

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 11th MARCH 2024 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

James Cornish (Chair)

Lisa Whitaker (Vice Chair)

Lynne Allen

Natalie Blankley

Sharon Collicutt

Also Present:

Shaun Cullimore (Clerk), Borough Cllr. Flo Clucas, one member of the public.

24/30 APOLOGIES

Alison Berry.

24/31 DECLARATIONS OF INTEREST

None.

24/32 ADJOURNMENT FOR THE PUBLIC SESSION

One member of the public was present, who expressed concern at the traffic implications of the impending housing developments (Elms Park and Home Farm). The Parish Council shares the concern.

24/33 COUNCILLOR HELEN WELLS

The members were deeply upset at the news of Helen's death. It was agreed that we would tread lightly in the short term to avoid impinging on any arrangements/announcements the family wish to make. Longer term, the Parish Council wish to honour Helen's outstanding contribution to the area.

NEW ACTION 24/33/1 – Clerk to convene a special council meeting to consider conferring upon Helen the honorary title of Freewoman of the Parish.

The Council **RESOLVED** to initiate obtaining a scroll in advance of the formal decision.

Consideration will also be given to naming an area/areas in Helen's honour.

24/34 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 12th February 2024 as a true record.

24/35 REPORT FROM CLLR. CLUCAS

It had been reported to the Clerk that the Village Hall drains had become blocked on a number of occasions. While the last episode was being investigated it had been discovered that the drain is broken and misaligned under the car park. The Parish Council is negotiating the purchase of the car park. At the request of the Clerk Cllr. Clucas had taken the matter up with the CBC Property department.

The Parish Council had not raised any objection to the temporary access off Manor Road for the construction of the Swindon Farm estate. However, Cllr. Clucas voiced concerns as to what will happen when the temporary permission expires and also the fact that the road is used by pedestrians going to and from the school.

A booking system is now in place at the recycling centre. Cllr. Cornish expressed concern that it is not possible to book on the day; one must plan ahead.

Cllr. Clucas left the meeting session.

24/36 MATTERS ARISING

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 23/190/2 – Cllr. Cornish to decide on a process by which we would come up with a new and better name for the Amenity Area. Action continues.

ACTION 24/7/1 – Cllrs. Cornish and Wells to contact the members of CBC's planning committee to express their concerns about the Home Farm planning application. Cllr. Allen agreed to take up the matter, hopefully with assistance from Cllr. Berry. Action continues.

ACTION 24/7/2 – Cllr. Wells agreed to contact Anne Griffiths regarding the Elms Park outline planning application. Cllr. Cornish had been in touch with Anne. Action complete.

ACTION 24/11/1 – Cllr. Cornish to ask the other Parish Councils via C5 if they also suffer from planning documents being made public at times when in depth review is difficult to accommodate. Cllr. Whitaker would be attending the next C5 meeting and agreed to take up the matter. Action continues.

ACTION 24/11/2 – Cllr. Wells to ask CBC/Ubico (i) whether pedestrian access to the recycling centre could be provided at some point, and (ii) what arrangements will be put in place to accommodate the temporary closure of Wingmoor Farm recycling centre. Cllr. Clucas' report had covered these matters. Action complete.

ACTION 24/28/1 - The Clerk to circulate the map of the park and suggested initiatives that had been prepared previously. Action continues.

ACTION 24/28/2 - The Clerk to ask CBC to clarify what will happen to the pavilion in the park. Action continues.

ACTION 24/29/1 - The Clerk to suggest to the editor that businesses paying for advertising in the Village News be offered the opportunity to include a brief article about their business. Action complete.

ACTION 24/29/2 - The Clerk to check the availability of the Village Hall on the 14th, 15th or 16th May for the Annual Parish Meeting. The Clerk had booked 14th May. Action complete.

24/37 ACCOUNTS PAYABLE

Members **RESOLVED** to make the payments identified in Appendix 1. Cllrs. Whitaker and Allen were assigned to approve.

24/38 PLANNING AND LICENSING

The following planning applications were due for consideration.

- 24/00319/FUL – External alterations, new trolley bays and associated works / structures to Unit 1B Centrum Park (becoming M&S Foods). The Council **RESOLVED** to raise no objection.
- 24/00388/FUL – Two storey rear extension and detached garden equipment store (part retrospective). The Council **RESOLVED** to make no objection.

There were no active licensing applications to be considered.

24/39 STRATEGIC AND LOCAL PLAN

The consultation on the process of arriving at a plan was coming to an end. The matter would be kept as a standing item on the agenda.

24/40 ANNUAL PARISH MEETING

The meeting will take place on 14th May. A number of potential topics were discussed. The Council would like to honour Helen's outstanding contribution.

24/41 AMENITY AREA

The Clerk had submitted a planning application for the tree works. He had been told that trees in a Conservation Area were subject to a consultation period of six weeks. Trees subject to Tree Protection Orders were subject to a consultation period of eight weeks. The Clerk had not been aware that some of the trees fall into this category. The Clerk had agreed a date of 14th May with Chris Arnold Tree Surgery for the works.

24/42 VILLAGE HALL CAR PARK

The Clerk had chased the solicitor for an update. He had been told that CBC had found the attestation clause that the Parish Council execute under. The solicitor hoped to be able to review the replies over the next couple of days and agree the transfer paperwork. CBC should then be able to issue the paperwork for signing by everyone.

24/43 30MPH SIGNS ON THE BUS SHELTER IN QUAT GOOSE LANE

The Local Area Highways Officer had raised no objection to a local resident affixing 30mph limit signs to the bus shelter. Provided the resident took responsibility for procuring and fixing the signs the Parish Council would not object.

24/44 MASTER PLAN FOR THE PARK

The matter was deferred to June.

24/45 REPORTS

Noted that the next litter pick would be on 17th March.

Noted that Cllr. Whitaker would be attending a police co-ordination meeting and the next C5.

The meeting closed at 9:09pm.

Signed:	Date:
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APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Perpetua printing December/January edition of the Village News (ref 2324-079)	£259.90
Clerk salary and expenses ¹ (ref 2324-080)	£540.10

The Clerk would set up the payments to be made by bank transfer.

1 The Clerk had not received his payslip for February. It was agreed that his salary and standard expenses be paid and the paperwork would be signed off at the next meeting.