

**MINUTES OF QUEDGELEY TOWN COUNCIL HELD QUEDGELEY COMMUNITY CENTRE
ON MONDAY 15TH MAY 2024 AT 7.30PM**

PRESENT Cllr Powell, Cllr Wilcox, Cllr Mrs Weston, Cllr Lee, Cllr Pearce,
Cllr Mrs Ranford, Cllr Mrs Goodge, Cllr Smith, Cllr Mrs Roberts,
Cllr Mrs McAllan, Cllr Mrs Wnukowska, Cllr Mrs Bradford, Cllr Mrs Potter.

Cllr Powell, opened the meeting and called for nominations for Chair

FC.019/24-25	<p>TO ELECT CHAIR FOR 2024-2025</p> <p>ELECTION OF CHAIR Cllr Powell PROPOSED Cllr Wilcox be elected as Chairperson. Seconded Cllr Ms Weston Vote Unanimous So resolved Cllr Wilcox signed the declaration of office. All members present signed a declaration of acceptance of office</p>
FC.020/24-25	<p>TO ELECT VICE CHAIR FOR 2024-2025 Cllr Lee PROPOSED Cllr Powell as Vice Chair Seconded Cllr Pearce Vote Unanimous So resolved Cllr Powell signed the declaration of office.</p>
FC.021/24-25	<p>BRIEFING AND WELCOME FROM CHAIR The Chair welcomed all returning and new members. He set out the role of the Chair and confirmed they all had their induction packs.</p>
FC.022/24-25	<p>APOLOGIES None received.</p>
FC.023/24-25	<p>DECLARATIONS OF INTEREST None received.</p>
FC.024/24-25	<p>ADJOURNMENT OF MEETING None present</p>
FC.025/24-25	<p>ADOPTION OF FULL COUNCIL MINUTES Adoption of the Full Council minutes dated 15th April 2024 Cllr Mrs Ranford PROPOSED to adopt the above Minutes as a true and accurate record of the meeting. Seconded Cllr Lee Vote Unanimous So resolved</p>
FC.026/24-25	<p>CLERK'S REPORT Complaints and Compliments</p> <ol style="list-style-type: none"> a) The Clerk provided a breakdown of the complaints received for the month of April. b) Annual Parish Assembly – request to change the date and to discuss format - The Clerk advised the date of the APA needed to be amended due to availability of a hall. The planned format is to allow a representative from Apex Events to explain how the Fireworks event will be managed this year. It has proved necessary to seek a professional company to do this due to the popularity of the event and the health & safety issues experienced by volunteers. c) The Clerk briefed councillors on GAPTC and their role and advised that training courses are available to councillors. She encouraged all members to attend especially new members. The Council will pay the cost of any training courses.

	<p>d) A briefing on Councillor Allowances was provided.</p> <p>e) A briefing on Election Expenses was provided and a request for all elections expense forms to be completed and returned to the office asap, including NIL returns.</p> <p>f) The Clerk also requested all members to provide their contact details together with a biography for the website.</p> <p>g) Members were advised of the correct protocol for speaking at Council Meetings.</p> <p>h) All new members received an induction pack and if any members wish to speak to the Clerk privately she is always available at the office Monday to Friday 9.30.2.30pm.</p>
FC.027/24-25	<p>CORRESPONDENCE Clerks & Councils Direct The Clerks Magazine</p>
FC.028/24-25	<p>CHAIR'S REPORT The Chair welcomed everyone and thanked them for joining the council. He encouraged everyone to undertake relevant training. Council emails were discussed and it was agreed that the Clerk would set everyone up with a QTC email address wherever possible.</p>
FC.029/24-25	<p>TO CONSIDER AND AGREE EXPENDITURE NOT EXCEEDING £4967.36 FOR GAPTC ANNUAL MEMBERSHIP Cllr Ranford PROPOSED to agree to the above expenditure Seconded: Cllr Smith: Vote: unanimous: So resolved</p>
FC.030/24-25	<p>TO ADOPT THE GENERAL POWER OF COMPETENCE UNDER THE LOCALISM ACT 2011 The Clerk explained the criteria needed and provided some background information. Cllr Ranford PROPOSED to agree to adopt the General Power of Competence Seconded: Cllr Lee: Vote: unanimous: So resolved</p>
FC.031/24-25	<p>TO CONFIRM APPOINTMENTS TO COMMITTEES (It is suggested that all councillors become a member of at least one committee or every committee to provide back up during busy periods)</p> <p>a) Planning and Development b) Community Buildings c) Recreation & Amenities d) Finance and General Purposes e) Staffing Committee f) Appeals Sub Committee</p> <p>The following councillors were nominated: Planning and Development – Cllr Powell/Cllr Lee/Cllr Smith/Cllr Wilcox/Cllr Mrs Ranford/Cllr Miss Weston - reserve Community Buildings – Cllr Miss Weston/Cllr Mrs McAllan/Cllr Lee/Cllr Wilcox/Cllr Mrs Ranford Recreation & Amenities – Cllr Miss Weston/Cllr Mrs Wnukowska/Cllr Mrs Ranford/Cllr Mrs Bradford/Cllr Mrs Potter/Cllr Mrs Goodge/Cllr Mrs Roberts/Cllr Mrs Goodge Finance & General Purposes – Cllr Wnukowska/Cllr Lee/Cllr Smith/Cllr Pearce/Cllr Powell/Cllr Wilcox/Cllr Ms Ranford/Cllr Miss Weston Staffing – Cllr Potter/Cllr Ranford/Cllr Lee/Cllr Weston/Cllr Powell Appeals – Cllr Weston/Cllr Wnukowska/Cllr Smith/Cllr Goodge/Cllr Roberts</p>

	<p>Cllr Wilcox PROPOSED to confirm the above Seconded: Cllr Powell: Vote: unanimous: So resolved</p>
FC.032/24-25	<p>TO CONFIRM APPOINTMENTS TO WORKING PARTIES AND OUTSIDE BODIES</p> <ul style="list-style-type: none"> a) Allotment Association b) Saturday Surgery c) Futures Group d) Community Pantry e) Community Garden <p>The following appointments were confirmed Allotment Association – Cllr Wnukowska/Cllr Wilcox Saturday Surgery – Cllr Weston/Cllr Wnukowska/Cllr McAllan/Cllr Ranford/Cllr Bradford/Cllr Lee/Cllr Potter/Cllr Powell/Cllr Wilcox Cllr Weston further advised of a monthly joint surgery between City, Police and Town Council. Futures Group – Cllr Pearce/Cllr Potter/Cllr Ranford. Cllr Pearce agreed to lead on this. Community Pantry – Cllr Ranford/Cllr Weston/Cllr Potter/Cllr Goodge/Cllr Roberts/Cllr Bradford Cllr Ranford provided a brief update on the pantry, including progress so far and the format. Currently 110 people registered and membership currently closed. Cllr Smith advised that he had recently researched pantry initiatives which provided interesting stats. It was commented that there is a need to fund raise. The current room used for the pantry is small and there is a possibility that the pantry could outgrow the space. Grant submitted to the rotary club. The current rules stand that if someone registered for the pantry does not attend for 3 weeks, they are removed from the list and will need to rejoin the waiting list. Community Garden – Cllr Ranford/Cllr Wilcox/Cllr Wnukowska/Cllr Smith Cllr Ranford advised that an area at the allotments had been identified and volunteers were making troughs. The intention is to link the garden to the pantry. A grant of £300.00 had been received from City Cllr Andrew Lewis.</p>
FC.033/24-25	<p>FINANCE AND GENERAL PURPOSES COMMITTEE No Minutes to Accept Chairman Report Nothing to report</p>
FC.034/24-25	<p>PLANNING AND DEVELOPMENT COMMITTEE Noting of the Minutes dated 20th March 2024: accepted by P&D on 24.04.2024 Chairman Report Cllr Powell reported on the following: Appeal ongoing at 52 Curtis Hayward Drive regarding the operating of a business. 319 Bristol Road, concerns from neighbours of possible business operating from premises. Lacking of policies for air source heat pumps HMO – Sims Lane Adam Gooch to be invited to Full Council to advise on Strategic Local Plan. Parking in Elmore Lane linked to Fishing competitions.</p>

<p>FC.035/24-25</p>	<p>RECREATION AND AMENITIES COMMITTEE Noting of the Minutes dated 6th March 2024: accepted by R&A on 03.04.2024 Chairman Report Nothing to report</p>
<p>FC.036/24-25</p>	<p>COMMUNITY BUILDINGS COMMITTEE No Minutes to accept Chairman Report Cllr Wilcox advised that the committee has worked within its budget and thanked the staff for keeping expenditure on target and dealing with maintenance issues.</p>
<p>FC.037/24-25</p>	<p>REPORTS FROM OUTSIDE BODIES AND WORKING PARTIES None</p>
<p>FC038/24-25</p>	<p>FURTHER BUSINESS FOR REFERRAL Cllr Powell asked for all former long-standing members of the council to receive a letter of thanks. Congratulations to all new city councillors for the area. Councillor Allowances – The clerk confirmed that had been revisited and agreed in 2022. Boundary Changes – Cllr Powell expressed a wish to revisit this as it his believe there should be 4 wards with 4 councillors and this needs to be looked into before the next election in 4 years' time. Referred to F&GP Futures Group – look into buying own Town Council office It was agreed to add UBB Community Funding to outside bodies Community Garden – Referred to F&GP</p>
<p>Date of next meeting 17/06/2024 @ 7.30pm Meeting closed 9.00pm</p>	