

SWINDON PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 9th FEBRUARY 2016
IN SWINDON VILLAGE HALL

Councillors Present:

Peter Allen (Chairman)
Glenn Simpson (ViceChairman)

Frances Hunter
Helen Wells

Also Present:

Shaun Cullimore (Clerk), Bernard Fisher (Cheltenham Borough and Gloucestershire County Councillor) and two members of the public.

16/14 APOLOGIES

Apologies were noted from Cllrs. John Conmee, David Iliffe, Shannon Kerr and Cheltenham Borough Councillor Flo Clucas.

Cllr. Arran Stibbe had tendered his resignation on 2nd February 2016.

16/15 DECLARATIONS OF INTEREST

None.

16/16 ADJOURNMENT FOR PUBLIC SESSION

Lewis Knight and Steve Puddicombe from Jones Lang LaSalle Limited were present to explain to the Council plans to redevelop the former Ultra Electronics site on Kingsditch Road. The unit has been unoccupied for three years. It is felt that demolishing the existing unit and building nine units in two groups would make the site more attractive. The developers have been in consultation with Cheltenham Borough Council and it is anticipated that a planning application will be made within two weeks. The Parish Council made observations regarding the need to discourage boy racers and travellers from using the site and to provide for waste management such that waste materials did not escape into the general area. The Council would also like to see a street view/artist's impression as part of the application.

16/17 MINUTES OF PREVIOUS MEETING

Accuracy of Minutes

In section 16/13 it was noted that the house in Rivelands Road had been unoccupied for many years. It was agreed that "many months" be changed to "many years". With this change it was **RESOLVED** that the minutes of the meeting of 12th January 2016 be accepted as a true record.

Matters Arising

ACTION 15/122/1 – The Clerk to make enquiries about possible sightings for a

noticeboard and to obtain quotes. A member of the public had reported finding the “lost” noticeboard in the area of the Cross Hands but on investigation this was found to belong to Uckington Parish Council. **Continues.**

ACTION 15/133/1 – Clerk to write to the owners of Gallagher Retail Park and the manager of Sainsbury's plus company executives regarding the traffic flow suggestions. **Continues.**

ACTION 15/133/2 – Clerk to write to Spirax Sarco regarding suggestions for easing congestion. **Continues.**

ACTION 16/5/1 – The Clerk to draft a budget showing a 2.5% increase in the precept. The Clerk had made the revision following the meeting and the Councillors had unanimously **RESOLVED** to accept the revised budget (by email). Action complete.

16/18 FINANCIAL MATTERS

Accounts Payable

The Council agreed the payment shown below.

<u>Description</u>	<u>Sub-Total</u>	<u>Total</u>	<u>Cheque Number</u>
Cotswold District Council (ref 1516-049) (printing February Village News, signed in advance of meetings)		£169.17	946
Clerk			
• Salary (ref 1516-063)	£353.35		
• Expenses (ref 1516-063)	£32.00		
• Web site hosting (ref 1516-067)	£3.30		
• Purchase of A3 printer using part of Transparency Fund grant (ref 1516-060)	£332.00		
		£720.65	947
Reimbursement of Ian Brown for allotment expenses (ref 1516-064)		£94.24	948
Society of Local Council Clerks subscription (ref 1516-061)		£103.00	949
Swindon Village Hall (hire of hall for council meetings, ref 1516-066)		£240.00	950

CommuniCorp Limited subscription to web site related to the Clerks & Councils Direct magazine		£60.00	951
Public Works Loan Board loan repayment (£807.23 capital and £114.48 interest, ref 1516-056) (paid 14/01/2016)		£921.71	Direct Debit

Budget for 2016-2017

The Council unanimously **RESOLVED** to accept the budget showing a 2.5% increase in the precept to £10,962.22. See action 16/5/1 above.

16/19 PLANNING AND LICENSING

The following planning applications had been circulated.

- 16/00135/LBC – Apple Tree Cottage, Hayden Road. The previous application (15/01369/LBC) had been for an extension to the height of the chimney and retrospective permission for a change to the fireplace. The change to the chimney had been refused; this application related to the fireplace only. The Council had no objection.
- 16/00174/P3QPA – Conversion of an agricultural building at Hyde Farm. This application had been put forward addressing the reason Cheltenham Borough Council refused the previous one (15/01984/PRIOR). The Council felt that their previous objections still applied and should be restated.

There were no licensing applications to be considered.

16/20 PROPOSAL TO ENHANCE THE PARK

At present the Council only had a broad outline of how the park could be improved. Cllr. Fisher stated that his “Active Together” funding had to be used by the end of the financial year. He was hopeful that if he put the money into the changes to the play area at Pitville Park he could recover the money from Cheltenham Borough Council next financial year. He would then be in a position to use the money to improve the park when more detailed proposals were available.

Cllr. Allen had attended a Cheltenham Borough Council meeting on Green Spaces. If the proposed housing developments go ahead (in whatever form) developer money might be available to fund significant improvements in the area, including the park.

16/21 JOINT CORE STRATEGY

Cllr. Wells reported on the closing of the current phase of the JCS inquiry. The sessions would reopen in the autumn when the long delayed Transport Plan would be discussed. The Inspector appears to agree that development is needed but would like to see the development of brown field sites given priority. The Inspector also seems to acknowledge that the Local Green Space offered by the developers is inadequate.

16/22 LIGHTING BETWEEN THE SCHOOL AND THE VILLAGE HALL

Cllr. Wells reported that the Head Teacher was in favour of installing lighting on the school side. It could be controlled using a timer and a proximity switch. The light could also be hooded to avoid causing any nuisance to neighbours.

NEW ACTION 16/22/1 – Cllr. Wells to approach Peter Piff asking if the Council could make a proposal for the Village Hall side.

Cllr. Wells had to leave the meeting at this point.

16/23 ARRANGEMENTS FOR INTERNAL AUDIT

The Council needs to choose an internal auditor for 2015-2016. Iain Selkirk charged £100 last year but his fee this year would be £135 and the documents would have to be taken to Quedgely. The GAPTC internal audit service would charge £150. The Clerk felt that the GAPTC audit would be broader and recommended it to the Council. The Council **RESOLVED** to accept the GAPTC offer.

16/24 ARRANGEMENTS FOR THE ANNUAL PARISH MEETING

The Clerk had approached the school asking if the Council could book the hall for a meeting on a Tuesday evening in April or May. A reply is awaited.

NEW ACTION 16/24/1 – The Clerk to email all councillors asking for their views on speakers, etc.

16/25 CLERK'S SALARY

The Clerk's Contract of Employment contains the following provision.

“Subject to satisfactory performance, you will progress automatically through the salary scale by annual increments until you reach the maximum of the scale. Your first increment will be payable on 1st April 2014 and thereafter on the 1st April each year until you reach the maximum of the scale.”

The Clerk had not implemented the grade increase (from SCP19 to SCP20) on 1st April 2015. The net effect of this is that Clerk's monthly salary should be increased from £353.38 to £366.31. If this change is made with effect from February 2016 then £129.23 in back pay is owed for the period April 2015 to January 2016 inclusive. The Clerk advised the Council that his salary for the year

would still be less than the budgeted amount.

The Council **RESOLVED** to accept this change to the Clerk's salary.

16/26 LITTER PICK

The "Clean for the Queen" initiative was taking place nationally 4th to 6th March. This period includes mothering Sunday and is before Cheltenham Races. For these reasons Cheltenham Borough Council will be doing litter picks in the period 19th to 21st March. Resources (black bags, litter pickers, etc.) will be made available. The Clerk thought it was important that Councillors were part of the initiative. Cllr. Wells had already indicated her willingness to participate.

16/13 REPORTS

The Council noted receipt of a written report from Cllr. Clucas.

Plans for the BMW site to become a retail outlet had been approved (with conditions).

Cheltenham Borough Council car parks are going to revert to being free after 6:00pm. On-street car parking (controlled by Gloucestershire County Council) and privately run car parks (e.g. Pitville Street) will not be affected.

The Council noted with concern that refuse collections are still starting before 7:00am. This is contrary to agreed working arrangements and has previously been reported to Ubico.

The meeting closed at 9:50pm.

Signed:	Date:
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