

SWINDON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 10th FEBRUARY 2015
IN SWINDON VILLAGE HALL

Councillors Present:

Peter Allen (Chairman)
Glenn Simpson (Vice Chairman)
David Iliffe

Shannon Kerr
Helen Wells

Also Present:

Shaun Cullimore (Clerk)

15/15 APOLOGIES

Apologies were noted from John Conmee, Frances Hunter, Arran Stibbe and Borough Councillor Flo Clucas.

15/16 DECLARATIONS OF INTEREST

None.

15/17 ADJOURNMENT FOR PUBLIC SESSION

Two members of the public were present.

It was reported that the Village Hall had had trouble with the sewer system again. The fault was not on the Village Hall property and a party booking had to be refunded as a result.

NEW ACTION 15/17/1 – Clerk to raise the matter with Severn Trent in support of the Village Hall committee.

A complaint was made about the amount of McDonalds litter around the area. The Clerk had written a letter to McDonalds asking for their assistance in the matter but had not received a response.

A grassed area of land near Sainsburys is constantly churned up by their lorries. This had been discussed by the Council and the Clerk had written to the manager of the store requesting some action. Again no response had been received.

Parking in the vicinity of the park is chaotic on Sundays when the football pitches are in use. The Parish Council had tried to engage with the Highways Authority and the Police in an effort to get some enforcement action but it was difficult to get anyone to take responsibility.

It was reported that the height restriction barrier at the park was left open while Borough Council contractors were undertaking work in the park.

NEW ACTION 15/17/2 – Clerk to ask the Borough Council to consider keeping the barrier closed whenever possible.

The recycling facilities at “Seasons” had been removed. It was reported that the same had happened at Tesco and that the Sainsburys facility was privately run.

NEW ACTION 15/17/3 – Clerk to ask the Borough Council what their policy is with

regard to recycling centres.

15/18 MINUTES OF PREVIOUS MEETING

Accuracy of Minutes

RESOLVED that the minutes of the meeting held on 13th January 2015 be accepted as a true record.

Matters Arising

ACTION 14/116/2 – Clerk to establish whether the sign for the racecourse that had appeared at the Hyde Lane bridge was legitimate. **Action continues.**

ACTION 14/123/1 – The Clerk was asked to get three quotes for cutting back the trees and undergrowth in the Amenity Area. Janice Peacey (Borough Council Ranger) has a group of volunteers that operate Borough-wide. She will see if they would like to tackle the Amenity Area. Action closed.

ACTION 14/150/1 – Clerk to write to householders in Rivelands Road and Church Road requesting that hedges be cut back. **Action continues.**

ACTION 15/5/1 – Cllr. Stibbe and the Clerk to submit the Local Green

Space application. This was done on schedule.

ACTION 15/7/1 – Clerk to notify Cheltenham Borough Council of the

precept. The precept figure had been submitted and acknowledged. Action complete.

ACTION 15/8/1 – Clerk to liaise with Cheltenham Borough Council and the School regarding a suitable date for the meeting with the Strategic Land Use team. The meeting had taken place on 3rd February 2015. Action complete.

ACTION 15/10/1 – Clerk to see if the school hall would be available for 26th May 2015 for the Annual Parish Meeting. The hall was available and the matter would be discussed later in the meeting. Action complete.

15/19 CLERK'S ENROLMENT IN THE SOCIETY OF LOCAL COUNCIL CLERKS

The Clerk's offer of employment letter stated that the Council would pay the cost of membership of the Society Of Local Council Clerks. The Clerk wished to do this. The cost would be £111.00. **RESOLVED that the Council pay the SLCC subscription.**

15/20 VOLUNTEERS AND FUNDING

The Clerk had met with Janice Peacey and had agreed to ask the Council to endorse a litter pick on 18th March 2015. **RESOLVED that the Council support this activity with a limit of liability of £100.00 for the purchase of bags, gloves, etc. as necessary and the provision of refreshments.**

A number of suggestions were put forward including starting at 9:00am to allow parents who had dropped kids off at school to participate, asking the school if they wished to participate and including Manor Road in the scope.

NEW ACTION 15/20/1 – Clerk to liaise with the Borough Council to agree the details of the event.

15/21 SEEDING OF THE AMENITY AREA ENTRANCE

The Clerk had discussed with the Borough Council the possibility of seeding the Amenity Area entrance splay with wild flowers. The Parish Council would have to finance the purchase of the seeds, the preparation of the ground and the planting. **RESOLVED that the Council finance this activity with a limit of liability of £500.00.**

It was suggested that this project might attract Highways Local funding. The Council was waiting for a response from Cllr. Bernard Fisher regarding the uses to which the money was being put and what was available.

15/22 ANNUAL PARISH MEETING

The Council agreed that the meeting should take place in the school hall on 26th May 2015. Suggestions for speakers included:

- Colin Studholme (Gloucestershire Wildlife Trust)
- Hannah Wright and Hester Hunt (community engagement officers for the Borough and County Councils respectively)
- Janice Peacey (Borough Council Community Ranger)
- County Council representatives to discuss the highways implications of Elms Park

15/23 DATE OF NEXT NCG MEETING

RESOLVED that the April Parish Council meeting include the Neighbourhood Cordination Group element.

15/24 LOCAL COUNCIL AWARD

The Clerk had distributed a list of things that would need to be done to achieve the three levels of the award. Cllr. Stibbe was absent but had expressed the view that we should only do what will be useful to us rather than putting measures in place simply to get a “tick in the box”.

Cllr. Kerr felt that it would be good to get at least the middle level as this would show that we are keen to adopt best practices.

Cllr. Wells thought that some of the criteria could be satisfied relatively easily through polices and procedures available in workplaces and publicly available model texts.

For now we will continue to put in place the fundamental measures.

15/25 CLERK'S ATTENDANCE AT THE GAPTC NETWORKING DAY

RESOLVED that the Clerk attend and the Council would pay the £20 cost.

15/26 PLANNING AND LICENSING

The following planning applications had been received:

- 15/00052/FUL – Front and rear extensions to bungalow 40 Mandarin Way. No objection to the rear extension but objection to the front extension as it

extends beyond the building line.

- 15/00074/FUL – Erection of rear conservatory 2 Smythe Road. No objection in principle but objection to the quality of the drawings.
- 15/00093/FUL – Front and rear extensions 60 Mandarin Way. No objection.
- 15/00167/COU – Change of use of industrial unit on Kingsditch to gym. Objection on the basis of (i) loss of industrial capacity and (ii) lack of detail regarding parking arrangements.
- 14/01823/FUL – Development at Manor Farm. The agent acting on behalf of the prospective developer of Manor Farm had sent a letter suggesting that site was brown field on the basis of a previously agreed change of use of the land from agricultural. Cllr. Allen disputed this, stating that permission had been given for the storage of a small number of caravans to help the finances of the farm. The Clerk had asked the planning officer for her thoughts on the matter.

There were no licensing applications to be considered.

15/27 HANDLING PLANNING APPLICATIONS

Increasingly the paper copies of planning applications are not coming back in time to form the basis of a comment submission. Also some councillors were reluctant to offer an opinion as they did not feel competent/confident to do so.

It was agreed that email should form the basis of opinion gathering. It would be useful if the date by which a response is required was put in the title. Cllr. Allen would give a tutorial on the planning system in the future.

15/28 ACCOUNTS PAYABLE

The Council agreed the following payments.

<u>Description</u>	<u>Sub-Total</u>	<u>Total</u>	<u>Cheque Number</u>
Clerk			
Salary (ref 0063)	£353.38		
Expenses (ref 0063)	£32.00		
Postage of Local Green Space documents (ref 0055)	£4.96		
• Purchase of printer paper (ref 0058)	£2.40		
• Internet service (ref 0060)	£3.30		
		£396.04	905
The Society of Local Council Clerks (ref 0065)		£111.00	906
GAPTC Networking Day for Clerks (ref 0066)		£20.00	907
CommuniCorp limited renewal of Clerks & Councils Direct magazine (ref 0062)		£24.00	908

15/29 REPORTS

A resident (not present) had raised with Cllr. Wells issues around the postal service in the Village Road/Hayden Road area. The complainant stated that both collections and deliveries appeared to be sporadic.

NEW ACTION 15/29/1 – Clerk to write to the Post Office asking for visibility of their

activity schedules.

Cllr. Wells stated that the Cheltenham Alliance were making preparations to participate in any JCS planning enquiry. They were trying to raise money to support the engagement of a barrister and would welcome contributions from local Parish Councils. The Clerk said that as the matter potentially involves the commitment of expenditure it would have to be advertised to the public.

There was some discussion of parking issues in the parish. Cars are parked in visibility displays in Manor Road and a resident (not present) had highlighted issues in the Glynbridge Gardens area). The Council had been unable to stir any enforcement action. Cllr. Allen said that he had asked the Highways Design Agency who was responsible for enforcement in visibility splays. They had concluded that it was up to the Highways Authority to enforce (i.e. the County Council).

Cllr. Simpson stated that the lack of a hand rail on the pavement slope opposite "Morris Hill" in Swindon Lane made the ascent very tricky in icy conditions.

Water continues to emerge from a recent repair to Manor Road. Cllr. Allen has reported it to Severn Trent.

Cllr. Allen again expressed his concern at the dangerous condition of a street sign on Hayden Road. The Clerk had not managed to identify it but would look again.

The meeting closed at 10:10pm.

Signed:	Date:
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