

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

Parish Councillors Present:

Alison Berry (Chair)
Lynne Allen

Natalie Blankley
Sharon Collicutt

Also Present:

Shaun Cullimore (Clerk), one member of the public. Borough Cllrs. Flo Clucas and Frank Allen joined via Zoom.

24/174 APOLOGIES

James Cornish, Tom Harcourt, Lisa Whitaker.

24/175 DECLARATIONS OF INTEREST

None.

24/176 ADJOURNMENT FOR THE PUBLIC SESSION

One member of the public was present. One of the allotments appears to be being misused. The plot holder is not cultivating their plot but are bringing in large quantities of wood on to the site, cutting it up and burning it. A significant fire had occurred that had destroyed a shed on the plot. The shed had been reconstructed and the plot now contains a number of sheds.

It was agreed that the Clerk would raise the concern with the Allotments Manager. It was suggested that a group of Parish Councillors conduct an inspection of the allotments.

The member of the public left the meeting.

24/177 REPORTS FROM BOROUGH COUNCILLORS

Borough Councillors Flo Clucas and Frank Allen reported to the meeting via Zoom.

The Borough Councillors have been lobbying the County Council regarding the need for more organisation and joined up thinking in terms of roadworks. Borough Councillor Allen had submitted a petition to GCC complaining about the current chaos.

A house in Rivelands Road has been unoccupied long term, resulting in pest problems for local residents. The house is in private ownership. Cllr. Clucas is seeing what can be done.

There is still no date for M5 Junction 10. The Parish Council is concerned at the appearance on the Home Farm application of a consultant's report. Modelling supposedly shows that 80% of the houses proposed for the north west Cheltenham area could be built in advance of the junction upgrade. The Parish and Borough Councillors are absolutely opposed to this.

The number of houses that could be built and the phasing of the Elms Park development had been agreed.

NEW ACTION 24/177/1 – Parish Council to write to the Borough Council asking that

the developers be required to honour their previous commitments.

The Borough Councillors left the meeting.

24/178 MINUTES OF PREVIOUS MEETINGS

The Council **RESOLVED** to accept the minutes of the meeting held on 14th October 2024 as a true record.

24/179 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 24/61/1 – Clerk to commission a tree inspection in the summer. Action continues.

ACTION 24/167/1 – The Clerk to clarify the rationale behind the CIL payments. The first payment received in respect of St. Peter's Vicarage was made in error; the property is outside the parish boundary. We will retain the payment but the second scheduled payment would not be received. The other payments would be in respect of Manor Farm and Swindon Farm (Elms Park). Action complete.

ACTION 24/169/1 – Cllr. Allen to ask her contact to look at producing an integrated bench and bookshelf. The Clerk had received a quote. Action complete.

ACTION 24/170/1 – Cllr. Whitaker to raise the issues posed by the accessibility of Dog Bark Lane at the Police Co-ordination Meeting. Action continues.

ACTION 24/172/1 – The Clerk to get a quote for hi-vis vests from Severnside Safety. The quote had obtained a quote for £238.75 + VAT. Whilst a slightly cheaper price had been obtained from an online retailer the Council preferred to deal with a local supplier. The Clerk was asked to place the order. Action complete.

24/180 ACCOUNTS PAYABLE

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

There were concerns about the standard of the tarmac laid in the Village Hall car park. It was agreed that the contractor would be paid but the Clerk would take up the matter with the contractor. The contractor would also be asked to supply a copy of the video of the repaired sewer.

Cllrs. Berry and Allen were assigned to approve the payments.

24/181 BANKING ARRANGEMENTS

Having received CIL money the Parish Council now holds over £90k. It was agreed that we should maximise our interest generation. The following suggestion was agreed.

- Put £40k in a one year fixed account
- Put £20k in a 95 day fixed account
- Put £20k in a 35 day fixed account
- Keep approximately £10k in the Instant Access account
- Keep no more than £10k in the Current Account

The Clerk stated that Lloyds Banking Terms and Conditions were changing. In future we would be charged £4.25 per month for our Current (now “Community”) Account. There are few banks operating in this market segment. Some councils use Unity Trust Bank. They charge £6.00 per month.

It was recognised that our holding with Lloyds exceeds the £85k protection provided by the Financial Services Compensation Scheme (FSCS). This was deemed to be a low risk and the Council **RESOLVED** to continue to bank with Lloyds.

24/182 PLANNING AND LICENSING

The following planning applications were considered:

- 24/01804/FUL – Single storey rear extension (retrospective) 7 The Firs. The Council **RESOLVED** to make no objection.

There were no licensing applications to be considered.

24/183 FINANCIAL POSITION

The Clerk had provided a statement of the Parish Council’s financial position at the end of the first half of the financial year (to 30th September 2024).

24/184 CLOSURE OF THE CHURCHYARD

Deferred.

24/185 MAINTENANCE OF OLD MILL WAY (FORMERLY “THE AMENITY AREA”)

Cllr. Collicutt agreed to take on the task of obtaining quotes for the remaining tree works to done in Old Mill Way.

NEW ACTION 24/185/1 – Cllr. Collicutt to obtain three quotes to deal with the remaining willow branches overhanging Manor Court.

24/186 COMMUNITY INFRASTRUCTURE LEVY (CIL)

Projects under consideration for CIL investment include

- getting car parking spaces remarked in the Village Hall car park
- installing better gates to the car park
- the provision of a shed for the storage of road salt

The survey report on the car park commissioned by Cllr. Cornish should be reviewed to identify other potential works.

It was agreed that the provision of a seat in the bus shelter would also qualify for CIL funding.

24/187 FLOODING

Following the latest floods councillors Cornish and Collicutt had asked that the matter be placed on the agenda.

Cllr. Collicutt was concerned about blocked drains in Manor Road. She had reported the matter via Fix My Street. Cllr. Allen stated that the mud blocking the drains had been cleared.

Cllr. Cornish had wished to discuss the flooding of the River Chelt but was not present.

24/188 DRAINAGE OF THE ALLOTMENTS

The Allotments Manager is preparing a case for improving the drainage on the allotments.

Cllr. Collicutt left the meeting.

24/189 REPORTS

NEW ACTION 24/189/1 – The Clerk to investigate the the relationship between the Village Hall and the Parish Council in terms of reclaiming VAT, our ability to provide grant funding and signing the car park over to the Village Hall.

The meeting closed at 9:39pm.

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| Signed: | Date: |
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APPENDIX 1 – APPROVED PAYMENTS

| Description | Amount |
|--|---------------|
| Royal British Legion Poppy Appeal <i>(ref 2425-053, paid in advance of the meeting)</i> | £120.00 |
| Clerk salary and expenses <i>(ref 2425-049, 2425-055, 2425-056)</i> | £561.68 |
| Perpetua printing of November Village News <i>(ref 2425-054)</i> | £260.20 |
| First Drainage excavation and reinstatement of sewer across Village Hall car park <i>(ref 2425-027)</i> | £10,200.00 |
| Gill Bull expenses incurred in collecting allotment rents <i>(ref 2425-051)</i> | £12.65 |

The Clerk would set up the payments to be made by bank transfer. Cllrs. Allen and Berry to approve.

APPENDIX 2 – RECEIPTS

| Description | Amount |
|---|---------------|
| Allotment rents (this is the total with everyone having paid) | £1,518.00 |
| CIL money | £59,091.14 |