

SWINDON PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 11<sup>th</sup> AUGUST 2020 AT 7:30PM

*Due to the COVID-19 virus pandemic this meeting was conducted as an audio/video conference in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.*

Parish Councillors Present:

Peter Allen (Chairman)  
James Cornish

Helen Wells

Also Present:

Shaun Cullimore (Clerk)

**20/127 APOLOGIES**

Yvonne Pirso, Arran Stibbe.

**20/128 DECLARATIONS OF INTEREST**

None.

**20/129 ADJOURNMENT FOR THE PUBLIC SESSION**

No members of the public were present.

**20/130 MINUTES OF PREVIOUS MEETING**

The Council **RESOLVED** to accept the minutes of 14<sup>th</sup> July 2020 as a true record.

**20/131 MATTERS ARISING**

ACTION 19/106/1 – The Clerk to approach other local councils to firm up the requirement for evening training places. **Action continues.**

ACTION 19/169/1 – Cllr. Pirso to approach the school head teacher with a view to the school being represented at a meeting on the parking situation. Cllr. Pirso had spoken to Mr. Mills, head teacher. Cllr. Pirso had emailed the local PCSO but had not received a reply. **Action continues.**

ACTION 19/195/1 – Cllr. Cornish to set up an informal meeting between the Parish Council and the Village Hall Committee. Cllr. Cornish felt it would be too difficult to get everyone together and would draft a letter to GRCC asking on what basis they had advised the Village Hall Committee that they own the Village Hall. **Action continues.**

ACTION 19/210/1 – Clerk to send a summary of the County Council issues outstanding to the GCC Chief Executive. **Action continues.**

ACTION 20/30/1 – Clerk to contact CBC Tree Officer regarding the number of trees being lost in the parish. The Clerk had contacted Chris Chavasse (CBC Senior Tree Officer). His colleague Annie Holdstock would be in touch. Action complete.

ACTION 20/78/1 – All to consider how our working methods could be improved. **Action continues.**

ACTION 20/89/1 – Clerk to review and publish the Social Media Policy. **Action continues.**

ACTION 20/90/1 – All to review the Risk Management Policy. Comments were collated in the meeting. Cllr. Cornish will make the agreed changes. Action complete.

ACTION 20/110/1 – Clerk to check if GAPTC have advice on Social Media policies. The Clerk had obtained information from GAPTC and shared this with Cllr. Cornish. Action complete.

NEW ACTION 20/111/1 – Cllr. Cornish was asked to distribute the Risk Management Policy again. Action complete.

NEW ACTION 20/115/1 – Clerk to share our thoughts on Elms Park traffic issues with Chris Mead (County Council) with a view to getting some Section 106 money invested in mitigation. Our map of possible traffic calming measures should also be sent. **Action continues.**

ACTION 20/116/1 – Cllr. Pirso to write to the Head Teacher asking that a note be sent to parents in September advising them about parking protocols. **Action continues.**

ACTION 20/118/1 – Clerk to check where air quality monitors are currently sited. During the meeting Cllr. Allen found the information on the CBC website and shared the link. Action complete.

ACTION 20/120/1 – Clerk to obtain the names and addresses of the volunteers from Cllr. Cornish and then write a letter of thanks. **Action continues.**

ACTION 20/121/1 – Clerk to ask for a dog bin at the entrance to Dog Bark Lane. The Clerk had written to Ali Moss-Davies (CBC). Action complete.

ACTION 20/124/1 – Clerk to establish who owns the track by Next. **Action continues.**

ACTION 20/126/1 – Clerk to ask Ian Brown if bonfires could be minimised. **Action continues.**

ACTION 20/126/2 – Clerk to add the fact that accidents had happened at the mini roundabout on Hayden Road to the matters to be reported to Chris Mead (Cllr. Cornish to supply the words). **Action continues.**

## **20/132 ACCOUNTS PAYABLE**

Payments approved at this meeting or between meetings are shown in appendix 1.

## **20/133 PLANNING AND LICENSING**

- 20/01202/FUL – Honemaster premises. This was a revision to 20/00684/FUL that addressed the Council's objection in respect of fire access. The Council **RESOLVED** to raise no further objection.
- 20/01291/FUL – Signage changes associated with the move of Matalan to Gallagher Retail Park. The application had only just been received and would be

reviewed post-meeting.

Cllr. Allen noted that the government was proposing changes to the planning system.

Cllr. Allen also advised members that the “use classes” for commercial premises were changing.

There were no licensing matters to consider.

**20/134 COUNCIL RESPONSE TO CORONAVIRUS PANDEMIC**

One person who had been receiving support was now doing their own shopping.

One person receiving support was self employed and struggling financially. Cllr. Cornish was in receipt of advice from Cllr. Clucas.

Other volunteers continue to support the vulnerable.

Cllr. Cornish hoped to bring the Parish Council scheme to a close at the end of the month and transfer those still needing support into the care of other agencies.

The Council **RESOLVED** to continue with the scheme and review the position at each meeting.

**20/135 EMERGENCY PLANNING**

This matter was deferred.

**20/136 USE OF SOCIAL MEDIA**

See continuing action 20/89/1 above.

**20/137 RISK MANAGEMENT**

As reported under action 20/111/1 the document would be published following the incorporation of agreed changes. This matter is closed.

**20/138 VILLAGE HALL**

It is intended that the Village Hall reopen in September. COVID Secure procedures will be in place.

It is hoped that a trial re-opening of the bar can take place towards the end of August.

Two new sheds are being purchased to replace the existing one.

The Clerk had tried to contact the Village Hall to pay for hall rental in 2019-2020.

**NEW ACTION 20/138/1** - Clerk to email [swindonvillagehall@gmail.com](mailto:swindonvillagehall@gmail.com) about the outstanding rent payment.

**20/139 COUNCIL WORKING METHODS**

Cllr. Cornish intended to produce a briefing on the benefits of Office 365.

**20/140 SUNDIAL MOSAIC**

Cllr. Allen thought Cllr. Stibbe had ideas for the restoration/remodelling of the installation. Cllr. Allen felt that, while the inset mosaic areas may be beyond repair, the basic structure could be retained.

**20/141 SPEED REDUCTION INITIATIVES**

See actions 20/115/1 and 20/126/2.

**20/142 CAR PARKING AT SCHOOL**

See action 19/169/1 and 20/116/1 above.

**20/143 WAR MEMORIAL RESTORATION**

No progress.

**20/144 AIR QUALITY MANAGEMENT**

Cllr. Allen had located a map of the positions of and readings from the CBC air quality monitoring sensors.

**20/145 DOG FOULING**

The Clerk had requested another dog bin at Dog Bark Lane.

Cllr. Wells said that she would put polite notices on dog walkers cars at Stantons Drive and Dog Bark Lane.

**20/146 GROWING OUR COMMUNITIES FUND**

The Clerk confirmed receipt of the grant of £2,000 from the County Council's Growing our Communities fund.

A parishioner had written in support of action regarding the path by the gym.

**20/147 RESPONDING TO PLANNING APPLICATIONS**

A discussion was held regarding the way in which we respond to major planning applications. It was generally agreed that our response to the first Elms Park application (20/00759/FUL) had ended up rather muddled and difficult to read.

Cllr. Allen stated that we had to be sure that we raised all the issues. If we didn't object to something in one application it would be difficult to object to the same thing in a subsequent application. In effect, we could be deemed to have accepted the matter by default. This need to "cover all bases" had led to some repetition in our submission.

**20/148 REPORTS**

Cllr. Wells reported that a white paper is being prepared on sustainability.

Cllr. Wells reported that she had asked John Rowley (CBC) to meet to discuss the ownership, use and management of the Local Green Space. It was agreed that Cllr. Allen and Cllr. Wells have a virtual meeting with Mr. Rowley.

Cllr. Cornish had reported an instance of fly tipping. The Borough Council had placed a notice on the rubbish asking the person responsible to remove it. The notice had

Unconfirmed Minutes of Swindon Parish Council 11<sup>th</sup> August 2020

disappeared and the rubbish was still there after two weeks.

Cllr. Allen stated that the bus shelters needed re-treating.

**NEW ACTION 20/148/1** - Clerk to obtain quotes for the repair and re-treatment of the bus shelters.

The Clerk reported that the Borough Council wished to consult the Parish Council on the positioning of a new commemorative bench in the park. The Parish Council favoured locating a bench near the sundial mosaic, or along the east edge of the park, perhaps near the Lodge.

The meeting closed at 9:05pm.

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

<b>Description</b>	<b>Amount</b>	<b>Cheque Number</b>
Cotswold District Council printing of July Village News (ref 2021-037) <i>Cheque signed in advance of the meeting</i>	£296.00	1142
Cotswold District Council printing of August Village News (ref 2021-039) <i>Cheque signed in advance of the meeting</i>	£264.19	1143
Karen Evans reimbursement for travel picking up Village News (ref 2021-040) <i>Cheque signed in advance of the meeting</i>	£17.55	1144

The cheques had all been signed prior to the meeting.

The Clerk had not received his payslip and agreed to defer the payment of his salary and expenses for July until the next meeting.