

**SWINDON PARISH COUNCIL**

**COUNCIL MEETING**

**13<sup>TH</sup> JANUARY 2009**

**SWINDON VILLAGE PRIMARY SCHOOL, CHURCH ROAD**

Present:

Councillors:

Hugh Evans (Chairman)

Peter Allen (Vice-Chairman)

Colin Green  
David Iliffe

Joanna McVeagh  
Glenn Simpson

Also Present:

Stephen Holley (Clerk of the Council)  
Two members of the public

Apologies:

Rob Ellis

**PUBLIC SESSION**

A. Traffic Matters

(i) Mrs. Katherine Holmes of Quat Goose Lane repeated her concerns about the poor design of the new Kingsditch roundabout. The Clerk relayed the Minute of County Councillor Suzanne Williams' written report to the December Meeting, "... Gloucestershire Highways Officers were unwilling to undertake any remedial action in respect of the new layout for Kingsditch roundabout. It was agreed that the situation was unsatisfactory but no further action would be taken." (Minute 08/148 (vii) referred).

It was AGREED to consider this under Traffic and Highways (Minute 09/007, below)

(ii) Mrs. Holmes informed the Council that no action had been taken to replace the missing white 'Give Way' markings at the junction of Rivelands Road and Quat Goose Lane. It was noted that County Councillor Williams and the Clerk had both requested this work be done, as the absence of markings was a hazard, as drivers were uncertain where they should be positioned. The Clerk would press Gloucestershire Highways to take prompt action.

B. Save the Countryside Campaign

Mrs. Anne Emery of the Save the Countryside Campaign informed the Council of two important dates in the campaign to protect the Green Belt around Cheltenham:-

(i) On 15th January 2009 a public briefing of key issues relating to the Regional Spatial Strategy and proposals for development around Cheltenham would be held in the Municipal Offices. Principal speakers were Barbara Farmer of SWARD (Safety in Rubbish and Waste Disposal) regarding Wingmoor Waste Disposal Site and Hazardous Waste Site; Mr. Dave Witts of the Severn and Avon Valley

Combined Flood Group on flooding in the Severn Vale; and Councillor Steve Jordan, the Leader of Cheltenham Borough Council, would provide an update on where the Borough Council stood with the RSS. All were welcome and encouraged to attend.

(ii) On 21st January 2009 Save the Countryside members and other groups were to lobby MPs in the Houses of Parliament. Gloucestershire MPs were to meet the Minister Iain Wright to formally discuss their objections to the RSS. Coach transport had been arranged.

It was AGREED that the Clerk should arrange for a weblink between the Parish website and the Save the Countryside website.

**09/001      DECLARATIONS OF INTEREST**

There were no declarations of interest.

**09/002      MINUTES**

**RESOLVED that the Minutes of the Meeting of the Council, held on 19<sup>th</sup> December 2008, be approved as a correct record.**

Arising thereon:-

08/145 (i) - New Code of Conduct for Members and Employees

The Council was reminded that it had agreed to delegate any response to a Working Party, should Members be interested in submitting a response by 24<sup>th</sup> December 2008. The Clerk reported that there had been no such request before the deadline.

**09/003      CO-OPTION TO FILL VACANCY ON THE COUNCIL**

It was understood that one or two people had expressed an interest in the vacancy, which would be kept as a standing item on the Agenda until further notice.

**09/004      ADMINISTRATION**

**1.      Correspondence**

The Council noted a list of correspondence received. It was noted that Councillor Iliffe would attend the next meeting of the Wingmoor Farm Liaison Group.

**2.      Village Hall – Lease in Respect of the Extended Car Park**

It was understood that all the requirements had been completed.

**3.      New Publication Scheme for the Public Sector – Table of Charges**

The Council considered recommendations for a suggested table of charges, as agreed at the last Meeting (Minute 08/145 (i) referred).

**RESOLVED: -**

- (i) that no charge be made for the supply of any non-exempt/non-confidential document provided electronically (e.g. Minutes, Agendas, the accounts, letters etc., sent by email);
- (ii) that a request for the supply of hard copies of any non-exempt/non-confidential document incur the following charges: -
- an administration charge of £5 per half hour or part thereof (to cover the Clerk's time in physically searching through files, making copies and sending in the post);
  - a copying charge of 10p for each side of A4 and 20p for each side of A3; and
  - a minimum charge of 50p for post and packing.

**09/005****REPORTS****1. Report of the County Councillor**

No report had been received from the County Councillor.

**2. Report(s) of the Borough Councillors**

No reports had been received from the Borough Councillors.

**3. Reports of Members of Swindon Parish Council**

Councillor Iliffe warned of a 'scam' email in circulation. Other Members reported receiving similar emails; they commonly consist of a message purporting to come from a reputable company, sometimes stating that a sum had been charged to the recipient's account. By worrying about this (entirely fictional) message, the recipient was encouraged to open a file attached to the email, only to find that this action resulted in the introduction of a computer virus, spyware or similar.

**09/006****PLANNING AND LICENSING****1. Planning Applications referred to the Council for observations**

There were no new applications to consider.

**2. Decisions on Planning Applications**

The Chairman gave a summary of decisions on Planning Applications.

**3. Advertising Sign at Marks and Spencer's Premises in Gallagher Retail Park**

The Council noted that the Development Control Manager was arranging for the investigation of a possibly unauthorised sign at the Marks and Spencer's premises in Gallagher Retail Park. It was noted that there were now three signs, whereas Members could only recall one or two previously.

**09/007****TRAFFIC AND HIGHWAYS**

(i) Councillor Allen reported that Windyridge Road had not been gritted during the recent icy weather. It was reported that cars had been seen to slip dangerously on the slopes. Local radio had carried a series of warnings about the poor driving conditions. It was AGREED that, as Windyridge Road was on a busy bus route, the Clerk should be requested to write to Gloucestershire Highways asking why it had not been included in the gritting schedule.

(ii) Councillor Iliffe had used the Gloucestershire Highways website to report blocked gutters and drains on the 'Pitch' in Manor Road. He had received an acknowledgement and would report on any action.

(iii) It was AGREED that the Clerk should seek a written response from Gloucestershire Highways in respect of the report that its Officers would not take any remedial action in respect of the Kingsditch roundabout (see also Public Session, Item A - Traffic Matters, above).

(iv) Councillor Simpson reported a hole in the surface of the road, outside 7 Manor Road. The Clerk would inform Gloucestershire Highways.

**09/008**

**ALLOTMENTS**

It was noted that the Allotments Manager had reported that he was expecting to arrange for the last unoccupied plot to be occupied.

The Clerk reported on progress with the collection of rents due for 2008/09.

**09/009**

**VILLAGE HALL – REQUEST FOR DONATION ON RESPECT OF NEW FLOOR**

(i) The Council considered a request from Mr. Peter Piff, the Chairman of the Village Hall Committee, to consider making a donation towards the cost of a new floor, to be installed sometime in 2009.

The Council was generally sympathetic to the request but AGREED to defer consideration until the Village Hall Committee could provide the following: a statement on whether some work had been done already; a copy of its accounts; a statement on efforts made to obtain funds from other sources, such as grant providers; and a specific figure for the donation.

(ii) Councillor Green reported that Mr. Piff had been very pleased to receive his gift of pre-cut Perspex, to allow the Village Hall to re-glaze its noticeboard adjacent to the horse-trough (Meeting held on 9<sup>th</sup> December 2009, Public Session, Item C – Village Hall Noticeboard, referred).

**09/010**

**EMERGENCY PLANNING**

The Council was invited to consider creating an Emergency Plan for Swindon Parish. It was noted that a 'pro forma' plan was available to interested Parish Councils and communities from the County Council website.

It was AGREED that this should continue to be an Agenda item for future Meetings. The Council was reminded that, in February 2008, an Officer from Cheltenham Borough Council had stated that the Borough Council "did not envisage the PCs

taking on any specific responsibility for Emergency Planning". As the Borough Council would be the main source of contact in any emergency, it should be established whether this view persisted.

The Clerk offered to produce a draft design for a Parish Council identity card, in time for the next Meeting.

**09/011 VILLAGE SIGN**

Councillor Peter Allen showed a number of sketch plans for ideas involving either an engraved stone sign, or a sign mounted on a stone base. He received suggestions on Members' preferences.

**09/012 FINANCE**

**1. Accounts Approved for Payment**

	£	£
Public Works Loan Board – loan repayment in respect of Embankment Repair Project		921.71
Cotswold District Council – Printing Village News		67.62
Clerk's Salary, (November)	236.07	
Expenses	<u>29.86</u>	
		265.93

**2. Receipts**

It was noted that the Council had received a refund of VAT for £4,620 (largely in respect of the Embankment Repair Project) and Eons wayleave payment in respect of its cables over the Stantons Drive Allotments.

**3. Budget and Precept for 2009/10**

The Council was invited to consider and resolve upon a Budget and Precept for the next Financial Year. In considering the Budget, It was AGREED that £4000 was probably an excessive sum for the Repairs Reserve and should be reduced to £3000.

It was noted that the proposal for a Precept of £8950 in 2009/10 was a reduction from £9000 in the current Financial Year. It would result in a small drop for Parish Council Taxpayers (£12.65 against £12.74 for Band D properties).

**RESOLVED**

- (i) **that Cheltenham Borough Council be advised that the Council's Precept for 2009/10 would be £8950;**
- (ii) **that the Budget for 2009/10 (attached to these Minutes) be approved.**
- (iii) **that the Repair Reserve be decreased to a maximum of £3000.**

**09/013 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION**

Members noted the following list of items for future discussion. The updated list

now comprised:-

- the allocation of Section 106 ' Planning Gain' monies to the area.
- Flood Wardens Scheme
- Eligibility for Quality Council status
- Identity cards for Members
- Extension of the footpath from the Amenity Area to Swindon Playing Fields

**09/014      OTHER BUSINESS ALLOWED BY THE CHAIRMAN AS URGENT**

There was no urgent business.

The Meeting closed at 9.23 p.m.

Chairman