

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 11th SEPTEMBER 2018
IN SWINDON VILLAGE HALL AT 7:30PM

Parish Councillors Present:

Peter Allen (Chairman)
James Cornish

Helen Wells

Also Present:

Shaun Cullimore (Clerk), Borough/County Councillor.

18/145 APOLOGIES

John Conmee, Stuart Deakin, Yvonne Pirso, Borough Councillors Flo Clucas and Bernard Fisher.

18/146 DECLARATIONS OF INTEREST

None.

18/147 ADJOURNMENT FOR PUBLIC SESSION

No members of the public were present.

18/148 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 14th August 2018 as a true record.

18/149 MATTERS ARISING

ACTION 17/81/1 – Cllr. Allen to draw up a plan of the park. **Action continues.**

18/150 ACCOUNTS PAYABLE

When, at the previous meeting, cheque 1061 was raised to cover the insurance premium a £50 administration charge had been omitted. Cheque 1062 was therefore raised and signed prior to this meeting.

The Council had previously agreed the purchase of a noticeboard. The terms were 50% payable with the order, 50% payable on delivery. Cheque 1063 (for 50% of the cost) was raised and signed prior to this meeting and sent with the order. Cheque 1064 (for the remaining 50% of the cost) was signed in this meeting.

The making of a grant to the Royal British Legion (RBL) Poppy Appeal was considered at this point in the meeting and cheque 1067 for £80 was signed as a result. The RBL will provide us with a poppy wreath.

Details of all the month's payments are shown in appendix 1.

18/151 PLANNING AND LICENSING

- 18/01587/FUL – Single storey rear extension, Glynbridge Gardens. The council **RESOLVED** to object on the basis that the submitted documents failed to meet minimum requirements (red line on the plan does not outline the site, no block plan submitted).
- 18/01812/CONDIT – Request to extend permission for a large shed. The council **RESOLVED** to object on the basis that the applicant had had plenty of time to plan for the expiration of the temporary condition. There are many commercial storage options available in the area.
- 18/01567/LBC – Request to carry out repairs to a listed building (Swindon Hall). The council **RESOLVED** to raise no objections.

There were no licensing applications to consider.

18/152 SUNDIAL MOSAIC

Nothing to report.

NEW ACTION 18/152/1 - The Clerk to ask via the Village News if anyone is aware of specialist companies working in this field.

18/153 SPEED REDUCTION INITIATIVES

The Clerk had received a response from Chris Riley, Area Highway Manager – Northern, Gloucestershire County Council. Mr. Riley had suggested a meeting with Rob Vale, our Local Highways Manager.

NEW ACTION 18/153/1 - The Clerk to ask Rob Vale to support a meeting on traffic management.

18/154 DEFIBRILLATOR

The Council was in favour of purchasing a defibrillator to be sited at the Village Hall. This would be available to users of both the Hall and the playing fields.

NEW ACTION 18/154/1 - The Clerk to get quotes for a defibrillator.

18/155 VILLAGE HALL MANAGEMENT

The Parish Council and the Village Hall Committee have set a date of 25th September for a meeting of hall users, trustees and councillors.

18/156 INSTALLATION OF NOTICEBOARD NEAR THE CROSS HANDS

The order had been placed and a cheque for 50% of the cost had been sent to the supplier.

Possible sitings were discussed. Rob Vale, the Local Highways Manager, will be consulted.

18/157 GENERAL DATA PROTECTION REGULATION (GDPR)

The Clerk had adapted privacy notices from model texts provided by NALC (National Association of Local Councils).

NEW ACTION 18/157/1 - The Clerk to circulate the draft privacy notices.

18/158 EMERGENCY PLANNING

Cllrs. Wells and Cornish produced a draft plan. We need to understand how we need to interface with Cheltenham Borough Council and surrounding parishes. The Clerk observed that Elmstone Hardwicke and Uckington are parishes of Tewkesbury.

NEW ACTION 18/158/1 - The Clerk to ask CBC how we should interface with their emergency planning.

The provision of hi viz vests was discussed. They could be used for litter picks, etc. It was agreed that this should be put on the agenda.

It was agreed that we should seek advice from GRCC on how we approve and publish our plan.

NEW ACTION 18/158/2 – Cllr. Cornish to seek advice from GRCC regarding the approval of an emergency plan.

18/159 REPORTS

The Council were grateful to receive a written report from Borough Councillor Clucas.

The repairs to Hyde Lane appear to have again been inadequate with the old issues re-emerging.

Noted that the reactive speed sign in Hyde Lane is not working, possibly due to vegetation screening the solar cell.

NEW ACTION 18/159/1 – The Clerk to request Cllr. Fisher to take action.

The meeting closed at 9:25pm.

Signed:	Date:
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APPENDIX 1 – LIST OF PAYMENTS

Description	Sub-Total	Total	Cheque Number
Came & Company insurance administration fee (ref 1819-032) <i>SIGNED IN ADVANCE OF THE MEETING</i>		£50.00	1062
The Parish Noticeboard Company (ref 1819-021) This is first 50% of cost payable in advance <i>SIGNED IN ADVANCE OF THE MEETING</i>		£333.00	1063
The Parish Noticeboard Company (ref 1819-021) This is second 50% of cost payable in on delivery		£333.00	1064
Clerk			
• Salary (ref 1819-035)	£405.26		
• Expenses (ref 1819-035)	£32.00		
• Purchase of web hosting (July) (ref 1819-033)	£3.59		
Purchase of envelopes (ref 1819-036)	£1.50		
		£442.35	1065
K. Evans travel to Cirencester on 31/08/2018 to pick up September Village News 39 miles at 45p per mile (ref 1819-038)		£17.55	1066
RBL Poppy Appeal donation (ref 1819-037)		£80.00	1067
Cotswold District Council printing of June and September editions of the Village News (ref 1819-039)		£448.00	1068