

SWINDON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 9th FEBRUARY 2021 AT 7:30PM

Due to the COVID-19 virus pandemic this meeting was conducted as an audio/video conference in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Parish Councillors Present:

Peter Allen (Chairman)
James Cornish
Yvonne Pirso

Helen Wells
Lisa Whitaker

Also Present:

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

21/16 APOLOGIES

Borough Councillor Cllr. Flo Clucas.

21/17 DECLARATIONS OF INTEREST

None.

21/18 ADJOURNMENT FOR THE PUBLIC SESSION

No members of the were public present.

21/19 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 12th January 2021 as a true record.

21/20 MATTERS ARISING

ACTION 19/106/1 – The Clerk to approach other local councils to firm up the requirement for evening training places. The dates for the course had been set as 15th and 23rd March. The Clerk had advertised the course to other local councils and a number of places had already been taken up. Action complete.

ACTION 20/183/1 – Clerk to investigate the provision of a path near the gym. Cllr. Fisher had confirmed with Danny Taylor (Local Area Highways Manager, Gloucestershire Highways) that the verge is in the ownership of Highways. The item will be placed on the agenda for future meetings. Action complete.

ACTION 20/215/1 – Cllr. Cornish to write a report of the working methods meeting.
Action continues.

ACTION 21/10/1 – Cllr. Cornish to circulate his Delegation of Authority document to the members. Action complete.

ACTION 21/12/1 – The Clerk to obtain quotes for renovating the war memorial. **Action continues.**

21/21 ACCOUNTS PAYABLE

The Council **RESOLVED** to make the payments shown in appendix 1.

NEW ACTION 21/21/1 – The Clerk was asked to write to Karen Evans stating that the Council viewed picking up the Village News travel as essential travel.

21/22 PLANNING AND LICENSING

- 20/01868/FUL – Car wash at Gallagher Retail Park. The Council **RESOLVED** to object to the proposed location of the car washing facility. It is close to the roundabout at the garage, one of the busiest parts of an already crowded car park. The Council thought that it would be better located at the Manor Road end of the car park.
- 21/00097/FUL – Blanking plate to cover for location of ATM at Barclay's. The Council **RESOLVED** to make no objection.
- 21/00054/FUL – Rear extension at 22 Rivelands Road. The Council **RESOLVED** to make no objection.

NEW ACTION 21/22/1 – The Clerk was asked to write to the planning officer and developer responsible for the Vibixa site requesting details of lighting and landscaping schemes. The intention with regard to the bus stop also needs clarification.

There were no licensing applications to be considered.

21/23 COUNCIL RESPONSE TO CORONAVIRUS PANDEMIC

Cllr. Cornish reported that there had not been any further requests for help.

A resident in receipt of support due to the coronavirus pandemic was experiencing financial difficulties. The Council had previously resolved to write off the debt.

NEW ACTION 21/23/1 – The Clerk to write to the resident formally confirming that his debt had been written off.

21/24 EMERGENCY PLANNING

Deferred.

21/25 VILLAGE HALL

The Clerk had circulated the response from the solicitor regarding the current legal position and the relationships between the various parties.

NEW ACTION 21/25/1 – The Clerk to write to the solicitor with any further questions and to request an invoice for services rendered to date.

21/26 COUNCIL WORKING METHODS

Deferred.

21/27 GLOUCESTERSHIRE COMMUNITY RAIL PARTNERSHIP

The Council completed a survey from the above organisation during the meeting.

Cllr. Wells left the meeting.

21/28 WAR MEMORIAL

NEW ACTION 21/28/1 – The Clerk to circulate the document outlining the renovation project.

21/29 APPOINTMENT OF INTERNAL AUDITOR FOR 2021-2022

The Clerk recommended that the Council again use the internal audit service provided by GAPTC. The Council **RESOLVED** to accept the recommendation.

NEW ACTION 21/29/1 – The Clerk to ask GAPTC to appoint an internal auditor.

21/30 REVIEW OF DELEGATION OF AUTHORITY DOCUMENT

The Clerk had considered the document produced by Cllr. Cornish to formalise the relationship between the Village Hall Committee and the Parish Council. The advice received from the solicitor seemed to confirm that the Parish Council does not have a role to play in the management of the Village Hall, which would make the document moot. It was agreed that the document be shelved until the legal arrangements surrounding the management of the Village Hall have been aligned with current best practice.

21/31 ACCEPTING ADVERTS FOR ITEMS FOR SALE IN THE VILLAGE NEWS

Karren Parsons, the new Village News editor, has asked the Council to consider whether the News should publish adverts of items for sale. The Council accepted the idea in principle and asked that Karren propose some criteria for accepting this form of advertising.

21/32 REPORTS

Cllr. Fisher reported that the Police and Crime Commissioner had been asked to get involved in the ongoing problem of queueing traffic outside McDonald's.

The speed indicator on Hyde Lane was being refurbished.

Cllr. Fisher had been told that the drain near the Hyde Lane railway bridge had been flushed out with a power washer.

In emails a number of potential locations for the DigiBus had been suggested. Cllr. Allen suggested that St. Nicholas' Church be added to the list and the list be submitted to the organisation.

NEW ACTION 21/32/1 – The Clerk to submit a list of potential locations to the DigiBus organisation.

The meeting closed at 9:45pm.

Signed:	Date:
---------	-------

APPENDIX 1 – LIST OF PAYMENTS

Description	Amount
Clerk salary and expenses for January <i>(ref 2021-122)</i> <i>Payment by BACS</i>	£498.18
Karen Evans reimbursement for collecting the printed Village News from Cirencester <i>(ref 2021-124)</i> <i>Payment by BACS</i>	£17.55
Renewal of the Clerk's membership of the Society of Local Council Clerks as specified in the Contract of Employment <i>(ref 2021-116)</i> <i>Payment by BACS</i>	£112.00