

Minutes of the of **Cainscross Town Council's Full Council Meeting** held on Monday 25<sup>th</sup> September 2023 commencing at **6.00pm**.

Present: Councillors:  
Clive White (Vice-Chair)  
Deb Balster  
James Booker  
Dave Dale  
Az Jasat  
Chris Stanley  
Linda Stinchcombe  
Gavin Lindsay

In Attendance: Emily Forgione (Assistant Clerk)  
Vicki Cleverley (Administration Assistant)

Also in Attendance: Couty Councillor John Bloxsom  
District Councillor Katrina Davis

Apologies: Cllr. Adrian Cross  
Cllr. Christine Fewster  
Cllr. Elaine Burnett  
District Councillor Jenny Miles  
District Councillor Jessie Hoskin

**FC85/23 To receive apologies**  
Apologies received as above.

**FC86/23 To confirm the minutes of the last meeting of the Council**  
The minutes of the last Full Council meeting on the 31 July 2023 were confirmed and duly signed.

**FC87/23 To receive any declarations of interest**  
No declarations of interest were received.

**FC88/23 To receive any representations or questions from members of the public**  
None present.

**FC89/23 To receive the Clerk's report**  
The Clerk's report was read as follows:

We have received a lovely donation of £200 from Sara Bennet, the great niece of Paul Bennet the VC hero whom the Victory Park Peace Garden was built in honour of. They have donated this for Autumn planting. I will inform Kate Foster who maintains the garden area.

One of the toilet seats has been broken / vandalised at the Pavilion and I have ordered a new seat to match the original which is an Armitage Shanks Contour 21. Although expensive at just over £100 I thought it is best to stick with the correct parts.

One of the Piazza lights on the external of the building and some of the fascia has either been vandalised or hit by footballs. I have made enquiries into a replacement light.

Paul has repainted the toilet doors at Cainscross Carpark, and I ordered a new sign to update from Parish to Town Council. It looks much nicer.

- FC90/23 To receive any reports from County and District Councillors**  
Please see appendix A and B
- FC91/23 To note the minutes of the Finance and Staff Committee meeting**  
The minutes were approved and noted.
- FC92/23 To note the minutes of the Recreation Committee meeting**  
The minutes were approved and noted.
- FC93/23 To further consider the purchase of a bleed kit**  
After due discussion Councillor Dale proposed the Council move forward with the purchase of a bleed kit. This was seconded by Councillor Stinchcombe and carried with all in favour.
- FC94/23 To consider a grant application from Cashes Green Football Club**  
The grant was considered and approved.
- FC95/23 To consider holding 3 information fayres annually**  
Members considered the request and resolved to hold fayres for The Meningitis Trust, All Sorts and Menopause Awareness over the next 12 months.
- FC96/23 To consider installing a blind on the interior window and door of office and Clerks door**  
  
The Council reviewed a quote for the blinds. After a short discussion Councillor Jasat proposed the Council move forward with the quote. This was seconded by Councillor Stanley and carried with all in favour.
- FC97/23 To consider quotations for installation of VOIP phone system and broadband**  
Members considered quotations for the new VOIP system and resolved subject to the insurance on the handsets being in place to purchase the NBC package. This is a seven- year contract with replacement handsets every two years at a fixed price for the whole contract which will also reduce the existing provider costs.
- FC98/23 To consider renewal of ELAS (Citation) HR Contract**  
After a short discussion the Council agreed they are happy to proceed with the renewal of the ELAS contract for 24 months. The motion was proposed by Councillor Booker, seconded by Councillor Balster and carried with all in favour.
- FC99/23 To note the conclusion of audit and auditors' comments**  
The auditors' comments and the conclusion of the audit were noted.
- FC100/23 To approve any payments up to 19<sup>th</sup> September**  
Payments up to the 19<sup>th</sup> of September were reviewed and approved.

**Planning, Highways, Amenities and Recreation**

**FC101/23 To consider the following planning applications.**

- S.23/1397/HHOLD - 26 Upper Church Road, Stroud - Erection of a replacement single storey extension. The application had expired.
- S.23/1816/HHOLD - 63 Home Orchard – Erection of a replacement single storey extension. The application was noted.
- S.23/1710/HHOLD - 92 Orchard Road, Ebley, Stroud - Erection of a two-storey side extension and loft conversion. The application was noted
- S.23/1579/TCA - Bridge House, Bridge Road, Ebley - T1 Ash - reduce tree by approx. 4m to remove moribund limb on northern and match southern to balance crown, remove Ivy. The application was noted.

**FC102/23 To note any planning decisions**

The planning decisions were noted.

**FC103/23 To consider the signing of a ‘Deed of rectification to remove the area of the bowls club building from deeds’**

The motion was carried out with all in favour. Councillor’s Booker and Jasat signed the Deed of rectification, which was witnessed by the Assistant Clerk, Emily Forgiene.

**FC104/23 To consider renewal of membership to Gloucestershire Playing Fields Association**

After a short discussion the Council agreed they are happy to proceed with the renewal of the membership. The motion was proposed by Councillor Booker, seconded by Councillor Jasat and carried with all in favour.

**FC105/23 To choose a design and agree the purchase and installation of a Youth Shelter**

The Council considered four options for a youth shelter. After due discussion the Council agreed to purchase the ‘Encounter 11’ model from Playdale UK.

**FC106/23 To note any training/meetings attended by staff or Councillors**

Councillor Booker attended a training session for ‘planning strategy and development for Town Councils’.

Councillor Jasat attended a meeting with Cashes Green Community Centre.

**FC107/23 To consider any items for inclusion on future agendas**

Councillor Jasat suggested Cashes Green Community Centre attend the next meeting to discuss their future plans and how Cainscross Town Council can support them.

**FC108/23 To confirm the date and time of the next meeting of the Full Council**

The next meeting of the Council will be at 6pm on the 23<sup>rd</sup> of October 2023.

*The meeting concluded at 7.00*

Signed

Dated

Actions

FC93/23	Purchase a bleed kit	Assistant Clerk
FC94/23	Send grant funds and letter	Clerk
FC95/23	Arrange Fayres	Project Officer
FC96/23	Purchase the blinds	Assistant Clerk
FC97/23	Order phone system after insurance check	Assistant Clerk
FC98/23	Renew ELAS (Citation) HR Contract	Clerk
FC101/23	Send in planning decisions	Assistant Clerk
FC104/23	Renew Gloucestershire Playing Fields Association membership	Clerk
FC105/23	Instruct Playdale to move forward with the Youth Shelter	Clerk

# Unpaid Expenditure Transactions

Start of year 01/04/23

Invoices with a ledger date on or after 01/04/23 and on or before 19/09/23

Tn no	Gross	Vat	NetCttee	Invoiced Details Date		Payment Accrual Heading Reference
1539	£4,509.65	£0.00	£4,509.65 FULL	20/08/23	Zurich Insurance Plc	Insurance 15/10/23 - 14/10/23 <input type="checkbox"/> 320/1
1541	£121.32	£20.22	£101.10 FSP	17/08/23	Konica Minolta Business Solutions (UK) Ltd	Photocopier rental 18/08/23 - 15/11/23 <input type="checkbox"/> 310/1
1542	£56.82	£9.47	£47.35 FSP	16/08/23	Konica Minolta Business Solutions (UK) Ltd	Copy and Print costs 16/05/23 - 15/08/23 <input type="checkbox"/> 310/1
1545	£13.49	£2.25	£11.24 PHAR	15/08/23	Trade UK	Scrub and Clean Wipes <input type="checkbox"/> 290/3
1553	£11.47	£0.00	£11.47 PHAR	03/08/23	Water Plus	Used water charges <input type="checkbox"/> 240/2
1570	£39.90	£0.00	£39.90 FSP	03/09/23	Unity Trust Bank	Transactions and debit interest <input type="checkbox"/> 310/2
1573	£1,920.46	£0.00	£1,920.46 FSP	11/09/23	Gloucestershire County Council	September pension <input type="checkbox"/> 310/4
1574	£2,410.68	£0.00	£2,410.68 FSP	11/09/23	HMRC	Period 6/9/23 - 5/10/23 <input type="checkbox"/> 310/4
1577	£36.00	£6.00	£30.00 PHAR	14/09/23	Five Valley Signs & Labels	New sign for Cainscross Toilets changing sign from Parish Council to Town Council <input type="checkbox"/> 290/1
1578	£157.50	£0.00	£157.50 PHAR	14/09/23	Hedgehogs R Us	Hedgehog Highway Box of 50 <input type="checkbox"/> 315
1579	£124.65	£24.93	£99.72 FSP	31/08/23	Onecom Ltd	Phone & Broadband <input type="checkbox"/> 310/1
1580	£582.65	£97.11	£485.54 PHAR	19/09/23	Opus Energy Ltd	Electric Supply 16 August - 14 September 2023 <input type="checkbox"/> 230/4
1581	£49.40	£0.00	£49.40 FSP	19/09/23	PATA (UK)	September 2023 payroll <input type="checkbox"/> 310/4
1582	£12.99	£0.00	£12.99 FSP	12/09/23	Zoom	Subscription 12 September - 11 October 2023 <input type="checkbox"/> 310/1
1583	£75.00	£0.00	£75.00 PHAR	17/08/23	Shaun Moore	Repair blocked toilet / remove and replace panel <input type="checkbox"/> 230/5
1584	£156.60	£26.10	£130.50 PHAR	11/09/23	J.A.K.K. Security & Facilities Management Ltd	Security for September 2023 <input type="checkbox"/> 305

Signature

Signature

Date

19/09/23 02:28 PM Vs: 8.88.01

Cainscross Town Council

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# Unpaid Expenditure Transactions

Start of year 01/04/23

Invoices with a ledger date on or after 01/04/23 and on or before 19/09/23

Tn no	Gross	Vat	Net Cittee	Invoiced Details Date	Payment Reference	Accrual Heading
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<b>Total</b>	£10,278.58	£186.08	£10,092.50			
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Signature \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

## Appendix A

### County Councillor Report September 2023

1. The last full Council was held on 13 September where:
  - I supported a [motion to express opposition to trail hunting on Council land](#). This was not approved, and the issue was referred to a Scrutiny Committee.
  - I supported a motion calling for a [flooding summit](#) of all relevant agencies to improve flood planning and response and a motion for members to promote recruitment of more foster carers. These were agreed unanimously.
  - In response to a motion thanking all those working with refugees, and resolving to celebrate UK Refugee Week, I moved an amendment to refer to the needs and number of asylum seekers and the need to support work with that community. [This amendment was defeated](#). The following day I attend a talk where Adele Owen, Director of Gloucestershire Action for Refugees and Asylum Seekers (GARAS), spoke about its work.
2. I have raised and followed up the issue of RAAC. At Council I asked the Council to confirm whether or not GCC buildings and all schools, including academies, have any Reinforced Autoclaved Aerated Concrete (RAAC), if all buildings of concern have been professional surveyed by a building surveyor and what mitigation or other measures are being taken, or will be taken, if RAAC is found. The information I have been given in relation to County maintained schools is that none have been found to have RAAC. I have written to and received a reply on this from a Government and been sent a link to a [Government published list](#) which now includes Marling School, Stroud. I have been contacted by a parent to seek assurance that Gastrells School didn't contain RAAC.
3. There has been a distressing increase in [deaths of cattle on the commons](#) this year. I have been invited to discuss the situation with the Minchinhampton and Commons Advisory Committee (MARAC) who have been calling for more action. I submitted a question on calling for speed limit reductions and build outs, as sought by commoners, at the last Council which received an unhelpful reply which did not offer to consider these measures.
4. I have been progress chasing the proposed [Traffic Regulation Order](#) for parking restrictions on Greenaways and Westward Road, about which there has been two rounds of consultation, for which a proposal is awaiting senior management decision.
5. Residents are also contacting me about pressure on parking arising from the proposed residential conversion of the Fifth Dimension/Go Bannas building and lack of access to the unused SDC parking. This is awaiting decision, however, 15 August, [County Highways fresh comments](#) state that it has no objections to the application subject to certain conditions being met. All the documents and comments are published [here](#). Residents are also concerned that local parking problems will be exacerbated by conversion of Tricorn House.
6. The [Build Back Better Councillor Fund](#) for my Division had been fully allocated, however, the County Cabinet has now agreed to add a further £10,000 to this fund per division to be spent by 2025. A current application is being submitted for Cashes Green Youth FC.
7. There is some good news of proposed partial restoration of some bus services using additional government funding secured to April 2025. These are focused on supporting additional journeys in evenings, Sundays and public holidays including Stagecoach 62/63, 65, 66 and 67. This will be provide three later journeys, after

18:45, on Fridays and Saturday evenings from both Bussage and Cashes Green. A Sunday/Public Holiday service will also be introduced. Funding will also be provided to extend the operation of the Robin Demand Responsive service to a rural area “south of Stroud”. This is using time limited Government money referred to a BSIP+. More details are in the Appendix to [this Cabinet report](#).

8. I have received concerns about road safety in particular around the local primary schools, with a near miss being reported last week the first week of term. I have asked for installation of bollards and barriers at Gastrells similar to those used elsewhere, for example at Cashes Green Primary School. I have again confirmed my support for the Community Speedwatch bids submitted by Cainscross Town Council, and speed and pedestrian surveys on Dudbridge Road. This will assist in making the case for additional crossing points but, due to the nature of the road, may not persuade highways to reduce the speed limit.
9. The [review of County Council divisional boundaries](#) is due to publish on 3 October with comments being invited until 11 December. These will include the creation of an additional County Division within Stroud District, which will have knock effects onto the boundaries across the District including my own.
10. There is [Peer Challenge](#) in November being carried out by a team from the Local Government Association. I will be interviewed as part of this which will look at local priorities and outcomes, organisational and place leadership, governance and culture, financial planning and management and capacity for improvement.
11. The next meeting of Council is on 8 November 2023. The 2024/25 budget preparation process is underway at Executive level and will result in scrutiny of its proposals on 10 January 2024, followed by budget setting on 21 February 2024 when the political groups will attempt to move amendments for changes that reflect Labour values and priorities within the constraints and burdens imposed on the Council by Government. The biggest budget pressure areas being Adult Social Care and Children’s Services.



## Appendix B

District Councillor Katrina Davis:-

Foxmoor Estate -

As always, I continue to follow up resident's individual concerns with Vistry. The continued chasing to get works carried out to enable the adoption by SDC is always ongoing. The most recent update is that Vistry are slightly further forward but experiencing some issues with GCC regarding the removal of some of the slabbed areas. This is being worked out. The tree works are hopefully going to start shortly. Both Jeni Marshall and I have received the tree report as SDC want the tree works carried out prior to adoption.

The Dump watercourse -

I have now received confirmation from SDC that they have instructed the works to put the fence up to stop fly tipping and accidents in the water course. This is dependent upon when the contractor can carry out works.

The Life Coach - Tom Hoskins

Tom has confirmed he is still busy. He has both regular young people and some new ones but really feels that it's helping and such a great location.

Speed and pedestrian survey Dudbridge bypass -

John Bloxsom has confirmed that he will be happy to find this. It will help ascertain the pedestrian usage along with the speeds of road users. When the information comes back it can then be reviewed at the best possible solution to make this road safer - especially with the Tricorn House development!

ASB and community safety -

We are still waiting to fix a date with SDC and partnership organisations including the police for the safety partnership to discuss ASB and community safety issues we have in the ward. Jeni M will be attending, and it's hoped to discuss issues and resolutions at this meeting. Any issues that you would like to add, or suggestions please do let myself or Jeni M know, and we can add this.

Roads -

Along with Jeni M I have raised a fair few road issues with GCC. There are a couple of issues that require further investigation- east drive and Foxmoor lane kerb - this was fixed however has sunk. GCC have confirmed this will need further investigation and will get this done asap.

There are a couple of issues with the road at Hillcrest Road where it appears to be sinking. There is going to be some investigation on this. The utility trenches and the drain have all got safety defects and I am told that these will be investigated and fixed where possible.

Having continually raised road issues the Highways team have asked for specific locations when reporting - this is apparently at the request of the contractor. They will not investigate on just a road name. What three words and/more info as to location would be helpful.