



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 28TH SEPTEMBER 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, S Clarke & Mrs H Siphthorp, Clerk/RFO of council and 6 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 & 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 27TH JULY 2017**
RESOLVED – Proposed Cllr Curtis seconded Cllr J Davies that the Chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 8 in favour, 1 abstention. **Motion carried.**
4. **CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF ABOVE MEETING**
Clerk still to draft licence for approval for any resident who has a gate (from their property) onto either King George's or QEII fields.
5. **CHAIRMAN'S ANNOUNCEMENTS**
Cllr Eddolls spoke about the recent Tour of Britain that came through the town on 9th September 2017. He said the traders/residents pulled together and an enjoyable day was had by many. He also thanked the Vintage Cycle Ride who spent an hour in the square before heading off to Bourton on the Water.
Cllr Clarke said that Christopher Clarke Antiques had managed to raise nearly £1,000 for Alfie's Hope through the raffle and the exercise bike competition.
6. **REPORT FROM COTSWOLD DISTRICT CLLR D NEILL**
Cllr Neill began by saying how much she enjoyed the Tour of Britain. She went on to say that the Liberty planning application, for land adjacent to Bretton House, is to be considered at the November CDC Planning committee meeting. A site inspection for the committee will be arranged in advance of this.
She mentioned the planning application for signs outside Tara Antiques saying that the application had been refused and that the signs had yet to be removed. Clerk said that they have 3 months to remove from refusal but she had also been advised that the applicant will be lodging an Appeal. Cllr Neill talked briefly about the Chesterton Development (Cirencester) saying that a decision had been deferred. There is a great deal of local opposition to this application. She ended saying the Local Plan is now out for examination. Cllr Eddolls thanked Cllr Dilys for attending and also thanked her for making "Baa...bara" the sheep for the Tour of Britain.
7. **REPORT FROM GLOUCESTERSHIRE COUNTY CLLR NIGEL MOOR**
None given as Cllr Moor had sent his apologies for absence.
Clerk took opportunity to advise that the normal road closures will be in place for the Gypsy Fair from 25th to 27th October 2017.



8. POLICE REPORT

Police had supplied a written report. For the period June to August 2017 there had been a total of 32 incidents reported. This shows an increase of 9 when compared to the same period the previous year. Anti social behaviour has increased fourfold but is attributed to a group of 4 young people who are making a nuisance of themselves in various locations around the town including St Edward's Church. After the report had been sent the Police had advised the office that these youngsters have now been spoken to and therefore it is hoped the incidents will decrease. There was also an increase in "theft from motor vehicle" incidents that took place over the Cotswold Festival weekend and therefore attributed to an increase of visitors to the town.

9. UPDATE ON NEW DRS SURGERY

The clerk read out the following statement from Stow doctors surgery. "The Partners of the surgery are working closely with Andrew Eastabrook, Architect and Assura, the ultimate landlord of the premises. Progress is being made albeit slowly. As at yesterday's date the doctors had not received the Agreement to Lease document to sign, Cotswold District Council had not signed off the pre commencement conditions and work had not yet commenced on the hard surface into the entrance of the site to enable delivery lorries to park off the road. These are pre requisites before the relevant legal documents can be signed and full scale development can begin. That said, communications are much improved and it is hoped that we will shortly be able to provide a formal, exciting update to confirm that development has begun".

10. DATE OF DECEMBER COUNCIL MEETING – DO MEMBERS WISH TO BRING IT FORWARD FROM 28TH DECEMBER TO 21ST DECEMBER 2017?

Unanimously agreed that the meeting will take place on Thursday 21st December 2017.

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

a) Burial Board

Cllr Smalley gave an overview of the minutes of meeting held on 7th September 2017.

i) **Transfer of land at cemetery from parishes of Mangersbury & Donnington to Stow Town Council**

Clerk reported that the transfer had now been completed and the transfer deed had been received. An application has been made for the first registration to the Land Registry who currently are taking several months to process applications. Mangersbury Parish Council and Donnington Parish had both been sent copies of the deed.

Finance & General Purposes Committee

i) **To discuss external auditor's report for year ended 31st March 2017**

Clerk said that she was pleased to report that the council had received no comments from the external auditor. A scan of the report had been placed on the council's website.

ii) **Notice of conclusion of audit which commenced on 7th September 2017**

This had been placed on the council's noticeboard and website.

iii) **To approve expenditure for August & September 2017 to date**

RESOLVED – Proposed Cllr Moseley, seconded Cllr Day that council approve. See Appendix 1, on pages 81/82, for details. **RECORD OF VOTING** – All in favour. **Motion carried.**

iv) **To approve bank reconciliation to 31st August 2017**

RESOLVED – Proposed Cllr Moseley, seconded by Cllr Smalley that bank reconciliation of £72,007 is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

v) **Expenditure approval for Cllr Smalley to attend a GAPTC "Being a better councillor" training session at a cost of £95**

PROPOSED – Cllr Moseley, seconded Cllr Eddolls expenditure approved. **RECORD OF VOTING** – All in favour. **Motion carried.**



- vi) **Expenditure approval for clerk to attend a training session on “Data Protection – the new regulations and how they will affect you” at a cost of £40**
PROPOSED – Cllr Moseley, seconded Cllr Eddolls expenditure approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

b) Parks & Square Committee

Cllr Green gave an overview of the minutes of meeting held on 10th August 2017. She ended by putting out a plea to all members to come forward to help with the Bonfire and Christmas events.

c) Neighbourhood Development Plan Group

- i) **To approve & adopt further amendments to Version 10 of Stow on the Wold & Swell Neighbourhood Development Plan 2017-2031 page 36, Neighbourhood Plan Summary pages 3 to 5 & Stow on the Wold & Swell Community Design Statement**
RESOLVED – Proposed Cllr Day, seconded by Cllr Eddolls that the council adopt all without any changes. **RECORD OF VOTING** – All in favour. **Motion carried.**
Clerk confirmed that the grant money had been received into the council’s current account for an amount of £4470.

d) Planning, Traffic & Parking Committee

Cllr White gave an overview of the two meetings held since the July Council meeting. He then went on to talk about the CDC Local Plan Examination in relation to a supplementary question asked by the Inspector in relation to the current Government Consultation on “Planning for the Right Homes in the Right Places”. This had been responded to and clerk read out the statement. Cllr White said that this consultation would be placed on the agenda for the next Planning, Traffic & Parking Committee meeting to enable council to comment.

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

Cllr J Davies said that she was asked not to attend the last St Edward’s Almshouses meeting as the chairman said they did not want three members of council on it. Cllrs Curtis & Smalley who are also representatives had been unable to attend. A copy of the charity’s constitution has been requested by Cllr Curtis.

Cllr Eddolls said that he had attended the Cotswold Festival “thank you” evening.

Clerk to ascertain when the next meeting of St Edward’s Hall Trustees is taking place.

13. TO DISCUSS THE CORRESPONDENCE RECEIVED BY COUNCIL

- i) **Stow Poppy Appeal asking permission to use Stocks Green for launch of 2017 campaign on 27th/28th October 2017 between 12 and 4 pm**
PROPOSED – Cllr Eddolls, seconded by Cllr Day that request is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- ii) **Tesco Stow on the Wold branch new Community Room available to local charities and groups free of charge from October 2017**
Members of council and public present welcomed this news.
- iii) **Adlington Morris men asking permission to dance in the square on Sunday 15th October 2017 between 10.30 to 11.30 am by the Stocks Green**
As council only own the subsoil and the surface is owned by GCC they are unable to give permission. However, it was noted that the council welcome such groups into the town.
- iv) **Nomination of the Royal British Legion, Well Lane, Stow on the Wold to be included on the List of Assets of Community Value as defined in the Localism Act 2011**
CDC had advised that the above site has been placed on the Register of Assets of Community Value and will remain there until 4th September 2022.
- v) **Resident asking if council approve her playing amplified acoustic music in the square and selling CD’s of music where any profits raised will go to Kate’s Home Nursing**
As council only own the subsoil and the surface is owned by GCC they are unable to give permission.



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

A resident had emailed the office to ask that the council to give serious consideration to the building of an underground car park in the square. Agreed that this would be placed on a future agenda for the Planning, Traffic & Parking Committee to consider.

Cllr Curtis said he had sent the clerk a redraft of the council's 3 Year Strategic Plan. He requested that each committee consider and comment.

The vice chairman of Stow RBL gave details of the Remembrance Day service on Saturday 11th November 2017. He said that the parade and service in the church would take place the following day. He asked members of council to come forward to help on the 11th as marshalls will be required to help direct the traffic.

A resident asked if something could be done along the Oddington Road in relation to the amount of straw that is dropped and as a consequence blocks the drains. He suggested that the lorries should be sheeted up. Clerk will speak to GCC Highways.

15. **MEETING CLOSED:** 9.00 pm.

16. **NEXT MEETING:** Thursday 26th October 2017 at 7.15 pm.

Appendix 1

August 2017 payments by cheque/direct debit				
Cheque no	Name	Description	Net	VAT
2927	Viking	Stationery	33.41	6.68
2928	Stow Agricultural Services	QEII kissing gate QEII field	1906.35	381.27
2929	Cotswold Times	Advertisement	287.50	57.50
2930	Giant Imaging	PVC Banner Tour of Britain	88.13	17.63
2931	CGS	Gang mowing & Horticulture	2951.25	590.25
2932	T20 Media	VIC website	50.00	
2933	F Reynolds	Propane Gas for Burco boiler	28.00	
2934	Howards	Engraving Mayoral chain	25.00	5.00
2935	Hampshire Flag Company	Tour of Britain hand held flags	460.00	92.00
2936	Richard Coglean	Photocopying	71.94	14.39
2937	Petty cash	Petty cash impress to £100	72.31	
2938	Viking	Stationery	104.02	20.80
2939	Eastwood Pest Control	Moles at cemetery	110.00	22.00
2940	Heather Siphthorp	Mileage	50.40	
2941/42	Administration	Staff costs	2679.95	
2943	J Wise	August litter pick play areas	35.00	
2944	Heather Siphthorp	Office expenses	23.85	
DD192018	Castle water	Water supply cemetery	45.90	
DD202018	British Telecom	Phones/internet	62.07	12.41
DD212018	Charge card	PC keyboard	9.58	1.91
DD212018	Charge card	Radar Keys	10.44	
DD212018	Charge card	Land Registry fee	6.00	
DD222018	Grundon	Refuse collection for office	42.82	8.56
DD222018	Grundon	Refuse collection for cemetery	24.48	4.90



September 2017 payments (to 28th September 2017) by cheque/direct debit				
Cheque no	Name	Description	Net	VAT
2945	W Lockey	Repairs to stonework on Lych Gate	1975.00	
2946	Kendall & Davies	Deed of transfer for land at Stow Cemetery	526.00	95.00
2947	Stow Agricultural Svs	Fixings for King George's Field gate	98.68	19.74
2948	Stow Agricultural Svs	Chain for hanging Tour of Britain banner	68.20	13.64
2948	RBL Poppy Appeal	Remembrance wreath	20.00	
2949	Richard Coglan Ltd	Photocopying	34.73	6.95
2950	G Force	Fireworks	2700.00	600.00
2951	RBS Rialtas	Clerk training	180.00	36.00
2952	Centre 67	Office rent & cleaning	5120.00	
2953	Cotswold Times	Advertisement	287.50	57.50
2955	Grant Thornton	Annual external audit	400.00	80.00
2956	T20 Media	VIC website	50.00	
2557/2958	Administration	Staff costs	2607.16	
2959	CGS	Mowing & horticultural work	3670.00	734.00
2960	J Wise	September litter pick	35.00	
Direct Debit	Lloyds charge card	Gas Burco & spray paint for Tour of Britain	235.78	37.25
Direct Debit	BT	Telephone/internet	38.32	13.66
Direct Debit	Grundon	Refuse for office	50.89	10.18
Direct Debit	Grundon	Refuse for cemetery	52.36	10.47

Signed: _____ Chairman

Dated: _____