



**MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 27<sup>TH</sup> SEPTEMBER 2018, AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM**

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

**Also in attendance:** PC J Page, Ward County Cllr N Moor & Ward District Cllr D Neill

1. **APOLOGIES FOR ABSENCE:** Cllrs A White, J Scarsbrook & C Smalley
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 26<sup>TH</sup> JULY 2018**  
**RESOLVED** – Proposed Cllr Green, seconded Cllr Day that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 6 in favour, 2 abstentions. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**  
Chairman said that sadly Cllr Smalley is unwell and will be out of action for the time being. Everyone wished him a speedy recovery.  
  
Cllr Moseley arrived at 7.05 pm.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT**  
Two members of public said they wished to speak on items on the agenda and were given the opportunity at the appropriate juncture of the meeting.
6. **CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 26<sup>TH</sup> JULY 2018**  
Still awaiting an estimate from second electrician re installation of a junction box, in Stow Pharmacy, for defibrillator.  
Clerk had finally got written confirmation that Stow Almshouses constitution says the council can only nominate two members. The constitution was changed on 1<sup>st</sup> December 2017.  
The new defibrillator is on order.  
Cllr Scarsbrook and hopefully Cllr Eddolls to attend the Silver Group meeting on 5<sup>th</sup> October 2018.  
Community Payback Team has strimmed both sides of the Mangersbury Road grass verges, cleared along the footpath and trimmed any overhanging vegetation.  
Company has completed valuation report on council's buildings and this will be discussed at the next Finance & general purpose committee meeting.  
The new telephone system has been installed.  
Mayor's Reception is taking place on Friday 12<sup>th</sup> October 2018 from 7-9 pm in St Edward's Hall. All welcome.  
Gypsy Fair is confirmed for Thursday 25<sup>th</sup> October 2018.  
Addlington Morris Men will be dancing in the square on Sunday 14<sup>th</sup> October from 10.30 am. They have been given permission by GCC Highways.
7. **POLICE REPORT**  
PC Page said that during the past three months crime, in the town, was down from 32 to 27 when compared to the same period last year. He said that PCSO Allen is joining Stow Police having previously worked for 10 years in the West Midlands area.  
A discussion then ensued on the recent training on Community Speed Watch by a number of residents including Cllr J Davies. PC Page confirmed that anyone who had been trained by PCSO



could then train another volunteer. Clerk questioned under whose insurance they operate and PC Page said he would look into this. Cllr Day and a member of public present said they would like to be trained. Ward District Cllr Neill also expressed an interest. PC Page will also request the speed camera vehicle to come to “hot spots” in the town as well. Chairman thanked PC Page for his report and left the meeting to return to his duties.

**8. REPORT FROM WARD COUNTY CLLR NIGEL MOOR & TO DISCUSS PEDESTRIAN ACCESS, VIA ODDINGTON ROAD AND MAUGERSBURY ROAD, TO NEW DRs SURGERY AND LETTER RECEIVED BY TOWN COUNCIL FROM FRIENDS OF STOW SURGERY**

Cllr Moor said that the 7.5 tonne weight limit for Digbeth Street had been approved. He reiterated that the partial pedestrianisation of Digbeth Street had been suspended due to new government legislation in relation to shared space schemes. OCC have delayed their decision on the Burford Bridge weight limit. He said irrespective of this decision the Sheep Street weight restriction will go ahead and has started the informal consultation process. Comments had been received from the police but he felt confident that all their concerns could be dealt with. He apologised for all the road closures in the town which have been due to major resurfacing works and also for a developer to connect to the main foul sewer which is in the middle of the A429. He said that no further schemes are planned for the moment. Cllr Moor said that 9000 pot holes had been dealt with throughout the county. He went on to say that Ringway had been appointed as the new contractor for GCC Highways. Ringway will be working alongside Amey with immediate effect to work towards an official takeover effective 1<sup>st</sup> April 2019. He confirmed he had asked for the extension to the footpath from BP garage down Stow Hill to be put into next year’s budget.

Cllr Moor ended his report referring to the letter that the council had received from the Friends of Stow Surgery in relation to help on the pedestrian access to the new Drs Surgery. He said he had not seen this letter and the clerk furnished him with a copy. He said normally such work would be considered at the planning application stage under s278 highways agreement. He said he will speak to GCC officers to see if, at this late stage, anything could be done to help. He will let the clerk know as soon as he receives a response. Chairman thanked Cllr Moor for his report.

**9. REPORT FROM WARD DISTRICT CLLR DILYS NEILL**

Cllr Neill also mentioned the current pedestrian access issues relating to the new Drs Surgery. She then went on to say there had been a full council meeting last week and gave an overview of the topics discussed. Chairman thanked Cllr Neill for her report.

**10. TO APPOINT MS ELIZABETH SAJEWICZ AS DEPUTY CLERK OF THE COUNCIL PROPOSED – Cllr Curtis, seconded Cllr Green that appointment is approved. RECORD OF VOTING – All in favour. Motion carried.**

**11. TO APPOINT A SNOW WARDEN FOR THE TOWN**

**RESOLVED –** Proposed Cllr V Davies, seconded Cllr Day that Cllr J Davies be appointed with back up, if needed, from Cllr Eddolls. **RECORD OF VOTING – All in favour. Motion carried.**

**12. TO ADOPT AMENDED AND UPDATED VERSION OF COUNCIL STANDING ORDERS AS RECOMMENDED BY THE FINANCE & GENERAL PURPOSE COMMITTEE**

**RESOLVED –** Proposed Cllr Curtis, seconded Cllr Moseley that revised document is approved and adopted without change. **RECORD OF VOTING – All in favour. Motion carried.**

**13. TO REMIND MEMBERS TO ENSURE THEIR REGISTER OF MEMBERS’ INTERESTS IS UP TO DATE AND TO ADVISE OF ANY ADDITIONS/DELETIONS TO THE CLERK**

Members noted.



**14. TO DISCUSS A MEETING WITH BRIO RETIREMENT, ATTENDED BY CHAIRMAN & CLERK, WITH A VIEW TO SETTING UP A WORKING PARTY TO FORMULATE A LIST OF POTENTIAL COMMUNITY PROJECTS WHICH COULD BE FINANCIALLY ASSISTED BY BRIO OVER THE NEXT 5-10 YEARS**

Chairman gave an overview of the meeting which was attended by Sir Geoffrey Clifton-Brown MP and a representative from Brio Retirement. A working party will be set up. Cllr Curtis agreed to take the lead and a date for first meeting to be arranged.

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

**a) Burial Board**

In the absence of the chairman, clerk confirmed that the next meeting will take place at 9.30 am on Thursday 18<sup>th</sup> October 2018. In the absence of Cllr Smalley an acting chair would be elected. Clerk ended saying there is a problem with vehicles parking at the cemetery car park. This will be discussed at the forthcoming meeting as to what action should be taken.

**b) Finance & General Purposes Committee**

**i) To approve expenditure to date for September 2018**

**RESOLVED** – Proposed Cllr Moseley, seconded by Cllr Day that expenditure approved for a gross amount of £15,127.76 – see Appendix 1 on page 137/138. **RECORD OF VOTING** – All in favour. **Motion carried.**

**ii) To discuss grant application from Stow RBL for £350 towards the forthcoming Tea Dance in St Edward’s Hall on Sunday 11<sup>th</sup> November 2018 from 4 – 6 pm**

**RESOLVED** – Proposed Cllr Eddolls, seconded by Cllr Moseley that the grant be awarded in full. **RECORD OF VOTING** – All in favour. **Motion carried.**

**c) Parks & Square Committee**

Draft minutes of the meeting held on 13<sup>th</sup> September 2018 had been circulated to all members. Chairman gave an overview of the meeting. She also spoke about the working party meeting that had taken place to do with the bonfire and Christmas lights switch on events.

Clerk said that the family who used the QEII field for a wake had kindly donated £1000 to the council which they requested was earmarked for Christmas lights.

Clerk also mentioned comments received regarding one trader, at the Farmer’s Market, in that he was trading beyond the licensed hours. This is to be discussed at the next committee meeting.

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

In the absence of the chairman, the clerk said that the committee had met twice in September 2018 on 4<sup>th</sup> and 25<sup>th</sup>. Draft minutes of the last meeting will be circulated shortly. A site meeting is taking place, on Monday, with regard to the planning application submitted by Crestow House.

**i) To set up a working party to decide what refurbishment work is necessary in relation to council leasing the building adjacent to public conveniences in High Street for storage**

Members had been sent a copy of email from CDC officer in relation to above. It was agreed that a working party should be set up to discuss the questions being asked. In the meantime the clerk is to check with officer that the empty building is definitely not required for use as adult changing facility.

**e) Neighbourhood Development Plan Group**

Cllr Day said work is ongoing. He said that Cllr Eddolls had agreed to rejoin the group. He said the “first cut” of the site assessments had taken place and the rest will be evaluated in due course. The group had also agreed to appoint a consultant to help them with the final rewriting of the plan and design code. A grant to cover the costs has been applied for.

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

Chairman and clerk had attended the official opening of Edwardstow care home earlier in the day.



Cllr Curtis had stood in for chairman, over August Bank holiday and attended an event at St Edward's Hall in celebration of all the renovations that have taken place.

#### 17. TO DISCUSS THE CORRESPONDENCE RECEIVED BY COUNCIL

From	Content	Action
Stroud & Cotswold Districts – Citizens Advice Bureau	AGM on Wednesday 10 <sup>th</sup> October 2018 from 10 am to 1.00 pm in the Ballroom, Stroud Subscription Rooms, Stroud.	Clerk to give council's apologies as no one available to attend.
Stow Social Club	Invitation to all councillors to join them for a buffet lunch & period entertainment on Sunday 11 <sup>th</sup> November 2018 to celebrate and mark 100 years since the end of WWI.	Noted. Chairman said he would be attending at some stage during the day along with fellow members.
Ms M Barratt	Asking permission to use the QEII playing field for her wedding venue in June 2019	Permission granted in principle but the clerk is to check out one or two details before giving final approval. It will also be necessary to develop a policy for the use of QEII field for such events.
Cotswold District Council	Chairman's Awards	Noted but in view of tight deadline, due to no August meeting, the council will not be nominating anyone this time around.
Ms B Collie	Asking council to support her busking in the square playing Christmas music (during late December) on her violin.	Members noted no buskers license is necessary and gave full support for this activity subject to guidelines set out by CDC.

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

None.

19. **MEETING CLOSED:** 8.54 pm.

20. **NEXT MEETING:** Thursday 29th November 2018 at 7.00 pm

#### Appendix 1

CHEQUES/DIRECT DEBITS					
Number	Name	Description	Net	VAT	Gross
3179	Bulldog Protection Systems Limited	Installation of door intercom & CCTV	£1,650.00	£330.00	£1,980.00
3180	Centre 67	2nd quarter rent on office & cleaning	£2,750.00		£2,750.00
3181	Cottage Garden Services	Grasscutting & maintenance	£2,475.00	£495.00	£2,970.00



3182	Community Heartbeat	Defibrillator electrodes	£38.00	£7.60	£45.60
3183	Mr J Wise	Play area litter picks for September 2018	£35.00		£35.00
3184	T20 Media	September VIC website updates	£50.00		£50.00
3185	Sirus Limited	Final payment on new telephone system	£1,183.74	£236.74	£1,420.48
3186	Richard Coglan Limited	Photocopier charges for August 2018	£39.75	£7.95	£47.70
3187	Mrs A Arnell (The Travelling Kitchen)	50% deposit for Mayor's Reception	£200.00		£200.00
3188/89	Administration	Staff costs	£2,817.64		£2,817.64
3190	PKF Littlejohn LLP	External audit fee	£400.00	£80.00	£480.00
3101	BGSW CRC Limited	Community payback team for July/Aug/Sep	£400.00	£80.00	£480.00
3192	Cotswold.com	Council domain name renewal for 2 years	£130.00		£130.00
3193	Cotswold Times	Page in September 2018 issue	£287.50	£57.50	£345.00
3194	Mrs H Siphthorp	Expenses	£122.31		£122.31
3195	Barrett Corp Harrington Limited	Valuation of building assets	£805.00	£161.00	£966.00
DD242019	British Telecom	Phone calls and internet for August 2018	£69.28	£13.85	£83.13
DD252019	Lloyds Charge Card	New letterbox	£102.92		£102.92
DD262019	Grundon Waste	Cemetery waste collection	£40.54	£8.11	£48.65
DD262019	Grundon Waste	Office waste collection	£44.44	£8.89	£53.33
<b>TOTALS</b>			<b>£13,641.12</b>	<b>£1,486.64</b>	<b>£15,127.76</b>

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

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