

CHEDWORTH PARISH COUNCIL

MINUTES – PARISH COUNCIL MEETING – 12th DECEMBER 2016

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

CONFIRMATION OF MINUTES: The minutes of the Parish Council Meeting held on the 14th November 2016 were agreed and signed as a true record with the following amendment “efforts which have been taken to improve the situation regarding parking around the school”.

DECLARATION OF INTERESTS: The Chairman reminded Councillors of the need to declare interests as necessary.

OPEN SESSION FOR THE PUBLIC: Mr Harrison indicated that he wished to speak on some items on the agenda. The Chairman invited him to make his points now but he declined. The Chairman said that she would allow him to speak at the beginning of the item but not partake in the debate.

MATTERS FOR DISCUSSION:

Request from Ione McMahon to make a presentation on locating pre-school in permanent premises: It was agreed to open the meeting to allow Ione McMahon to explain the problems concerning the location of pre-school. When Council reconvened it was felt that nothing could be done until a firm proposal was put to the Parish Council.

Items requested for inclusion on the agenda by Councillor Robertson:

a) To review how we more closely integrate current information about our financial resources into our meeting: Mr Robertson handed out a proposed format for a monthly budget update. The Chairman & Clerk had circulated a budget update for the past two months in a much simpler format and the Chairman queried why Mr Robertson has undertaken to produce his revised format. Mr Fulford said that the simpler format produced by the Chairman & Clerk was sufficient for his needs. After some discussion it was proposed by Mr Fulford & seconded by Mr Broad to continue with the monthly format as circulated by the Chairman & Clerk and review the budget in three months, agreed with three in favour, two against and one abstention.

b) To review how the budget/precept will be set for the 2017/18 financial year: Mr Robertson stated that he felt proper consideration needed to be given to setting the precept not done at the end of a meeting. The Chairman explained that the usual procedure was for her and the Clerk to prepare a draft budget in advance of the budget meeting and then Councillors were welcome to suggest any items which they wished included. After some discussion it was agreed to hold a separate budget meeting on Monday 23rd January 2017.

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c) To agree that the Parish Council minutes are produced and published with 7 days of the meeting taking place and that the minutes clearly note any agreed action and who will be asked to or has agreed to action the agreed item: The Clerk asked that a seven day period not be imposed on producing the minutes. She would ensure the minutes were produced as swiftly as possible after a meeting but her workload varied throughout the year. The Clerk suggested a “to do” list be produced following a meeting to ensure Councillors know what actions they had agreed to do, this suggestion was agreed.

Affordable Housing

a) To approve the content of a new Housing Needs Survey: Mr Morgan had circulated the proposed survey the day before. After some discussion it was felt that more time was required to consider the proposal and some alterations had already been suggested. It was agreed to set up a working group consisting of the Chairman, Mr Fulford & Mr Morgan to come up with a firm proposal incorporating all the suggested amendments for the next meeting.

b) To decide a timetable for its circulation: For agreement from the next meeting.

Traffic in Village and Road Matters:

a) Queen Street & Gallows Lane: Mr Fulford gave an update on drainage issues. He reported that work to remove the drain rod had been agreed by Mr Gray and he understood would be undertaken soon.

b) Winter Maintenance Provision:

i) Location of the Salt Supply: Mr Poulton reported that he had spoken with Mr Wilkins but he was not willing to have the salt supply stored in his barn. After some discussion Mr Robertson agreed to speak to Mr Hamilton to see if they might have a better location to store the salt supply.

c) Condition of Verges in the Village:

i) To receive an update to the report on the state of the verges and decide if further action is require: The Chairman had circulated a further survey of the area around the school which had been omitted from the first survey. After some discussion it was agreed to write to the school asking them to cut back the vegetation that is encroaching on the verge. It was further agreed to write to GCC Highways asking them to follow up on a request previously made by Mr Gray to Mr and Mrs Buck at The Cuttings that the box hedging on the verge outside their property be removed.

ii) To receive a report on progress following communications with landowners: Mr Musgrave had responded promptly to our request to cut back the verge below his house. It was agreed to write and thank him.

iii) To consider the suggestion from Cllr Fulford that the council should employ a contractor to carry out work on the highway verges: GCC Highways had notified us they no longer did amenity cutting. Mr Fulford had obtained the details of a contractor who might be willing to do some cutting for around £400 for a days work. It was proposed by Mr Fulford and seconded by Mr Morgan to instruct the contractor to do a day's work around the village, agreed. It was agreed to draw up a map showing the locations of areas that need attention in priority order to give to the contractor. Mr Broad agreed to circulate the Cotswolds Conservation Board

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guidance of grass verges before the next meeting. It was also agreed to include the GCC works along Cheap Street on the agenda for the next meeting.

Footpaths:

a) Horses Ash Lane:

i) The outstanding amount from GCC Highways: This had now been received.

ii) To consider a complaint regarding the state of the path from the top of the newly designated footpath to Cooks Hill: The Chairman reported that she had received a complaint from Judy Tice that the area from the newly designated footpath to the top of Cooks Hill was overgrown. The Chairman would have a look before the next meeting.

b) Footpath Wardens: Mr Robertson had this in hand.

c) Footpaths around Hartshill: The Chairman reported that Phil Coates the footpath warden had been unwell but intended to come out to speak to the landowner shortly.

d) Proposed Diversion of KCH 40 & 41 The Hemplands: This was to formalise the small diversion previously discussed and was noted.

Diggers: The Chairman reported that the tenancy was in place until May and suggested that an inspection should be undertaken shortly before the tenancy ended.

Fencing around Parish Council Land:

i) To agree to instruct Philip Dickenson to now carry out the work to replace the section of fence as agreed in April following the decision in July to put the work on hold: It was proposed from the Chair and seconded by Mr Poulton to ask Mr Dickenson to now carry out the work agreed earlier this year to replace the fence to the grass keep field. It was hoped that he would be able to complete it at the same time as doing the work in the area for Mr Robertson.

ii) The note that Mr Robertson has agreed to replace the fence between his property and the area of land by the tennis courts and to decide what steps should be taken too remove the pile of waste on

the land: It was agreed to ask the Tennis Club not to add their debris to the pile on the field which would have to be removed at some point.

Parish Council Event to be held on January 28th 2017:

- i) To receive an update from Councillors Fulford & Poulton on Thames Water's attendance at the event: Thames Water will pay for the hire of the hall for the event.
- ii) To note the attendance of South West Ambulance Trust: They will attend from 10.00am until 12.00 noon.
- iii) To decide what displays the Parish Council should have: It was agreed that the Parish Council would have displays featuring the Housing Needs Survey, VETS & Recruiting a new Parish Councillor. It was also agreed to invite the County & District Councillor to also attend. It was further agreed to provide refreshments.
- iv) To decide how to publicise the event: The Chairman would submit a press release to the Wilts and Glos Standard nearer the time.

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Parish Council Vacancy - To receive an update from the Clerk on the current situation with filling the vacancy on the Parish Council: There was nothing further to report.

Opportunity from EE to bring better Mobile Coverage to Chedworth: Mr Robertson gave a brief update. The letter which Mr Robertson had agreed to draft to Gigaclear from the last meeting had not been done.

Village Charities: A meeting had been held on the 24th November. Mr Poulton & Mr Robertson gave a brief update and an email had been drafted to send to each of the charities, this was agreed. It was felt that the next steps were up to the charities. Mr Poulton apologised for the procedural oversight with the number of charities invited to attend.

Chapel Graveyard:

- i) To receive report on the works carried out by Bibury: The Chairman had circulated photographs of the excellent job done by Bibury.
- ii) To consider the suggestion that Mr & Mrs Blackwell should carry out maintenance work on the graveyard in the light of the communication from the insurance company: The insurance company had informed us that we have cover for 17.5 hours per week of volunteer work but in order for the cover to be confirmed we needed to make Mr & Mrs Blackwell aware of a number of points. It was agreed to write to them listing these. It was agreed that the graveyard should be initially cut twice a year by a contractor to keep it in an acceptable condition and it was agreed to ask Mr & Mrs Blackwell if they could let us know when they think it was ready for another cut.

Safe Storage: A reply had been received from Robert Young on behalf of St Andrews Church offering to keep the envelope in the church safe subject to the Parish Council & Village Hall having the appropriate insurance. It was suggested purchasing a fireproof safe to keep the documents in and it was also agreed to scan them and store electronically. The Chairman agreed to take these into Busy Fingers to get done. It was agreed to reply to Mr Young thanking him for the offer but explain that the Parish Council was currently looking into other methods of storing the documents.

Purchase of a copy of a Parish Councillor's Guide for each Councillor: Mr Robertson suggested purchasing a copy for each Councillor. After some discussion it was not felt necessary to have a copy for each member but just purchase an up to date copy for the Clerk. This was proposed from the Chair, seconded by Mr Poulton and agreed. Mr Robertson would go ahead a purchase one copy which would be second hand from Amazon.

Abandoned Vehicle at The Hemplands: An email had been received from Martin Taylor asking for the assistance of the Parish Council in achieving the removal of an abandoned car at The Hemplands. After some discussion it was agreed to write to

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Gloucestershire Highways, Bromford Housing and Cotswold District Council, copying in the Police, in an effort to get something done about the abandoned car.

It was further agreed to reply to Martin Taylor informing him of the agreed decision.

PLANNING:

- 16/04560/TCONR Badger Cottage – Tree Works
- 16/04653/TCONTR Ashley House – Tree Works
- 16/04653/TCONTR Hawks Lane House – Works to Tree with TPO

FINANCE

1. Clerks Quarterly Salary £600.00, prop. C Poulton, sec. I Robertson
2. Clerks Quarterly Mileage £9.65, prop. M Fulford, sec. C Poulton
3. Viking (New Minute Book & Ink) £62.40, prop. R Jess, sec. M Fulford
4. Bibury (Graveyard Cutting) £342.00, prop. M Fulford, sec. C Poulton
5. Iain Robertson (purchases for PC website) £64.67, prop. M Fulford, sec. C Poulton
6. SLCC Membership £67.00, prop. I Robertson, sec. C Poulton
7. Council in receipt of £240.00 from GCC towards cutting of Horses Ash Lane
8. 2017/2018 Precept – To note the receipt of precept request from CDC to be returned by 30th January 2017

Mr Broad asked if the Parish Council had been notified that the holiday lets at the rear of the Inn at Fossebridge was to be discussed at the CDC Planning meeting on Wednesday. The Clerk confirmed that the Parish Council had been notified. No one wished to speak on behalf of the Parish Council at the meeting.

Mr Poulton asked for the Neighbourhood Watch Police meeting on the next agenda.

The meeting concluded at 9.45pm.

NEXT MEETING: Monday 9th January 2017 at 7.30pm.

Chairman.....

Date.....

