

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 10th MAY 2016
IN SWINDON VILLAGE HALL

Councillors Present:

Peter Allen (Chairman)
Glenn Simpson (ViceChairman)
Stuart Deakin

Frances Hunter
Helen Wells

Also Present:

Shaun Cullimore (Clerk), Bernard Fisher (Cheltenham Borough and Gloucestershire County Councillor).

16/52 APOLOGIES

Apologies were noted from Cllrs. John Conmee and David Iliffe.

16/53 ELECTION OF CHAIRMAN FOR 2016-2017

The Council **RESOLVED** to re-elect Cllr. Peter Allen as Chairman.

16/54 ELECTION OF VICE-CHAIRMAN FOR 2016-2017

The Council **RESOLVED** to re-elect Cllr. Glenn Simpson as Vice-Chairman.

16/55 DECLARATIONS OF INTEREST

None.

16/56 ADJOURNMENT FOR PUBLIC SESSION

No members of the public were present.

16/57 MINUTES OF PREVIOUS MEETING

Accuracy of Minutes

It was **RESOLVED** that the minutes of the meeting of 12th April 2016 be accepted as a true record.

Matters Arising

ACTION 15/122/1 – The Clerk to make enquiries about possible sightings for a noticeboard and to obtain quotes. **Continues.**

ACTION 16/49/1 – The Clerk to contact Chris Coleman (CBC Cabinet Member for Green Space) and Adam Reynolds (CBC) to establish what plans need to be drawn up to garner support for the plans to improve the park. The Clerk had initially approached Janice Peacey (CBC Community Green Space Warden) for advice regarding the best points of contact. **Continues.**

16/58 ACCOUNTS PAYABLE

The Council agreed the payments shown below.

<u>Description</u>	<u>Sub-Total</u>	<u>Total</u>	<u>Cheque Number</u>
Clerk			
• Salary (ref 1617-007)	£366.30		
• Expenses (ref 1617-007)	£32.00		
• Web site hosting (ref 1617-003)	£3.30		
• Purchase of envelopes (ref 1617-004)	£2.10		
		£403.70	962
Cotswold District Council (ref 1617-008) (printing Village News)		£198.75	963

16/59 ANNUAL GOVERNANCE STATEMENT FOR 2015-2016

The Clerk read through Section 1 of the Annual Return (Annual Governance Statement for 2015-2016). The Council **RESOLVED** to respond in the affirmative to each of the questions and the section was signed by the Chairman and Clerk.

16/60 ACCOUNTING STATEMENTS FOR 2015-2016

The Clerk had completed Section 2 of the Annual Return based on the accounts presented and approved at the last meeting. The Council **RESOLVED** to accept the accounting statements and the section was signed by the Chairman and Clerk.

16/61 BANK RECONCILIATION

The Clerk presented the bank reconciliation for 2015-2016. This agreed with the figures in the accounts. The Council **RESOLVED** to accept the bank reconciliation and the document was signed by the Chairman and Clerk.

16/62 STATEMENT OF VARIANCES

The Clerk had prepared a Statement of Variances to explain to the external auditor variances in the accounts between the last year and the previous year. Income had been higher due to the receipt of the Transparency Grant. Expenditure had been higher due to the purchase of a printer and emergency repairs to a bus shelter. The Council **RESOLVED** to accept the Statement of Variances.

16/63 REVIEW OF STANDING ORDERS

The Council **RESOLVED** that no changes were required to the Standing Orders

adopted on 12th May 2015.

16/64 REVIEW OF FINANCIAL REGULATIONS

The Clerk had identified two changes required to the document adopted on 14th April 2015:

- (i) The correction of a typographical error in section 10.1
- (ii) Changes to section 11.1k due to changes in EU legislation.

No further changes were identified and the Council **RESOLVED** to accept the Clerk's proposed changes.

16/65 PLANNING AND LICENSING

The following planning application was considered.

- 16/00454/FUL – Land at Corner Swindon Road and Kingsditch Lane. The Council had received a reply to its comments but remained concerned, particularly at the loss of the “informal” footpath between Wymans Lane and Swindon Road. The Council **RESOLVED** to continue its objections and asked Cllr. Fisher if this application could be referred to the Planning Committee.
- 16/00772/ADV – Signage at Hobbeycraft. No objections.
- 16/00276/FUL – Conversion of stables in Hyde Lane. The plans had been revised but the Council remained of the opinion that the development was inappropriate in Green Belt. Also the revisions did nothing to address the concerns of the Structural Engineer. The Council **RESOLVED** to continue its objections.
- 16/00708/FUL – Extension at 1 Manor Road. Cllr. Allen had not received the paperwork and would circulate members as soon as possible.
- 16/00748/CACN and 16/00768/TPO – Tree works at Swindon Hall. Cllr. Allen stated that often he did not receive the paperwork for tree works. There was concern at the continuing loss of trees within the curtilage of the Hall.

There were no licensing applications to be considered.

16/66 CLERK'S PAY

The Clerk asked the Council to endorse his change of grade from SCP20 (£9.900 per hour) to SCP21 (£10.261 per hour) with effect from 1st April 2016 in accordance with the terms of his Contract of Employment. The Council **RESOLVED** to do so.

16/67 BANK MANDATE

On the advice of the Clerk the Council **RESOLVED** to remove Arran Stibbe as a signatory (as he had resigned from the Council) and to add Stuart Deakin (recently co-opted).

16/68 ANNUAL PARISH MEETING

Liz Heckford (Village Agent), Tony Jilbert (St. Lawrence Church), Adrian Skilling (Arts and Crafts Club) and Eileen Allen (Swindon Village Society) had agreed to give brief talks at the meeting.

16/69 ENHANCEMENTS TO THE PARK

Cllr. Fisher confirmed that surplus play equipment from Pitville Park was still available.

NEW ACTION 16/69/1 – The Clerk agreed to look into the Tesco grant scheme as a possible source of funding for the park.

Once a plan was in place funding could be sought from local companies (e.g. Superdry, Spirax Sarco, Sainsbury's).

16/70 RURAL FOOTPATHS

Many of our footpaths and stiles are in a poor state.

NEW ACTION 16/70/1 – The Clerk to approach Ian Soule (Amey) to determine if he is still the point of contact for footpath matters and also John Heathcott (our footpath warden) to discuss what can be done.

16/71 JOINT CORE STRATEGY

A Statement of Common Ground had been agreed between the Parish Council, Save the Countryside and representatives of Bloor and Persimmon. Other developers had been less forthcoming. The matter would be referred back to the inspector.

16/72 REPORTS

The Council noted that plans for development along Kidnapper's Lane had been refused on appeal due to concerns about traffic.

The JCS inspector will issue preliminary findings towards the end of May. A Traffic Plan will not be available until October.

The Council noted that the white lines on the roads in the Village were being repainted.

The Council noted that the "no parking" bollards had been left outside the school. Cllr. Wells agreed to ask why.

A number of cars are parked on a gravel area at the bend in Quat Goose Lane. There was concern that this is Highways land.

NEW ACTION 16/72/1 – The Clerk to enquire whether the land at the bend in Quat Goose Lane belongs to Gloucestershire Highways.

The meeting closed at 9:25pm.

Signed:	Date:
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