

- DRAFT MINUTES:** of a Parish Council Meeting held in Guiting Power Village Hall on Wednesday 20th September 2017 at 7.30pm.
- PRESENT:** Parish Councillors, Dawn Rimmer, David Broad, E Ogden, Lisa Rose, Annette Ekblom and Rebekah Roseblade
- IN ATTENDANCE:** Kate Sales, Clerk
25 parishioners were present

Members of the public were welcomed and invited to address the council at Item 4 on the Agenda.

- 1) To receive and consider apologies for absence.**
Apologies received and accepted from Cllr Powell
- 2) To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).**
No Declarations were received.
- 3) To approve the minutes of a Parish Council Meeting held on the 5th July 2017 in Guiting Power Village Hall.**
These were approved and duly signed as a true record.
- 4) To receive comments and concerns from the public.**
It was agreed comments would be raised under the relevant items on the agenda
- 5) Matters arising from last meeting's minutes**
 - Highways issues raised at last meeting fed back to Cllr Moor and have been added to added to maintenance schedule. Waiting to hear for completion dates.
 - Salt bin locations added to parish map.
- 6) To discuss the ongoing problems with dog-fouling in the village.**
A number of residents were concerned about the increased amount of dog fouling in the village, especially in the playing field. The Chair informed the meeting that this was a long-standing problem and had had an extra bin installed last year. It was agreed that the Council would look into the possibility of obtaining extra funding from Cotswold District Council towards the purchase of another bin to be installed at the Top of Church Lane and perhaps extra signage.

The playing field was owned by the Trust so any further action of banning dogs from the field etc would have to be undertaken by them, although the meeting agreed this would be a drastic decision to take due to the more responsible dog owners losing out on a well-used walking route.

Another resident raised the possibility of the Parish Council installing a 'poop bag' dispenser to encourage dog owners to clear up after their dogs.
ACTION: To enquire about possible funding from Cotswold District Council for an additional dog bin and to find distributors and costs for installing a dog-bag dispenser.
- 7) Guiting Watch update by Cllr Ekblom**
Cllr Ekblom informed the meeting that signs had been put up in the village two weeks ago and she was currently collecting names/email addresses for anyone who wanted to notified of alerts and updates. She requested residents contact her to have their details added. She did not have any names from the old scheme so people would need to register. She also had some home safety packs to give to residents if they were interested.

8) Highways Update

- HGV signs ordered and waiting for installation. Still not installed.
ACTION: Clerk to follow up and obtain installation date.

9) To discuss road congestion and parking issues around the Hollow Bottom

The Chair raised the issue of parking congestion around the pub on busy event days. The Parish Council were concerned that if steps were not taken to alleviate the problem then it may arise one day that Emergency Services vehicles would be unable to get through if/when they were needed.

The Parish Council wanted to find a solution to the parking problem that would be of benefit to both the village and the Hollow Bottom.

A number of residents also raised concerns over the litter around the pub after a large event and noise, plus the fact that since the refurbishment parking places at the pub had been replaced with a decking area.

Hugh Kelly (proprietor of the Hollow Bottom) informed the meeting that they were fully aware of their licensing and social responsibilities and despite occasional local criticism when they held the odd event they felt they had met their responsibilities well.

In response to the re-development of the pub the much-needed refurbishment which was completed in 2015 and included replacing a sloping hard standing area that had been used as an additional drinking/eating area and 3 car parking spaces with an attractive decked area. Mr Kelly stated that planning permission was not required as it was not raised more than 30cm from the highest point. Mr Kelly accepted that the pub had lost one parking space but felt the improvements had been of benefit to their customers.

Mr Kelly went on to discuss parking for the pub and how this has always been an issue. The best solution he believed would be for the Trust to offer them a little corner of their unused farmland to lease. He had requested this before but it had been denied. He agreed he would contact the Trust again to see if they would re-consider and perhaps look at leasing the pub a small part of their land so cars could park safely. It was also noted that Mr Kelly would encourage staff & The Hollow Bus to park in suitable locations around the village leaving parking close to the pub for customers.

Regarding noise, music and entertainment it was switched off within their hours every time. He promised the meeting that he would replace the "quiet notices" at the exits to remind people to be respectful of surrounding residents when leaving.

Staff always tried to clear up litter after closing time. Mr Kelly requested that if residents saw any litter they should contact him and he would send a team of staff out to tackle the problem.

The Chair thanked Hugh for attending the meeting and coming up with some possible solutions.

10) To consider and note planning applications and agree responses:

For consideration

Proposed Planning Application at Dyers Mill. (17/03558/FUL)

A number of residents were concerned over the following issues with the above planning application:

1. That the use of the term 'brownfield' should not be used as a basis for this application as the mill pond remains are not a proper basis for permitting a development. A mill has been sited on/near the site for hundreds of years and rather

- than be given the label 'brownfield' the site ought to be considered as historical or an archaeological place of interest.
2. That the application is in an AONB and that erecting a dwelling here would not only affect the immediate natural habitat but also dramatically intrude into the landscape and the unspoilt vista of the area.
 3. That the application would have a detrimental impact on the local wildlife and their habitats
 4. That according to the Environment Agency the plot is marked on their maps as a high-risk flood area. The area severely flooded in the 2007 floods and properties in the local area were severely affected. Residents were concerned that to build on this plot would be both a flood risk to the plot itself and additionally may cause increased risk of flooding to other properties in the area due to the build and subsequent displacement of the water.
 5. Light pollution.
 6. That the site is outside the skirts of the village and therefore the application cannot be a sustainable development.

The applicant answered these concerns.

1. In terms of using 'brownfield' as a basis for the application, as a structure had been present on the site, technically the brownfield status could be applied under the new legislation that came in to law earlier this year.
2. The property would be built so it would be lower than the road and therefore would not be seen from the road when approaching the village.
3. An ecological assessment had been undertaken and the findings would be acted upon to limit damage/stress to local wildlife and its habitat.
4. A private flood risk assessment had been undertaken and this showed the property NOT to be in a high flood risk area. (This is not the same view as the Environment Agency). The private assessment had shown that the nearby bridge was not large enough to take the capacity of flood water (2007) and this had contributed to the severe flooding. The Applicant informed the meeting that he would be happy to contribute money to Highways to improve the bridge's capacity if that was something that was required.
5. Light pollution would be kept to a minimum and the designs showed no lighting polluting the riverside.

The Chair thanked the applicant for coming and his presentation.

It was also noted that there are currently two affordable houses being built by The Trust within the village. In addition, the brownfield site on Tally Ho Lane is being actively considered by The Trust for development for the benefit of local people.

It was also commented on that maybe some of trees should have TPO's instated on them if they already did not have that status.

A show of hands was called for from the public to show support/objections to the application. Two were for the application, sixteen were against. The Parish Council noted the strength of feeling from its parishioners regarding the application, and when considering the facts before them decided that it would object to the application on the following grounds:

1. To dispute the use of 'brownfield site' being a basis for development. Even with the latest planning regulations that came into force in April of this year that permitted brownfield development, the Parish Council believe that this plot doesn't meet those requirements. The Council believe that the NPPF exclusion clause 4 should apply "where the remains have blended into the landscape in the process of time." In this case the

fixed surface structures of the mill pond etc. have indeed blended in. The Parish Council feel that rather than being considered a brownfield site, the plot which contains remains from a mill that has been around that site for many hundreds of years should be considered more as a historical / archaeological site.

2. The application is in an AONB and to build in this plot would not only affect the immediate natural habitat but also dramatically intrude into the landscape and the unspoilt vista of the area. Therefore, great weight needs to be applied to Section 11 paragraph 115 of the NPPF.
3. According to the Environment Agency the plot is marked on their maps as a high-risk flood area. The area severely flooded in the 2007 floods and properties in the local area were severely affected. Therefore, the Council are concerned that to build on this plot would be both a flood risk to the plot itself and additionally may cause increased risk of flooding to other properties in the area due to the build and subsequent displacement of the water.
4. The application cannot be described as a sustainable development as it is outside the skirt of the village and cars would be needed to access any public services such as schools, libraries etc. and retail establishments.

ACTION: Clerk to submit comments to Cotswold District Council & to apply for TPO status on the woodland in the application area.

For noting

No applications to note

Enforcement

No enforcements to note at present

11) To discuss the creation of an Emergency Planning document for the parish.

The plan was discussed, points of contact confirmed and examples of emergency scenarios were finalised.

ACTION: Clerk to complete plan and bring back to the next meeting to be approved.

12) To discuss insurance and risk assessment requirements and to agree finances for the annual Bonfire Night event.

It was agreed that the Parish Council would pay for the fireworks again this year. The Clerk informed the meeting that the insurance company needed a copy of the risk assessment 14 working days before the event. Cllr Rimmer agreed to carry out the risk assessment.

ACTION: Cllr Rimmer to undertake the risk assessment and the clerk to submit it to the insurance company within the timeframe required.

13) To discuss the playing fields in conjunction with The Trust.

This was covered under item six on the agenda.

14) To inform Council that all paperwork has been completed, declaration submitted, and that the Council is now compliant with all the requirements of The Pension Regulator.

15) To agree finances for Remembrance Service being held on the 11th November 2017.

A budget of £20 was agreed for the wreath for the Remembrance Service on Armistice Day. Mike Edwards kindly agreed to obtain the wreath. It was also noted that a bugle player may attend a cost might arise for this.

16) To discuss applying for the Foundation Level of the Local Council Award Scheme.

The merits of the scheme were discussed and the parish Council agreed to pursue this award. It was noted that a fee of £100 would be incurred.

ACTION: Clerk to investigate how to proceed with the scheme.

17) To receive correspondence and agree response

- Donation request from the Citizens Advice Bureau, Cotswold Office. The Parish Council felt at this time they could not offer a donation.
- Cotswold Local Information Group Facebook page – information update requests. It was decided this could be linked to the 'Guiting event' website. Mr Rimmer kindly offered to undertake this.
- Cotswold Conservation Board, Annual Review – for information only.
- Scottish widows, information on accounts being transferred to Lloyds. It was decided that this be deferred to another meeting for discussion.

18) Risk assessment update

- Playground update – Cllr Rose reported there were no changes that needed noting. A tidy-up of weeds in the children's sandpit would be undertaken next month.
- Asset update – Clerk reported that an asset inspection had taken place and apart from the notice boards needing new varnish in the future there was nothing that needed noting.

19) Finances

- To confirm successful conclusion of Audit with Grant Thornton for the year 2016/17
- To receive current statement of accounts and bank reconciliation.
These were received and accepted as an accurate record. A bank reconciliation was accepted and signed.

GPPC EXP vs BUDGET 2016-17		GUITING POWER PARISH COUNCIL							
AS AT 31.08.17			Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total
	Budget		Spend	Spend	Spend	of Budget	Income	Income	Income
	2017/18		to	from	to	to date	to	from	to
			31.08.17	01.08.17	31.03.18	+ / -	31.08.17	01.08.17	31.03.18
Precept	3380.00						2505.00	875.00	3380.00
Council Tax Support Grant	123.00						123.00	0.00	123.00
Bank interest	0.00						0.00	0.00	0.00
VAT refund	160.00						0.00	217.95	217.95
Other							0.00	0.00	0.00
TOTAL	3663.00								
Staff Costs	1880.00		723.12	1156.88	1880.00	1156.88			
Admin expenses	350.00		118.35	231.65	350.00	231.65			
Insurance	430.00		457.98	0.00	457.98	-27.98			
Audit Costs	280.00		80.00	0.00	80.00	200.00			
Meeting room hire	280.00		115.00	165.00	280.00	165.00			
Subscriptions	250.00		50.00	200.00	250.00	200.00			
Training	275.00		0.00	275.00	275.00	275.00			
Maintenance costs	400.00		0.00	400.00	400.00	400.00			
Donations	600.00		0.00	600.00	600.00	600.00			
section 137	0.00		0.00	0.00	0.00	0.00			
Equipment	250.00		0.00	250.00	250.00	250.00			
Newsletter	120.00		36.99	36.99	73.98	83.01			
VAT Paid	160.00		0.00	160.00	160.00	160.00			
Other	70.00		0.00	0.00	0.00	70.00			
Annual Assembly	100.00		30.55	69.45	100.00	69.45			
Reserve (playground)	1212.91		0.00	0.00	0.00	1212.91			
TOTALS	6657.91		1611.99	3544.97	5156.96	5045.92	2628.00	1092.95	3720.95
Reserves as at 1.4.16					£6,372.56				
Income during year					£3,720.95				
Plus Scottish Widow acc (Reserve)					£2,926.69				
Expenditure during year					£5,156.96				
Playground funds held in reserve					£1,212.91				
Antic. reserves at year end (inc Scot Widows)					<u>£6,650.33</u>				

BANK RECONCILIATION AT 31 August 2017					
Period to 31 August 2017					
Lloyds Current Acc: 00896036				£	£
	Balance per statement - 31.08.17			£ 6,499.20	
	Outstanding receipts				
				£ -	
	Less unpresented chqs				
	683	£	176.48		
				£ 176.48	
	Balance			£ 6,322.72	
Scottish Widows Acc*					
	Balance per statement - 01.04.17			£ 2,925.95	
	Receipts				
	Interest paid @ 1.07.17			£ 0.07	
	Interest paid @ 1.04.17			£ 0.67	
	Less unpresented chqs				
	NIL			£ -	
	Balance			£ 2,926.69	
Total Balance					£9,249.41
Cash book Summary					
	Opening Balance 01.04.17			£ 5,306.71	
	Add receipts to date			£ 2,628.00	
	Less payments to date			£ 1,611.99	
	Cash Book Balance @ 31.08.17			£ 6,322.72	
Balance per Scottish Widows acc				£ 2,926.69	
Closing Reconciled Balance					£9,249.41
<small>* Statements only received every three months</small>					

- To approve payments and note receipts
These were approved. It was noted that a VAT refund from HMRC for £217.95 was received on the 07.09.17

Payments made between meetings - none made				
The following payments to be approved				
Chq no	Payee	Purpose	Auth	Cheq value
689	K Sales	Expenses - August-September 2017	LG(FP)A 1963 s.5	20.90
690	K Sales	Clerk's salary – September 2017	LGA 1972 s.112 (2)	203.88
691	K Sales	Clerk's salary – October*	LGA 1972 s.112 (2)	181.08
692	PATA UK	Payroll services July-Sept	LGA 1972 s.111	22.50
693	SLCC	% of membership, subscription renewal	LGA 1972 s.143	42.66

* Post-dated cheque for salary as no meeting in October.

20) For information only

NOTE: no decisions can be made on items raised in this section. Discussions can lead to items being included on the Agenda for the next meeting only.

Extra training for the defibrillator was requested. Cllr Rimmer to look into availability and costs for the next meeting.

Cllr Ogden enquired about the Christmas Tree for the village again. It was agreed to bring this back to the next meeting. Cllr Ogden would obtain costs for this project.

Cllr Broad informed the meeting that the benches in the playground were worn. It was agreed to bring this back to the next meeting and in the meantime, he would obtain costs for this project.

A resident asked about reducing the speed limit in the village to 20mph. The Chair informed the meeting that a traffic survey had been carried out by Highways and the results showed that the village did not have a speeding problem. This meant that there was no chance of the statutory speed limit being reduced. However, more '20 is plenty' signs had been ordered for the village.

The Chairman concluded the meeting at 9.15pm and thanked everyone for their attendance. The next Parish Council meeting will be held on the 15th November 2017 at 7.30pm, and will be held in the Village Hall.

.....
Chairman

.....
Date