

PRESTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE ANNUAL PARISH COUNCIL HELD ON THURSDAY, 3 MAY 2018

PRESENT: Cllr Mrs J Tomblin (Chairman), Cllr Mrs P Chester-Master, Cllr Mrs R Freyne, Cllr Mrs A Rawlins, Cllr G Edwards and Cllr N Price.

ALSO IN ATTENDANCE: Cllr Shaun Parsons (CDC and GCC) and Mrs C Braidwood (Clerk)

1. Election of Chairman

RESOLUTION 12/18

Cllr Mrs Julie Tomblin was Proposed by Cllr Mrs Chester-Master and Seconded by Cllr Price and unanimously elected to hold office until the Annual Council Meeting 2019. The Chairman duly signed the Chairman's Acceptance of Office.

2. Election of Vice Chairman

RESOLUTION 13/18

Cllr Mrs Sue Cameron was Proposed by Cllr Mrs Freyne and Seconded by Cllr Edwards and unanimously elected to hold office until the Annual Council Meeting 2019.

3. Councillor's Portfolios

RESOLUTION 14/18

It was agreed that Councillors would continue in the following roles:

Highways and Transport – Cllr Mrs Julie Tomblin

Planning – Cllr Mrs Regine Freyne

Footpaths – Cllr Mrs Scilla Chester-Master

Finance – Cllr Nick Price

Grounds Maintenance – Cllr Nick Price

Playing Field and Play Area – Cllr Guy Edwards

Representative on Village Hall Committee – Cllr Mrs Anne Rawlins

Neighbourhood Planning Steering Group – Cllrs Mrs Tomblin, Freyne and Cameron.

4. Apologies and Reasons for Absence

Cllr Mrs S Cameron (Personal)

5. Declarations of Interest and Update Register of Members' Interests - None

6. Acceptance and signing of Minutes of Meeting held on Thursday, 8 March 2018

RESOLUTION 15/18

The Minutes were unanimously agreed as a true and accurate record and were signed by the Chairman.

7. Matters Arising from the Minutes

Signage and Overhanging Hedge on South Cerney Road

The Chairman confirmed that the traffic speed sign is difficult to see but does indicate 50 mph just before the junction with A419 and Highways has confirmed that it is the landowner's responsibility to cut back the overhanging hedge. It was agreed that Cllr Mrs Tomblin would contact the resident responsible to discuss the way forward, but it was noted that all of the hedges along that stretch of road are overgrown.

Action: JT

Feedback from Planning Enforcement Training

Cllrs Mrs Tomblin and Freyne had attended the training and reported that not much enforcement is actually carried out. Priority is given to issues that are dangerous or life threatening.

Hedge Cutting Opposite the Rectory

It was acknowledged that the severe cut back created a lot of mess across the footway and the road which had been cleared by the Chairman and her family.

However, it was recognised that the work is a great improvement and has allowed bulbs planted in the verge to flower; future maintenance will also be easier.

8. **Chairman's Report** - Nothing to report

9. **Report from County and District Councillor**

Cllr Shaun Parsons reported:

- CDC is trying to review the work carried out in Cirencester Market Place
- Solar Farm development – no further knowledge
- Chesterton development is progressing well through the Local Plan scrutiny
- Kingshill Lane planning application has been withdrawn
- Creation of Publica to manage staff at CDC is going well.
- Siddington Park Farm – work had begun on the development.
- 4.9 % increase in GCC council tax where more money is being put into maintenance of roads.

Cllr Parsons suggest contacting Gloucestershire Highways to carry out a comprehensive survey of roads in the Parish.

Action: CB

10. **Village Affairs**

Development of Solar Farm – Identify Parish Council Contact for Queries and to Receive Verbal Update

Cllr Mrs Freyne advised that she is still trying to communicate with interested parties. It is understood that the site has now been purchased by Warrington Brough Council and she has emailed Cllr Russ Bowden but not received a reply. Cllr Mrs Freyne was interviewed by the local press in Warrington and explained that there has been no communication. The Clerk was requested to contact Warrington Borough Council and Cllr Mrs Freyne would contact our local press.

**Action: RF,
CB, JT &
SC**

Members thanked Cllr Mrs Freyne for the enormous amount of work she has put in. It was agreed that the Chairman and Cllr Mrs Cameron would provide a point of contact for residents when work begins on the development.

Feedback from Annual Litter Pick – 10 April 2018

Members reported that it has been very successful and there had been a good turnout of residents. There had been concern that the weeds would have hindered the work, but it was agreed that the litter pick had been carried out just in time. It was noted that CDC had not provided enough equipment – only 10 bags and not enough litter pickers. Nor was all of the rubbish collected at the same time and it was noted that the dumping of tyres is a major problem. It was agreed that the equipment must be booked earlier next year.

Action: CB

Arrangements for Annual Village Meeting

It was noted that in the past, the Annual Village Meeting has taken place on the same evening as the Annual Parish Council meeting. However, it had been agreed to delay the Village meeting this year until 5 July at 7.30 pm and present the work carried out on the Neighbourhood Development Plan so that residents would come.

11. **Questions from the Public** - None.

12. **Playing Field**

Annual Safety Report

Noted. Cllr Edwards confirmed that he had starting monthly checks and has picked up some issues resulting in the purchase of a new swing seat.

13. **Village Hall**

Cllr Mrs Rawlins confirms that she had attended the Annual General Meeting and confirmed that the defibrillator has now been installed. A Cream tea will be held on 20 May, but the Pub Night had not been well supported.

14. **Neighbourhood Development Plan**

Draft Minutes from the Meeting held on 26 April 2018 - Not available.

Verbal Update

The Chairman advised that the Group are proof reading the Evidence documents and that a meeting is to be arranged with CDC prior to completion of the Plan.

15. Procedures

Revised Model Standing Orders

It was agreed that the Clerk will circulate a useable document by email and to consider and adopt it at the next meeting.

General Data Protection Regulations Training Event

RESOLUTION 16/18

The Chairman and the Clerk had attended a training session with Mrs Warren and the Clerk was developing a draft Policy that would be circulated shortly for consideration and adoption at the next meeting.

It was agreed that the Village Newsletter and circulation list should formally come within the Council's umbrella as the Council is already registered with the ICO.

It was further agreed that the existing email circulation list used for the Village Newsletter and Neighbourhood Watch should be destroyed as much of it is out of date and inaccurate.

It was agreed that an article would be placed in the Village Newsletter in June, July and August stating that no further printed copies would be supplied and requesting residents to register their email addresses to receive electronic copies of the Village Newsletter, Neighbourhood Watch Alerts and Parish Council information by 1 September 2018.

16. Finance

**16.1 Budget Report and Bank Reconciliation for Year Ending 31 March 2018 (Attached)
RESOLUTION 17/18**

The Report and Bank Reconciliation was unanimously approved and adopted.

16.2.1 Audit Return for Year Ending 31 March 2017

16.2.2 Sign the Certificate of Exemption (Attached)

RESOLUTION 18/18

The Certificate was unanimously approved and signed by the Chairman and the RFO.

16.2.3 Annual Internal Audit Report (Attached)

RESOLUTION 19/18

The Annual Internal Audit Report was considered and unanimously approved.

16.2.4 Annual Governance Statement (Attached)

RESOLUTION 20/18

The Annual Governance Statement was considered and unanimously approved.

16.2.5 Annual Accounting Statements (Attached)

RESOLUTION 21/18

The Annual Accounting Statements were considered and unanimously approved.

16.3 Clerk's New Pay Scales

RESOLUTION 22/18

It was resolved to increase the Clerk's salary in line with the national agreement to £12.01 per hour.

16.4 Budget and Bank Reconciliation for 2018 – 2019

RESOLUTION 22/18

The Report and Bank Reconciliation was unanimously approved and adopted

16.5 Bills for Payment (Attached)

RESOLUTION 23/18

It was unanimously agreed to pay the Bills as detailed on the attached Schedule.

16.6 Insurance Renewal (Five Year Agreement)

RESOLUTION 24/18

It was unanimously agreed to renew the Insurance Policy with Zurich in line with the 5-year agreement.

17. Planning

17.1 New Planning Applications

18/01257/FUL Norcote Workshop London Road Cirencester Gloucestershire GL7 5RH

New store/workshop unit (Use Class B1c) Response 23 May 2018

RESOLUTION 25/18

There were No Objections to the application, but it was agreed to enquire if there is a limit to the number of workshops allowed on the site.

18/01316/FUL Preston House Preston Cirencester Gloucestershire GL7 5PR

Conversion of the existing annexe currently used as student accommodation into additional accommodation for the main dwelling Response 31 May 2018

RESOLUTION 26/18

There were No Objections to the application.

- 17.2 **Planning Applications Responded to Since Last Meeting** - None
- 17.3 **Planning Decisions Received** – None
- 17.4 **Planning Correspondence** - None

- 18. **Correspondence** - None

- 19. **Any Other Business** - None

- 20. **Date and Time of Next Meeting – Parish Council Meeting**
Tuesday, 5 July 2017 at 7.00 pm in the Village Hall

There being no other business the meeting closed at 9.05 pm