

Minutes of General meeting

Held on Sunday 2nd February 2020, 18:00 at Lower Slaughter Village Hall

Councillors present: Cllrs Sinclair (Chairman), Chapman, Randles, Roche and Thomas.
In attendance: 10 members of the public

020220/1 Discuss and agree the appointment of clerk

Cllr Sinclair advised that Hazel McKinna has been identified for the role of clerk and had recently been interviewed. It was proposed that Hazel McKinna be employed as clerk with the equivalent of the current salary point 15 as set out in the National Joint Council for Local Government Services (NJC) agreed pay scales for 2019-2020. Expenses as outlined in the employment contract will be paid, plus any additional work agreed in advance and paid pro rata. It was confirmed that provisions for these costs were made within the current budget. Hazel McKinna was formally welcomed into the role of Clerk.

020220/2 Chairman's Opening Remarks

- Cllr Sinclair announced with regret that due to personal circumstances, Julie Roche was stepping down as councillor. He thanked Julie for all the help and time she had given freely. As a result of Julie's resignation, there is now a casual vacancy that needs announcing with CDC. **Parish Clerk to contact CDC to announce the vacancy.**
- Apologies were made to the public who turned up to the meeting previously scheduled for 19th January 2020. This was an administrative error and the changed date was not advertised on the notice board and website.
- Thanks, were given to all involved with river maintenance in the recent highwater levels in the Village, especially Gerald for his continued management of Mill Pond and Stuart at The Slaughters Country Inn for clearing under the bridge at Scare Lane.

020220/3 Declarations of Interest - NONE

020220/4 Apologies - NONE

020220/5 Minutes of Previous Meeting

The minutes of the General Meeting on Sunday 17 November 2019 - *were agreed and signed as a true record.*

020220/6 Matters Arising from the Minutes

191117/6.1 Recent near-flood situation. Clarification was given that Scare Lane had flooded from the ditch beyond the bridge and the river had overtopped its bank along the footpath HSL 10 behind Manor Farm.

020220/7 To receive comments from the public

7.1 Riding stables

A request to support the Cotswold Riding Opportunities Project with a donation from the 'Emma' funding had been received and Cllr Sinclair had forwarded a list of local organisations that may have provided funding. Caroline O'Driscoll reported that unfortunately none was forthcoming. The council agreed to review this case again and give a decision at our next meeting.

- 020220/8 Planning Applications - full details can be found on CDC website**
8.1 To report on earlier applications
18/01681/FUL Scrap Haulage Yard, Gilder, Fosseyway, Lower Slaughter GL54 2EY
 Redevelopment of existing scrap yard and haulage depot to create electric car charging service station and associated works. Parish Council objected on 27/6/19. *Application refused.*
18/03618/FUL Hill Barn, Lower Swell. Retrospective change of use and extension of 2 x agricultural barns to conference hall and function suite (D2). Parish Council objected on 1/8/19. *Still ongoing*
19/01988/FUL and 19/01989/LBC The Old Mill, Mill Lane, Lower Slaughter. Conversion of café to dwelling, conversion of retail area to dwelling, re-configuration of café/retail area, refurbishment of outbuildings, associated landscaping. In principle, this is supported by the Parish Council if areas of concern submitted 26/7/17 were addressed. *Updates received.*
19/02489/FUL Pennshill, Lower Slaughter GL54 2JH. Proposed single storey Orangery and Kitchen extensions and two storey Entrance Hall and Master Bedroom extension. *Approved*
19/04562/FUL Pennshill as above. Two storey rear extension. Expiry 09 Jan 2020. *Considered*
8.2 To consider new planning applications
19/04708/AGFO Slaughter Farm, Lower Slaughter GL54 2HJ. Erection of a steel framed agricultural building storage. *Approved*
- 020220/9 Finance:**
9.1 Cllr Chapman reported on the financial position as of 31 December 2019 which showed available funds of just under £8.5k.
9.2 Cllr Chapman reported on receipts since the last meeting which included November and December interest on accounts of £2.89 and £2.45 plus a VAT refund £385.95 and income of £292.00 from the allotments and payments made since last meeting details in the attached report which was approved by the Council and signed by Cllr Thomas (Appendix 1).
- 020220/10 Procedures:**
10.1 It was agreed to adopt the previously circulated complaints procedure once it had one final review by the Parish Clerk. Final policy to be uploaded onto website.
10.2 Following GAPTC advice, all future published and signed documents will contain electronic signatures.
10.3 Grievance and Disciplinary policy to be reviewed
- 020220/11 Allotments and Orchard Report**
 Cllr Chapman reported that interest in the allotments has improved and tenancy payments have all been received. Comments were made that the demographics in the area means that more people are tending the plots, but that sizes are smaller, and some plots are untenanted. There are currently 22 allotment owners. It was suggested that the area needed to be made more aesthetically pleasing and that wildlife should be encouraged by planting an orchard and more wildflowers. A lively discussion then took place. and the Council acknowledged the desire to make the space better by allotment holders attending the meeting. It was proposed and in principle a resolution passed, that an allotment committee would be considered, and all allotment holders encouraged to be involved. It was reiterated that this committee would act in an advisory capacity and that the Parish Council was ultimately responsible for the land / decisions made. The Council agreed the idea in principle and Cllr Sinclair agreed to call a meeting of interested parties.
- 020220/12 Filming and Broadcasting:**
12.1 Additional filming Reel destinations
 Touring the locations that make your favourite movies look and feel "reel". We verified with the village hall that they were happy to allow them to film in the hall. We have a contract covering the agreement including payment of £250 which we share with the village hall 60/40%. In this case with 60% being retained by the village reflecting the contribution of time by the council.
12.2 To report on progress with the projects utilising proceeds from Emma fund

12.2.1 To install a stone flower trough in front of the Village Hall. Cllr Sinclair is waiting to hear back from the village hall committee.

12.2.2 To upgrade the allotment facilities including additional Village Storage Shed, creation of a communal storage area and tidying up/re-landscape the area around the current Village Shed. Cllr Sinclair advised that monies had been allocated to improve the allotment area and that the area around the current Village Shed had been tidied up. Considering the impending formation of the village allotment committee, it was agreed that any further decisions/recommendations would be deferred until a decision is made regarding the formation of a committee.

12.2.3 To resurface the Mill dam path. It was proposed that some of the Emma funds would be used for the resurfacing. It is hoped that Hambros estate would agree to make a contribution. The estate is currently under probate and no immediate decisions can be made.

- 020220/13** **Discuss and agree action in respect of Heythrop hunt hounds in the village.** Cllr Sinclair proposed that a letter be despatched to the hunt organisers as well as the police and hunt association. The Parish Council were particularly concerned about hounds entering peoples gardens and the Health & Safety aspect. **It was agreed that the Clerk seek further advice from local police authorities and send the appropriate letter**
- 020220/14** **Highways, Traffic and Parking Report and progress on the refuse bin on the Fosse Way bus stop.** The Reception desk at Stow Police Station is now closed and despite repeated attempts by Cllr Sinclair to establish how infringements on Traffic Regulation Orders should be reported/handled, no responses have been received. **Parish Clerk to look up the contact details of the Police Commissioner so that the appropriate correspondence can be posted.** Cllr Roche reiterated that she had been in contact with the Texaco garage to install a bin on the bus shelter, but that they could not install one as the land opposite was not theirs. In addition, the Parish Council owned the bus stop the Clerk was asked to establish if CDC will provide a bin. If not, would they allow us to install one and provide refuse collection. **The Parish Asset Register needs to be reviewed to determine if the bus shelter should be included.**
- 020220/15** **Update on the availability of snowplough contract.** David Barnes is looking into this and to see if it can be financed by CDC
- 020220/16** **Report on Temple Guiting Parish Council quarry stakeholders meeting.** Cllr Thomas confirmed that the issues regarding noise and traffic continued and a meeting had recently been called to discuss this. To summarise, it was agreed at the meeting that a holistic approach needed to be taken when reconciling legitimate applications to extend quarrying operations with conserving and enhancing the AONB and maintaining the quality of life of residents. It was also agreed that this challenge required effort from multiple interested parties in order to have impact. Although Lower Slaughter Village does not directly suffer the issues associated with quarrying along Buckle Street the Parish Council will keep in touch with interested parties going forward to monitor progress for future reference.
- 020220/17** **Village Grass Cutting and Maintenance Report.** Cllr Chapman reported that Bibury will shortly be commencing their village grass maintenance service on the second year of a three-year tendered process. The cutting frequency remains fortnightly. **Grass cutting at the allotments were also discussed and it was agreed that the Allotments Committee could review this is due course.**
- 020220/18** **Report on river maintenance initiative.** Cllr Thomas advised that the Village Flood Warden was David Barnes. The significant rainfall and rising river levels in November was acknowledged. Obstructions in the river including tree stumps particularly downstream of the village are reducing river flow rates away from the village. **The Parish Council will be discussing their river maintenance activity with CDC as well as trying to engage with riparian landowners, GCC authorities and appropriate river authorities and the Environmental agency.**
- 020220/19** **Reports from Local Organisations and Charities.** A meeting to discuss the challenges for this year's fete will be held on 7th March at 10.30am. The main issue is the provision of refreshments in the Village Hall.

Mr Randles explained that there are lots of helpers, but is looking for somebody to take responsibility for organisation of the refreshments

020220/20 **Parish Website Report.** This seems to be working OK and people are using it to make contact.

020220/21 **Reports from Wardens**

21.1 Rivers: covered above in 200202/18

21.2 Rights of Way. Some footpaths in the village continue to be in appalling condition due primarily to heavy rain, and poor drainage. The consensus is, that it is difficult to find a cost-effective solution. GCC highways and Frank Dorrington Ward at PROW are aware of the problems and discussions are ongoing in respect of Scare Lane Bridleway. In addition, complaints have been raised with GCC highways and PROW concerning the failure of HSL15 adjacent to the A429 with a request to raise the complaint on both websites. The Cotswold wardens have continued to assist with footpath maintenance/clearance in the meantime. In respect of Scare Lane, the issues of wheelchair access and the deteriorating sign, trip hazards along the tarmac and the poor condition of the lane from the equestrian centre boundary along to Scare Lane bridge have all been raised again. Litter (cans) continues to be an issue in Copsehill Road along the verge and inside the fence to the Hambros estate. **The Parish Council will write to Hambros estate to see if an employee can remove the litter. Failing that, the estate could give permission for CDC to action.**

21.3 Snow. None so far

21.4 Trees. Nothing to report about trees on the common land. Donated tree from Rachel Pejka will be placed on the allotment area to provide future shade to the central seating area. Tree Warden is responsible.

020220/22 **Correspondence.** Four items of correspondence have been received. Two relate to the allotments (already covered) one about removal of trees at the Rectory and the fourth about more snowdrops around the village. With regards to tree removal at the Rectory and generally around the village, it was agreed to remind residents of their obligations via LSVN and publish guidelines on the Council Website. Cllr Sinclair advised that monies were available from the Emma fund to plant snowdrops around the village. **Ann Classen and Sian Barton kindly volunteered to be responsible for the placement of the additional snowdrops.**

020220/23 **Date of Next Meeting:** Sunday 15th March 2020 at 6.00pm – Lower Slaughter Village Hall

Cllr Sinclair thanked everyone for attending and closed the meeting at 7.40pm

Signed: *Paul Sinclair* - Chairman

Date: *14 June 2020*

Lower Slaughter Parish Council

Finance Report for Meeting of 2nd FEB 2020

Current Financial Position (at 31st December 2019)

Reserves Account	£	63,938.19	
Reserved for Weir/River Repairs	£	10,000.00	
Reserved for TRO management	£	10,000.00	
Reserved for Village Projects	£	39,693.01	
Available Reserves	£	4,245.18	£ 4,245.18
Treasurer's Account			£ 4,195.67
		Total	£ 8,440.85

Receipts since last meeting on Nov-19

Nov Interest on Accounts	£	2.89
Dec Interest on Accounts	£	2.45
HMRC VAT Refund	£	385.95
Allotment Rental Incomes	£	292.00
	Total	£ 683.29

Payments made since last meeting on Nov-19

Bibury - Village Grass Maintenance	£	262.28
GAPTC - Training for Parish Clerk	£	40.00
Cllr Sinclair - Software for LSPPC	£	59.99
James English - Bus Stop Cleaning	£	20.00
Ms Tomkins - Clerk Wages	£	374.07
PATA - Payroll Services	£	22.75
Bibury - Allotment West Boundary repairs	£	3,374.40
Mr Andrew Wheeler - Village Brochure Reprint	£	175.00
	Total	£ 4,328.49

Payments to be Approved by Council

Noted as already Approved between Chairman and RFO (time critical)

Total £ -

To be approved at this meeting (Minute 8.3)

GAPTC - Clerk Training Fee (advanced)	£	40.00
Bibury - Repairs to West Allotment works	£	124.80
Ms L Dowie - Consultancy Services	£	70.00
Mr R Ayres - fuel and oil for chain saw / strimmer	£	31.00
Ms K Randles - printing and postage for allotment renewals	£	11.00
	Total	£ 276.80

LGA 1972 s111

Smallholding & Allotment Act 1908 s21

LGA 1972 s111

Open Spaces Act 1906 s29.10

Smallholding & Allotment Act 1908 s21

Additional Signature for Approval of Payments:

Initials: JS Date: 2nd Feb 2020

Signature:

Thomas