



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 25TH OCTOBER 2018, AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM

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

Also in attendance: Ward District Cllr D Neill

1. **APOLOGIES FOR ABSENCE:** Cllr P Day & 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 27TH SEPTEMBER 2018**
RESOLVED – Proposed Cllr V Davies, seconded Cllr J Davies that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 8 in favour, 2 abstentions. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**
Chairman spoke about the recent Mayor's Reception, held in St Edward's Hall, which he said was well attended and an enjoyable evening. He ended by speaking about the gypsy fair which had been pulled forward by a week at the last minute by the organisers. Local police had asked that the council be informed that they do not ask any of the pubs to close for the duration of the fair, or indeed any of the businesses, saying that the decision lies with the business owner. They said that some of the pubs/hotels had allegedly told their customers that if they did not close they would have their license revoked which totally untrue. Police are looking into this.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT**
None.
6. **CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 27TH SEPTEMBER 2018**
Cllr J Davies (with back up from Cllr Eddolls) had been registered with GCC Highways as the town's Snow Warden(s).
Meeting had been requested by Brio to discuss community projects they might support over the next 5 years. This is taking place on Wednesday 14th November 2018 at 1.00 pm.
CDC had confirmed that the vacant building adjacent to the public conveniences in the High Street is not suitable for adult changing facilities. This means this council can push ahead with a view to leasing the building for use as a store. A working party will need to be set up to answer all the questions posed by CDC before legal documentation can be drawn up.
Clerk had met with the resident who was interested in using QEII field for a wedding venue. It was agreed this would now be referred to the Parks & square committee to follow through and they be given delegated power to make decisions and report back to council.
7. **POLICE REPORT**
Clerk said that there had been no reported incidents, either before, during, or after the Gypsy Fair on 18th October 2018. It had been a very quiet affair all round. Clerk said council made a loss on the car park with only 65 cars parking on King George's field. She believes the same occurred last year but balanced out with the May fair.



Members had been given a hard copy of the monthly incident report which was good news in that the number of incidents for the past 3 months ending 30th September 2018 had dropped from 31 to 18 when compared to the same period last year.

8. REPORT FROM WARD COUNTY CLLR NIGEL MOOR

Cllr Moor had sent his apologies so no report given.

9. REPORT FROM WARD DISTRICT CLLR DILYS NEILL

Cllr Neill began by saying she had received a number of calls from residents expressing concern as to why there are so many vacant flats at Chamberlayne House which Bromford are not re-letting. She had been told that this was because the company were considering refurbishment. She said she will continue to push for answers on this and asked the council to support her action which they unanimously did.

She spoke about an article in the Gloucestershire Echo which said that Cheltenham Borough Council is investing £100M in affordable housing. She was going to ask CDC if they would be prepared to do something similar for the Cotswold district and in particular Stow.

McCarthy & Stone have now put in their application to put advertising on the wooden hoardings that have been erected adjacent to their site and the A429. This application will be considered by this council at the next Planning & traffic committee meeting.

She said if anyone had any ideas as to what they would like to hear about in her article each month in Stow Times to let her know. She had thought that she would clarify what the three tiers of local government actually do as lots of confusion as to who does what. She finished by talking about a recent CDC Planning committee meeting where a couple of the applications considered went against the officer's recommendations. She said they are often reluctant to refuse retrospective planning applications as they were worried that the applicant would take it to appeal which is an expensive process. Chairman thanked Cllr Neill for her report.

10. TO DISCUSS EXTERNAL AUDITOR REPORT ON AGAR FOR YEAR ENDING 31ST MARCH 2018 AND TO ADVISE THAT NOTICE OF CONCLUSION OF AUDIT COMMENCED ON 25TH SEPTEMBER 2018

Clerk said she was pleased to inform council that the external auditor had no comments and had signed off the external audit. She also confirmed that the notice of conclusion of audit had been placed on the noticeboard and on the council's website.

11. TO DISCUSS AND APPROVE THAT THE COUNCIL SEEK THE APPROVAL OF THE SECRETARY OF STATE FOR HOUSING, COMMUNITIES AND LOCAL GOVERNMENT TO APPLY FOR A PWLB LOAN FOR £250,000 REPAID OVER TO 50 YEARS TO COVER THE PURCHASE OF THE YOUTH CENTRE BUILDING AND TO COVER COSTS ASSOCIATED WITH THE PURCHASE ALONG WITH IMMEDIATE REPAIRS AND REFURBISHMENT COSTS THAT WILL BE NECESSARY TO PARTS OF THE BUILDING

Cllrs White & Smalley declared an interest as trustees of Centre 67 who own the building. They left the room and therefore did not participate in the discussion or the vote.

Clerk ran through the spreadsheet in terms of costs associated with purchase of the building, immediate repairs that would be necessary to repair the roof etc and the operational costs. She said that it would be possible for the council to purchase the building without increasing the precept and explained how. She said that a survey of the residents will take place and at the same time they will be asked what else they would like the building to be used for. **RESOLVED** – Proposed Cllr Curtis, seconded by Cllr Moseley approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

Cllrs White & Smalley rejoined the meeting.



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

a) Burial Board

Cllr Scarsbrook said that she had been elected as acting chair in the absence of Cllr Smalley. She gave an overview of the draft minutes of the meeting held on 18th October 2018 which had already been circulated to all members. She said the members also went on a walkabout after the meeting closed, to the cemeteries and St Edward's churchyard, to identify projects for the forthcoming new financial year draft budget and longer term.

b) Finance & General Purposes Committee

i) To approve bank reconciliation to 30th September 2018

RESOLVED – Proposed Cllr Moseley, seconded Cllr White that figure of £88,816.37 is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

ii) To approve expenditure to date for October 2018

RESOLVED – Proposed Cllr Moseley, seconded Cllr White expenditure approved for a gross amount of £16,203.28 see Appendix 1 on page 142/143. **RECORD OF VOTING** – All in favour. **Motion carried.**

iii) To review budget against actual income/expenditure to 30th September 2018

Clerk ran through the summary budget spreadsheet saying the only concern raised by her was the level of income for the Burial board which is way down on the budgeted figure. It had been agreed when drafting the budget (for the Burial board) for new financial year that an average over the past three years would be taken which she believed is a more realistic figure. **RESOLVED** – Proposed Cllr Eddolls, seconded Cllr Moseley that figures are approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

c) Parks & Square Committee

Cllr J Davies said no meeting had taken place since the last council meeting. She reported that the new metal fence had been erected (to replace the old wooden one) around play area in King George's playing field. The repairs had also been carried out to the play equipment at King George's and Spring Gardens play areas.

Cllr Eddolls said a group of volunteers had put up some Union flags in the town and more will go up in celebration of 100 years since the end of WW1.

d) Planning, Traffic & Parking Committee

Cllr White said that there had been no meetings in October so had nothing to report. He said that some of the kerbstones (in the square) were not fit for purpose and he had found it difficult manoeuvring a wheelchair over them. He will let the clerk have the exact locations and she will take up with GCC Highways.

Cllr Eddolls spoke saying it was a very disappointing turn out and only a few businesses were represented to hear the presentation on the findings of the second Benchmarking Survey recently carried out in the town. The report findings will be placed on council's website in the near future after final amendments have been made. He hoped that the committee would now take forward some of the issues raised. The powerpoint presentation will also be put on the website and clerk will arrange for the links to be sent out via Stow Loop.

e) Neighbourhood Development Plan Group

No report given as Cllr Day had sent his apologies.

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

Chairman and clerk had attended an end of term assembly at Stow Primary School which was very enjoyable. The raffle was drawn for who would press the button to start the fireworks display and also who would turn on the Christmas tree lights.

Cllr Clarke had attended a meeting of the Stow Social Club committee. He said the committee are working hard to raise the profile of the club in order to boost membership.

Chairman and Cllr Scarsbrook had attended a Silver Group meeting at Moreton Area Centre in relation to the gypsy fair.



Cllrs J Davies and Curtis had attended a meeting of Stow Almshouses charity. A new tenant had been selected for the vacant property and all houses now have central heating.

14. TO DISCUSS THE CORRESPONDENCE RECEIVED BY COUNCIL

None.

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

None.

16. **MEETING CLOSED:** 8.05 pm.

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

Appendix 1

CHEQUES/DIRECT DEBITS OCTOBER 2018					
Number	Name	Description	Net	VAT	Gross
3196	Acorn Creative	No dogs sign for allotments	£72.00	£14.40	£86.40
3196	Acorn Creative	No parking signs for cemetery	£80.00	£16.00	£96.00
3197	St Edward's Hall	Hire of hall for Mayor's Reception	£30.00	£0.00	£30.00
3198	Gloucestershire County Council	Q2 grant donation for VIC	£2,500.00	£0.00	£2,500.00
3199	Mr J Wise	Litterpicks of two play grounds for October	£35.00	£0.00	£35.00
3200	Mrs A Arnell (The Travelling Kitchen)	Deposit for refreshments for Mayor's reception	£200.00	£0.00	£200.00
3201	Cottage Garden Services	Grass cutting & grounds maintenance jobs	£1,910.00	£382.00	£2,292.00
3202	Mr J Wise	Fee for running Gypsy Fair parking on KGF	£500.00	£0.00	£500.00
3203	Stow on the Wold Branch RBL	Grant towards Tea Dance	£350.00	£0.00	£350.00
3204	Express Presentations	PA system etc for Bonfire event	£140.00	£0.00	£140.00
3205	Cotswold Times	Page in October 2018 issue	£287.50	£57.50	£345.00
3206	Richard Coglán Limited	Copier charges for September 2018	£15.13	£3.02	£18.15
3207	T20 Media	Website amends and website hosting	£88.45	£0.00	£88.45
3208/3209	Admin costs	Staff costs	£2,891.83	£0.00	£2,891.83
3210	Greenfields Garden Services Limited	Supply & erect metal fence at KGF play area	£1,254.00	£250.80	£1,504.80
DD272019	Grenke	Quarterly lease fee for photocopier	£170.70	£34.14	£204.84



DD282019	British Telecom	Phone/internet charges including divert cost for new phone system	£100.63	£20.12	£120.75
DD292019	Lloyds Charge Card	Various misc items including wine for Mayor's reception	£340.59	£41.96	£382.55
DD302019	Castle Water	Water supply for cemeteries	£25.07	£0.00	£25.07
DD312019	Grundon Waste	Cemetery waste collection	£40.18	£8.04	£48.22
DD312019	Grundon Waste	Office waste collection	£35.76	£7.15	£42.91
DD322019	HMRC	Q2 PAYE/NI	£2,599.53	£0.00	£2,599.53
DD332019	PWLB	Loan repayment for square	£1,701.78	£0.00	£1,701.78
TOTALS			£15,368.15	£835.13	£16,203.28

Signed: _____ Chairman

Dated: _____