

SWINDON PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 10<sup>th</sup> JUNE 2014  
IN SWINDON VILLAGE HALL

Councillors Present:

Peter Allen (Chairman)	Frances Hunter
Glenn Simpson (Vice Chairman)	David Iliffe
John Conmee	Arran Stibbe

Also Present:

Shaun Cullimore (Clerk)

**14/69 APOLOGIES**

Apologies were noted from Shannon Kerr and Helen Wells.

**14/70 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**14/71 ADJOURNMENT FOR PUBLIC SESSION**

No members of the public were present.

**14/72 MINUTES OF PREVIOUS MEETING**

Accuracy of Minutes

**RESOLVED** that the minutes of the meeting held on 27<sup>th</sup> May 2014 be accepted as a true record.

Matters Arising

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. The Clerk had clarified our requirements to the school and awaited a reply. **Action continues.**

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 14/7/6 – 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.**

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 14/29/1 – 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. The Clerk had written to his previous contact but had been informed that "Seasons" was now operated by Cheltenham Town Football Club. Action complete.

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. The Clerk had contacted Janice Peacey who had promised to look out for youths when she is in the area. She warned that if damage is not being caused little can be done. Action complete.

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

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

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

ACTION 14/46/3 – Clerk to supply the Early Years playgroup with a grit bin key. This had been done. Action complete.

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

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

ACTION 14/59/1 – Clerk to confirm with the Monitoring Officer what information on councillors' interests must be published. **Action continues.**

ACTION 14/67/1 – Clerk to ask GCC whether the areas in Quat Goose Lane and at the entrance to The Firs are GCC owned. **Action continues.**

ACTION 14/67/2 – Clerk to write to Borough Council regarding the fence post in the brook. **Action continues.**

ACTION 14/67/3 – Clerk to write to Highways requesting a new footpath in Manor Road. **Action continues.**

ACTION 14/67/4 – Clerk to write to Borough Council enforcement regarding the cars parked behind Next. **Action continues.**

ACTION 14/67/5 – Clerk to write to Highways requesting that yellow lines be painted on both sides of the road at the junction of Quat Goose Lane and Church Road. **Action continues.**

ACTION 14/67/6 – Clerk to ask if the drains in Church Road can be cleared. **Action continues.**

ACTION 14/67/7 – Clerk to report poor state of the pavement outside Swindon Lodge to GCC. **Action continues.**

ACTION 14/67/8 – Clerk to ask Borough Council Enforcement if there is any news on Swindon Lodge garden wall. **Action continues.**

ACTION 14/67/9 – Clerk to ask Borough Council Enforcement to investigate the proliferation of “A” boards. It was noted that the boards that are proliferating in the area are signs attached to pallets rather than “A” boards. **Action continues.**

**14/73 DECLARATIONS OF ACCEPTANCE OF OFFICE**

Cllrs. Conmee and Stibbe signed their Declarations of Acceptance of Office. All councillors had now signed.

**14/74 CODE OF CONDUCT**

The Monitoring Officer had asked that Swindon Parish Council adopt a model prepared for the Cheltenham parishes. The Parish Council meeting of 12<sup>th</sup> June 2012 had agreed that this would be done when the Borough Council provided one. Cllrs. Allen and Simpson thought that this had already been done and would provide a copy. The copy held by the Clerk was dated 2007.

**14/75 FINANCIAL MATTERS**

The following payments were authorised.

Description	Sub-Total	Total	Cheque Number
Cotswold District Council printing of April and May Village News (see [0016])		£371.86	884
Karen Evans reimbursement of travel in picking up June Village News (see [0017])		£17.55	885
Shaun Cullimore (see [0018])			
Net salary for May 2014 (see [0018])	£333.37		
Expenses for May 2014	£32.00		
<b>Total</b>		£365.37	886

**14/76 COUNCILLORS' RESPONSIBILITIES**

The Clerk had updated the matrix. Further changes were suggested. The Cruiser group appears to have died and should be removed. Cllr. Conmee agreed to support Cllr. Kerr on the Village Hall Committee. Cllr. Stibbe agreed to join Cllr. Conmee on the Allotment Working Group.

Chris Riley (Gloucestershire Highways) had suggested a quarterly meeting with Parish Councillors but this had not been taken up. Cllr. Allen suggested that Mr. Riley be invited to the next Neighbourhood Co-ordination Meeting.

**14/77 GREEN SPACE WORKING GROUP**

Cllrs. Stibbe and Wells were in the process of trying to meet with Borough Council Planning to discuss Local Green Space designation and how it might be used.

**14/78 REPORTS**

It was noted that the cars parked behind the gym on Wyman's Lane are not being sold by the business previously suggested.

There had been fly tipping in Manor Road (a quantity of cardboard packaging and rolls of carpet). The Clerk had reported both incidents to the Borough Council.

The hedge along Manor Road was growing over the footpath again. The Clerk had reported it to the County Council.

**14/79 PLANNING AND LICENSING**

14/00928/OUT

Proposed buildings on the corner of Wyman's Lane and Swindon Road.  
A hard copy had arrived and would go on circulation.

14/00936/CACN

Proposed felling of a tree at Lakeside Cottage. No map had been provided to identify the tree and the application form was incomplete.

**NEW ACTION 14/79/1 – Clerk to submit a comment on application 14/00936/CACN to the effect that insufficient information had been supplied to enable a decision to be reached.**

14/01129/PRMA

Licensing application at “Seasons” on behalf of Cheltenham Town FC. It was noted that the application was for live music and the sale of alcohol from 9:00am to 1:00am seven days a week.

**NEW ACTION 14/79/2 – Clerk to submit an objection to 14/01129/PRMA.**

**14/80 CO-OPTION TO FILL VACANCIES ON THE COUNCIL**

There is still one vacancy on the Council.

**14/81 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION**

It was agreed that the following items be placed on the agenda for the next meeting:

- To consider providing the Allotment Manager with a budget for minor repairs
- To consider holding another Allotment Holders' Meeting
- To consider whether the name of the Village News is appropriate

Other issues for future discussion include:

- To consider producing a Neighbourhood Plan or an alternative
- To consider traffic management and road safety
- To consider resurrecting the Village Sign
- To consider poppy planting in Amenity Area

The meeting closed at 9:35pm.

Signed:	Date:
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