

SWINDON PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 9<sup>th</sup> MARCH 2021 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  
Lisa Whitaker

Also Present:

Shaun Cullimore (Clerk).

**21/33 APOLOGIES**

None.

**21/34 DECLARATIONS OF INTEREST**

None.

**21/35 ADJOURNMENT FOR THE PUBLIC SESSION**

No members of the were public present.

**21/36 MINUTES OF PREVIOUS MEETING**

The Council **RESOLVED** to accept the minutes of 9<sup>th</sup> February 2021 as a true record.

**21/37 MATTERS ARISING**

ACTION 20/215/1 – Cllr. Cornish to write a report of the working methods meeting.  
**Action continues.**

ACTION 21/12/1 – The Clerk to obtain quotes for renovating the war memorial. The Clerk had approached a number of contractors. The only response received was from O'Hare Stone Conservation The quote of £200.00 was for the production of a condition report and an estimate for any remedial work found to be required. The Council **RESOLVED** to accept the quotation. Action complete.

**NEW ACTION 21/37/1** – The Clerk to write to O'Hare Stone Conservation accepting the quotation.

ACTION 21/21/1 – The Clerk was asked to write to Karen Evans stating that the Council viewed picking up the Village News travel as essential travel. Karen did not feel a letter would be necessary. Action complete.

ACTION 21/22/1 – The Clerk was asked to write to the planning officer and developer responsible for the Vibixa site requesting details of lighting and landscaping schemes. The planning officer had responded stating that landscaping had been addressed in the approved planning application. A planning condition had been attached to the consent in respect of the bus stop. The condition had been discharged through 20/01356/DISCON, which showed the proposed position of the bus stop. The developer had responded

stating that work on construction was due to commence on 19<sup>th</sup> April and would be completed early in 2022. Action complete.

**NEW ACTION 12/37/2** – The Clerk to write to the planning officer suggesting that the bus stop outside the former Vibixa site be discontinued on the grounds of safety and the fact there is another bus stop (with a layby) nearby.

ACTION 21/23/1 – The Clerk to write to the resident formally confirming that his debt had been written off. A letter had been sent. Action complete.

ACTION 21/25/1 – The Clerk to write to the solicitor with any further questions and to request an invoice for services rendered to date. An email had been sent. Action complete.

ACTION 21/28/1 – The Clerk to circulate the document outlining the renovation project. The Clerk had forwarded the document to members. Action complete.

ACTION 21/29/1 – The Clerk to ask GAPTC to appoint an internal auditor. GAPTC had appointed the same auditor as last year. Action complete.

ACTION 21/32/1 – The Clerk to submit a list of potential locations to the DigiBus organisation. An email had been sent. Action complete.

**21/38 ACCOUNTS PAYABLE**

The Council **RESOLVED** to make the payments shown in appendix 1.

**21/39 PLANNING AND LICENSING**

- 21/00453/FUL and 21/00453/LBC – Proposed alterations to the roof, door, and window openings 2 Swindon Hall. The Council **RESOLVED** to support the application.
- 21/00414/FUL – Single storey side and rear extension 49 Dark Lane (similar to 31 Dark Lane?). The Council **RESOLVED** to make no objection to the application.
- 20/00759/FUL – Church Farm. The closing date of the revised application is 26<sup>th</sup> March. Members agreed to divide the topics of the application between them for review and to hold an informal Zoom meeting on 20<sup>th</sup> March.

There were no licensing applications to be considered.

**21/40 COUNCIL RESPONSE TO CORONAVIRUS PANDEMIC**

Cllr. Cornish reported that a resident had requested help, having been told to shield. A volunteer is happy to help. We will reimburse via bank transfer.

**21/41 EMERGENCY PLANNING**

Deferred.

**21/42 VILLAGE HALL**

Cllr. Cornish reported that two committee meetings had been held. £600 had been

received from the Borough Council from the COVID Recovery Fund.

The proposed new entrance at the West end of the building is not straightforward. Advice is being received from a surveyor.

It was discussed whether it would now be appropriate to share the findings with the Village Hall committee.

**NEW ACTION 21/42/1** – Clerk to summarise the findings of the solicitor for the Council.

**21/43 COUNCIL WORKING METHODS**

Deferred.

**21/44 WAR MEMORIAL**

This matter had been covered under action 12/12/1.

**21/45 FOOTPATH BY THE GYM**

The matter is currently in the hands of Danny Taylor, Gloucestershire Highways Area Manager.

**21/46 FOOTPATH BY NEXT**

The track had been cleared of vegetation but some serious rubbish is still present. Cllr. Fisher was going to engage Cheltenham Borough Council to clear it but was not present to report.

**21/47 “BEING A BETTER COUNCILLOR” COURSE**

The course was set to run (Monday 15<sup>th</sup> March and Tuesday 23<sup>rd</sup> March 6:00pm to 8:00pm) and details for joining the Zoom meeting had been circulated. The course would be presented by Anita of GAPTC. Cllrs. Cornish, Pirso and Whitaker would be attending, plus 11 councillors from other councils.

**21/48 MAINTENANCE OF BUS SHELTERS**

Although a number of contractors had initially expressed an interest only one had produced an estimate (£200 plus materials). The Council **RESOLVED** to accept the estimate.

**21/49 COUNTY COUNCIL PUBLIC RIGHTS OF WAY INITIATIVE**

The County Council is seeking information on rights of way that existed prior to 1949 but that do not appear on the definitive map. The Parish Council (in conjunction with Mr. Heathcott) identified two candidates: the track adjacent to Next, Gallagher Retail Park and the track from Brockhampton Lane to the railway bridge across the back of Seasons.

**NEW ACTION 21/49/1** – The Clerk to enquire about getting the two rights of way onto the definitive map.

**21/50 PLAN FOR RETURNING TO FACE TO FACE MEETINGS**

There is legislation in place allowing parish councils to hold remote meetings. This legislation expires on 7<sup>th</sup> May and it is unclear whether or not it will be extended.

Unconfirmed Minutes of Swindon Parish Council 9<sup>th</sup> March 2021

Annual Parish Meetings have to be held between 1<sup>st</sup> March and 1<sup>st</sup> June. GAPTC are advising councils to schedule meetings late in May.

The Village Hall is considering how it will return to normal operation.

**21/51 REPORTS**

The Clerk reported that the gates stolen from the entrance to Dog Bark Lane had been found in a field further along the lane. He had reported this to the County Council.

Cllr. Allen reported that only one complaint about smells from Wingmoor Farm had been made from the parish. Anyone with an issue should immediately contact the Environment Agency on 0800 807060 so that the issue can be investigated.

The meeting closed at 9:40pm.

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

<b>Description</b>	<b>Amount</b>
Clerk salary and expenses for February <i>(ref 2021-132)</i> <i>Payment by BACS</i>	£510.46
Karen Evans reimbursement for collecting the printed Village News from Cirencester <i>(ref 2021-133)</i> <i>Payment by BACS</i>	£17.55
Cotswold District council for printing the March edition of the Village News <i>(ref 2021-134)</i> <i>Payment by BACS</i>	£200.71