

CHEDWORTH PARISH COUNCIL

MINUTES – ANNUAL PARISH COUNCIL MEETING – 13th MAY 2013

ELECTION OF CHAIRMAN: Mr Paul Sibbald was proposed by Mr King and seconded by Mr Broad, agreed. Mr Sibbald then signed the Declaration of Acceptance of Office Book.

APOLOGIES: Mr A Bell.

ABSENT: Mr R Richmond.

ELECTION OF VICE CHAIRMAN: Mr Graeme Brister was proposed by Mr King and seconded by Miss Gallagher, agreed. Mr Brister then signed the Declaration of Acceptance of Office Book.

CONFIRMATION OF MINUTES: The Minutes of the Parish Council Meeting held on the 8th April 2013 were agreed and signed as a true record.

OPEN SESSION FOR THE PUBLIC: Cynthia Laird, Village Agent, was present and spoke about the new NHS Helpline and asked for help in publicising this. Mr King agreed to place on the website and Mr Broad agreed to display notices in the Village Hall Foyer and on noticeboards.

MAIN MATTERS:

Communication between Parish Council and the Public:

a) The Parish Council Website: Mr King drew the Council's attention to the higher usage figures recently received from Mr Robertson. He also reported that the nine business had been removed from the website but were now displayed on the Village Website. Mr King also stated that Mr Robertson had the software available to display the current temperature and wind direction, it was agreed this would be a good addition to the website.

b) Email Alerts and Data Protection: Mr King reported on the need to register for data protection issues regarding holding information for email alerts. The cost would be £35.00 per annum. It was proposed from the Chair and seconded by Mr Brister to register, agreed. Mr King would liaise with the Clerk to complete the paperwork. It was further proposed from the Chair and seconded by Miss Gallagher to charge £10.00 for a freedom of information request as to what details are held by the Parish Council, agreed. It was further agreed to display this information on the website. It was felt that the only information likely to be held is email addresses. Discussion ensued on what information should be given in the email alerts and what in general notifications. It was agreed to go ahead with the alerts now and consider the general notifications at a later date. 43 subscribers had signed up to date. The Chairman thanked Mr King for his work on this.

Chairman.....

Affordable Housing:

a) Update: Mr Brister stated there was nothing further to report at present but he was in the process of getting in touch with the Parishes who had undertaken Affordable Housing recently.

b) S106 Agreements: It was agreed to remove from the agenda at present, as this had been covered in Mr Brister's recent update notes.

MATTERS FOR UPDATING AND DISCUSSION:

Traffic in Village and Road Matters:

a) Fields Road and Community Speed Watch: Mr King reported that four further residents were to undertake training.

b) Roadside Verge Management: Mrs Moore had placed an item in the Hill and Valley. As it was unlikely further progress could be made until later in the year and in was in the hands of ChEG, it was agreed to remove from the agenda at present.

c) Slow Sign on Hemplands Hill: The repainting of the slow sign was in hand.

Footpaths:

a) KCH 42 Old Pastures to Hemplands Hill: The Cotswold Wardens had now cleared the path and it was agreed to write and thank them.

b) Footpath from Ballingers Row to the Stream: An email had been received from Mr Malcolm Brown confirming that he was the landowner and that he and the adjoining landowner, Mr Chalk, were going to replace the stile in due course. He also stated that he felt the present stile was now safe to use.

Items Arising from Email:

a) Community Heartbeat Trust Registration: The Chairman and Mr Bell had the registration of all three defibrillators in hand & the replacement of appropriate pads.

b) Grant Funded Neighbourhood Planning: Noted.

c) CDC Preferred Development Strategy: Mr Broad gave a brief report on the documents which would be going out for consultation from 3rd June. Mr Broad offered to supply Mr Brister with a hard copy to read.

The Playing Field:

a) Playing Field Hirers Agreement: It was agreed to use the model agreements supplied by GPFA as a base especially for the football next season.

b) Entrances on to the Playing Field: The Chairman was still awaiting to hear from Mr Swift at GCC Highways.

c) Fence along Fields Road – Estimates for Repairs: The Chairman had walked around the fence this evening. It was not clear if Mr Dickenson's estimate included a new gate and posts so the Clerk was asked to clarify this with him. The Chairman took the four quotations to look at and would liaise with the Clerk regarding this.

d) Nettle Spraying: an email had been received from Mr Price at Bibury Landscaping offering to spray the nettles around the perimeter of the Playing Field for £100.00 per application. As this seemed rather a lot it was agreed to seek further tenders from Mr Dickenson and Mr House.

Chairman.....

Grass Keep Field:

- a) Grass Keep Licence: Mr Baker had signed the licence and enclosed a cheque for £260.00, half the agreed annual rent, but had also emailed raising several points with the new licence. The points raised were considered and it was agreed to reply also suggesting a Saturday morning to meet and inspect the fences. It was further agreed to inform Mr Baker that the Parish Council is currently obtaining tenders to renew the playing field roadside fence and so there may be some spare materials available from the old fence that it may be possible to reuse.
- b) Diggers Licence: It was proposed from the Chair and seconded by Mr King to renew the Diggers Licence for a further 12 months for the same rent of £50.00, agreed. It was also agreed to ask them to keep the area as tidy as possible.

Provision of a Bus Shelter: The Chairman had prepared a questionnaire which he intended to distribute to the youngsters involved.

Items from Annual Parish Meeting:

- a) Community Emergency Plan: Mr King reported that he had recruited Mr Musgrave, Mr Milne and Mr Seymour and was also going to include a further item in the Hill and Valley News.
- b) Flooding on the Airfield: An email had been received from GCC Highways. The Chairman reported that he had spoken to Mr Swift regarding this and he had explained the problem with silt from the field blocking the culvert, Mr Finch was going to take steps to alleviate the problem. It was agreed to remove from the agenda at present.

ChEG Stream Walk: The walk had taken place on 5th May. A representative from English Nature had also joined in the walk. Mr Bell had emailed to say he would invite the representative along to the next meeting to give a report.

PLANNING:

Applications:

CD 4505/G Hartshill – Alterations to Garage and Two Dormer Windows -
No objection
13/01736/TCONR Kaycott – Tree Works
13/01743/TCONR Melrose – Tree Works
13/01862/TCONR The Summerhouse – Tree Works

Approval:

CD 3013/1/D Cowslip Corner - Conservatory
13/01178/TCONR West Meadow – Tree Works
13/01157/TCONR Holywell – Tree Works
13/01736/TCONR Kaycott – Tree Works

Chairman.....

FINANCE:

1. Clerks Quarterly Telephone/Broadband Contribution £45.25, prop. J King, sec. P Sibbald.
2. Thames Water £11.61, prop. P Sibbald, sec. J King.
3. Community Heartbeat Trust (New Defibrillator Pads 2 @ £25.00) £50.00, prop. P Sibbald, sec. D Broad.
4. Council in receipt of £621.33 VAT Refund 2012/13
5. Council in receipt of £4714.00 part Precept from CDC
6. 2011/12 Annual Audit Return - The Annual Return was considered by Council and signed as required. The Clerk reported that accounts were due to go to Mr Selkirk on Wednesday.

OTHER BUSINESS:

1. Election of one Representative to the Chedworth Village Hall Management Committee for one year: Mr Robert Richmond was proposed from the Chair and seconded by Mr King, agreed.
2. Appointment of one trustee to the Chedworth Community Lands Charity for four years: Mr Andy Miles was proposed from the Chair and seconded by Mr Broad, agreed.
3. Items for the Hill and Valley: Several items were identified to be included.

Mr King drew attention to the recent email circulated by Mr Bell regarding the Cotswold Conservation Board Advice Note and Document List. It was felt there was no action to be taken.

NEXT MEETING: Parish Council Meeting - Monday 10th June 2013 at 7.30 pm.

Chairman.....

Date.....