

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 13th NOVEMBER 2023 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

James Cornish (Chair)

Lisa Whitaker (Vice Chair)

Lynne Allen

Natalie Blankley

Sharon Collicutt

Helen Wells

Also Present:

Shaun Cullimore (Clerk).

23/164 APOLOGIES

Alison Berry, Borough Councillor Flo Clucas.

23/165 DECLARATIONS OF INTEREST

None.

23/166 ADJOURNMENT FOR THE PUBLIC SESSION

There were no members of the public present.

23/167 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 9th October 2023 as a true record.

23/168 MATTERS ARISING

ACTION 22/191/2 – Task leaders to complete a Project Proposal for each of their tasks. The project list would be revised as part of the budget setting agenda item below. Action discontinued.

ACTION 23/91/2 – Cllr. Collicutt to contact Spirax Sarco with a view to them getting involved in the Amenity Area project. The Clerk had forwarded Spirax Sarco contact details. Action continues.

ACTION 23/108/1 – Cllr. Whitaker to contact the resident requesting the pétanque terrain. This would be addressed as part of producing a master plan for the park. Action discontinued.

ACTION 23/118/1 – Cllr. Cornish to approach Bishops Cleeve Parish Council to learn about their approach to community facilities and Local Green Space. Action discontinued as it will be picked up at C5.

ACTION 23/120/1 – The Clerk to obtain three quotes for the cutting back of the hedge along Stantons Drive. The Clerk had obtained two quotes. Cllr. Wells would see if the local farmer would be interested in providing a quote. Action continues.

ACTION 23/128/1 – Clerk to send map of proposed speed reduction measures and project template to Cllr. Berry to initiate speed reduction project. The resident we had thought would assist Cllr. Berry had since withdrawn and Cllr. Berry does not have enough time to progress this on her own. The Clerk would distribute the map anyway. Action complete.

ACTION 23/149/1 – Cllr. Cornish to approach Bishops Cleeve, Uckington and Elmstone Hardwicke Parish Councils to consider a joint plan to the use of CIL/Section

106 monies. Action continues.

ACTION 23/155/1 – Matters arising from the Internal Audit to be progressed. Action continues.

ACTION 23/163/1 – Cllr. Cornish to enquire regarding the terms for renting the cricket pavilion. Action continues.

23/169 ACCOUNTS PAYABLE

Members **RESOLVED** to make the payments identified in Appendix 1.

23/170 PLANNING AND LICENSING

There were no planning or licensing applications to be considered.

23/171 BUDGET FOR 2024-2025

The Clerk had distributed a first draft (file budget_2024-2025_231103.pdf). A number of changes were agreed.

NEW ACTION 23/171/1 – The Clerk to produce a revised budget and projects list.

23/172 AMENITY AREA

The problem chestnut trees will be reduced/felled on 7th December.

The developers working on the Manor Farm site had made the path through the Amenity Area very muddy.

NEW ACTION 23/172/1 - Cllr. Collicutt agreed to ask the Manor Farm developer to put down some gravel to restore the footpath.

23/173 ALLOTMENTS HEDGE

The Clerk had obtained quotes from Chris Arnold and Ubico.

NEW ACTION 23/173/1 – Cllr. Wells offered to ask the farmer if he would like to quote for cutting the allotments hedge.

23/174 COUNTY WIDE 20MPH CAMPAIGN

Parish and town councils in Gloucestershire are being encouraged to support a campaign for 20mph speed limits in residential areas.

The Council **RESOLVED** to pledge its support to the campaign for 20mph speed limits in residential areas of the parish (the definition of “residential” to be discussed and agreed).

NEW ACTION 23/174/1 – The Clerk to communicate the Council’s commitment to 20mph speed limits to the appropriate parties.

23/175 VILLAGE HALL CAR PARK

The Clerk is awaiting a response from Tayntons.

23/176 PRINTING OF THE VILLAGE NEWS

The following quotes for printing had been obtained.

Unconfirmed Minutes of Swindon Parish Council 13th November 2023

Color Co	£460.00	
Typecraft	-	They recommended Litho printing through Tewkesbury Printing Company
Perpetua Press	£259.00	Digital printing
	£369.00	Litho printing press
		They have sent samples of each. Price increases by £22.90 for tinted cover.
Tewkesbury Printing Company	£484.00	
In2Print	£374.00	
Saxon Print	£293.54	Black only
	£397.22	Some colour pages
	£454.82	Colour throughout

Cotswold District Council had stopped offering a printing service earlier than anticipated. As an emergency measure the Clerk had placed the order for the printing of the December issue of the Village News with Perpetua. This had been a success.

The Council **RESOLVED** to continue using Perpetua to print the Village News.

23/177 MASTER PLAN FOR THE PARK

This matter was deferred until the February meeting. Members agreed to meet informally on 18th January 2024 to discuss the matter.

23/178 CHELTENHAM PARISH COUNCILS COLLABORATION EVENT

The above event will take place on Saturday 18 November at Civil Service Club.

All councils have been asked to pay a contribution of £150 towards expenses. The Council **RESOLVED** to do so.

23/179 REPORTS

The members were grateful for a written report from Cllr. Clucas which was presented to the meeting.

Cllr. Wells reported that a vehicle used in a robbery had crashed at the end of Stantons Drive.

Cllr. Whitaker had represented the Council at the Remembrance Sunday service at the church.

The meeting closed at 9:38pm.

Signed:	Date:
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APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Royal British Legion Poppy Appeal <i>(ref 2324-050, paid in advance of the meeting)</i>	£110.00
Perpetua Press printing November edition of the Village News <i>(ref 2324-051)</i>	£281.90
Clerk salary and expenses <i>(ref 2324-046, 047, 048, 049)</i>	£529.45

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