

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 9th OCTOBER 2018
IN SWINDON VILLAGE HALL AT 7:30PM

Parish Councillors Present:

Peter Allen (Chairman)
John Conmee (Vice Chairman)
James Cornish

Yvonne Pirso
Helen Wells

Also Present:

Shaun Cullimore (Clerk).

18/160 APOLOGIES

Borough/County Councillor Bernard Fisher.

18/161 DECLARATIONS OF INTEREST

None.

18/162 ADJOURNMENT FOR PUBLIC SESSION

No members of the public were present.

18/163 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 11th September 2018 as a true record.

18/164 MATTERS ARISING

ACTION 17/81/1 – Cllr. Allen to draw up a plan of the park. The play equipment and the stile have been installed. The action was discontinued.

ACTION 18/152/1 – The Clerk had asked (via the Village News) if anyone was aware of companies/tradesmen that could help with the mosaic. Action complete.

ACTION 18/153/1 – The Clerk had set up a meeting with Rob Vale (GCC) but Mr. Vale had not put it in his diary. The meeting will be rearranged. **Action continues.**

ACTION 18/154/1 - The Clerk to get quotes for a defibrillator. **Action continues.**

ACTION 18/157/1 - The Clerk to circulate the draft privacy notices. The Clerk had prepared draft privacy notices based on NALC guidance but had not circulated them. The Clerk advised members that under the GDPR use of personal email addresses was not good practice and agreed to set up Parish Council email addresses for members. **Action continues.**

ACTION 18/158/1 - The Clerk to ask CBC how we should interface with

their emergency planning. CBC had supplied a document via a C5 meeting that contained this information. Action discontinued. It was noted that Prestbury PC now has a document, Charlton Kings PC is drafting one.

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

ACTION 18/159/1 – The Clerk to request Cllr. Fisher to take action with respect to failure of the reactive speed sign in Hyde Lane. Cllr. Fisher was not present but had told the Clerk that he would investigate this and also request another sign for the other end of the village. Action complete.

18/165 ACCOUNTS PAYABLE

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

18/166 FINANCIAL POSITION

The Clerk had circulated to members a statement of the Council's financial position for the first 6 months of the year.

18/167 BANK MANDATE

Regarding the Council's bank signatories, the Clerk had prepared a form to remove Mr. Deakin (who had resigned from the Council) and to add Cllrs. Pirso and Cornish (new members).

The Clerk had not brought the form so it would be signed before or at the next meeting.

18/168 PLANNING

The following planning application was considered.

- 18/01898/FUL and 18/01898/LBC - Alterations to garage 47 Church Road.
No objection.

An application for an alcohol sales licence had been submitted by Iceland's "The Food Warehouse" (the former Wholefoods site). After discussion and a vote it was agreed that the Council would not object.

18/169 SUNDIAL MOSAIC

As a result of the request in the Village News for expertise the Clerk had received a response from a firm of structural engineers. He had replied to clarify what they could offer. The mosaic appeared to suffer from two different problems; the disintegration of the mosaics themselves and the structural issues around the base.

18/170 SPEED REDUCTION INITIATIVES

Cllr. Fisher had told the Clerk that he would pursue the installation of speed bumps in Malmesbury Road. This would require consultation.

The planned meeting with Rob Vale (GCC) had not taken place and would be rearranged.

18/171 IMPROVEMENTS TO THE PARK

Given the good progress made (the stile and the play equipment) it was agreed that this item be removed from the agenda for the time being.

18/172 DEFIBRILLATOR

The Council discussed considerations including:

- whether planning consent would be required
- whether any suppliers offered an installation service
- the need for appropriate signage

The Clerk said that he would check via the Piffs that the Village Hall committee had no objection to the plans.

The Clerk had already been asked to obtain three quotes (action 18/154/1).

The Council **RESOLVED** to delegate the Clerk to purchase a defibrillator and cabinet provided that:

- the suggested solution is based on three quotes,
- at least two members review the proposed solution and have no objection, and
- the purchase does not exceed £2000

18/173 VILLAGE HALL MANAGEMENT

The Council **RESOLVED** that the notes from the meeting of hall users, trustees and councillors held on 25th September should be published.

The Council **RESOLVED** to ask Mr. Simon to sit down with Mr. Piff to document the various tasks that are involved in running the hall.

Clrs. Pirso and Cornish agreed to produce a presentation for the proposed public meeting.

The Council **RESOLVED** to invite to the next Council meeting the people who had expressed an interest in volunteering.

18/174 HI VIZ VESTS

The Council **RESOLVED** to delegate the Clerk to obtain hi viz vests for volunteers with an expenditure ceiling of £200.

18/175 REPORTS

In view of the time the remaining agenda items other than "reports" were deferred.

The give way sign on Manor Road was in a poor state.

NEW ACTION 18/175/1 – The Clerk to report this.

Fly tipping had again taken place at the entrance to Dog Bark Lane. It had been reported and CBC were in the process of clearing it.

The refuse collection sites were changing to shorter hours for the winter. The change would make it less easy for people who worked during the day to get to the sites.

NEW ACTION 18/175/2 – The Clerk to write to complain about this.

The tree stump at the junction of Quat Goose Lane and Dark Lane is in a poor state.

NEW ACTION 18/175/3 – The Clerk to write to CBC reporting this.

The meeting closed at 10:00pm.

Signed:	Date:
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APPENDIX 1 – LIST OF PAYMENTS

Description	Sub-Total	Total	Cheque Number
Clerk			
• Salary (ref 1819-042)	£405.26		
• Expenses (ref 1819-042)	£32.00		
• Purchase of web hosting (September) (ref 1819-040)	£3.59		
Purchase of printer paper (ref 1819-034)	£2.75		
		£443.60	1069
Karen Evans collection of Village News from Cirencester on 26/09/2018 39 miles at 45p per mile (ref 1819-041)		£17.55	1070