

SWINDON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 8th APRIL 2014
IN SWINDON VILLAGE HALL

Councillors Present:

Glenn Simpson (Vice Chairman)	Shannon Kerr
John Conmee	Arran Stibbe
Frances Hunter	Helen Wells
David Iliffe	

Also Present:

Shaun Cullimore (Clerk)
Bernard Fisher (Borough and County Councillor)
Derek Robertson (Gloucestershire Constabulary)
Caitlin Bateman (Gloucestershire County Council)
Hannah Wright (Cheltenham Borough Council)
Two members of the public.

14/40 APOLOGIES
Peter Allen

14/41 DECLARATIONS OF INTEREST
There were no declarations of interest.

14/42 ADJOURNMENT FOR PUBLIC SESSION
Two members of the public were present.

The Council was asked if planning application 14/00372/FUL (the house on the lake) was going to be referred to the Borough Council planning committee as the Parish Council had requested. This was not known though Cllr. Fisher confirmed that the Parish Council had the right to ask for any application to be referred to the planning committee.

This was the first Parish Council meeting that would include business previously transacted by the Neighbourhood Co-ordination Group. Representatives of the Borough Council, County Council and Police were present.

Car dealers were parking cars for sale outside their premises on Manor Road and Kingsditch Lane. Ms. Bateman stated that:

- Parking on the highway in the absence of restrictions was not illegal unless damage was caused
- Parking on County Council land that was not part of the highway was a matter for the County Council Property Services team
- Parking untaxed cars on the highway was a matter for the police

- Trading from the highway was a matter for the Borough Council Street Enforcement team

Cllr. Fisher observed that many car dealers were aware of the letter of the law and would operate just within it.

The Parish Council were concerned that car transporters continue to block the pavement in Manor Road whilst unloading vehicles. Cllr. Fisher stated that he had offered Highways Local money to install bollards to prevent this but it had been found that numerous services under the highway made this problematic. Ms. Wright thought she had an email from C5 meetings related to the planning permissions the car dealers had been granted and agreed to forward it to the Clerk.

The Parish Council would like to see a 30mph speed limit in place on Manor Road but have been told that the County Council team that prepares TROs is busy with the "Boots corner" changes. The Parish Council would like this to be on the list to be considered even if action was unlikely in the short term. Ms. Bateman agreed to look into this.

Cllr. Fisher was asked about the Highways Local fund that he allocates. The Parish Council had a number of concerns that could be candidates for funding in this way.

- A pedestrian crossing near the gym on Wymans Lane
- A lorry lay by on Manor Road
- A footpath between the park in Swindon Village via the Amenity Area to Manor Road
- Finishing the entrance to Dog Bark Lane from Manor Road
- The discontinuity in the footway and the resulting muddy slope near the gym

Cllr. Fisher agreed to discuss these suggestions with Chris Riley (Highways). There may also be section 106 money from the Spirax Sarco development that could be used.

It has been observed that heavy goods vehicles are using Swindon Lane and Swindon Road despite restrictions. PC Robertson agreed to seek advice on how best to proceed from the Road Policing Unit.

Teenagers had been congregating in the play area in Swindon Village Park. Ms. Wright suggested the Clerk contact Janice Peacey (Community Ranger).

Cllr. Conmee noted that the Parish Council was no longer receiving the monthly crime report. The Clerk had been in touch with the police; the report would be received in future. PC Robertson stated that crime statistics were also available on the internet.

It was agreed that the session had been useful and that it would be appropriate to hold meetings of this type quarterly.

14/43 MINUTES OF PREVIOUS MEETING

Accuracy of Minutes

It was noted that two actions had been numbered 14/33/2. The second one should carry the number 14/33/3.

RESOLVED that, with this correction, the minutes of the meeting held on 11th March 2014 be accepted.

Matters Arising

ACTION 13/84/1 – Clerk and Cllr. Allen to object to cars for sale being parked on Gloucestershire Highways land. See minute of the public session. Action closed.

ACTION 13/147/1 – Cllr. Wells to enquire of other parishes if they are interested in obtaining a joint printing quote. Cllr. Wells had written to surrounding parishes and agreed to chase this up. The Clerk had received a reply from the school but was concerned whether they could offer a reliable service given their more limited resources. It was agreed we would see if there was a potential for significant cost saving before we decide. **Action continues.**

ACTION 13/148/1 – Clerk to refer the increasing number of heavy goods vehicles using Swindon Lane and Swindon Road to the police. See minute of the public session. Action closed.

ACTION 13/161/4 – Clerk to request the Borough Council to considering helping with the provision and maintenance of a fence between “Larkfield” and the park as the fence erected by the householder gets vandalised. **Action continues.**

ACTION 14/7/4 – Clerk to see if a litter pick can be conducted along Wyman's Lane. The Clerk had inspected the area earlier in the day. A litter pick had been undertaken (though it remains an ongoing problem). Action closed.

ACTION 14/7/6 – Clerk to enquire about the apparent change of use of the “Seasons” site. The Clerk had written to the enforcement team. He had received an acknowledgement but the answer would be delayed. **Action continues.**

ACTION 14/15/1 – Clerk to contact the Borough Council (Ubico) regarding park maintenance and clearance of drains. **Action continues.**

ACTION 14/20/1 – Clerk to write to the Borough Council to clarify current work and costs as a requirement to be set against the double taxation. This should include both allotment works and tree work in the Amenity Area. **Action continues.**

ACTION 14/20/3 – Cllr. Simpson to contact the resident of Dark Lane for details of the ridge and furrow fields in our area and include any updates in the next JCS consultation (Cllr. Allen to provide details). **Action continues.**

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ACTION 14/20/6 – Clerk to approach Peter Langley (Borough Council) regarding funding towards ditch clearing in the allotments area. Peter actually works for Chris Riley at the County Council. **Action continues.**

ACTION 14/20/7 – Cllr. Wells to write a proposal for the further drainage work needed on the allotments. It was suggested that when the report is available it should be forwarded to the Borough Council. **Action continues.**

ACTION 14/20/8 – Clerk to ask the County Council to review pedestrian crossing facilities in the area to see what is safe and feasible (and to include same in a discussion of wider traffic management issues with the County Council). See minute of the public session. Action closed.

ACTION 14/20/9 – Clerk to raise the Council's Wymans Lane concerns (the slippery slope near the gym, the lack of a pedestrian crossing) with our Borough Councillor for action. See minute of the public session. Action closed.

ACTION 14/20/10 – Clerk to remind County Councillor Bernie Fisher regarding the £20k Highways Local allowance and how we apply. See minute of the public session. Action closed.

ACTION 14/29/1 – Clerk to relay the Parish Council's concerns regarding the operation of the "Seasons" complex to the Borough Council (appropriate licensing for the car parking operation, use of signage around the area, safety of school children). The Clerk had referred the matter to the Planning Enforcement Team. A reply was awaited. **Action continues.**

ACTION 14/29/2 – Clerk to thank "Seasons" for allowing parents the use of their car park for dropping off and picking up. **Action continues.**

ACTION 14/32/1 – Clerk to liaise with Hugh Evans regarding the best way to proceed with the maintenance of the mosaic. The Clerk had written to Hugh but not yet received a reply. **Action continues.**

ACTION 14/33/1 – Clerk to contact the Borough Council enforcement department regarding the car washing service at the Apex Van Hire premises. **Action continues.**

ACTION 14/33/2 – Clerk to ask the park ranger to monitor the play area. **Action continues.**

ACTION 14/33/3 – Clerk to write again to the Gloscol principal regarding litter in the area of the college site. **Action continues.**

NEW ACTION 14/36/1 – Clerk to seek GAPTC advice regarding retrospective approval of expenditure. Advice had been sought. GAPTC had confirmed that all intentions to spend money had to be advertised on the agenda. In this case the intention to consider retrospective reimbursement would have to be advertised. This had been done. Action complete.

14/44 CO-OPTION TO FILL VACANCIES ON THE COUNCIL

There is still one vacancy on the Council.

14/45 ADMINISTRATION

Correspondence

A list of correspondence had been circulated.

Other Administrative Matters

None.

14/46 REPORTS

Parking outside the school by parents continues to present a significant hazard to safety.

NEW ACTION 14/46/1 – Clerk to contact the headmaster to suggest another letter to parents regarding road safety.

NEW ACTION 14/46/2 – Clerk to PC Robertson to ask if a PCSO could visit the school at the start of a school day.

The ladies running the Early Years playgroup in the Village Hall have asked if they can have a grit bin key.

NEW ACTION 14/46/3 – Clerk to supply the Early Years playgroup with a grit bin key.

It was reported that a pedestrian gate made for the allotments had been stolen.

NEW ACTION 14/46/4 – Clerk to discuss the allotment gate with the Allotment Manager.

A grassed area to the side of Sainsburys had been churned up by their delivery lorries.

NEW ACTION 14/46/5 – Clerk to ask if the Sainsburys lorries could be prevented from churning up the grassed area.

14/47 PLANNING AND LICENSING

- 14/00523/FUL – It was agreed that the Parish Council would object on the grounds of increased traffic and loss of car parking.

It was agreed that the Council's current approach to the review of planning applications was flawed and should be discussed at the next meeting.

Joint Core Strategy (JCS)

It was noted that revised population figures from the Office of National Statistics would be available within one month. However, the current draft of

the JCS had been discussed and passed by the councils of Tewkesbury and Gloucester with Cheltenham still to vote.

Other Planning Matters

None.

Licensing Applications

None.

14/48 TRAFFIC AND HIGHWAYS

Nothing further to discuss.

14/49 ALLOTMENTS

Nothing further to discuss.

14/50 FINANCE

Allotment Drainage

Water had been draining off the allotments and across the front of Cllr. Wells' property. To alleviate this she had commissioned works to improve the drainage at a cost of £300.00. Cllr. Wells asked if the Parish Council would make a contribution towards these costs as, in her opinion, the works also improved the situation for the allotments. Cllr. Wells left the room while the matter was discussed. The meeting concluded that the works were of some benefit to the allotments and agreed to meet 50% of the costs (i.e. £150.00).

Reimbursement of the Allotments Manager

It was agreed that the Allotment Manager should be reimbursed for the money he had spent, principally on materials to improve the paths. The Clerk was asked to remind the Allotments Manager that in law the Parish Council are required to advertise any plans to spend money on the agenda before incurring a liability.

Accounts Approved for Payment

<u>Description</u>	<u>Sub-Total</u>	<u>Total</u>	<u>Cheque Number</u>
Shaun Cullimore			
• Salary (March, see ref 0120 in 2013-2014 for pay slip)	£333.37		
• Clerk's expenses (March)	£32.00		
• Purchase of folders (see ref 0117 in 2013-2014)	£13.83		
• Purchase of printer paper (see ref 0109 in 2013-2014)	£3.99		
Total		£383.19	874
Cotswold District Council (see ref 0121 in 2013-2014)		£201.86	875

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Ian Brown, reimbursement of expenses incurred in repair of allotment path (see ref 0116)		£185.90	876
P. L. Gauntlett Accounts Ltd, provision of payroll service during 2013-2014 (see ref 0119 in 2013-2014)		£50.00	877
Swindon Village School, hire of hall for Annual Parish Meeting on 14 th May 2013 (see ref 0101 in 2013-2014)		£40.00	878
Cllr. Helen Wells, reimbursement of 50% of the cost of drainage improvements (see ref 0007)		£150.00	879

Current Financial Position

The Clerk provided the details of the current financial position. This now represented the position for the end of 2013-2014 and would be the basis on which he would prepare the Annual Return. The Council had incurred a deficit of £68.43 on the year against a budgeted surplus of £205.00. Therefore the position was £273.43 adverse to plan.

14/51 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION

The following items are noted for possible discussion at a future date:

- To consider the formation of a Green Space Working Group (including consideration of the extension of the footpath from the Amenity Area to Swindon Playing Fields, improvements to Swindon Playing Fields, widening and raising the footpath in Swindon Playing Fields)
- To consider producing a Neighbourhood Plan or an alternative
- To review of representation on external bodies
- To consider the repair and ongoing maintenance of the mosaic
- To consider traffic management and road safety
- To consider resurrecting the Village Sign
- To consider poppy planting in Amenity Area

14/52 OTHER BUSINESS ALLOWED BY THE CHAIRMAN AS URGENT

None.

The meeting closed at 10:15pm.

Signed:	Date:
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