

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 10TH MARCH 2025 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

Lisa Whitaker (Chair)

Lynne Allen

Alison Berry

Natalie Blankley

Sharon Collicutt

James Cornish

Tom Harcourt

Also Present:

Shaun Cullimore (Clerk), Borough Cllrs. Frank Allen and Victoria Atherstone, the Chair and Vice Chair of Swindon Village Community School Governors, three members of the public.

25/32 APOLOGIES

Borough Cllr. Flo Clucas.

25/33 DECLARATIONS OF INTEREST

None.

25/34 CO-OPTION OF NEW MEMBER

The Parish Council unanimously **RESOLVED** to co-opt Ruth Hudson onto the Council and Ms. Hudson signed a Declaration of Acceptance of Office.

25/35 REPORT FROM BOROUGH COUNCILLORS

Borough Cllr. Frank Allen reported on actions taken in respect of the Manor Road closures, graffiti issues and fly tipping.

Borough Cllr. Victoria Atherstone reported on the arrangements made to reduce the adverse impact that Cheltenham racegoers have on the area. In response to a question, Cllr. Atherstone agreed to ask the Jockey Club/Borough Council if they would be willing to augment our own litter pick efforts after the event.

25/36 CAR PARKING AT THE SCHOOL

School staff and governors had attempted to reason with parents dropping children off at the school but to little effect and had received abuse.

Local residents had received a draft Traffic Regulation (TRO) for consultation purposes. The Parish Council had not been informed. The TRO proposed more extensive yellow lines outside the school. The Parish Council **RESOLVED** to support the TRO but to suggest that the double yellow lines be extended to Seasons on Quat Goose Lane.

NEW ACTION 25/36/1 – Cllr. Berry to draft a response to the TRO and send to the Clerk for submission prior to the 3rd April deadline.

Other considerations:

- Enforcement is key to making restrictions effective
- Road side railings have been effective at Rowanfield School
- Walking buses have been tried but not receive long term support
- ANPR cameras
- Air quality monitoring

NEW ACTION 25/36/2 – Cllr. Cornish to discuss the possibility of pedestrian access from Seasons to the school with Cllr. Fisher and Seasons.

25/37 ADJOURNMENT FOR THE PUBLIC SESSION

No further business.

25/38 MINUTES OF THE LAST MEETING

The Council **RESOLVED** to accept the minutes of the meeting of 18th February 2025.

25/39 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. Cllr. Cornish had made contact and would meet with Uckington and Elmstone Hardwicke. Action complete.

ACTION 24/61/1 – Clerk to commission a tree inspection in the summer. The Clerk had written to the arborist who had written the last report. He had not yet received a reply. It was agreed that Cllr. Collicutt obtain a contact via the tree surgeon with whom she had been in touch. Action continues.

ACTION 24/185/1 – Cllr. Collicutt to obtain three quotes to deal with the remaining willow branches overhanging Manor Court. Cllr. Collicutt and the Clerk had met with a tree surgeon on 7th March. The quote is awaited. Action continues.

ACTION 25/8/1 – Clerk to notify the Borough Council that the Parish Council would not be agreeing to undertake maintenance of the churchyard. Action complete. The Borough Council will assume responsibility from 12th February 2026.

ACTION 25/16/1 – Clerk to contact Cllr. Fisher (Gloucestershire County Council) to protest at the cutting down of trees in Manor Road. Cllr. Berry had made enquiries. It appears that the owner of the land on the corner had felled the trees. Action complete.

ACTION 25/27/1 – Cllr. Blankie to obtain quotes for gates at the Village Hall. Cllr. Blankie and the Clerk had obtained quotes, discussed under item 25/45 below. Action complete.

ACTION 25/27/2 – Clerk to raise sewer problems with Simon Hodges (CBC) and Cllr. Fisher. Action continues.

ACTION 25/29/1 – Cllr. Cornish to discuss devolution with Paul Jones (CBC) and produce a summary of the possible consequences. A reply had not yet been received. Action continues.

ACTION 25/31/1 – Cllr. Berry to approach Galliford Try to see if they could supply wood chips resulting from any tree felling they do. Action should have been assigned to Cllr. Whitaker. Action continues.

25/40 ACCOUNTS PAYABLE

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

25/41 FINANCIAL POSITION O END OF THIRD QUARTER

The Clerk had provided members with a report.

25/42 BANK RECONCILIATION FOR 31st DECEMBER 2024

The Clerk had provided members with a report.

25/43 PLANNING AND LICENSING

The following planning applications were considered:

- 25/00339/FUL – Replacement of asbestos roof Sapa Profiles, Tewkesbury Road. No objection.
- 25/00274/FUL – Two storey extension 25 Hulbert Close. No objection.
- 25/00286/CONDIT – Extension of use of temporary vehicular access off Manor Road for Swindon Farm. No objection.
- 25/00245/FUL – Erection of a single dwelling 52 River Leys. See action below.

NEW ACTION 25/43/1 – Clerk to submit a comment on 25/00245/FUL seeking assurance that pedestrian access from River Leas to Hayden Road would be maintained.

There were no licensing applications to be considered.

25/44 CODE OF CONDUCT

The Clerk had circulated a revised draft Code of Conduct from the Borough Council. The Council **RESOLVED** to adopt the new document.

25/45 VILLAGE HALL CAR PARK

Two quotes for gates had been obtained.

1. Entrance Supplies Direct £4,635
2. Clive Lewis Fabrications £4,125

The Council **RESOLVED** to accept quote 2.

NEW ACTION 25/45/1 – Clerk to prepare a Build Back Better grant application for the Village Hall car park gates.

25/46 WEBSITE

The Clerk maintains the website using a free Content Management System (CMS). The CMS version in use is no longer maintained and it would require a huge effort to adopt a new one. The Clerk proposed adoption of a flexible system provided by Spanglefish. The company specialises in supporting Parish Councils and ensures that their system meets accessibility requirements. Rather than paying for hosting (£60 per annum) and using a free CMS the Spanglefish system would cost £78 including hosting.

The Council **RESOLVED** to adopt the Spanglefish system.

25/47 BUS SHELTER BOOK CASE AND SEAT

Cllr. Allen had contacted Mr. Beasant, who had been working away. We hope to have a start date soon.

NEW ACTION 25/47/1 – Clerk to ask Joan to do away with the boxes on the floor of the bus shelter.

25/48 UNITARY AUTHORITY

A meeting has been arranged by the Borough Council on 19th March. Cllrs. Berry and Cornish will attend.

25/49 REPORTS

Cllr. Hudson reported that the bins in Yeend Close had been collected from the properties. Residents were now being asked to take the bins out to Tewkesbury Road.

NEW ACTION 25/49/1 – Clerk to ask CBC why the refuse collection in Yeend Close had changed.

Uckington Parish Council are hosting Paul Instone (CBC) on 3rd April to provide an update on Elms Park. Swindon Parish Council have been invited to send representatives. Cllrs. Allen, Cornish and Collicutt will attend.

The meeting closed at 9:50pm.

Signed:	Date:
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APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Clerk salary and expenses (ref 2425-082, 2425-083, 2425-084, 2425-085)	£591.62
Perpetua printing March Village News (ref 2425-086)	£246.90
Tom Harcourt purchase of plaques (2425-077)	£100.00
Lynne Allen purchase of tree stakes and ties (2425-078)	£20.95

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

APPENDIX 2 – RECEIPTS

Description	Amount
Interest on maturing fixed term deposit	£94.25