

CHEDWORTH PARISH COUNCIL

MINUTES – PARISH COUNCIL MEETING – 13th JULY 2015

PRESENT: Mrs R Jess (Chairman) Mr A Bell, Mr D Broad, Mr M Fulford, Mr I Morgan, Mr C Poulton, Mr I Robertson & Mrs E Broad (Clerk)

DECLARATIONS OF INTEREST: The Chairman reminded Councillors of the need to declare interests as necessary.

CONFIRMATION OF MINUTES: The minutes of the Parish Council Meeting held on the 8th June 2015 were agreed and signed as a true record.

OPEN SESSION FOR THE PUBLIC: It was agreed to bring certain items forward on the agenda as parishioners were present with interest in these items.

Footpaths at Hartshill Farm: Councillors had visited the footpaths since the last meeting. Two representations had been received from parishioners, both were concerned about the paths being closed. After some discussion it was proposed by Mr Morgan and seconded by Mr Fulford that the Parish Council was unable to support the proposals to close the footpaths but would look more favourably on a proposal for a short diversion, agreed with 5 in favour.

Active Together: It was agreed to open the meeting to receive a report on the Gloucestershire County Council fitness initiative from Alan McLellan. Mr McLellan had several brochures regarding exercise equipment which it may be possible to place on the playing field. When Council reconvened it was agreed to ask Mr McLellan to find out how much money was available from the fund, also find out the insurance position and gauge community interest via the Hill and Valley & Facebook.

Request for use of Playing Field by HVLTC for access during re-surfacing: Mr Robson had sent an email explaining why this needed to be done again this year. It was agreed to open the meeting to allow Mr Robson to speak on behalf of HVLTC. When Council reconvened it was agreed members had no objection to the plans by the HVLTC.

MIP: Mr Bell gave a brief update explaining that Harlequin/Aquiva were in contact with Stowell Park with regard to site 10. It was felt there was nothing further to do at this stage.

MATTERS FOR DISCUSSION:

Parish Council Working Practices:

a) Distribution of Emails: Concern had been expressed at the large number of emails being circulated, particularly after the election. The Clerk explained this was an unusual amount as Councillors needed to be briefed. Mr Robertson suggested setting up Dropbox to allow attachment to emails to be placed in so they can be accessed easily in advance of meetings. It was proposed by Mr Robertson and seconded by Mr Morgan to set up Dropbox for use from the next meeting.

b) New Style Agenda: Mr Bell was concerned about the amount of detail on the agenda but other Councillors found it helpful. After some discussion it was proposed by Mr Bell and seconded by Mr Robertson to adopt a consecutive numbering system for the agenda, agreed

with one against. It was agreed to review this again in three months time.

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c) Method for dealing with portfolios: It was felt that it was best if items were kept in Council and dealt with on a case by case basis.

d) Community Emergency Plan: Mr Robertson gave a brief explanation of the plan and the need to recruit more volunteers. It was agreed to ask for volunteers in the Hill & Valley and Mr Robertson would approach some people he felt might be able to help.

e) Methods of communication between Parish Council and the Public:

i) The Parish Council Website: Concern was expressed that the website was not user friendly although it was noted that we would probably have to renew the annual subscription for a further year until a replacement website could be achieved. After some discussion it was agreed that the Chairman, Mr Poulton and Mr Robertson would form a working group to make some recommendations to the Council regarding the Website, Facebook, Twitter and the Hill & Valley Newsletter. Mr Bell also pointed out the new transparency code from the DCLG, the Clerk would look into this.

f) LG Electronic Communications (England) Order 2015: New regulations had just been introduced on distribution of communications, it was now permissible for the summons to be transmitted in electronic format if a member has given consent for it to be sent by this method. All members, except Mr Broad, gave consent for this method to be used in future. It was noted that the Clerk would still be required to display notices of meetings on noticeboards. It was further noted that Standing Orders would need to be amended to reflect the new legislation.

g) Consultations: It was felt that a policy needed to be created to make sure that full engagement was made with all sections of the community.

Neighbourhood Plan: Mr Morgan had made further enquiries and had spoken with Helen Richards at GRCC who would be willing to attend a public meeting to provide a presentation and Q+A session for the community and explain about Neighbourhood Development Plans to Councillors and interested members of the public. It was agreed to arrange a meeting in September.

Affordable Housing:

a) Potential Site for Affordable Housing off Fields Road: Information about a proposed scheme of affordable housing and some enabling development off Fields Road had been received from Mr Tim Hamilton. After some discussion it was agreed to invite Mr Hamilton along to the August meeting to explain his proposals to Councillors and then hold a consultation meeting in September to allow interested parties to comment. It was agreed to display the plans sent by Mr Hamilton on the website and the Chairman would write an introductory item to go on with them.

Traffic in Village and Road Matters:

a) Fields Road and Community Speed Watch: Mr Fulford had nothing to report and suggested that an update should be given quarterly. An email containing suggested signage had been received from Mr Gray, GCC Highways. It was felt that smaller 'You are entering a Community Speed Watch Area' signs which could be fixed to existing posts would be more appropriate for Chedworth. It was agreed to make further enquiries from Mr Gray.

b) Traffic & Parking at St Andrews School: An email had been received from Mr Gray, GCC Highways stating the additional white lines would be done.

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c) Cutting of Visibility Splays: An email reply had been received from Mr Gray, GCC Highways explaining GCC's policy. Enquiries had been made to local landowners regarding verge cutting. Unfortunately Manor Farm and Stowell Park were able to assist. It was agreed to pass on to GCC Highways that the visibility splays on to the A429 needed cutting again.

d) Verge at Lower End: Mr Bell reported that he was waiting to hear from Mr Gray to arrange a meeting.

e) Verges on Church Row: Mr Bell reported that he was waiting to hear from Mr Gray to arrange a meeting.

f) Conservation Verges: Mr Bell reported that he had not yet met with Susie Moore.

g) Tuns Hill Triangle: A cut had been undertaken by Peter Heaps. Emails had been received from Carol Fraser concerning keeping the Tuns Hill triangle tidy and suggested ways to fund this. It was agreed to reply that the Parish Council is aware that this is an important area of the village and we are going to continue to monitor it while the Council prepares a Verge Management Plan.

h) Speeding in Chedworth: Email correspondence between Councillor Hodgkinson & GCC Highways had been received regarding '20 is plenty' signs. It appeared to say that unless the village had a 30mph speed limit the signs were not available from the County Council. After some discussion it was proposed by Mr Bell and seconded by Mr Poulton for the council to print and display signs in the hope that this may help to slow down traffic, agreed.

i) Speeding in Chedworth: It was agreed to email and update Mr & Mrs Duggleby.

j) Winter Maintenance: An email from GCC Highways asking for details of Parish Snow Warden and Snow Plough Operators and the parish salt requirement. The Clerk had emailed Mrs Hamilton and was awaiting a reply. The Chairman invited Mr Sibbald to speak, Mr Sibbald confirmed that no salt had been used last winter and it was still being stored at Manor Farm. Mr Fulford was interested in the GCC offer to supply a hand spreader for £104.00, which was half the cost. He felt it might be useful around the school and agreed to make further enquiries.

Footpaths:

a) Overgrown Path from Rookery Lane to Fields Road The footpath has now been cleared

b) MacMillan Way Footpath Marker at Setts Farm: A reply had been received from GCC PROW stating this would be sorted out as soon as possible.

c) The Strimmer: Mr Priest still had the strimmer. A reply had been received from GCC PROW stating they were not undertaking strimmer training at present but will contact us if this changes.

d) Broken Stile Lower Chedworth: Nothing further had been received. The Clerk was asked to request an update from the Cotswold Wardens.

e) Problems with paths around New Barn Farm: Some problems had been identified with the paths around New Barn Farm. The Chairman had circulated a map to Councillors prior to the

meeting showing the problems. It has been brought to the Parish Council's notice that an electric gate has been installed across the entrance to the drive which prevents access for those wishing to use the footpath. It was agreed to write to Mrs Lane Fox suggesting she could install a stile, pedestrian gate or kissing gate adjacent to the vehicular access to allow use of the footpath. Also the footpaths around New Barn Farm have not been reinstated making them impossible to walk.

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It was agreed to write to the landowner Mr Corbett referring him to the Landowner's Responsibilities which explain in detail how paths should be reinstated within 14 days of being cultivated. Also it was also pointed out that the finger post which indicates the footpath from Fields Road is missing as is a sign post further on along KCH 72. It was agreed to bring this to the attention of GCC PROW.

f) Broken Stile in field below Cheap Street - Grid Ref. SP 05508 11797: Mr Robertson brought to the attention of the Parish Council a complaint he had received that the stile at the bottom of the field owned by Mr Allard of Kimberley Cottage was broken. It was agreed to write to Mr Allard to bring it to his attention.

h) Footpath in field below Ballingers Row: Mr Robertson brought to the attention of the Parish Council a complaint he had received problems with overgrowth & electric fence. It was agreed to bring this to the attention of the landowner.

The Playing Field:

a) 2015/16 Football Season & Line Marker: An email request had been received from Chedworth Cavaliers FC to use playing field for 2015/16 season. It was proposed by Mr Bell and seconded from the Chair to charge £200.00 the same amount as last year, agreed. The Chairman agreed to check on the condition of the line marker.

b) Shed: The Chairman had obtained quotation for replacement shed from a firm she had found on the internet and also from A+B Fencing in Cirencester who would erect a 5ft x 5ft shed and take down the old shed and remove from site for £540.00 + VAT. It was proposed by Mr Bell and seconded by Mr Fulford to accept the quote from A+B Fencing, agreed.

c) To consider email request for use of Playing Field from Mrs Sibbald Phelps: Mrs Sibbald Phelps had requested the use of the Playing Field to access the marquee following the Annual Show on 29th August. This was agreed.

Improving Telecommunications:

a) Parish Meeting held on 11th May 2015: E-mails to the Chairman had been received from Mr Sibbald and Mr Newman. The Chairman had responded to those e-mails and this was duly noted. Councillor Bell had stated that the Chairman should have declared an interest when the Parish Poll was discussed at the May Meeting, as she had contacted the Returning Officer at CDC, regarding the Parish Meeting and the procedure for a Parish Poll. The Chairman replied that she had spoken with the Returning Officer who had subsequently assured her that, in his view, the Chairman did not have an interest in the matter. Councillor Bell pressed the Chairman about whether she was one of the eleven reported objectors. The

Chairman reiterated her intent and actions, confirming that she was not aware as to whether or not these actions would have resulted in her being counted as one of the eleven objectors. It was agreed that this matter is now closed.

b) Parish Poll: The result of the Parish Poll was 183 in favour and 104 against with a 44% turnout.

Defibrillator Training: A form to be completed had been received from CHT. It was agreed to hold a session in September.

Grass Keep Field:

a) Diggers Licence: It was noted that the site had been tidied up. It was agreed to monitor it but take no further action at present.

b) Water Leak: The Clerk reported that she was continuing to monitor the water usage.

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Folk Camp Booking August 2015: Mr Broad had circulated the minutes taken from the public meeting arranged by the Village Hall.

Miscellaneous Items Arising from Email & Correspondence:

a) Planned Turning Point on Hemplands Green: An email reply had been received from Bromford Housing stating they were currently in talks with residents and would keep us updated on progress.

b) GCC Consultation on Cotswold Bus Routes: An email consultation from had been received from GCC regarding proposed changes to the 854 and 855 services to Cirencester, which had been publicised by the Parish Council on the website and displaying notices on noticeboards. It was agreed to display the result of the consultation when it is received.

c) Email from an Susie Moore: An email had been received from Susie Moore and was noted.

d) Email from Mrs Perryman: The Chairman had spoken to Mrs Perryman and resolved the issues she had raised in her email. The Chairman was duly thanked.

e) Email to the Chairman from County Councillor Paul Hodgkinson: An email had been received and was noted.

PLANNING:

a) 15/02731/TCONR Fords Cottage – Tree Works

b) 14/05194/FUL The Orchard Planning Application - An email had been received from Mrs Harrison raising concerns. Mrs Harrison, who was present at the meeting, was referred to the Parish Council's response to the recent planning applications and it was suggested that she addressed her concerns to CDC directly.

c) 15/02874/TCONR Old Pastures – Tree Works

d) CD 3670/H Buttress House – Update on CDC Planning Committee – It was reported at the meeting that the plans had been approved.

FINANCE:

1. Bibury (P/F Grass Cut June) £196.80, prop. A Bell, sec. M Fulford

2. Cotswold District Council (Parish Poll) £422.45, prop. C Poulton, sec. A Bell

3. Peter Heaps (Tuns Hill Cut) £90.00, prop. M Fulford, sec. R Jess
4. Gloucestershire Wildlife Trust Subscription £25.00, prop. A Bell, sec. C Poulton
5. Council in receipt of £54.75 Grass Keep Water reimbursement from Mr Baker
6. 2014/15 Annual Audit – The Clerk reported that the external auditors had contacted her with a couple of queries which she was in the process of answering

The meeting concluded at 10.14 pm.

NEXT MEETING: Parish Council Meeting - Monday 17th August 2015 at 7.30 pm.

Chairman.....

Date.....