

SWINDON PARISH COUNCIL
COUNCIL MEETING
SWINDON VILLAGE HALL, CHURCH ROAD
9TH OCTOBER 2007

Present:

Councillors:

Hugh Evans	Chairman
Peter Allen	Clark Miller
Colin Green	Glenn Simpson
David Iliffe	

Also Present:

Stephen Holley PCSO Wilkinson	Clerk of the Council Hesters Way INA
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Apologies:

Rob Ellis	Joanna McVeagh
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PUBLIC SESSION

1. PCSO Wilkinson informed the Council of plans to combat anti-social behaviour in the area, in particular Queens Street and Malvern Street and to deal with speeding in Manor Road.
2. Councillor Simpson informed PCSO Wilkinson that he had received complaints about commercial vehicles being parked on kerbs, where they posed a danger to visibility after dark, especially as there was no street-lighting in most of the Parish. Councillor Simpson advised that lights needed to be shown on all vehicles over 1.3 tonnes. He provided the Clerk with details of previous incidents to the Police (including Incident Numbers and times) which had received no response. The Clerk would write to the Inspector for Hesters Way explaining the Council's concerns.
3. Some Members of the Council were aware of restrictive covenants imposed by the developer of Rivelands Road and parts of Manor Road. These covenants were intended to prevent the parking of commercial vehicles and caravans on the properties concerned. The Council noted (a) that the covenants applied only to private land, they could not be applied to vehicles parked on the public highway and the verge, even illegally (b) that the covenants were intended only to protect the private interests of the person who had originally imposed them and, consequently, they could not be enforced by anyone else (even with the intention of protecting the public good) (c) that enquiries some years previously had revealed the original developer was now based in Surrey and no longer had a personal interest in enforcing the covenant.
4. PCSO Wilkinson was reminded of the Council's previous complaints about parking along the verges of Wymans Lane.
5. It was AGREED to ask the Editors of 'Village News' to include an article asking for residents to avoid parking unlit, large vehicles on the verge.

6. PCSO Wilkinson was requested for information on the transfer of Civil Parking Enforcement from the Police to the District Councils on 5th November 2007.

07/110 DECLARATIONS OF INTEREST

There were no declarations of interest.

07/111 MINUTES OF THE LAST MEETING (11TH SEPTEMBER 2007)

RESOLVED that, with the following amendment, the Minutes of the Meeting held on 11th September 2007 were approved as a correct record:-

Min 07/105 - Traffic and Highways - Item 5, Other Traffic and Highway Matters

Section (iv) - amend 'hole' to read 'manhole'.

Arising thereon:

The Clerk was reminded to request Gloucestershire Highways to replace the missing cover from the inspection hatch/hole in the verge at the corner of Manor Road and Church Road.

07/112 ADMINISTRATION

1. Correspondence

1. Cheltenham Borough Council - Kim Gibbon, Youth Engagement Worker. The MAD Young People's Council would be holding their Annual Presentation in the Council Chambers at the Municipal offices from 2pm on Wednesday 24th October 2007.
2. Cheltenham Borough Council - Sarah Halliwell, Legal Assistant. "I have received a copy of the draft order and revised plan in respect of the area around the Indalex site that was not included in Swindon Village Parish in the last boundary review. The amended plan and order will include this area in the Parish of Swindon Village. The plan and order are available to view at the Council Office during office hours and any comments need to be with the Department of Communities and Local Government by 2nd November 2007." The Clerk was requested to ask for a copy to be sent to the Council.
3. Gloucestershire County Council - Hester Hunt, Community Engagement Manager. "The Comprehensive Performance Assessment (CPA) which is carried out by the Audit Commission, checks that we are tackling big issues and providing good services. The CPA Inspectors have asked that we set up a focus group for parish representatives. They want to know what you think of our efforts on community engagement, community leadership and customer care. This meeting will take place on Tuesday 23rd October from 18.30 - 20.00 in the Members Room, Shire Hall, Gloucester."

2. Gloucestershire County Council - Comprehensive Performance Assessment

Councillor Miller had offered to attend the Comprehensive Performance Assessment focus group meeting for parish representatives, arranged for 23rd

October 2007. To assist, Members were requested to email Councillor Miller with their views on the County Council's efforts on community engagement, community leadership and customer care.

3. **Informal Session on the Future Role of the Council**

The Council was invited to consider the nature of this informal session. The Clerk suggested that at least one Meeting would be required and that, possibly, the first Meeting should be a 'brainstorming' type event with a facilitator from the GAPTC or from the University of Gloucestershire's Local Policy staff.

It was AGREED that the range of subjects should cover the benefits the Council gave to the community; the opportunities for doing better; aspirations for the future of the Council and the community; and the legislation which might empower or constrain any changes.

RESOLVED that the Clerk be requested to arrange an Informal Session on the Role of the Council.

07/113 **CONSULTATION DOCUMENT - CHELTENHAM BOROUGH COUNCIL'S LICENSING POLICY STATEMENT**

This item was DEFERRED to allow further time for the document to be circulated.

07/114 **ADOPTION OF A COMPLAINTS PROCEDURE**

The Council was requested to consider the adoption of a complaints procedure based on the Model supplied by the National Association of Local Councils (NALC). Two options for draft texts were suggested. Option 1 was closely based on the NALC model. Option 2 was also based on the NALC model, but had been significantly re-worked for a larger Town Council. The Clerk recommended Option 1 as more suitable for a small Parish Council.

It was AGREED that any references to the Clerk and to the Chairman should be amended either to be non-gender specific or to relate to the current postholders. The Clerk suggested that each Member of the Council keep an electronic version of the Complaints Procedure. This would allow each Member to respond swiftly to complaints and had the advantage of being easily be updated to allow for changes in the postholders and their contact details.

RESOLVED that the Complaints Procedure provided as Option 1 be amended as detailed above and adopted for use by the Council.

07/115 **REPORTS**

1. Councillor Allen reported having received complaints about smells which coincided with muck-spreading at Hunting Butts Farm.

The Council AGREED that the odours arising from normal farming activity should not justify complaint in a rural community; however, the smell was unusually unpleasant. The source of the smell could not definitely be connected to Hunting Butts Farm, and the complainant had neither been asked where the wind was coming from nor whether it was possible that the source of the smell could be the waste disposal facility at Wingmoor Farm (or the Water Treatment Works in Brockhampton).

No further action would be taken, other than for the Clerk to discover an out-of-hours contact number for Environmental Health.

2. Councillor Miller reported that he and Councillors Evans and Iliffe had attended a Meeting of the Cheltenham Parish Councils (C5) Group in the Municipal Offices on 18th September 2007. The Meeting had not been particularly productive.

3. Councillor Miller reported that he was to attend the Annual Parish Liaison Meeting organised by Gloucestershire Highways, and asked if members wished to relay any new concerns. It was AGREED that Councillor Miller should ask if there was a suggested timetable for the creation of the Park and Ride scheme in Uckington, and whether the area was either shown on the existing Flood Plain maps or had suffered from flooding in July 2007.

07/116

PLANNING

1. Comments on Planning Applications submitted to the Borough Council

07/01236/COU - Apple Tree Cottage, Hayden Road - Change of use and sub-division to create additional dwelling unit AND

07/01237/LBC - Apple Tree Cottage, Hayden Road - Alterations to existing dwelling to create additional dwelling unit.

NO OBJECTION to the applications in their current form. However, the Council recognises that this is a listed building and the applications are therefore sensitive. Should there be any subsequent variation of the external appearance, such as might be required to satisfy building regulations, then the applications should be re-submitted for comment.

2. Planning Applications Received for Observations

07/01278/FUL - Unit 1, Homebase, Centrum Park, Tewkesbury Road -

Construction of a 6.5 x 20 metre service yard canopy to east elevation of 'Homebase' retail unit to provide a covered area for the loading and unloading of delivery vehicles. NO OBJECTIONS.

07/01278/FUL - Unit 1, Homebase, Centrum Park, Tewkesbury Road -

Construction of a 6.5 x 20 metre service yard canopy to east elevation of 'Homebase' retail unit to provide a covered area for the loading and unloading of delivery vehicles. NO OBJECTIONS.

2. Residential Land Availability Report – April 2007

The Council noted that the Borough Council had emailed the results of a survey of all sites with planning permission for housing in the Cheltenham Borough Council area between 1st April 2006 and 31st March 2007. The number of dwellings completed, under construction, and not started was recorded. The survey was carried out every 12 months in order to maintain an up-to-date record of house building in the Borough, which could be used to monitor Structure Plan provision and Local Plan allocations. The report could be accessed by the following link:

<http://www.cheltenham.gov.uk/libraries/templates/thefuture.asp?URN=4797&FolderID=0>

3. Decisions on Planning Applications

07/00524/FUL - Pets At Home Unit B Gallagher Retail Park Tewkesbury Road - Installation of a mezzanine floor level to existing Pets At Home Unit.

PERMITTED

07/00794/ADV Kingsditch Retail Park Kingsditch Lane Cheltenham - Display of 2 x 6 sheet advertisement display panels. PERMITTED

07/00862/FUL - 144 River Leys - Ground floor side and rear extension

07/00891/CACN - Aberdare Swindon Hall Church Road - fell 4 x dwarf conifers; fell Conifer (lawson cypress); fell Ash; fell Sycamore. No objection raised

07/00967/FUL - Land at Former Indalex Ltd and Houses Fronting Tewkesbury Road and Kingsditch Lane - Erection of garden centre canopy within garden centre. PERMITTED.

07/00968/ADV - Land at Former Indalex Ltd and Houses Fronting Tewkesbury Road and Kingsditch Lane - Building and garden centre signs along with poster frames. SPLIT DECISION - PART APPROVE, PART REFUSE

07/117

TRAFFIC AND HIGHWAYS

1. Removal or Relocation of Bus Shelter in Quat Goose Lane

The Clerk reported that the shelter remained subject to discussion. It was AGREED that the neighbour concerned should be informed that the matter was likely to take time to resolve.

2. Parking in the Village Centre

To receive Councillor Simpson's report of having been approached by several residents of the parish asking what could be done with regards to the parking situation around the village location. These residents were upset about the state of parking that creates an 'eyesore' and 'situations' that were potentially dangerous.

It was AGREED that this matter had already been dealt with in the Public Session.

3. Other Traffic and Highway Matters

(i) Councillor Allen informed the Council that he had been informed by a senior Police Officer that the Police would review the design of the KFC restaurant to be built within the Centrum Park development, with a view to eliminating or reducing the risk of boy racers and cruisers using the new car park.

(ii) Councillor Miller informed the Council that the pavement on the school side of Hyde Lane Railway Bridge had been badly damaged, probably because of the number of cars parked on the verge by parents picking up and dropping off children at the school. The Clerk would inform Gloucestershire Highways.

07/118

MANOR COURT AMENITY AREA

The Clerk reported having been told that the Council's contractors were now waiting for the Environment Agency to approve enabling works associated with the embankment repair project.

It was noted that the Council had waited over a year for a start on site and it was AGREED that the Clerk be requested to write asking for a detailed report within seven days on the reasons for the delays in that time and expressing the Council's surprise and dismay at the extended timetable.

07/119 ALLOTMENTS

1. Allotments Working Party

It was noted that an Allotment tenant had erected an electric fence, without requesting the Council's permission (ie contrary to the terms of the tenancy agreement). It was AGREED that permission would be granted retrospectively if the tenant (a) could show evidence of suitable insurance cover (b) was informed he/she was obliged to comply with any relevant legislation. However, this permission would be rescinded if the Council received any complaints that the electric fence (which followed the allotment boundary adjoining an access path) caused nuisance or danger to other allotment tenants.

The Clerk would investigate reports that Allotment Tenants required third party insurance cover against injury caused by trespassers, and forward the results to the Allotments Working Party if further consideration was required.

2. Allotments Administration

(i) The Clerk had written letters requesting Allotment Tenants to payment their rent for 2007/08. They would be sent out as soon as the Postal Strike and associated backlog was over.

(ii) A tenant who has left a plot untended for over two years had been instructed to give up the plot.

07/120 VILLAGE SIGN

Councillor Allen informed the Council that he was compiling an Information Pack.

07/121 FINANCE

Accounts Approved for Payment

	£	£
W L Langsbury - Village News		TBC
Clerk's Salary, (September)	236.07	
Expenses	<u>29.86</u>	
		265.93
Royal British Legion - Reimbursement to Mrs. Mary Halliwell for Poppy Wreath		30.00
Royal British Legion - Donation to Poppy Appeal		20.00

07/122 MATTERS IDENTIFIED FOR FUTURE CONSIDERATION

Members were invited to suggest items for possible inclusion on future Agendas.

The list now comprised:-

- Eligibility for Quality Council status
- Allotment holders' liability for injury caused to trespassers
- Identity cards for Members
- Parish Councils' role in Emergency Planning

07/123 OTHER BUSINESS ALLOWED BY THE CHAIRMAN AS URGENT

There was no urgent business

The Meeting closed at 9.48 p.m.

Signed

Chairman