

**SWINDON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON 12<sup>th</sup> FEBRUARY 2019**  
**IN SWINDON VILLAGE HALL AT 7:30PM**

Parish Councillors Present:

Peter Allen (Chairman)  
John Conmee (Vice Chairman)  
James Cornish

Yvonne Pirso  
Helen Wells

Also Present:

Shaun Cullimore (Clerk).

**19/23 APOLOGIES**

Borough Councillor Flo Clucas, Borough/County Councillor Bernard Fisher.

**19/24 DECLARATIONS OF INTEREST**

None.

**19/25 ADJOURNMENT FOR PUBLIC SESSION**

No members of the public were present.

**19/26 MINUTES OF PREVIOUS MEETING**

The Council **RESOLVED** to accept the minutes of 8<sup>th</sup> January 2019 as a true record.

**19/27 MATTERS ARISING**

ACTION 18/157/1 - The Clerk to circulate the draft privacy notices. The Clerk had prepared draft privacy notices based on NALC guidance but had not circulated them. The Clerk had set up Parish Council email addresses for members. Cllr. Cornish could operate his account, and he set up the accounts of Cllrs. Wells and Conmee during the meeting. **Action continues.**

ACTION 18/158/2 – Cllr. Cornish to seek advice from GRCC regarding the approval of an emergency plan. GRCC had not responded but Cllr. Cornish had received valuable input from Cheltenham Borough Council. Action complete.

ACTION 18/178/1 – The Clerk to raise cycle path issues with Cllr. Fisher. Wrote on 4<sup>th</sup> December, response awaited. The Clerk will remind Cllr. Fisher. **Action continues.**

ACTION 18/195/1 – Cllr. Cornish to produce a plan for the use of social media by the Council. This is a work in progress. **Action continues.**

ACTION 18/210/1 – Clerk to ask Rob Vale to assist with the installation of the new noticeboard. The Clerk had sent a texts and emails to Mr. Vale and called

him. Still no response. **Action continues.**

ACTION 19/9/1 – Clerk to notify CBC of the precept requirement. This had been done and acknowledgement received. Action complete.

ACTION 19/13/1 – Clerk to circulate notes from the meeting with Rob Vale (GCC Highways). Notes were emailed to councillors on 9<sup>th</sup> January. Action complete.

ACTION 19/14/1 – Clerk to set up a defibrillator training course. See item 19/32 below. Action complete.

ACTION 19/15/1 – Clerk to ask Ben Williams what the current status is and to ask if the Parish Council could be represented in their discussions. The Clerk emailed Mr. Williams on 15<sup>th</sup> January. Whilst no reply had been received things had moved forward, see item 19/33 below. Action complete.

ACTION 19/21/1 – Clerk to ask GAPTC to conduct the Council's internal audit. The Clerk had notified GAPTC. The audit would take place on 13<sup>th</sup> February. Action complete.

#### **19/28 ACCOUNTS PAYABLE**

Details of all the month's payments are shown in appendix 1.

#### **19/29 PLANNING AND LICENSING**

The following planning applications were considered.

- 19/00113/COU – Change of use of Unit M (Carpetright) from Class A1 (retail) to Class D2 (gym). Cllr. Allen had written an email to councillors. The Council **RESOLVED** to support the points raised.
- 19/00135/CACN – Tree works Woodfold, Swindon Hall Grounds, Church Road. The Council was not convinced that felling of the trees was appropriate and **RESOLVED** to ask the opinion of CBC's tree officer.
- 19/00105/TPO and 19/00104/CACN – Tree works at The Lodge, 31 Church Road. The Council was not convinced that felling of the trees was appropriate and **RESOLVED** to ask the opinion of CBC's tree officer.

There were no licencing applications to consider.

#### **19/30 SUNDIAL MOSAIC**

Nothing to report.

#### **19/31 SPEED REDUCTION INITIATIVES**

Rob Vale (GCC Highways) had not been in touch with regard to the monitoring of traffic volumes and speeds in Swindon Village. Cllr. Fisher had reminded him.

**19/32 DEFIBRILLATOR**

The Clerk had been contacted by a locally-based paramedic who had stated that he would be willing to undertake some training of local people. The Council RESOLVED to accept this offer with grateful thanks.

**NEW ACTION 19/32/1** – Clerk to set up defibrillator training with the local paramedic.

**19/33 VILLAGE HALL MANAGEMENT**

Cllr. Cornish attended the last meeting of the Village Hall Management Committee. A number of prospective new committee members had attended. All the members of the existing committee had reaffirmed their intention to stand down at the AGM in March. Peter and Sally Piff (as chair and treasurer) had passed a wealth of information to the prospective new committee. The accounts are being audited. Once the audit is complete Sally is willing to go through them with Karren, prospective new treasurer.

Cllr. Cornish made a presentation to Peter and Sally as a token of the Parish Council's thanks for the service they have given.

A survey is being conducted to canvas opinions about what people want from the hall.

**19/34 NOTICEBOARD**

No progress. See action 18/210/1 above.

**19/35 GDPR**

There is still some work to be done in getting the new email addresses up and running. The Clerk stated that he would be happy to work with the councillors.

**19/36 EMERGENCY PLANNING**

Cllr. Cornish was working on the plan (see action 18/158/2 above).

**19/37 USE OF SOCIAL MEDIA**

Cllr. Cornish continues to work policy and procedure documents, aiming for a review at the March council meeting.

**19/38 MAINTENANCE OF THE AMENITY AREA**

Cllr. Wells noted that the footpath behind the Seasons complex could also do with a litter pick.

**19/39 CHELTENHAM LOCAL PLAN**

The JCS identifies the Local Green Space in Swindon Village that had been the subject of a vigorous campaign. The Cheltenham Local Plan is required to comply with the JCS. However, it appears that developers are using the review of

the Local Plan as an opportunity to re-launch an attack on the Local Green Space. The Parish Council were grateful to Cllr. Wells who will attend the hearing on 26<sup>th</sup> February to represent the Parish Council and Save the Countryside.

**19/40 REVIEW OF THE ASSET REGISTER**

The Clerk had added the new printer to the Asset Register. For the other printer an insurance value of £100 was quoted. This was a mistake as the Council had made the decision that it would not be cost effective to insure its assets. With this figure deleted the Council **RESOLVED** to accept the revised Asset Register.

**19/41 REPORTS**

The Council was grateful to have received written reports from Cllrs. Clucas and Fisher.

Cllr. Cornish had received complaints about the trees along Manor Road making passage along the pavement difficult. On the advice of the Clerk the matter had been reported via "Fix My Street".

It remains unclear where the Spirax Sarco boundary is in relation to the old iron fence. GCC believe that the hedge belongs to Spirax Sarco and should therefore be maintained by them.

Cllr. Wells had received a complaint from Darren Mills regarding the fact that he had not received payment for snow clearance. Cllr. Wells had referred that matter to Amey but had not received a response. The Parish Council had not commissioned the work and did not understand how it was part of this process. No-one had any recollection of having signed off payments in the past.

Cllr. Allen had been told that the bus shelter in Wymans lane had been struck by a bus. Cllr. Wells had been past it and not noticed any significant damage.

The meeting closed at 9:40pm.

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| Signed: | Date: |
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**APPENDIX 1 – LIST OF PAYMENTS**

| <b>Description</b>  | <b>Sub-Total</b> | <b>Total</b> | <b>Cheque Number</b> |
|---|------------------|--------------|----------------------|
| Clerk   |                  |              |                      |
| • Salary (ref 1819-067)   | £405.26          |              |                      |
| • Expenses (ref 1819-067)   | £32.00           |              |                      |
| • Purchase of web hosting (January)<br>(ref 1819-063)   | £3.59            |              |                      |
| • Purchase of printer (ref 1819-065)  | £96.79           |              |                      |
|   |                  | £537.64      | 1080                 |
| Karen Evans collection of February Village News<br>on 25 <sup>th</sup> January (ref 1819-064) |                  | £17.55       | 1081                 |
| SLCC for clerk's membership of SLCC/ALCC (ref<br>1819-066)                                    |                  | £146.00      | 1082                 |