

**Minutes of the Parish Council Meeting held at Elmstone Hardwicke Village Hall**  
**18<sup>th</sup> May 2023**

**Present**

Councillor K Preece (Chairman) and Councillors Lewis and Garside.

**In Attendance**

D Roscoe (Parish Clerk) and B Stephens

**1192 Apologies for absence.**

1192.1 No apologies were received.

**1193 To co-opt Councillor Stephens onto the Parish Council.**

1193.1 **It was resolved that** Mr B Stephens be co-opted onto the Parish Council and he duly signed the Acceptance of Office.

**1194 Declarations of Interest**

1194.1 None declared.

**1195 Requests for Dispensation**

1195.1 None requested.

**1196 Minutes of the Parish Council meeting held on 16<sup>th</sup> March 2023**

1196.1 The minutes of the last meeting were approved as a true record and signed by the Chairman.

**1197 Clerks Report**

1197.1 The clerk's report was reviewed and accepted.

**1198 County Councillor's Report**

1198.1 No report.

**1199 Borough Councillors Report**

1199.1 Councillor McLain issued her report (see attached).

**1200 Finance**

1200.1 The Financial Report and Bank Reconciliation was distributed and approved by Council. Proposed Councillor Stephens, seconded Councillor Garside. Unanimous.

1200.2 **It was resolved that** the following payments and receipts be approved. Proposed Councillor Stephens, seconded Councillor Garside. Unanimous.

Date	Payee	Chq No	Amount incl VAT	VAT	Reason
19/04/2023	D Roscoe (Clerks Salary)	DD	250.99	0.00	Clerks Salary
16/04/2023	V Garside	OB063	50.00	0.00	Donation
01/05/2023	Netwise	OB064	396.00	66.00	Web Hosting
25/04/2023	I A Selkirk	OB065	115.00	0.00	Audit Fee
02/05/2023	Netwise	OB066	24.00	4.00	Web Hosting
18/05/2023	Community First	OB067	244.65	0.00	Insurance
18/05/2023	D Roscoe (Clerks Expenses)	OB068	107.50	0.00	Clerks Expenses

1200.3 The Clerk's Expenses were approved. Proposed Councillor Garside, seconded Councillor Preece.

1200.4 The budget for 2023/24 was reviewed and approved.

# Elmstone Hardwicke Parish Council

Clerk to the Council: David Roscoe

2 Mews Cottage, St Peter's Lane, Dumbleton, Worcs WR11 7TL

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- 1200.5 The Internal Auditor Report was reviewed and approved.
- 1200.6 The Annual Governance Statement was reviewed and approved. Proposed Councillor Preece, seconded Councillor Powell. Unanimous.
- 1200.7 The Annual Accounting Statement was reviewed and approved. Proposed Councillor Preece, seconded Councillor Powell. Unanimous.
- 1200.8 The Certificate of Exemption was approved. Proposed Councillor Garside, seconded Councillor Lewis. Unanimous.

## 1201 Planning

1201.1 The following planning applications were reviewed:

Appl Number	Application	Details	Result
23/00108/FUL	Phoenix House Tewkesbury Road Elmstone Hardwicke Cheltenham	Removal/Variation of condition 8 (car parking and maneuvering facilities) of the planning application ref number 09/00422/FUL and 12/01086/FUL	Objections submitted.
23/00328/OUT	Knightsbridge Nurseries Tewkesbury Road Elmstone Hardwicke Cheltenham	Outline application for the development of affordable homes with access applied for	Objections submitted.
23/00127/PIP	Land Adjacent To Green Farm Elmstone Hardwicke Tewkesbury Gloucestershire	Planning in Principle for the erection of a single dwelling on land west of Green Farm	Comments made
23/00413/FUL	Holmeville Elmstone Hardwicke Tewkesbury Gloucestershire	Erection of a double garage	No objections

## 1202 Risk Register

1202.1 No issues raised.

## 1203 To report any new Highways Issues.

1203.1 Concerns were raised regarding the mobile home place close to the roadside along Cursey Lane.

## 1204 To receive an update on the footpath at Elmstone Business Park.

1204.1 The Clerk will remind Stuart Jackson, TBC, following his email of the 2/5/23 to urge urgent progress regarding the application and enforcement.

## 1205 To consider a request to install a dog bin at the end of Copse Green Lane, placed on Knightsbridge Green

1205.1 Although the request was received favourably by the members of the Parish Council, there was no budget allocated for this financial year, but discussions will take place when setting the budget for the financial year 2024/25.

## 1206 To receive an update regarding the Community Seed Watch Safety Fund.

1206.1 Councillor Garside show the members of the Parish Council the posters that were now being used and residents were adding them to their wheelie bins. She agreed to distribute more.

## 1207 Items for Future Agenda.

1207.1 To continue to discuss Cursey Lane.

1179.2 To continue to discuss enforcement issues on Elmstone Business Park

**The meeting ended at 8.28pm**

**The next meeting will be on Thursday 21/9/23 commencing at 7.30pm.**

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## **Report from Borough Councillor Heather McLain**

Report May 2023

The recent Borough Council Elections have seen quite a change in representation of Councillors.

16 Lib Dems

9 Conservatives

9 Independents

4 Green

I am obviously delighted that I was re-elected. I really look forward to continuing to working with the Parish Council and supporting the residents.

Things to note on Council 22/23

New Chief Executive Alistair Cunningham OBE joined Tewkesbury Council last June. There were quite a number of changes to officers throughout the municipal year. Some moving departments or being promoted, others temporary, resigning or retiring. This sometimes made it difficult to communicate particularly in Planning. Hopefully it will be more settled this year although recruiting staff is a national problem not just TBC. The head of planning is resigning, current recruitment is taking place. At a recent Scrutiny Committee meeting I called for the staffing budget to be reviewed and a range of recruitment and retention options to be considered, both to increase the numbers within the department and to improve the attractiveness of the vacant posts.

The solar canopy will generate up to 260,000 kWh of renewable electricity which can be used by both the council buildings and the leisure centre. The energy savings are expected to be around £45,000 per year. The council was awarded certification as a Bronze Carbon Literate Organisation in recognition for its commitment to carbon literacy and a low-carbon culture. We have also asked for further work to be done in electrifying the council's vehicle fleet where practical – most likely the street cleaning vehicles- and increasing the number of charging points available at council sites including the car parks.

In the TBC approved budget for 2023/24, the council tax rate as one of the lowest in the country. The Council is currently financially sound with a surplus of just under 1.2m.

The Auditors came in and there was an unqualified signing off of the accounts, recognising sound financial management.

There have been improvements to the council website which should make it easier for people to access and navigate the various areas. The IT department have done considerable work to ensure cyber security safety for the council.

Customer services have improved communication with an answer message enabling you to go directly to the department required.

Regarding the cost of living crisis there is quite a lot of information and guidance on the website Cost of living support — Tewkesbury Borough Council