chair will liaise with Cllr Holden.
- Maintenance of greens – both Clerk and Cllr Whyborn have tried and failed to get a response from Ubico. It was agreed that we approach some other gardening firms to see what else is out there.

**1179 Planning Tracker**

Two applications are of interest:

- 18 Keswick Road, which is a resubmitted application. It is similar to the original however the application talks about temporary accommodation but there is no detail provided about what this is. Also concern that this is overdevelopment and is wrapping around a property where there is a vulnerable resident. It was agreed that Cllr A. Bamford and Cllr Whyborn will liaise and submit a response.
- Morrisons – this application will make access to the rear of the store more difficult so should stop some of the anti social behaviour at the back of Cheriton Park. Cllr Ponting has also spoken to Morrisons so there are no concerns with the proposals.

The only other matter relates to Greatfield Farm and the proposed dog grooming and associated business. It was agreed that there was no reason to object. If they want to subsequently change the use, for example into kennels, they will need to submit another application. A query was raised whether this was being submitted by the same developers who had submitted the application for the Chargrove triangle, so Cllr Whyborn agreed to follow this up.

**1180 Finance**

The latest payment list is shown below:

Date	Payee	Detail	£
27-Jun	J Oakey	Hall planters and back of hall tidy up	100.00
1-Jul	Hi Lo	Window cleaning	20.40
1-Jul	st philip and st james	magazine subs	150.00
1-Jul	HMRC	Tax	197.60
11-Jul	Simon Lloyd	Sign writing - hall memorial	75.00
29-Jul	Zoom	Monthly subs	14.39
29-Jul	Caloo	Play equipment base extending	600.00
7-Aug	J A PHILIPPIDIS	Hall plumbing works including legionaires risk assessment	438.29
12-Aug	PLK Littlejohn	External Audit	240.00
8-Sep	Plusnet	Hall internet initial payment	21.60
22-Aug	St Margarets Hall	hire charges	20.00
25-Aug	Zoom	monthly subs	14.39
26-Aug	Bunzl	Hall supplies, cleaning and toilets	188.84

**1181 Crime Report**

Cllr Young informed the meeting that crime has increased over the last two years and there has been a 20% increase in recorded crime over the last 12 months.

<b>Offence</b>	<b>24-08-2019/2020</b>	<b>24-08-2018/2019</b>
Violence	75	44
Sexual Offences	9	8
Robbery	1	0
Burglary - Residential	13	19
Burglary - Commercial	3	0
Theft from Motor Vehicle	9	15
Theft of Vehicles	1	0
Theft Other	86	54
Fraud Forgery	4	4
Damage	46	40
Drugs	5	6
Others	2	9
<b>Totals</b>	<b>254</b>	<b>199</b>

There are a number of reasons:

- Recently the Force was inspected by HMIC (Her Majesties Inspectorate of Constabularies) and were found to have not been recording all crimes which came to their attention i.e. minor assaults where the persons involved have settled their differences and do not wish to make any complaint. In the past no crime would have been recorded but now at least one and possibly two crimes relating to the incident will be recorded and immediately closed as no complaint etc. under Home Office rules.
- During lock down there has been a noticeable increase in domestic violence calls, which in turn has led to more crimes of a harassment, assault without injury and public fear, alarm and distress being recorded
- Domestic burglaries are down as are thefts from motor vehicles. The increase in violent crime is due to the above. The increase in 'Theft other' relates to an increase in shop lifting, making off without payment and general thefts being reported.
- The addition of the new wards.

Neighbourhood Watch will be re started once normality starts to appear, and Cllr Young confirmed that he was in touch with by email.

Bicycle Marking - The Police have submitted an invoice for £420 for our agreed donation to the 2020 Bike Marking. Following the success of previous events, a 2021 event will be held with referred dates being Saturday 9th January or Saturday 16th January. A donation as per last year is recommended which was £4 per bike. The Clerk will check hall bookings.

Alerts - Police are warning pet owners to be alert after receiving separate reports of dog theft in the last weeks across the county. People are being asked to keep a close eye on their animals following the dog snatchings.

Bicycle theft - generally continues to increase in Cheltenham. All cycles left unattended should be secured either to a cycle rack or street furniture using a heavy duty chain or if kept in a garage or shed use a shed shackle bolted to the frame and then secure cycle to the shackle using a heavy duty chain and padlock.

#### **1182 Village Hall and Communications**

Cllr Johnes was not present. In his absence a Cllr Furley was asked if he would take over the group should Cllr Johnes step down when he moves, to which he agreed.

#### **1183 Footpaths and Open Spaces**

Cllr Willcox reported that the base had been extended on the gym equipment and it was being well used. There is no progress on the PROW applications.

The Chair informed the meeting that following the August meeting 1,400 letters had been printed and distributed to those houses closest to the open spaces in the parish to try and get views from residents. A good response had been received back with suggestions and volunteers.

The plans for Caernarvon Park have now been received from the borough council together with costing and the Chair and Cllr Whyborn will review and once agreed will circulate. Once there is

a consensus a public consultation will take place. Cllr A Bamford also informed members that following the Highways meeting the county council are going to be resurfacing the footpath from Long Mynd to the park which is good news.

Cllr Whyborn also noted that there were possible plans for Hillview, however it would be better to focus on one park first. Cllr Young proposed that we commit £15,000 to Caernarvon Park which includes the £10,000 as previously agreed in August, but also set aside a contingency sum for the other works totalling £15,000, which includes moving the £5,000 earmarked for the anti social youth summer project to this scheme. This additional sum would only be used once the Caernarvon works are finished. Cllr Whyborn seconded this proposal, confirming that this would also cover Broad Oak Way works. All were in agreement.

Further discussions would also take place with Morrisons as they may well contribute to benches, picnic tables and plants. The Chair will also circulate the notes of her initial meeting with Morrisons.

The Chair also proposed that two working groups are needed:

- Open spaces improvements
- Voluntary groups

She is happy to lead on both of these and asked for the assistance of Cllr Willcox and the open spaces group.

#### **1184 Highways**

Cllr Whyborn has circulated notes from the meeting last month with Highways, shown as Appendix B. The following is either planned or already carried out:

- 30mph sign towards roundabout from Up Hatherley Way to Sunnyfield Lane
- Resurfacing works
- Footpath from Long Mynd to the park

Ubico have also cleared the vegetation from the Cold Pool Lane roundabout however nothing has yet been planted. There are a couple of ideas including flowers and ivy.

Unfortunately the planned fixed VAS for Up Hatherley Way has been turned down. This can only happen where there is accident data. One of the problems is that it has to be reported accidents and many bumps are not. Cllr Whyborn has reviewed the accident map and Alma Road does feature on it, so he could progress whether a fixed VAS could be placed here. All agreed that this is progressed.

Cllr A Bamford raised an issue with vegetation overgrowing onto footpaths in the parish. There has been cutting along Cold Pool Lane but not Up Hatherley Way. Cllr Whyborn noted that people can generally report these types of issues to the borough council as even when it is not their responsibility it is the borough to whom the work is contracted.

#### **1185 Community Engagement**

Cllr Worsley reported that an email has been sent out regarding the Record. Due to the Covid pandemic there is not so much to report in the publication and ideas are needed for the centre pages as there was no gardens competition. It was suggested that the history of Up Hatherley would be a good topic, and the Chair confirmed she had photos.

The Chair also suggested a special edition to mark twenty years since the millennium. This would be historic articles and a place for people to tell their Covid story. Morrisons have also expressed an interest, and it could be joined up with the library who are doing a lockdown project. Volunteers to move this forward include Cllr S. Bamford, Cllr A. Bamford, Cllr Hodges and Cllr Young.

A discussion took place on the distribution of the magazine, and it was agreed that we would not employ a delivery firm this year. Cllr Whyborn can access the flats so agreed to do these areas and will also supply an up to date delivery list. All were asked to feed back to the Chair on whether they would be happy to be involved in deliveries.

**1186 Any Other Business**

Cllr Young informed the meeting that Lakeside return tomorrow, and the Mile a Day track is progressing well. He will chase an article for the magazine from the school.

Cllr Whyborn informed members that he would be standing down from the borough council, however is standing at the county council.

**1187 Next Meeting**

This will be 2<sup>nd</sup> November, either virtually or as normal in the hall.

..... 2 Nov 2020  
Chair

Action Tracker				
Serial	Item	Responsible Cttee/ Individual	Progress to Date	Status
1	Purchase of further speed reduction equipment	Highways WG	Up Hatherley Way identified as a priority. Hatherley Road and Alma Road also now identified as problem areas. Council agreed to purchase 2 'permanent' VAS machines at Jan 2020 meeting- agreed in principle. Highways group pursuing options with new Highways manager.	Open
5	Commission a Management Plan for the Nature reserve jointly with Shurdington	A Bamford	Located original plan, now shared with Shurdington - proposal to form volunteer force to start clearance. UHPC carried out litter picking on Sat 14th March. Full work to commence post nesting season- on hold	Open
9	Proposal for new and resited bins around the Parish	F&OS WG	Awaiting feedback from CBC - to be chased. Met with CBC and UBICO, agreed to some proposals and rejections were accepted. Awaiting action from CBC and UBICO	Open
10	Crop intrusion on footpaths in fields	A Bamford via Simon W	Ongoing - decided on course of direct action on problem areas.	Open
15	Establishment of Community Grant Scheme - what do other Parish Councils do?	S Bamford	Scheme in place - need to promote	Open
16	Consider quotes for Caernarvon Park (gym equipment) with GCC community money	F&OS WG	Meeting with CBC Parks officer. Agreed location alongside enclosed play area. Now Installed. Need a plan to get it re-launched post lockdown	Closed
17	Carrying out a further parish survey	N Holden	First planning meeting held Jan 2020. Circulated notes, DY provided feedback based upon previous survey experience. GRCC support being investigated. Agreed that survey should be distributed as a stand alone item, clearly marked as Parish survey. Quote received from GRCC	Open
18	Production of an Emergency Plan	A Bamford	Ongoing - draft completed. Circulated for comment. Agreed at March council meeting	Closed
19	PC email addresses for all Councillors	R Johnes	Up and running now	Closed
20	Digital Mapping	J Furley	Ongoing	Open
21	Sunnyfield and Morrison's Roundabout Line painting request	Highways WG	Ongoing - action agreed with local Highways Officer, unfortunately existing postholder is being replaced, so will need to follow up with new officer. Morrisons being discounted, Sunnyfield promised.	Closed
23	Investigate volunteer team to assist with footpath management	Community Engagement	Ongoing. Will evolve from new community engagement group	Closed
24	Theme for next public Police and Community Safety meeting to be cyber crime	P&C WG	To be discussed on 4th November. Meeting to be held on 5th March	Closed
25	Another bicycle marking event to be held in January 2020	P&C WG	Plan for publicity to be worked up, 105 bikes, up on last year	Closed
26	Ensure that all hall hirers are trained on the equipment they use.	VH WG	A programme of training to be established. Full written instructions to be created.	Open
27	Review the arrangements the Parish Council has in place for maintenance of the greens we own.	Full Council	Service has been reviewed, agreement to be updated to include cuttings. Cuts are scheduled from Apr to Sept. If no earlier cuts available, council to consider alternative options. March cut requested, response awaited	Open
28	Public of right of way application - monitoring progress	F&OS WG	Monitoring ongoing application	Open
29	Tree planting in parish	S Bamford	Looking to initiate tree planting schemes around the parish. Initial ideas/proposals circulated prior to March meeting - on hold during lockdown	Closed
30	Condition of pathway leading to Caernarvon Park from/to Long Mynd Avenue	R Whyborn	Path surface is extremely poor and over grown. Can easily be widened if cut back prior to work. To be explored with Highways initially. To be further discussed at July PC meeting	Open
31	Lakeside Primary School letter requesting assistance with "Daily Mile" project	Full Council	School looking to install all-weather perimeter track to allow all year round engagement by children and staff. Full council decision made at March meeting - on hold during lockdown	Open
32	Potential upgrade of Caernarvon Park by CBC - how can the PC support this?	A Bamford	Approach Malcolm Walls to discuss engagement- to be discussed at July meeting	Closed
33	Improvements to open spaces in the Parish	S Bamford		
34	Formation of a volunteer group for our open spaces	S Bamford		

**HIGHWAYS ISSUES LIST – UP HATHERLEY PARISH COUNCIL UPDATED AT 18<sup>th</sup> AUG 2020**

The actions were discussed and updated at meeting held at 2:30 pm. Present: Danny Taylor, R. Whyborn A. Bamford, A. Ponting, Cllr. Simon Wheeler

Issues	Planned or proposed action	Timescale
<p><b>Signage at Cold Pool/Sunnyfield Lane Roundabout</b> CR felt there was latitude to put 30 mph signs – which would be bigger - both sides of the road as approaching rbt from Morrisons - and including the splitter island, where it would be visible.</p> <p>GCC happy to go ahead as a safety provision. Will also remove the final 40 mph repeater sign if it is considered safe and legal to do so.</p>	<p><b>Scheduled 2020/21 Action</b> D Taylor</p>	<p><b>Please advise job ticket no</b></p>
<p><b>Mobile VAS to date and ongoing / Speeding issues</b> Speeding hotspots now identified, namely Alma Road (between Haweswater/Langdale), and Hatherley Road (between **Heron Close/Dean Close Sch). Also, Caernarvon Road between Pinch points and Morrisons. <u>UHPC prepared to fund two permanent VAS units subject to GCC agreement, in the Hatherley Rd location.</u></p>	<p><b>RW to re- supply VAS data and location map **.</b> <b>GCC to evaluate and report back</b> D Taylor</p>	<p><b>Please take next steps and advise (priority evaluation)</b></p> <p><b>D Taylor</b></p>
<p><b>Overgrown vegetation issues</b> Numerous individual issues reported to CBC &amp; GCC There is a particular problem at CPL/Sunnyfield rbt which is long overdue for action</p>	<p><b>RW to chase CBC/Ubico - to replant and rectify</b></p>	<p>TBD</p>
<p><b>Carriageway existing/new Priorities</b></p>		
<p>Redefine lane marking (i.e. 2 lanes) on the approach to CPL/Sunnyfield rbt from Hatherley Road direction, from 2018/19 – Scheme/arrows agreed at previous highway meeting</p>	<p><b>Agreed Pending GCC</b></p>	<p><b>Please advise timescale</b> D Taylor</p>
<p><del>Buttermere Close carriageway. Issue recognised by GCC as needing action</del></p>	<p><del><b>Resurface 423401?? – £27K</b></del></p>	<p><del>DONE !!</del></p>
<p><del>Hatherley Road, slip Road by Coney Cree, SW has some HWL money available. (HWLocal money c/f from earlier years)</del></p>	<p><del><b>Resurface 42340176 – £16K</b></del></p>	<p><del>DONE !!</del></p>
<p><del>Caernarvon Road north of Hulbert Crescent (limited length) surface breaking up?</del></p>	<p><del><b>GCC to investigate</b></del></p>	<p><del>See below</del></p>
<p><del>Evaluate possible patching areas (walkover around November 2020 for 2021/2 ?)</del></p>	<p><del><b>No finance in 2020/21</b></del></p>	<p><del><b>UHPC for 2020/21</b></del></p>
<p><b>Footway existing/new Priorities</b>      Some items on GCC lists:</p>		

Footpath Long Mynd Avenue – Pembroke Road – Caernarvon road. Worst part completed but the rest is bad especially the 'branch' to Caernarvon Park. Agreed this be done from a pot of 2020/21 HWL money of £7.5K for Up Hatherley.	<b>Scheduled 2020/21 Action</b> <b>D Taylor</b>	<b>Please advise job ticket no</b>
<p><b>Other Footpath Priorities to be re-cast.</b> There is only money for safety works , so walkovers needed to prioritise “where most needed” (around November 2020 for 2021/2 ?)</p> <ul style="list-style-type: none"> <li>• Broad Oak Way, back roads (i.e. next to carriageways).</li> <li>• NEW Reported footway issues in Wimborne Close</li> <li>• Some residents have reported footway issues in Hollis Gardens.</li> <li>• Carmarthen Road walkover on the even no. side.</li> </ul>	<b>No finance in 2020/21</b>	<b>RW/SW/DT - walkovers</b>
<b>20 mph scheme(s). Report back on “tube surveys” etc</b>	<b>GCC – Phil Williams</b>	
<p>GCC have speed surveyed a number of roads in Feb 2020 in Benhall and Up Hatherley, with a view to feasibility of 20 mph wide area limits and some other ‘soft’ traffic calming ideas as well. Cllrs have (nearly all of) the results, so therefore our question to GCC (Phil Williams’ team) is what and how much would be supportable by both GCC and the Police, and affordable using ASDA S106 moneys (and any other relevant S106)?</p> <p>NOTE: Strategically, this interfaces with the VAS proposals, where UHPC see VAS and other similar measures being used to reinforce 30 mph limits in areas where use of 20 mph wide limits is seen as inappropriate by Police and/or GCC, and therefore unlikely to be supported.</p>	<p>RW to liaise with SW and Benhall Cllrs (done) then <b>SW/RW has requested meeting by video with GCC (Phil W + more).</b></p> <p><b>RW to re-copy tube data to all</b></p>	<p><b>What is happening about this please?</b></p> <p><b>DT agreed to chase</b></p>

**Carriageways – major works:**

Re-surface Caernarvon Road, at the same time resurface footways, remove/reduce humps, (ideally in conjunction with any 20 mph scheme). **“parked”**

**pending capital works funding.** (design scheme exists for traffic calming such as long platform alongside Caernarvon Park