



Minutes of the Parish Council Meeting held at Freeland Village Hall in the Newell Room at 19:30 on Monday 9th October 2023

The councillor chairing this meeting was Peter Foster

Members Present:

Cllr B Phillips (BP), Cllr P Foster (PF), Cllr A Bird (AB), Cllr M Canning (MAC) Cllr R Crocker (RC), and Clerk Fay Friend (FF). Additionally 4 members of the public were in attendance.

1. **To receive apologies for absence** – Apologies have been received from Cllr P Holt (PH), District Cllr A Al-Yousuf, District Cllr L Arciszewska and County Cllr L Walker
2. **To receive Declaration of Interest in agenda items** – nothing to be added.
3. **To approve minutes of the Parish Council meeting held on 11th September 2023**– It was **RESOLVED** that the minutes were signed as a true record.
4. **Public Participation session**
No members of public wished to speak.
5. **To discuss and agree any actions for urgent business**
There were no matters of urgent business required to be discussed.
6. **Co-option of new councillor(s)**
Both Stewart Ainsley and Victoria Baker were voted to join the Parish Council. They were welcomed to the team.
7. **Update on progress from previous minutes.**
 - (a) **Additional noticeboards** – the one on the A4095 has been installed with the one at the Primary School still to be installed.
 - (b) **A4095 footpath to surgery** - no update
 - (c) **S7 double decker bus issues** - There is no power to spend so unfortunately it is not an issue the PC can deal with, but the PC sympathises with the resident that this has affected. **Action: respond to resident.**
8. **Planning**
 - (a) **No new applications**
 - (b) **Freeland Gate issues with planning compliance**- there are ongoing issues with the compliance from the Freeland Gate planning permission to keep the green space up to specification as agreed.
 - (c) **To receive updates on Freeland Village Design Statement**- RC attended a meeting with chair of Combe PC and looking to start up a working group to help create a village design statement for Freeland. It was **RESOLVED** to form a working group to help create a plan for Freeland.
 - (d) **To consider response to WODC Local Plan 2041**-
Meeting to be arranged by MAC with a few PC members to prepare our response.
9. **To receive updates from District and County Councillors.**
There were none present.
10. **To discuss and approve financial matters.**
 - (a) **To approve invoices for payment.**- It was **RESOLVED** to pay the account presented, proposed by RC, seconded by MAC and all in favour.

The following invoices are requested to be approved for payment:

BACS Ref Number	To whom paid	Details	Amount (£)
BACS 48	Fay Friend	Salary	
BACS 49	HMRC	NI payment	£86.79
BACS 50	Freeland Village Hall	hall hire	£12.50
BACS 51	Moore	external audit free	£378.00
BACS 52	Jason	mowing	£400.00
BACS 53	rendell garden	mowing	£80.00
BACS 54	water plus	water bill	£14.82
BACS 55	Bill Phillips	litter collection	£250.00
BACS 56			
		Total:	1,222.11

(b) To approve bank reconciliation. It was **RESOLVED** to approve the bank reconciliation. This was signed by WP.

(c) To review the financial reports. Reports were circulated and presented.

(d) To approve Toddler swing supplier quote- it was **RESOLVED** to go with as the supplier eiba play limited. **Action: to apply for S106**

(e) To approve quote for tree cutting and survey- it was **RESOLVED** to go with Summit trees as the supplier **Action: send insurance policy to Stewart.**

11. Working Groups update

Community group: race night has been organised for the 2nd of December and vendors are being organised for the festival.

Sustainable energy group: thermal imaging training is happening shortly to deliver household surveys over the darker colder months.

12. PARISH COUNCIL STANDING ITEMS:

(a) Play Areas/Playing Field/Play Equipment Book - nothing to update

(b) Village Maintenance and Highway Matters- The Green: repair work to damage caused by construction trucks has been completed. PC to look into insurance for the protective stones to the verges. Thanks to RC and to Graham Lay for the new sign. **Action: Clerk to investigate.** Concern was expressed on possibility of further damage to The Green during building works at land south of Shaston. **Action: to write to owners of land south of Shaston warning of need to protect The Green during construction works.**

Tommy to be put out on The Green by AB.

Pigeon House Lane: gate to field from Pigeon House Lane is broken, some quotes to fix required.

The village entrance gates donated by Estelle Manor have now been installed. **Action: send thank you note to Estelle Manor management.**

Blenheim Lane: access to playing field - to consider removing the remains of old kissing gate. RC to look into this.

(f) Policies for adoption- Disciplinary, Grievance and grants policy – It was **RESOLVED** to approve all the policies

(d) To review financial regulations- It was **RESOLVED** to approve the reviewed document.

13. To receive reports from councillors representing the Council on outside meetings –

VHMC- the hall can be used for the Cinema on Monday nights once a month- PH to liaise with cinema

14. To note the date of next meeting: 13th November in the Newell Room.

Meeting Closed at 21:00