

## Minutes of General meeting

**Held on Monday 17 September 2018, 18:45 at Lower Slaughter Village Hall**

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Councillors present: Cllrs Sinclair (Chairman), Chapman, Randles, Roche and Thomas.

In attendance: Liz Dowie (consultant)  
7 members of the public

### **180917/1 Chairman's Opening Remarks**

Cllr Sinclair expressed sadness at the passing of Keith Roberts and Tony Frost. Cllr Chapman had worked closely with Tony in his capacity as Internal Auditor, and said a few words in his memory. Cotswold District Council had created a Chairman's Award for Cotswold Champions and Cllr Sinclair, after consultation with councillors, had nominated Bob Ayers in recognition of his years of hard work for the benefit of the village.

### **180917/2 To welcome Karen and acknowledge receipt of her declaration of interest and acceptance of office**

Cllr Randles was welcomed to the Council and it was confirmed that she had signed her Declaration of Acceptance of Office and that her Members' Interests Form had been received by the Monitoring Officer.

### **180917/3 Parish Clerk**

The Chairman reported that, following the resignation of the Clerk, advice had been sought from District Cllr Richard Keeling, Returning Officer Nigel Adams and also from GAPTC as to how to best ensure that the Council operates efficiently and cost effectively whilst meeting all its statutory obligations. The views of parishioners had also been taken into consideration. Cllr Sinclair was willing to continue as Proper Officer (unpaid), though this role could only be held by any one councillor for a maximum period of 12 months. In order to facilitate meetings, and provide advice on an ad hoc basis, it had been decided to recruit the services of Liz Dowie, who had recently retired from Charlton Kings Parish Council and now worked for Southam Parish Council as well as working as a locum clerk. The expected cost of £1,400 per annum represented a significant saving against the budgeted figure of £2,750 for employing a permanent clerk. *The Council unanimously agreed to appoint Liz Dowie as a consultant.*

### **180917/4 Declarations of Interest**

Cllr Sinclair, as Proper Officer, granted a dispensation to all councillors, who are allotment leaseholders, allowing them to discuss and vote on all matters pertaining to Lower Slaughter allotments.

As a member of the Parochial Church Council, Cllr Randles declared an interest in agenda item 13.2.

### **180917/5 Apologies**

None were received.

### **180917/6 Minutes of previous meetings**

The minutes of the Extraordinary General Meeting held on 30<sup>th</sup> July 2018 were agreed and signed as a true record.

**180917/7 Matters arising from the minutes**

Planning application 18/01681/FUL – Gilder Scrap Haulage Yard. The planning officer was awaiting further reports from the Highways Authority and the Landscape Officer. District Cllr Richard Keeling hoped to escalate the application to County level.

**180917/8 To receive comments from the public**

The following comments were made:

It was requested that a dog waste bin or litter bin be installed on the corner of Copse Hill Road by the footpath to Upper Slaughter.

The landowner had been asked to cut back the hedge along this footpath.

The common land where Scare Lane joins the main road is overgrown – Cllr Chapman to ask that this area be incorporated in the mowing contract.

The drains on Copse Hill Road need to be cleared of earth – Highways Department to be advised.

A van has been parked overnight between the two hotels by an employee at the Inn – the driver had been contacted and he is now parking at the rear of the Manor.

One resident raised the issue of the use of drones in the village. It was suggested that incidents were recorded in order to establish the extent of the problem and that it may be appropriate to erect signage forbidding the use of drones. Notices will be added to the website and the noticeboard as an interim measure.

**180917/9 WW1 Remembrance Centenary**

Details of the events organised by Upper Windrush History Society to commemorate the centenary of the end of World War 1 had been added to the website and consideration had been given to purchasing lasting memorials which might be used annually on Remembrance Sunday. It was acknowledged that the wishes of residents should be sought. It was suggested that the proceeds from the October coffee morning might be put towards this cause. A flyer would be delivered to residents asking them to support the next coffee morning, at which residents' views would be sought. Cllr Roche would also include this in the next LSVN. The Parish Council would then consider what level of contribution it might add to funds raised.

**180917/16 Local Businesses, Church, Fete and Village Hall Report**

The Local Businesses item was brought forward to allow input from Stuart Hodges of The Slaughters Manor House. Mr Hodges reported that there would be a firework display lasting 5 minutes to see in the New Year. This would be held on the back field at the Manor and all residents were welcome to attend.

Complaints had been received regarding the lights outside the hotel but Mr Hodges advised that there had been no change to the arrangements and that the lights were activated by light sensors.

Renovations on the Dovecote will start on 1<sup>st</sup> October and the roof will be made safe at a cost of £100,000. All works were being carried out in full consultation with the adjoining neighbour.

A resident commented that the timer for the church lighting appeared to be wrong since the lights were coming on late.

He also commented that his neighbour had ignored letters regarding the nuisance caused by overnight lighting outside his property, and he was advised that this is not a matter for the Parish Council. Cllr Roche agreed to research the relevant legislation. (Since the meeting Cllr Sinclair has advised the resident to contact Cotswold District Council and has provided links to relevant online guidance).

7.35 pm One member of the public leaves the meeting.

### **180917/10 Procedures**

It had been necessary to update the Standing Orders following the change to legislation which no longer requires parish councils to appoint a Data Protection Officer. *The Council agreed unanimously to adopt the revised Standing Orders.*

### **180917/11 Councillor Training**

Cllrs Randles and Thomas had attended the Being a Better Councillor course delivered by GAPTC and both had found both the course content and the opportunity to meet councillors from other parishes very useful. Cllr Roche will attend the next course in February 2019.

### **180917/12 Finance**

**12.1** Cllr Chapman reported on the financial position as at 31<sup>st</sup> August 2018 –*approved by the Council.* (See appendix for full financial report).

**12.2** The following payments sanctioned since the last meeting were noted:

HMRC payment for Clerk	£118.80	LGA 1972 s112
PATA admin charges	£25.00	LGA 1972 s112
Bibury grass maintenance	£274.67	Highways Act 1980 s96
Defibrillator maintenance costs	£45.60	LGA 1972 s137
Insurance charges	£399.01	LGA 1972 s111
Salary payment to Clerk	£56.99	LGA 1972 s112
GAPTC training - Chairman	£80.00	LGA 1972 s111
Bibury grass maintenance	£274.67	Highways Act 1980 s96

**12.3** The following *payments due were approved by the Council*

GAPTC Councillor training – 2 persons	£170.00	LGA 1972 s111
S Thomas – photocopying costs	£10.50	LGA 1972 s111

**12.4** Other financial matters - Cllr Sinclair reported that James English had provided a verbal quotation for cleaning the bus shelter - £40 for the first clean and £20 per six-monthly clean thereafter. However, this task would initially be added to the list of Lengthsman works.

### **180917/13 Planning Applications**

#### **13.1 To report CDC decisions made since the last meeting**

18/02295/FUL The Orchard, Kings Well Lane, Lower Slaughter - Erection of two storey extension and detached double garage with ancillary accommodation – permitted.

#### **13.2 To consider new planning applications**

18/01288/FUL St Mary's Church, Lower Slaughter – Construction of a detached WC and garden store; re-surfacing and extension of existing pathway; demolition of derelict concrete block and asbestos cement store abutting listed dovecote (neighbouring property).

*No objection*, though Cllr Thomas questioned whether options had been investigated for connecting the drainage from the toilet block to the mains. Revd Scott will enquire whether other options had been considered. Cllr Thomas will also contact the CDC Conservation Architect to ascertain whether the granite setts bordering the grass verges needed to be included in the application. (Since the meeting notification has been received from the CDC planners, subject to their standard disclaimer, that this is not significant enough to warrant a planning application).

#### **13.3 To discuss any other planning issues**

Cllr Sinclair reported that he had written to CDC asking for clarification as to whether the grass verge outside Mill View Cottage was Highways land, as indicated on the Planning Register. This

had been well maintained by the current owners of the property but it was noted that, if the pots had to be removed, this area would need to be added to the Parish Council's maintenance work order.

#### **180917/14 Highways, Traffic and Parking Report**

The coach watch scheme is working well. Fewer vehicles had been logged this summer and the police had recently issued a fine to a Lion Tours driver. Cllrs Sinclair and Chapman are trying to locate the TRO drawn up in 1979, since it is believed that the original document placed restrictions on access to the village rather than parking. Steve Randles advised that he had a copy of this and would forward it to Cllr Sinclair.

It was noted that parking on grass verges had been a problem this year, and it was suggested that notes be delivered, in particular, to those householders who were not permanently resident in the village.

#### **180917/15 Village Grass Cutting and maintenance Report**

All grass cutting had been carried out in accordance with the contract.

#### **180917/16 Local Businesses, Church , Fete and Village Hall Report**

**Church** - Revd Scott expressed her thanks that the Harvest, Remembrance Sunday and Christmas events had been advertised in the LSVN. The committee was a small group, which would benefit from additional help. It was likely that a new churchwarden would be sought in the near future.

**Fete** - this had been very successful, raising £8850, of which £4,000 had been paid to St Mary's Church and £2,500 to the Village Hall. The remainder was utilised to make donations to LSVN, the Cricket Club, the children's Christmas party and Kate's Home Nursing. A meeting will be held early in the New Year to identify who might run the 2019 fete.

**Village Hall** - the artists' season will finish in October and re-open at Easter. There were new exhibitors this year and there was now a waiting list for 2019.

A retractable screen had been purchased for use by the WI group at a cost of £800.

The AGM would be held in November.

#### **180917/17 Allotments and Orchard Report**

Cllr Chapman reported that the strategy working party had been successful in increasing the number of people taking on allotments and it was now proposed that the working party be disbanded and replaced with a committee which would meet quarterly. It was considered that rents were low and it was proposed that there should be a 5% increase, with a minimum charge of £10 per annum. *The Council agreed unanimously to this increase, though hardship cases would be considered on an individual basis.* The additional income generated would not cover maintenance costs and an increase in the 2019-20 budget might therefore be required.

A member of the public requested that the bracken be cut back and Cllr Chapman was also asked to obtain a quotation from Bibury Garden Services for removing the epicormic growth on the trees.

#### **180917/18 Parish Website Report**

There were no new items to report.

#### **180917/19 Community Initiative**

Cllr Roche proposed the idea of putting together a register of volunteers who might assist others in emergency situations eg owners of 4x4 vehicles to provide transport during snow conditions. It was agreed that this was worth considering and Cllr Roche would explore the idea further.

**180917/20 Lower Slaughter Village News Report**

Residents liked the simpler format, and it was acknowledged that the closing date for content should be moved to later in the month. The existing team had agreed to continue until after the fete and members would now be consulted to see if they wished to continue. A number of residents had said that they had not received the newsletter and it was thought that, following the introduction of GDPR, many of these had not confirmed that they wished to remain on the mailing list. It was suggested that a reminder be sent to those who had not yet replied.

**180917/21 Reports from Wardens**

21.1 River – Mr Ayers reported that:

- the reeds between the wooden bridge and road bridge had been dug out
- the stonework on the clapper bridge was loose and needed re-bedding
- the surface of the wooden bridge had cracked due to the hot weather
- the drain clearance work had been added to the Lengthsman’s list of tasks.

Cllr Sinclair suggested that the Parish Council might consider employing the Lengthsman to carry out other work.

21.2 Rights of Way – Mr Randles reported that:

- footpath HSL 1 opposite The Rectory is overgrown and requires cutting back as vegetation is encroaching over the path
- the ongoing works on Scare Lane (HSL 7) had caused the surface to become very muddy in wet weather. Whilst this was not a problem at present, ongoing work was needed to keep the surface clear
- a drainage ditch had been dug by the equestrian centre to prevent flooding of the footpath and its effectiveness will be checked after rainfall
- GCC Public Rights of Way Department has been asked to replace the posts and rails on the vandalised bridge. However, funding for this may be sought from the Parish Council
- The footpath on the Bourton side of the Fosse was starting to get overgrown in places and needed ongoing maintenance to keep it clear and safe.

21.3 Snow – nothing to report.

21.4 Trees –

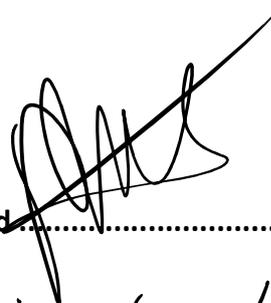
- the dead wood on the allotments was to be cut up for firewood or used as seating in the allotment area
- Cllr Thomas had written to the landowners regarding boughs overhanging the highway and had been advised that this was in hand.

**180917/22 Correspondence**

All items had been covered within the agenda.

**180917/23 Date of next meeting:** Monday 19th November 2018 – 18:45 at Lower Slaughter Village Hall

The meeting closed at 8.45 pm

Signed  .....

**Chairman**

Date 19/11/18 .....