

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 10TH JUNE 2024 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

Lisa Whitaker (Chair)

Alison Berry (Vice Chair)

Lynne Allen

Natalie Blankley

Sharon Collicutt

Also Present:

Shaun Cullimore (Clerk), Borough Cllrs. Frank Allen and Suzanne Williams and three members of the public.

24/89 APOLOGIES

James Cornish, Borough Cllr. Flo Clucas.

24/90 DECLARATIONS OF INTEREST

None.

24/91 ADJOURNMENT FOR THE PUBLIC SESSION

It was noted that traffic jams continue on Wymans Lane as a result of the closure of Manor Road.

24/92 REPORT FROM BOROUGH COUNCILLORS

Cllr. Allen had attempted to petition the County Council about highways issues but had been prevented from doing so as the country is in a pre-election period.

The Borough Councillors left the meeting.

24/93 MINUTES OF PREVIOUS MEETINGS

The Council **RESOLVED** to accept the minutes of the meeting held on 13th May 2024 as a true record.

The Council acknowledged that the Clerk had worked additional hours in May due to the year end and other activities. He was asked if he wished to be paid for the hours but told the members that other months would be less intense so his hours should even out over the long term.

As additional houses are built the Council will receive more income from the precept but will need to contract the Clerk for more hours.

24/94 MATTERS ARISING

ACTION 23/149/1 – Cllr. Cornish to approach Bishops Cleeve, Uckington and Elmstone Hardwicke Parish Councils to consider a joint plan for the use of CIL/Section 106 monies. Action continues.

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

ACTION 24/61/1 – Clerk to commission a tree inspection in the summer. Action continues.

ACTION 24/84/1 – Clerk to circulate a revised version of the Council's Financial Regulations aligned with the latest NALC model text. Action complete.

24/95 ACCOUNTS PAYABLE

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

24/96 PLANNING AND LICENSING

There were no planning or licensing applications to be considered.

24/97 FINANCIAL REGULATIONS

The Clerk had distributed a document based on the 2024 NALC model text but tailored to the needs of the Council. The Council **RESOLVED** to adopt the document.

24/98 CLOSURE OF MANOR ROAD

In the absence of Cllr. Cornish members were unsure whether a meeting with Persimmon and the County Council would take place this week.

NEW ACTION 24/98/1 – Clerk to enquire of Persimmon when the next meeting would be.

The Clerk had heard from a resident that the required gas main works had been completed.

24/99 SLCC PLANNING COURSE

The Clerk requested that the Council approve his attendance at a Virtual Planning Summit organised by the Society of Local Council Clerks (SLCC). The cost would be £65. The Council **RESOLVED** to approve the request.

24/100 MAINTENANCE OF OLD MILL WAY (FORMERLY "THE AMENITY AREA")

It was agreed that we should put up informative signage in the area. Cllr. Collicutt agreed to approach Spirax Sarco regarding sponsorship. The Clerk suggested that the area could be made more attractive to bees (e.g. by drilling holes in the dead chestnut tree).

24/101 VILLAGE HALL CAR PARK

Cotswold Drain Service had undertaken a full CCTV survey of the sewer from the west corner of the building to the property boundary and beyond. The sewer pipe is in poor condition and they recommended excavation and replacement at an estimated cost of £15k to £20k. Cllr. Fisher may have some funding available but no numbers have been discussed. The Borough Council have offered to put the sale on hold and revert to a rental agreement on terms yet to be agreed.

NEW ACTION 24/101/1 – The Clerk to get in touch with Severn Trent to discuss responsibilities and potential problems arising from the sewer under the park.

It was noted that there is potential for closing the hall from 20th July to 1st September for any major works.

24/102 NOTICEBOARDS

NEW ACTION 24/102/1 – The Clerk to ask (via the Village News) if anyone can help to refurbish the noticeboards.

24/103 MASTER PLAN FOR THE PARK

Item deferred.

24/104 REPORTS

The Council needs to start planning for winter. The Clerk would put the matter on the agenda. Cllr. Whitaker would ask Mr. Wells about continuing to store road salt at his house. The Clerk would also ask the Allotment Manager whether there would be room for the Parish Council to put a storage shed on the allotments.

The Council needs to plan for the use of the Local Green Space though issues of ownership, management, maintenance and use remain unclear. It is hoped that locals with an interest might get involved in a working group.

It was noted that there is an increasing unsatisfied demand for allotments.

The meeting closed at 9:26pm.

Signed:	Date:
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APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Clerk salary and expenses (ref 2425-012, 014, 017)	£561.68
Perpetua printing December/January edition of the Village News (ref 2324-079)	£259.90
Alison Berry reimbursement of expenses (ref 2425-015)	£55.46
Sharon Collicutt reimbursement of expenses (ref 2425-016)	£32.15
SLCC for clerk's attendance at Planning Summit (ref 2425-021)	£78.00

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

APPENDIX 2 – RECEIPTS

Description	Amount
Interest	£27.45