



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 26TH APRIL 2018, AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.15 PM

PRESENT: Councillors: B Eddolls (Chairman), A White, P Day, J Davies, V Davies, S Green, J Scarsbrook, M Curtis, S Clarke, C Smalley & Mrs H Siphthorp, Clerk/RFO of council and 3 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:** Cllr M Moseley & Ward County Cllr N Moor
- 2. DECLARATION OF INTERESTS IN 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 29th MARCH 2018**
RESOLVED – Proposed Cllr V Davies, seconded Cllr Day that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 7 in favour, 3 abstentions. **Motion carried.**

4. CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 29TH MARCH 2018

Still awaiting written estimate from electrician in relation to installing a junction box inside Stow Pharmacy for the defibrillator. She said in view of the time lapse and the need for Badham's to have a written estimate she may have to ask an alternative supplier to carry out this work. She had written to the owner of the land adjacent to the brook in Well Lane with regard to clearing the ditches but no response to date.

Cllr White and the clerk are meeting with GCC officer, at Shire Hall, mid May to discuss whether any changes can be made to the bus services in Stow to improve the service.

Rev Short said he appreciated the council's support for the proposed changes to the interior of the church. He also confirmed that there will be an opportunity for the public to be updated and hear further comments on what is proposed once they have taken a final view on the likely phasing of the work.

Chairman of Almshouses charity is going to let the clerk have a copy of the constitution.

The road adjacent to former Methodist Chapel has now been reopened. Clerk had written to GCC to ask them to get the developer to reinstate the grass on the green which has been badly damaged during the works. There was also a block of wood screwed to one of the kerbstones that also needs removing.

The annual Hare Trail is well underway and clerk had met with the main organiser. As a result the library will receive a hare (as last year) to put on display but the size is unknown at the moment and could be a 3ft or 5ft one. They are also hoping to have a small hare trail in the town providing they can get support from the local traders/businesses. They will charge £25 per hare to cover the costs and will be decorated by the pupils of Stow Primary School.

5. CHAIRMAN'S ANNOUNCEMENTS

Chairman spoke about the Annual Town Meeting which took place last Thursday. It was well attended by circa 80+ people and some interesting reports. However, it was felt that some sort of control over the amount of time each speaker has next year should be considered and perhaps an alternative venue as it is always quite noisy.



6. POLICE REPORT

The number of incidents reported during the past 12 months has increased to 132 when compared to the previous year which had 109. The police say the rise in the number of incidents reported in the town is a concern. Of particular note is the increase in burglary incidents. This having been said, the final quarter for 2017/2018 shows the levels of all crime incidents are now moving in the right direction.

7. REPORT FROM COTSWOLD DISTRICT CLLR D NEILL

Cllr Neill began by saying that CDC Planning committee meets on a monthly basis and she is a member of the committee. She said that she had called in six applications to be heard by the committee of which five were from Stow. She then went on to say that she would not be calling in the planning application for The Sheep hotel as the planning officer said that there are insufficient grounds as GCC had not objected to the loss of parking spaces. A member of council pointed out that it appears that GCC are not aware that this is a 22 bedroom hotel but inferring it was just a pub. Cllr Neill said she would draw this to the planning officer's attention. She will also write to Cllr Moor to ask if he would take up the council's concerns that every planning application that has parking issues is always approved by GCC and would suggest that more liaison with the ward councillors and parish/town councillors must be given some serious thought. She had also attended a training session organised by CDC on Planning Enforcement which she found interesting. Cllr Neill then went on to say that she and Cllr Hirst had visited the public conveniences in the town. CDC want to put in an adult/older children changing room. This would cost circa £20K to fit out and a space of 4 metres square is needed. There were only two possible locations that had been identified and they are Stow and Moreton. Cllr White asked that it be recorded that he appreciates CDC taking this initiative. She acknowledged that town council had put in a request that the space be used by them for storage.

Cllr Neill then turned to parking and affordable/low cost housing for the town. She proposed that a member of public should attend a future council meeting and ask to speak on both these matters. It was suggested that the Chairman, of Stow Community Land Trust, may be willing to attend and put forward a case. She said she would put in a question in relation to parking and to suggest that the recently formed CDC Parking Board should be extended to cover the whole district and not just Cirencester. She then went on to speak about the Community Housing Fund and the clerk will circulate a copy of the document to all members. Chairman thanked Cllr Neill for attending and for her report.

8. REPORT FROM GLOUCESTERSHIRE COUNTY CLLR NIGEL MOOR

No report given as Cllr Moor was not present.

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

a) Burial Board

Cllr Smalley said the last meeting had taken place on 5th April 2018 and minutes had been circulated to all members. He ran through the main points of the meeting. Next meeting to take place at 9.30 am on Thursday 17th May 2018.

b) Finance & General Purposes Committee

In the absence of the chairman, Cllr Moseley, the clerk ran through the items below.

i) To approve accruals and earmarked reserves as recommended by committee for year end 31st March 2018

RESOLVED – Proposed Cllr Green, seconded by Cllr White that figures are approved for an income figure of £9295.97 and expenditure of £12,806.28. Council also approved an earmarked reserve for a further £500 to go towards Christmas lights and a further £10,000 to go towards Digbeth Street projects. **RECORD OF VOTING** – All in favour.
Motion carried.



- ii) **To review asset register as at 31st March 2018**
Clerk presented a hard copy of the updated register. **RESOLVED** – Proposed Cllr Eddolls, seconded by Cllr Smalley that council approve. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iii) **To approve bank reconciliation to 31st March 2018**
RESOLVED – Proposed Cllr Green, seconded by Cllr J Davies that the figure of £27,883.83 be approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iv) **To approve regular payments list for year end 31st March 2019**
Deferred to next meeting.
- v) **To approve expenditure to date for April 2018**
RESOLVED – Proposed Cllr Curtis, seconded Cllr Day that subject to the addition of a net figure of £995 plus £199 VAT for cheque number 3085 the payments be approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- vi) **To review and compare estimates for council's insurance cover for next 3 years effective 1st June 2018**
RESOLVED – Proposed Cllr Green, seconded Cllr Day that the council appoint AXA/Inspire via Came & Co at an annual cost of £1475. **RECORD OF VOTING** – All in favour. **Motion carried.**
Clerk also recommended that a complete review of council's assets should be done out as she was aware from carrying out this exercise that there were items that are not included in the policy and should be. She also recommended that the council arranges for a complete valuation of all its assets at the same time which would give accurate replacement costs and could be included as an extra column on the asset register. Unanimously agreed that this was a good idea and the clerk can proceed and will report back findings in due course.
- vii) **To approve recommendation by committee to increase the burial fees by 5% across the board with immediate effect**
RESOLVED – Proposed Cllr Smalley, seconded by Cllr V Davies that increase is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- viii) **To approve recommendation by committee to appoint Bridget Bowen to do the internal audit for year end 31st March 2019, covering two checks during the year at a total cost of £600, which includes free financial advice throughout the year**
RESOLVED – Proposed Cllr White, seconded Cllr Day that Bridget Bowen is appointed at a total cost of £600. **RECORD OF VOTING** – All in favour. **Motion carried.**
- ix) **To discuss internal auditor's report for year end 31st March 2018**
Clerk said that this had taken place last week and that no issues had been raised and no further action is required.
PROPOSED – Cllr Eddolls, seconded Cllr Clarke that council approve the report.
RECORD OF VOTING – All in favour. **Motion carried.**
- c) **Parks & Square Committee**
Cllr Green thanked all those who took part in the recent Litter Pick in the town. She said that the committee had met on 12th April 2018 and minutes had been circulated to all members. She spoke about one or two of the items discussed and ended by saying the next meeting is taking place on revised date of Tuesday 29th May 2018 at 7.15 pm.



d) Planning, Traffic & Parking Committee

Cllr White said that the committee had met on 10th April 2018 and that draft minutes had been circulated to all members. He confirmed that the resurfacing of the square is now taking place from 5.00 pm Monday 7th May through to Monday 5.00 pm Monday 14th May 2018 to coincide with the Gypsy Fair. He ended his report to say that a number of signs have been erected on the grass verge by Crestow House. They will be reported to GCC Highways as it will make mowing of the verges difficult and also could be distracting to passing drivers. Next meeting is on Tuesday 1st May 2018.

e) Neighbourhood Development Plan Group

The group are reconvening on Tuesday 1st May 2018 to begin looking at bringing the plan up to date and therefore fit for purpose bearing in mind recent new Government legislation relating to aspects of planning.

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

Cllr J Davies had attended a training session on planning enforcement organised by CDC. She said it was an interesting and informative event.

Cllrs Clarke & Eddolls both attended the Stow Social Club AGM.

11. TO DISCUSS HISTORIC ENGLAND'S CONSULTATION TO AMEND THE ENTRY FOR ABBOTSWOOD, ABBOTSWOOD HOUSE, TEWKESBURY ROAD, STOW ON THE WOLD, ON REGISTER OF PARKS & SPECIAL HISTORIC INTEREST IN ENGLAND

A draft of the reply had been forwarded to all members ahead of the meeting. **RESOLVED** – Proposed Cllr White, seconded Cllr J Davies that subject to additional wording being added in relation to not wanting the walls/pavilion to be Listed the letter is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

12. TO DISCUSS THE CORRESPONDENCE RECEIVED BY COUNCIL

i) Call for resolutions for GAPTC Annual General Meeting to be held on Saturday 21st July 2018

RESOLVED – Proposed Cllr White, seconded Cllr Day that the council request that more is done to help market towns with their parking problems and also affordable housing. **RECORD OF VOTING** – All in favour. **Motion carried.**

ii) Would anyone like to represent council at the Fields in Trust, AGM to be held on Tuesday 5th June 2018 in London at 1.30 pm

No one able to attend so clerk will send council's apologies.

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

Clerk to speak to Cllr Moor to ascertain the protocol for members of the public to speak at GCC meetings. The question could then be raised relating to GCC development team always approving applications where insufficient parking is available which the council believe is down to lack of local knowledge.

14. MEETING CLOSED: 8.50 pm.

15. NEXT MEETING: Thursday 31st May 2018 at 7.15 pm.



Appendix 1

Cheque/Direct Debit No	Name	Description	Net	VAT
3085	Cottage Garden Services	Grass cutting etc	995.00	199.00
3086	Stow Motor Show	Final grant part	1,000.00	
DD022019	Lloyds Charge Card	Dropbox and parks	130.22	
3087	Mrs H Siphthorp	Local Council Administration text book	73.60	
3088	Blachere	Hire of Christmas lights	717.85	143.57
3089	Stockwell-Davies	Tree works at St Edward's churchyard	1,250.00	
3090	Gloucestershire County Council	1st quarter VIC grant	2,500.00	
3091/3092	Administration	Staff costs	2,614.92	
003093	Mr J Wise	Horse Fair parking	500.00	
003094	Richard Coglan Ltd	Photocopying	42.85	8.57
003095	Paperstation Ltd	Stationery	14.30	2.86
DD012019	Grenke Leasing	Photocopier	170.70	34.14
DD022019	Lloyds Charge Card	Parks sundry items	130.22	
DD032019	British Telecom	Internet and phone	58.87	11.77
DD042019	Grundon	Cemetery refuse	40.54	8.11
DD052019	Grundon	Office refuse	44.44	8.89
DD062019	Public Works Loans Board	Loan for the Square	1,701.78	

Signed: _____ Chairman

Dated: _____