

SWINDON PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 11<sup>th</sup> AUGUST 2015  
IN SWINDON VILLAGE HALL

Councillors Present:

Peter Allen (Chairman)  
Frances Hunter  
David Iliffe

Glenn Simpson  
Helen Wells

Also Present:

Shaun Cullimore (Clerk)  
Two members of the public

**15/92 APOLOGIES**

Apologies were noted from Cllrs. John Conmee, Shannon Kerr and Arran Stibbe.

**15/93 DECLARATIONS OF INTEREST**

None.

**15/94 ADJOURNMENT FOR PUBLIC SESSION**

Two members of the public were present. Residents of Church Road, they had experienced anti-social behaviour perpetrated by “boy racers” using the Village Hall car park. It was suggested that they should not be reticent about contacting the police. It would be useful to report car registration numbers though this was difficult as the problems occurred at night and the area was dark. Maintaining a record of when the problems arose would also assist the police. The residents said that they would be happy to open and close the car park gates as required. This offer had been referred to the Village Hall committee chairman.

Problems have also been experienced with cars speeding along Church Road. The Clerk stated that at a previous meeting the police had offered the Council the loan of speed measuring equipment, principally for Manor Road, but this had not materialised. He would follow this up.

**15/95 MINUTES OF PREVIOUS MEETING**

Accuracy of Minutes

It was **RESOLVED** that the minutes of the meeting of 14<sup>th</sup> July 2015 be accepted as a true record.

Matters Arising

ACTION 15/41/1 – Clerk to enquire if the Cheltenham Town Football Club sign is permitted where it is currently situated. **Action continues.**

ACTION 15/67/2 – Clerk to ask Cheltenham Town FC to have a word with their young car drivers. The Clerk had corresponded with John Murphy (Club Director). Mr. Murphy had stated that the club did not have any young car drivers using the Seasons facility. It was agreed that little could be done with specific information (e.g. dates, times, registration numbers). Action complete.

ACTION 15/84/1 – Clerk to ask Mr. Gautrey to proceed with the painting of the bus shelters and noticeboards. This (and the work) had been done. Action complete.

ACTION 15/87/1 – Clerk to ask Came & Company to re-quote including cover for the Council's assets. The Clerk had discussed the matter with Viv Hicks (Came & Company). The cost of insurance would be £4.56 per £1000 and the excess would be £250. It would be necessary to get replacement values for some of the assets (e.g. the war memorial) and other assets would not be worth insuring (e.g. the millennium bench). It was decided that we should renew the insurance as quoted and consider the matter again prior to the next renewal. Action complete.

ACTION 15/88/1 – Clerk to return the County Council's winter preparations questionnaire asking for enough bags of road salt to fill the Village Hall outside cupboard. The Clerk had submitted a request for 12 bags of road salt. Action complete.

ACTION 15/91/1 – Clerk to ask Borough Council Enforcement to investigate the use of land adjacent to Manor Road for the storage of cars for sale. **Action continues.**

#### **15/96 ACCOUNTS PAYABLE**

The Council agreed the payments shown in appendix 1.

#### **15/97 PLANNING AND LICENSING**

The following planning applications were discussed.

- 26 Rivelands Road, Single storey rear and side extension. It was noted that the back door was not shown on the plan. There were also no dimensions on the drawings. The purpose of the extension was not clear; would it be usable as a separate dwelling? As the Clerk would be away Cllr. Allen agreed to discuss these queries with Chloe Smart, the Planning Officer.

There were no licensing applications to be considered.

Cllrs. Hunter and Simpson left the meeting at this point.

#### **15/98 JOINT CORE STRATEGY**

The independent enquiry was proceeding. Cllr. Allen reported on the

session he had attended. A report had also been received from Borough Councillor Flo Clucas.

Anne Griffiths had prepared a proposal for the route to be taken around the area by the planning inspector.

**NEW ACTION 15/98/1** – The Clerk was asked to request the schedule of the remaining JCS enquiry sessions from Ian Kemp, Programme Manager.

Cllr. Wells suggested it was important for the Parish Council to be involved in the following sessions.

- Matter 10 – Green infrastructure
- Matter 11 – Transport
- Matter 13 – Other sustainable development priorities
- Matter 15 – Health and the environment

There appears to be pressure for the early release of “safeguarded land”. Cllr. Wells asked that the Parish Council express their concern.

#### **15/99 VILLAGE HALL CAR PARK LEASE**

The car parking area around the Village Hall is leased by the Parish Council from Cheltenham Borough Council. The lease was signed in 2008 at a rent of £250 per annum. Under the terms of the lease the Borough Council has the right to review the rent annually. The Clerk had received notice from the Borough Council that they intend to increase the rent to £350 per annum. The Clerk had notified the Chairman of the Village Hall but had not received a reply. The Council did not feel that there were grounds for opposing an increase though it was suggested that concern be expressed at the amount.

**NEW ACTION 15/99/1** – The Clerk to sign acceptance of the rent increase notice on behalf of the Council.

It was noted that there is a large pothole in the car park which presumably the Borough Council, as landlord, is responsible for fixing.

#### **15/100 ARMED FORCES COMMUNITY COVENANT**

The Council did not feel that this initiative was particularly relevant to our parish.

#### **15/101 TRAINING COURSE ON CHARITABLE TRUSTS**

The Society of Local Council Clerks is running a course at Swindon on 8<sup>th</sup> October. The cost would be £95 plus VAT plus travel. It was agreed that the Clerk attend.

**NEW ACTION 15/100/1** – The Clerk to register for the Charitable Trusts

course.

**15/102 EXTERNAL AUDIT**

The Clerk reported that the external audit of the Parish Council by Grant Thornton UK LLP had been successfully concluded.

**15/103 INSURANCE**

It was agreed that the Council take out insurance with Hiscox under the terms offered (see action 15/87/1 for a discussion on this topic).

**NEW ACTION 15/103/1** – The Clerk to renew the Council's insurance.

**15/104 COMPLAINT RECEIVED ABOUT DISTURBANCES IN THE VILLAGE HALL CAR PARK**

This matter was dealt with in the public session.

**15/105 REPORTS**

The written report from Cllr. Clucas (Borough Council) was noted.

Cllr. Allen stated that the recently resurfaced area of Hyde Lane was already breaking up.

**NEW ACTION 15/105/1** – The Clerk to report problems with the surface of Hyde Lane to the County Council.

The meeting closed at 10:05pm.

**Appendix 1 – List of Payments**

<b><u>Description</u></b>	<b><u>Sub-Total</u></b>	<b><u>Total</u></b>	<b><u>Cheque Number</u></b>
Clerk			
• Web site hosting (ref 1516-024)	£3.30		
• Purchase of printer paper (ref 1516-025)	£2.40		
• Salary (ref 1516-026)	£353.35		
• Expenses (ref 1516-026)	£32.00		
		£391.05	931
Grant Thornton - external audit fee (ref 1516-027)		£120.00	932
Martin Gautrey – painting bus shelters and noticeboards (ref 1516-022) <i>The Church will refund £25 for the painting of its noticeboard</i>		£275	933