

CHEDWORTH PARISH COUNCIL

MINUTES – ANNUAL PARISH COUNCIL MEETING – 18th MAY 2015 – 7.30 pm.

DECLARATION OF ACCEPTANCE OF OFFICE WERE SIGNED BY ADRIAN BELL, DAVID BROAD, MATTHEW FULFORD, ROSALYN JESS, IAN MORGAN & CLIVE POULTON BEFORE THE MEETING COMMENCED.

AS HE WAS NOT PRESENT AT THE MEETING, COUNCILLORS AGREED TO PERMIT IAIN ROBERTSON TO SIGN HIS DECLARATION OF ACCEPTANCE OF OFFICE BEFORE THE NEXT MEETING ON 8TH JUNE

ELECTION OF CHAIRMAN: Mr Paul Sibbald took the Chair for this item and asked for nominations for Chairman. Mrs Ros Jess was proposed by Mr David Broad and seconded by Mr Matthew Fulford. Mr Adrian Bell was proposed by Mr Ian Morgan and seconded by Mr Adrian Bell. A vote was taken and there were 4 votes in favour of Mrs Jess and 2 votes in favour of Mr Bell. Mrs Jess was therefore elected as Chairman. Mrs Jess signed the Declaration of Acceptance of Office Book and took the Chair.

APOLOGIES: Were received from Mr Iain Robertson

ELECTION OF VICE CHAIRMAN: Mr David Broad was proposed from the Chair and seconded by Mr Clive Poulton. A vote was taken and it was agreed that Mr Broad be elected as Vice Chairman. Mr Broad signed the Declaration of Acceptance of Office Book

CONFIRMATION OF MINUTES: The Minutes of the Parish Council Meeting held on the 13th April 2015 were agreed and signed as a true record.

OPEN SESSION FOR THE PUBLIC: Nothing was raised.

MAIN MATTERS:

Communication between Parish Council and the Public:

a) The Parish Council Website – a discussion to agree who should have responsibility for administering the site: Mr Fulford suggested that it should be decided who had responsibility for updating and administering the site. It was agreed to discuss roles and responsibilities at the next meeting.

Affordable Housing: As nothing had been reported recently, it was agreed to contact Lynne Barber at Cirencester Housing Society for a detailed report of the current situation with the possible affordable housing development in Chedworth, for further discussion at the next meeting.

MATTERS FOR UPDATING AND DISCUSSION:

Traffic in Village and Road Matters:

Chairman _____ *R.Jess*

- a) Fields Road and Community Speed Watch: It was proposed by Mr Broad and seconded by Mr Poulton and agreed that Mr Fulford would take over from Mr King in liaising with Mr Shaftoe and the Community Speed Watch Group.
- b) Traffic & Parking at St Andrews School: It was proposed by Mr Fulford and seconded by Mr Broad and agreed that Mr Poulton should take over from Mr King to liaise with Mrs Burris, on behalf the School, and Mr Musgrave. Mr Broad explained the need for a representative from the school to sit on the Village Hall Committee to liaise regarding parking at the Village Hall. Mr Fulford explained that he intended to take on this role.
- c) Potential Alterations to Junction at top of School Hill: An email reply had been received from Mr Gray, GCC Highways, refusing the request to alter the priorities at the junction at the top of School Hill. It was agreed to accept this.
- d) Verges in Lower Chedworth: A further email had been received from Mr Gray, GCC Highways stating that he has not currently granted consent to plant trees on the highway verge but he would be willing to discuss this and agree locations subject to certain conditions. Mr Bell agreed to provide the name of the highways representative he had spoken to at the grass verge seminar and felt that the best way forward may be for Mr Gray to speak to the representative to see if they were able to jointly come up with acceptable solutions to the problem of protecting the verge.
- e) Cutting of Visibility Splays: The Clerk had received complaints that the visibility splays at junctions had not been cut. Members of the public have been forced to cut the verges at the junction of the village road with the A429 and at the junction of Fields Roads near the Hemplands and the Village Hall because visibility was so poor. It is obviously unacceptable that members of the public put themselves in danger to protect the safety of others and it was agreed to ask GCC Highways to ensure that they carry out sufficient grass verge cuts during the year so that the junctions are safe.

Footpaths:

- a) Overgrown Path from Rookery Lane to Fields Road: An email had been received from Mr Boehm seeking advice about who is responsible for ensuring public footpaths are passable as he had experienced problems on the footpath between Fields Road and Rookery Lane. It was agreed to reply that it is the responsibility of the land owner to ensure that the footpaths are kept clear. Mr Poulton was aware of who the landowner of this particular path was and agreed to obtain details so we can contact them to ask them to make sure it is cleared as quickly as possible. It was also agreed to ascertain who has the Parish Council strimmer and find out if there were any volunteers to undertake the relevant training to use the strimmer.

Items Arising from Email & Correspondence:

- a) Chedworth Electricity Club Proposal: An email had been received from Mr Blackwell outlining some proposals. It was agreed to open the meeting to allow Mr Blackwell to explain. Mr Blackwell agreed to send details of the Electricity Club proposals before the next meeting. When Council reconvened it was agreed to discuss in more detail at the next meeting.

Chairman _____ R.Jess

The Playing Field:

a) Shed & Line Marker: The Clerk reported that the shed on the playing field which housed the line marker and football equipment needed repairs to the doors. The line marker, which had been purchased last year, is not being looked after very well. It was agreed to ask the football club to make sure that it is cleaned and maintained before the end of the season. It was further agreed to obtain quotes for repairing the shed and ask for views as to whether it would be more sensible to replace the shed.

Improving Telecommunications

a) MIP: Mr Bell reported that he understood Harlequin were still looking into site 10 but there was nothing further to report at present.

b) Parish Meeting held on 11th May 2015: An email reply had been received from Nigel Adams, Returning Officer CDC, querying a number of points about the question agreed at the Parish Meeting requesting the Parish Poll. It was agreed to answer these queries point by point. A lengthy email had been received from Mrs Perryman raising several points regarding the recent Parish Meeting, the MIP and mast proposals. It was agreed to reply to the email point by point. An email had been received from Mr Shaftoe offering good wishes to the new Parish Council and making several points regarding the MIP. It was agreed to reply that his comments have been noted and they will be taken into consideration when discussing the MIP project.

c) Broadband Update: Nothing further.

Community Emergency Plan: It was agreed to consider further at the next meeting.

Defibrillator Training: It was agreed to obtain details from the former Chairman, Paul Sibbald, who had been dealing with this, and follow it up with Martin Fagan of the CHT.

Grass Keep Field

a) Diggers Licence: The Diggers Licence is once again due for renewal. Concern was expressed that the plot was very untidy and in an inappropriate condition for parish land. After some discussion it was proposed by Mr Bell and seconded by Mr Fulford to renew the lease, at the same rental of £50.00, but request that the area should be tidied up as soon as possible, agreed.

b) Water Leak: The Clerk reported that an unexpectedly high water bill of £54.75 for this quarter had been received. The Hill and Valley Lawn Tennis Club have not used any water during this period and it was suspected that high usage may have been caused by a leaking fitting that has been added to the pipework at the water trough presumably by the Diggers. There does not appear to be a leak at the moment because the stop tap is turned off and has been for the last month during which time the usage has been monitored and no water has passed through the meter. It was proposed by Mr Fulford and seconded by Mr Morgan to send the bill to Mr Baker for payment as he is tenant of the Grass Keep Field. It was agreed to discuss further at the next meeting.

Chairman _____ R.Jess

Items Identified from Litter Pick: Mr King had emailed to say an additional item identified at the litter pick was that the MacMillan Way footpath sign at the entrance to Setts Farm needed to be repaired. The Chairman would look at this.

a) Additional Waste Bins Around the Village: It was agreed not to request an additional bins at present.

Village Hall Defibrillator Battery: Mr Bell reported that this had been received.

The Agenda - To discuss changes in the format of the Parish Council agenda to ensure that the precise subject for debate is clear to both councillors and members of the public. Mrs Jess suggested that the agenda should contain much more information on what was to be discussed. This was felt to be a good idea and the Chairman and Clerk would get together to achieve this. Mr Bell asked if the draft agenda could be circulated earlier to allow time for additions and amendments.

PLANNING:

15/01599/TCONR Highfield House – Tree Works – already approved

15/01598/TCONR Kimberley Cottage – Tree Works – already approved

CD 9478 Newport Farm – Conversion of Barn - No objection but important to ensure that a lighting plan is agreed to prevent light pollution to surrounding area.

15/01402/NONMAT Rookery Cottage – Non Material Amendment – No Consultation.

CD 3266/E Land at Greenhill Farm – Amendment – already approved

CD 4029/R Salters Barn – Stables and Riding Arena - No objection but ask for conditions that it remains for private use only and that a lighting plan is agreed to prevent light pollution to surrounding area.

15/01992/TCONR The Orchard – Tree Works - Object on the grounds that the tree was not shown on the original application for the stables and the relevant tick box regarding trees on the site was not ticked.

FINANCE:

1. Clerks Quarterly Telephone/Broadband Contribution £47.65, prop. A Bell, sec. M Fulford
2. Thames Water £54.75, prop. D Broad, sec. R Jess
3. Bibury (P/F Grass Cut March/April) £196.80, prop. D Broad, sec. I Morgan
4. Chedworth Pre-School (Donation towards Tools for Allotment) £80.00, prop. A Bell, sec. I Morgan
5. Iain Selkirk (Internal Audit) £90.00, prop. R Jess, sec. A Bell
6. Council in receipt of £267.70 VAT Refund 2014/15
7. Council in receipt of £5359.00 Part Precept from CDC
8. Council in receipt of £255.50 Half Year Grass Keep Rental from Mr Baker
9. 2014/15 Annual Audit Return & Audit Paperwork - The Annual Return was considered by Council and signed as required. The Clerk reported that accounts had been to Mr Selkirk at Northleach last week.

Chairman _____ R.Jess

OTHER BUSINESS:

Election of one Representative to the Chedworth Village Hall Management Committee for one year: Mr Matthew Fulford was proposed by Mr Morgan and seconded by Mr Poulton, agreed.

Appointment of one Trustee to the Chedworth Community Lands Charity for 4 years: Mr David Broad was proposed by Mrs Jess and seconded by Mr Fulford, agreed.

Hill and Valley News: It was felt it might be too late to include anything for this month. The Chairman would speak to Julie Young to enquire.

Members Interest & Code of Conduct Forms must be completed and returned to CDC: Noted.

The Clerk asked for volunteers to be new cheque signatories to join Mr Bell and Mr Broad were the current ones. The Chairman, Mr Morgan and Mr Poulton agreed to be added. The Clerk would obtain the relevant forms to facilitate this.

The meeting concluded at 9.36 pm.

NEXT MEETING: Parish Council Meeting - Monday 8th June 2015 at 7.30 pm.

Chairman _____ *R.Jess*

Date _____ *8/6/15*