

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 12th JUNE 2023 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

James Cornish (Chair)

Lisa Whitaker (Vice Chair)

Lynne Allen

Alison Berry

Natalie Blankley

Sharon Collicutt

Also Present:

Shaun Cullimore (Clerk), one member of the public.

23/80 APOLOGIES

Helen Wells, Borough and County Councillor Flo Clucas.

23/81 DECLARATIONS OF INTEREST

None.

23/82 ADJOURNMENT FOR THE PUBLIC SESSION

One member of the public was present, interested in observing the meeting.

23/83 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 15th May 2023 as a true record.

23/84 MATTERS ARISING

ACTION 22/191/2 – Task leaders to complete a Project Proposal for each of their tasks. See appendix 2 for current status. Action continues.

ACTION 23/8/2 – Cllr. Cornish to look at savings products that might offer better interest rates. Cllr. Cornish had emailed a list. Action complete.

ACTION 23/17/1 – Cllr. Collicutt offered to produce a project plan to consider retaining at least parts of the sundial mosaic. Barry Simon had sent some information to Cllr. Collicutt and the Clerk had given Cllr. Collicutt a file of information on the original design and production of the mosaic. Action continues.

ACTION 23/41/1 – The Clerk to ask Cllr. Fisher whether play equipment removed and replaced at Pitville Park is still available. The Clerk had emailed Cllr. Fisher. Action complete.

ACTION 23/54/1 – Cllr. Cornish to chase the Village Hall Committee for a response to the proposed rental agreement. Action complete.

ACTION 23/76/1 – Cllr. Cornish to liaise with the Clerk to Painswick PC to see what we can learn about engaging with the telecommunications company. Action continues.

ACTION 23/76/2 – Cllr. Cornish to engage with the telecommunications company with a view discussing the type and location of aerials. Action continues.

ACTION 23/78/1 – The Clerk to get new/revalidated quotes for conveyancing. Action continues.

ACTION 23/78/2 – Cllr. Cornish to engage with the Village Hall Committee with a view

to getting an agreement on rent, etc. This action was similar to action 23/54/1, therefore this action was discontinued.

23/85 ACCOUNTS PAYABLE

Members **RESOLVED** to approve the payments to the Clerk and Mrs. Evans shown in Appendix 1. The payment to CPRE would be discussed later in the meeting.

23/86 FINANCIAL CHECKS

Cllr. Allen had checked five transactions of her choice, as follows.

Transaction	Amount	Method	Ref
Payment to A A Debtford for new defibrillator pads/ battery pack	£129.60	Transfer	2223-080
Cheltenham Borough Council for networking event	£67.20	Transfer	2223-078
Expenses to James Cornish	£271.65	Cheque 1213	2223-034
Cotswold District Council printing Village News of November 2022	£245.89	Transfer	2223-057
O'Hare Stone Conservation restoration of war memorial	£820.00	Cheque 1193	2223-004

No issues were identified.

23/87 PLANNING AND LICENSING

- 23/00908/ADV – Various signage to include high level illuminated flex face sign, projecting sign, totem sign, projector vinyls and window vinyls, delivery sign to rear door | Unit J3 Gallagher Retail Park.
- 23/00933/CONDIT – Variation of condition 3 (goods condition) of planning permission 19/01077/CONDIT to allow Unit 1B, Centrum Park, to be used for the sale of food and drink, including an ancillary customer cafe of up to 100m².
- 23/00961/FUL – Repositioning of existing fence line and erection of 2.4m high V mesh security fencing, Unit 5 Kingsditch Trading Estate.

The Council **RESOLVED** to make no objection to the above applications.

There were no licensing applications.

23/88 ENVIRONMENTAL IMPACT ASSESSMENT FOR HOME FARM

Cllr. Berry was concerned that the planning officer had concluded that an Environmental Impact Assessment would not be required.

NEW ACTION 23/88/1 – The Clerk to draft an email to the planning officer and give it to Cllr. Berry for her thoughts.

23/89 FLY TIPPING

Fly tipping was regularly occurring in a field owned by Robert Hitchens Ltd. Members wondered if the company would permit us to put up signs warning that fly tippers would be prosecuted, and also a dummy camera. The Council **RESOLVED** to approved a budget of £100 to purchase signs and a dummy camera.

23/90 MEMBERSHIP OF CPRE

Cllr. Wells had written an email in support of continued membership. It was **RESOLVED** to give £40, the same as last year.

23/91 AMENITY AREA

It was noted that part of a tree had fallen near the bridge over the Swilgate on Manor Road. Some action had been taken to cordon off the area and ensure that the tree did not encroach on the footway or highway.

NEW ACTION 23/91/1 – The Clerk to contact GCC Highways and County Councillor Fisher regarding the fallen tree.

Cllrs. Collicutt and Allen had met with Tom Harcourt (Gloucestershire Wildlife Trust). Tom is hoping to use “leaky dams” to make the river meander and encourage biodiversity. As the Swilgate is classed as a “main river” a permit from the Environment Agency will probably need to be sought.

It was suggested that hedging be planted to screen the Amenity Area from the Spirax Sarco site.

NEW ACTION 23/91/2 – The Clerk to contact Spirax Sarco with a view to them getting involved in the Amenity Area project.

23/92 VILLAGE HALL CAR PARK

The “Build Back Better” grant funding has been approved.

We will need to engage a solicitor to draft agreements between the Parish Council and the Borough Council and between the Parish Council and the Village Hall. We will also need to get the land registered.

23/93 REPORTS

The Clerk had reported that Ian Brown, volunteer allotments manager, would be stepping down. Chas Pierce is willing to take on the role.

The Clerk wished to put on record the tremendous job that Ian had done in dealing with the collection of rents and other allotments matters.

It was agreed that a £50 gift card would be purchased for Ian, paid from the Chairman’s Allowance.

It was noted that travellers had stopped at the park and looked at the locks but then moved on.

The meeting closed at 9:12pm.

Signed:	Date:
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APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Clerk salary and expenses <i>(ref 2324-010, 011, 012, 014)</i>	£530.46
Karen Evans collecting June Village News <i>(ref 2324-013)</i>	£17.55
Campaign for the Protection of Rural England <i>(ref 2324-015)</i>	£40.00

The Clerk would set up the payments to be made by bank transfer. Cllrs. Wells and Whitaker were delegated to approve the payments.

APPENDIX 2 – LIST OF PROJECTS

Task	Lead	Status
Village Hall Car Park	James	Awaiting project plan.
Recruiting Councillors	Alison	Complete following recruitment of Lynne.
Improving Community Engagement	James	Awaiting project plan.
Footpaths	Sharon	Working with Barry Simon. Awaiting project plan.
Elms Park Influencing and Shaping	Helen	Awaiting project plan.
M5 Junction 10	James	Deleted.
Emergency Planning	Alison	Awaiting project plan.
Annual Parish Meeting	Lisa	Activity complete for 2023. Reinstate for 2024.
Climate Change Policy	Lisa	Awaiting project plan.
School Car Parking	Lisa	No complaints had been received recently. Delete for now.
Way of Working and IT Infrastructure	James	Awaiting project plan.
Warm Space	Lisa	Despite best efforts we had been unable to find a suitable venue.
Play Area and Park	Natalie	Awaiting project plan.
Elms Park and Green Space	Helen	Awaiting project plan.
Speed Limits and Road Safety	Alison	Complete following distribution of speed stickers. Reconsider this topic once Swindon Farm and Home Farm have been built out.
Climate Change and Sustainability Local Action	Lisa	Awaiting project plan.
Community Sharing Initiatives	Helen	Awaiting project plan.
Summer Fete/Event	James	Complete. We will release the £1000 grant we offered to the Village Hall Committee upon receipt of proof of expenditure.
Sundial Mosaic	Sharon	Awaiting project plan.