



**MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 27<sup>TH</sup> JULY 2017, AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.15 PM**

**PRESENT:** Councillors: B Eddolls (Chairman), M Curtis, C Smalley, A White, S Green, M Moseley, P Day, J Davies & Mrs H Siphthorp, Clerk/RFO of council and 4 members of the public

Also in attendance: Ward District Cllr D Neill

**PUBLIC PARTICIPATION:** Members of public present were given an opportunity to speak during the course of the meeting at the chairman's discretion.

1. **APOLOGIES FOR ABSENCE: Cllrs:** J Scarsbrook, V Davies, S Clarke & Ward County Cllr N Moor.
2. **DECLARATION OF INTERESTS ON ITEMS ON THE AGENDA**  
Members were reminded to declare any interests that may arise during the course of the meeting.
3. **MINUTES OF MEETING HELD ON 29<sup>TH</sup> JUNE 2017**  
**RESOLVED** – Proposed Cllr White seconded Cllr Smalley that the Chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 7 in favour, 1 abstention. **Motion carried.**
4. **CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF ABOVE MEETING**  
Role & responsibilities of council advisors – Clerk thanked Cllr Day for putting down some notes on this subject. She will now come up with a draft document for council to discuss.  
Nomination of Stow Social Club as a community asset. This application has been sent to the CDC for consideration and a decision would be received within 8 weeks. Clerk had also written to the Chairman of Stow Social Club and the Chairman of the local branch of RBL to advise of this action. Cllr Moor had raised the fact that on several occasions he had found the public conveniences not working in the High Street. Clerk had written to CDC and read out the reply which basically said according to their log there appeared to be no major issues apart from normal wear and tear problems. CDC say that the toilets are checked 3 times a day.  
The Mayor's Reception has been booked for Friday 13<sup>th</sup> October 2017 at the Stow Social Club. The Annual Return and associated papers have been sent to Grant Thornton (who have confirmed safe receipt) ahead of the extended deadline date.  
Brushcutter/trimmer has been purchased and has been used by the Community Payback Team (CPT).  
Clerk read out reply from Agent for the Abbotswood Estate which said that they were planning to thin the trees in question later this year.  
Clerk reported that the "Toffs & Totties Charity Bike Ride" are on target to raise £2,000. They thanked the council and the community for their continued support. The date for the next one is Saturday 7<sup>th</sup> July 2018.  
"Have a Field Day" organised in conjunction with PTFA/FIT was a great success and enjoyed by all who attended. Stow Primary School PTFA are hoping to make this an annual event.  
There is an abandoned vehicle in the square close to Lloyds Bank in the centre parking area. This has been reported to CDC who will arrange for the vehicle to be removed.  
Clerk ended her report by saying that a resident from Swell had offered to come into the office for a few hours a week on a voluntary basis. She is interested in local authority work and would like to get more involved in the town. She is currently working on logging old papers that will be sent to Gloucester Archives for safe keeping.



## 5. CHAIRMAN'S ANNOUNCEMENTS

Chairman said that he would like to bring some formality to the meetings and asked that everything come through the Chairman.

He then went on to congratulate and praise the Cotswold Festival group for putting on such a "fantastic day". He said it is so much work organising such an event and is 2 years in the planning. He also said that the evening was "terrific" and enjoyed by all who attended. A member said that he had heard that £3,300 had been raised and would be split between the chosen local charities. Clerk asked to write a letter of thanks on behalf of council.

## 6. REPORT FROM COTSWOLD DISTRICT CLLR D NEILL

Cllr Neill began her report by saying that she had spoken to the CDC planning officer with regard to the planning application for a Doctors Surgery etc on the Gypsy Field. This will be heard by the committee on 9<sup>th</sup> August 2017. She said the Liberty planning application for the land adjacent to Bretton House would go before the committee at their September meeting. The latter had been delayed from August as the developer had produced and submitted a lot of revised plans. The Planning, Traffic & Parking committee had discussed the latter plans at their meeting earlier in the week. Cllr Neill said she was sorry she was not present as was unaware of the meeting. Clerk said she would include Cllr Neill on the circulation list for future meetings.

She then went on to talk about the Tall Trees planning application saying that all the compliance documentation had been sent in and she had been told that these would take about 4 weeks to approve.

She spoke briefly about a meeting to discuss parking with representatives from CDC/GCC/Stow Town Council. She said that as a result a number of season tickets could be made available to the town for the Mangersbury Road car park at discounted rates.

She confirmed that the CDC Local Plan had been submitted for approval earlier in the month. A number of public hearings/examinations will take place. Cllr White said he would be representing council at one of these hearings and that he would major on the influx of care homes and traffic problems in the town.

Cllr Neill ended her report by saying she had been to the Chesterton development site with fellow members. This is a huge housing development in Cirencester and if permitted will help towards the Government's target for new homes in the District.

## 7. REPORT FROM GLOUCESTERSHIRE COUNTY CLLR NIGEL MOOR

None given as Cllr Moor had sent his apologies for absence.

## 8. POLICE REPORT

No verbal report given as no one present from the Police. However, the monthly report on number of incidents in the town was discussed for the period April to June. In 2017 the figure was 16 which was a significant decrease when compared to the same period in 2016 which was 29.

## 9. DISCUSS POSSIBLE USE OF UNUSED SPACE AT PUBLIC CONVENIENCES IN HIGH STREET IN OWNERSHIP OF CDC FOR ONE BEDROOM APARTMENT BY STOW COMMUNITY LAND TRUST OR WHETHER AN EXTENSION OF EXISTING FACILITIES MAY BE NECESSARY IN THE FUTURE

Cllr Eddolls declared an interest as the council representative on the Board of Stow Community Land Trust and did not participate in the vote.

Clerk presented footfall figures for both the High Street and Mangersbury Road public conveniences for 2014–2016. Interesting that the Mangersbury Road toilets have shown a significant increase during this period, whereas the High Street toilets remain fairly static in terms of footfall.

**RESOLVED** – Proposed Cllr White, seconded Cllr Day that the council do not agree with the space being turned into an apartment by Stow Community Land Trust as it is unwise to put a residential building within inches of toilets. **RECORD OF VOTING** – 5 in favour, 2 against, 1 abstention.

**Motion carried.**



## 10. TOUR OF BRITAIN UPDATE (Saturday 9<sup>th</sup> September 2017)

Clerk gave an update of how things are progressing for this event. Next meeting of working party to take place on Tuesday 1<sup>st</sup> August 2017. She was also pleased to confirm that Hayman Joyce had agreed that the council could use the former R A Bennett building in the square to promote this event. This will enable the council to keep the community up to date with what is going on in the town in conjunction with the race.

- i) **Approval for working party to have an expenditure limit of £1,000 to cover up front costs for any expenses related to this event which will be funded out of General Reserves**

**RESOLVED** – Proposed Cllr White, seconded Cllr Curtis that expenditure approved.

**RECORD OF VOTING** – All in favour. **Motion carried.**

## 11. TO RECEIVE REPORTS FROM THE CHAIRMAN OF THE FOLLOWING COMMITTEES:-

### a) Burial Board

Cllr Smalley said that the Burial Board had not met since the last council meeting. He said the hedges had been cut at the cemetery. The next meeting is scheduled for 7<sup>th</sup> September 2017 at 9.15 am.

### b) Finance & General Purposes Committee

- i) **To approve bank reconciliation to 30<sup>th</sup> June 2017**

**RESOLVED** – Proposed Cllr Moseley, seconded Cllr White that council approve bank reconciliation of £81,654. **RECORD OF VOTING** – All in favour. **Motion carried.**

- ii) **To approve expenditure to date for July 2017**

**RESOLVED** - Proposed Cllr Moseley, seconded Cllr Smalley that expenditure approved. See Appendix 1. **RECORD OF VOTING** – All in favour. **Motion carried.**

- iii) **To discuss committee's recommendation to extend CGS's grass cutting contract for a further year at the same cost as current financial year**

**RESOLVED** – Proposed Cllr Moseley, seconded Cllr J Davies that council approve.

**RECORD OF VOTING** – All in favour. **Motion carried.**

### c) Parks & Square Committee

Cllr Green said that the committee had not met since the last council meeting. The next meeting is scheduled for Thursday 10<sup>th</sup> August 2017 at 7.15 pm. She also reported that the new kissing gate had been installed at the Talbot Square entrance to the QEII playing field. Everyone agreed that it was a vast improvement and good job done.

- i) **Licence for residents who have access to King George's & QEII (& cricket ground) playing fields via gates from a gate off their property**

**RESOLVED** – Proposed Cllr Green, seconded Cllr Smalley that the clerk should prepare a draft licence for approval based on the one sent by FIT and the sum to be paid by the Licensee is set at £1. **RECORD OF VOTING** – All in favour. **Motion carried.**

### d) Neighbourhood Development Plan Group

- i) **To discuss final draft (Version 9) of NHP documents along with recommendations from Planning, Traffic & Parking committee**

The recommended changes/comments made by the committee had been sent to all members ahead of the meeting. A hard copy had also been placed in front of all members. **RESOLVED** – Proposed Cllr Curtis, seconded by Cllr Green that recommendation are all approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

Cllr White gave thanks to the NHP Group members for the hard work in preparing this important document. Cllr Day, Chairman of the NHP Group, also thanked the committee for their recommendations. He said these would be incorporated into the report and would come back to council for final approval of Version 10.



**e) Planning, Traffic & Parking Committee**

Cllr White gave an overview of two meetings that had taken place on 6<sup>th</sup> & 25<sup>th</sup> July 2017.

- i) **Digbeth Street partial paving of highway – approval for council to approach GCC to see if this would attract 50/50 funding for new financial year effective 1<sup>st</sup> April 2018 – total estimated cost for this project is c£25,000.**

**RESOLVED** – Cllr White, seconded Cllr Day that approval is given. **RECORD OF VOTING** – All in favour. **Motion carried.**

**12. REPORT BY ANY MEMBERS WHO HAVE HAD A MEETING OR ATTENDED ANY EVENT ON BEHALF OF COUNCIL**

Cllr Curtis had attended a meeting of St Edward's Hall committee substituting for Cllr Green who was unable to attend. He gave an overview of the meeting.

Cllr Clarke had attended a Stow Social Club meeting but as he was not present no report was given.

Cllr Eddolls had attended a training course run by GAPTC on "Chairmanship Skills".

Cllr Curtis also reported that he had carried out the Clerk's appraisal. He said that the Clerk would carry out an appraisal for the Deputy Clerk and would also prepare a draft Job Description ahead of this.

Cllr White spoke about a meeting to discuss parking in the town that he, Cllr Eddolls and the clerk had attended along with Ward County Cllr Moor & District Cllr C Hancock, Cabinet member for Enterprise & Partnerships. This was mentioned briefly earlier in the meeting in Ward District Cllr Neill's report. A further meeting is to be set up with GCC Parking Manager sometime in September. Cllrs Day & J Davies had met with the town's new Cotswold Warden – Mr Thompson to discuss the maintenance of the public rights of way in the town.

**13. TO DISCUSS THE CORRESPONDENCE RECEIVED BY COUNCIL**

None.

**14. ANY OTHER BUSINESS - ITEMS TO BE DISCUSSED AT THE NEXT MEETING**

Alleyways are getting overgrown and Clerk to contact CDC to get them to clear.

A resident had reported that she was unable to park in the Tesco car park which was attributed to the fact that many of the spaces were being taken up by workmen from the McCarthy & Stone construction site.

**15. MEETING CLOSED:** 8.46 pm.

**16. NEXT MEETING:** No meeting in August. Next meeting is **Thursday 28<sup>th</sup> September 2017** at 7.15 pm.



**CHEQUES/DIRECT DEBITS EXPENDITURE TO DATE FOR JULY 2017**

<b>Cheque no</b>	<b>Name</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>
2903	Stow Agricultural Services	Padlocks	55.99	11.20
2904	H Siphthorp	Expenses mileage	41.40	
2905	F Reynolds Machinery	Strimmer & accessories	611.47	122.29
2906	Cancelled			
2907	CGS	Mowing & horticulture	1895.00	379.00
2908	CGS	Mowing & horticulture	2270.00	454.00
2909	T20 Media	VIC Website	50.00	
2910	GCC	2nd quarter VIC grant	2500.00	
2911	E Sajewicz	Office admin	196.74	
2911	E Sajewicz	NHP admin	318.75	
2912	H Siphthorp	Office Expenses	29.77	
2913	Cotswold Times	Advertisement	287.50	57.50
2914	GAPTC	Councillor training	50.00	
2915	P Day	Councillor expenses mileage	45.00	
2916	Veale Wasbrough Vizards	Faculty for tree works in churchyard	251.00	50.20
2917	Stow Community Land Trust	Grant	220.00	
2918	L Burke	Expenses office & CPT	10.39	
2919	Viking	Stationery	111.95	1.39
2920	Richard Coglan	Photocopying	27.86	5.57
2921	Music at Stow	Grant	250.00	
2924	H Siphthorp	Expenses office & CPT	44.21	
2925	J Wise	Litter pick at play areas	35.00	
2926	C Small	Gate repair KGF and padlocks	330.00	66.00
DD132018	Grenke	Photocopier lease	170.70	34.14
DD142018	British Telecom	Internet etc	61.75	12.35
DD152018	HMRC	Tax & NHI	2693.90	
DD162018	Charge Card	Traffic cones, Bus cards etc	213.90	24.00
DD172018	PWLB	Cemetery loan	704.40	
DD182018	Grundon	Waste collection cemetery	38.08	7.62
DD182018	Grundon	Waste collection office	42.48	8.50
2922	Administration	Staff costs	2560.20	
2923				
			<b>16117.44</b>	<b>1233.76</b>

Signed: \_\_\_\_\_ Chairman

Dated: \_\_\_\_\_