

SWINDON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 14th NOVEMBER 2022 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

James Cornish (Chair)

Lisa Whitaker (Vice Chair)

Alison Berry

Sharon Collicutt

Helen Wells

Also Present:

Shaun Cullimore (Clerk),

22/180 APOLOGIES

Natalie Blankley, Borough Councillor Flo Clucas, County and Borough Councillor Bernard Fisher.

22/181 DECLARATIONS OF INTEREST

None.

22/182 ADJOURNMENT FOR THE PUBLIC SESSION

No members of the public were present.

22/183 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 10th October 2022 as a true record.

22/184 MATTERS ARISING

ACTION 22/95/1 – Cllr. Cornish to produce a business plan for the resolution of the issue of the purchase or rental of the village hall car park. Action continues.

ACTION 22/115/1 – Cllr. Cornish to source a laptop and a conference speaker. A conference speaker had been purchased. Action continues in respect of the laptop. Dell will not accept payment by cheque. It was agreed that Cllr. Cornish make the purchase and be subsequently reimbursed.

ACTION 22/119/2 – The Clerk to approach John Heathcott to ask him his view of our footpaths. The Clerk had been in touch with John. He had confirmed that many of our paths are badly overgrown. Cllr. Wells had contacted Hilary Grace at GCC Public Rights of Way and the bridleway crossing Brockhampton Lane had now been cleared. Action continues.

ACTION 22/119/5 – The Clerk to ask the Borough Council to get the recycling bins emptied more frequently. Ubico had taken steps to improve the situation. Action complete.

ACTION 22/136/1 – Clerk to obtain schedule of footpath maintenance from GCC. Cllr. Wells agreed to write to Hilary Grace thanking her for her action in respect of the bridleways and also asking for the schedule. Action continues.

ACTION 22/170/1 – Cllrs. Collicutt and Clucas to find out who owns the Mary Godwin Pavilion and the contractual relationship between the play group (a charitable trust) and the owner. Cllr. Collicutt had met with the play group leader, who had promised to supply a list of issues. It is believed that the Borough Council owns the pavilion. Action

continues.

ACTION 22/170/2 – Cllr. Cornish to contact the Cross Hands to see if they would be able to host a “warm space”. Cllr. Cornish had spoken to various duty managers, who thought that something could be done. The manager had not yet responded. Action continues.

ACTION 22/171/1 – Cllr. Cornish to request a meeting with the Elms Park development team. Action continues.

ACTION 22/171/2 – Cllr. Cornish to escalate our request for a meeting with the CBC planners to discuss Elms Park/Local Green Space. Cllr. Wells agreed to pursue this. Action continues.

ACTION 22/173/1 – Cllr. Berry to produce a brief article with photos of the team. Action complete.

ACTION 22/173/2 – All members to provide a profile picture and a brief bio to Cllr. Berry. Action continues.

ACTION 22/174/1 – Cllr. Cornish to approach the Cross Hands to assess the practicality of hosting a warm space. This action is effectively a repeat of action 22/170/2, so this action is discontinued.

22/185 FINANCIAL MATTERS

Members **RESOLVED** to approve the payments shown in Appendix 1.

22/186 FINANCIAL POSITION AT END OF HALF YEAR

The Clerk had supplied members with a report of income and expenditure versus budget for the period 1st April 2022 to 30th September 2022.

22/187 BANK RECONCILIATION FOR 30TH SEPTEMBER 2022

The Clerk had supplied members with a bank reconciliation for 30th September 2022.

22/188 VAT RECLAIM

The Clerk stated that periodically he reclaims VAT paid by the council. Claims must be done at least every three years and cover complete months. The latest claim covered 1st January 2020 through 31st August 2022. HMRC had refunded the £379.37 claim in full.

22/189 CLERK'S PAY

National agreement had been reached on Local Government pay. The Clerk's pay grade is SCP12. The hourly rate for this grade has been changed from £11.731 per hour to £12.732 per hour. As a result the monthly pay should therefore increase from £434.06 to £471.08.

The new rate is payable from 1st April 2022. The Clerk had been paid at the old rate from April through October. The Clerk therefore propose to implement the change in November by asking the payroll service to increase the monthly rate to £471.08 and to add £259.12 in back pay.

The Council **RESOLVED** to accept this.

22/190 PLANNING AND LICENSING

The only planning application open to comment was 22/01938/PRIOR (the upgrading of roadside telecommunications equipment). The Council **RESOLVED** to raise no objection.

There were no licensing applications to consider.

22/191 PARISH COUNCIL PLANNING

Members were asked to consider what tasks should be prioritised for the future. These would be tasks with a defined timescale and outcome, unlike the ongoing “day to day” business. A leader would be identified for each task, though others would normally participate. The following list emerged.

Task	Lead Councillor
Village Hall Car Park	James
Recruiting Councillors	Alison
Improving Community Engagement	James
Footpaths	Sharon
Elms Park Influencing and Shaping	Helen
M5 Junction 10	James
Emergency Planning	Alison
Annual Parish Meeting	Lisa
Climate Change Policy	Lisa
School Car Parking	Lisa
Way of Working and IT Infrastructure	James
Warm Space	Lisa
Play Area and Park	Natalie
Elms Park and Green Space	Helen
Speed Limits and Road Safety	Alison
Climate Change and Sustainability Local Action	Lisa
Community Sharing Initiatives	Helen
Summer Fete/Event	James

The Council **RESOLVED** to put consideration of a Neighbourhood Plan on hold until more is known about the government’s intentions regarding planning and also about Elms Park and Section 106/CIL monies.

It was **RESOLVED** that a project proposal would be prepared for each task based on the Project Proposal proforma that Cllr. Whitaker had prepared for her “Warm Space” proposal.

NEW ACTION 22/191/1 – Clerk to distribute the Project Proposal template for task leaders to use.

NEW ACTION 22/191/2 – Task leaders to complete a Project Proposal for each of their tasks.

22/192 VILLAGE HALL CAR PARK

Cheltenham Borough Council had rejected our offer to purchase. It is offering a new 25 year lease with an initial rental of £500 per annum with a rent review every five years and no break clause. Cllr. Fisher would set up a meeting with CBC Head of Property and Cllr. Cornish.

22/193 MEETING WITH CBC EXECUTIVE DIRECTOR - PLACE & COMMUNITIES

Cllr. Cornish and the Clerk are scheduled to meet Darren Knight on 21st November. It was agreed that the following topics should be raised:

- Provision for EV charging in public areas
- Recycling facilities
- Elms Park
- Public transport
- Cycle routes into town

22/194 DRUG USE WITHIN THE PARISH

Many gas canisters are being found in the parish, including large ones.

NEW ACTION 22/194/1 – Cllr. Berry to contact the local police regarding the problem of drug use within the parish.

22/195 COUNTY COUNCIL “MINI-HOLLAND” SCHEME

The scheme as currently proposed falls outside the parish. The Clerk suggested that extension of the Honeybourne Footpath/Cycleway to Swindon Lane would benefit many people.

NEW ACTION 22/195/1 – Cllr. Whitaker to draft a response to the Mini-Holland scheme.

22/196 REPORTS

Cllr. Wells had met with CBC’s Head of the Planning Committee. Cllr. Wells felt it was important that councils lobby for improvements in new housing and commercial properties.

NEW ACTION 22/196/1 – Cllr. Wells to draft a proposal for improved planning measures to C5.

Many complaints were being received about the optical fibre installation works being undertaken by City Fibre. Trenches are left unguarded, piles of excavated soil are left obstructing pavements, holes are dug but then left for periods when no work is being done, workers are not wearing PPE, etc.

Cllr. Cornish is continuing to press regarding the flooding situation in Hayden Road.

The Clerk had received a complaint regarding the way in which hedges are being allowed to grow over pavements. He would include this in an article in the Village News.

The meeting closed at 9:40pm.

Signed:	Date:
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APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Clerk salary and expenses for October <i>(ref 2223-050, 051, 054, 055)</i>	£494.23
Cotswold District Council printing of November Village News <i>(ref 2223-057)</i>	£245.89
Karen Evans collecting November Village News <i>(ref 2223-056)</i>	£17.55

The Clerk had set up the payments to be made by bank transfer. Cllrs. Wells and Whitaker were delegated to approve the payments.