



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 29TH NOVEMBER 2018, AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM

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

Also in attendance: Ward County Cllr N Moor

1. **APOLOGIES FOR ABSENCE:** Cllrs M Curtis, C Smalley & Ward District Cllr D Neill
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 25TH OCTOBER 2018**
RESOLVED – Proposed Cllr V Davies, seconded Cllr Green that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 8 in favour, 1 abstention. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**
Chairman thanked all the volunteers who helped make the annual bonfire event such a success once again. He then went on to talk about the various events on the 11th November including the Armistice Parade, followed by the church service and then the Beacon lighting on QEII field in the evening, which finished with the bells at St Edward's church ringing out.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT**
None.
6. **CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 25TH OCTOBER 2018**
Clerk said that there were no matters arising. She then went on to say that Brio have planted 3,500 bulbs in the grass verges adjacent to the cemetery, Station Road. She had been advised that Brio had not reinstated the grass verges as promised and will take a look and action accordingly. Sincere thanks must go to Mr Skillern, GCC Highways, with support from Cllr Moor, for arranging for the advertising hoarding boards to be removed from the grass verge (in ownership of GCC) adjacent to the McCarthy & Stone development.
She ended her report saying that a number of allotment sheds had been broken into last week and some items stolen.
7. **POLICE REPORT**
The incident report for the three month period August to September 2018 had been placed in front of members. This showed a decrease from 31 in the same period the year before to 18. It also mentioned a slight increase in road/traffic incidents generated by the closure of the A429 over the summer.
8. **REPORT FROM WARD COUNTY CLLR NIGEL MOOR**
Cllr Moor began his report by saying that he attended the Remembrance Parade & church service in Stow for the first time. He said he found the service very moving. He touched on the McCarthy & Stone advertising hoardings mentioned in item 6. He then went on to talk about progress on the 7.5 tonne weight limit for Burford Bridge saying that it is likely to go ahead for a trial period of 18 months subject to meeting various criteria set by Oxfordshire County Council (OCC). In view of this he said it was paramount to get a similar restriction in Sheep Street moving forward. The Police had objected to this proposal and GCC TRO officer had been trying to get a meeting with the Police so



that they could discuss their objections in the hope of finding a solution. Nothing had been arranged as yet so Cllr Moor had written to Mr Surl, PCC, to ask for his help in arranging a mutually convenient date/time. He had received an acknowledgement fairly quickly from the Chief of Staff Executive Support for Gloucestershire Constabulary promising to make progress but he had heard nothing since. He therefore asked the council to write directly to the Chief of Staff too reiterating all the concerns if this weight restriction is not taken forward.

He said that the clearing of the footpaths and channels down Stow Hill will be carried out shortly. He said that they were also installing new gullies in the Maugersbury Road.

Cllr Moor said that GCC are currently consulting on their Corporate Plan and urged everyone to take a look on their website and to comment.

Finally, he said that OCC are closing the Chipping Bridge (B4450 Station Road) for 3 days from 9.30 am on 5th December until 4.30 on 7th December. He had sent the information to the clerk just ahead of the meeting which she had already circulated to all members. Cllr Clarke will put this information out via Stow Loop & Facebook.

Chairman thanked Cllr Moor for his continued help and support of the town.

9. REPORT FROM WARD DISTRICT CLLR DILYS NEILL

Cllr Neill was unable to attend the meeting and had sent her apologies along with a written report which the clerk read out. It began by also thanking Mr Skillern and Cllr Moor in relation to the removal of the advertising hoardings. She is still working hard to get her questions answered in relation to Chamberlayne House vacant flats which are not currently being relet. She then went on to mention the petition in relation to much reduced hours for X rays at North Cotswold Hospital which was started by Ward District Cllr for Moreton in Marsh Alison Coggins. This has already achieved 5000 signatures so means that it has to be debated by GCC. The goal however is to get a total of 10,000 signatures which will mean it can be taken to Westminster for the Government to respond. She urged anyone who had not already signed the petition to do so. Her report ended by congratulating the Community Speed Watch team for being out and about in the hot spots in the town and in such awful weather conditions.

10. TO DISCUSS & ADOPT DRAFT OF NEW RISK MANAGEMENT POLICY DOCUMENT

RESOLVED – Proposed Cllr Moseley, seconded Cllr V Davies that the document be adopted without change. **RECORD OF VOTING** – All in favour. **Motion carried.**

11. TO DISCUSS & ADOPT DRAFT OF HEALTH & SAFETY POLICY DOCUMENT

RESOLVED – Proposed Cllr J Davies, seconded Cllr Eddolls that the document be adopted without change. **RECORD OF VOTING** – All in favour. **Motion carried.**

12. TO SET UP A WORKING PARTY TO DISCUSS AND ANSWER QUESTIONS POSED BY CDC IN RELATION TO COUNCIL LEASING THE VACANT BUILDING, ADJACENT TO PUBLIC CONVENIENCES, TO USE AS STORAGE

Cllrs Moseley, Green & White volunteered. Clerk will send copies of all correspondence to the group in due course.

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

a) Burial Board

Cllr Scarsbrook said that the board had met on 8th November 2018 and that draft minutes had been circulated to all members. She said she had nothing further to add.

b) Finance & General Purposes Committee

Chairman said that the committee had met on 31st October 2018 and the draft minutes had been circulated to all members. He then moved onto the following:-



- i) **To approve bank reconciliation to 31st October 2018**
RESOLVED – Proposed Cllr Moseley, seconded Cllr White that bank reconciliation is approved for an amount of £77,632.60 when all cheques outstanding have been presented. **RECORD OF VOTING** – All in favour. **Motion carried.**
- ii) **To approve expenditure to date for November 2018**
RESOLVED – Proposed Cllr Moseley, seconded Cllr Eddolls expenditure approved for a gross amount of £27,744.03 see Appendix 1 on page 147. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iii) **Review of Bonfire event and to discuss and a decision taken as to whether the event should take place again on the first Friday in November 2019**
Income/expenditure figures had been circulated to all members ahead of the meeting. The event had cost c£500. Everyone agreed that this has become a very successful community event.
RESOLVED – Proposed Cllr Moseley, seconded Cllr J Davies that the council should go ahead and organise this event in 2019. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iv) **To readopt without change the council's code of conduct policy document as recommended by the committee**
RESOLVED – Proposed Cllr Moseley, seconded Cllr Day that recommendation is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- c) **Parks & Square Committee**
Cllr J Davies said the committee had met on 8th November 2018 and draft minutes had been circulated to all members. She mentioned one or two items that had been discussed.
- d) **Planning, Traffic & Parking Committee**
Cllr White said the committee had met on two occasions on 6th & 27th November 2018 and draft minutes had been circulated to all members. He gave an overview of the minutes of both meetings.
- e) **Neighbourhood Development Plan Group**
Cllr Day said the pace of the plan had slowed up but a consultant had been engaged to help the group.

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

Chairman, along with some other members of council, met representatives from Brio. The meeting was to discuss how Brio could help the community over the next 5-10 years. A number of projects and suggestions had been made and Brio will come back in the New Year with a draft plan. Once the plan is finalised a public consultation will take place and the residents will vote for which projects they would like to see go ahead.

Cllr Clarke had attended a Stow Social Club committee meeting saying that they are still working hard to try to raise funds and lots of events are planned.

Cllr J Davies said she had attended two Stow Almhouse Charity meetings. She said the vacant property had now been let.

15. TO DISCUSS THE CORRESPONDENCE RECEIVED BY COUNCIL

- a) **To discuss and comment on letter from NHS England in relation to application for a relocation of premises after outline consent has taken effect by Stow Surgery from Well Lane, Stow on the wold to Mangersbury Road, Stow on the Wold**

Members noted and council welcome the development of the new surgery.

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

A resident offered his services in relation to item 12 as a chartered surveyor.

Another resident said that when it rains the water pools on the footway outside Jacana in the square. Clerk to take a look and report to GCC Highways.



17. MEETING CLOSED: 7.54 pm.

18. NEXT MEETING: Thursday 20th December 2018 at 7.00 pm

Appendix 1

Cheque/ Direct Debit no	Name	Description	Net	VAT	Gross
3211	Stow Town Council - cash	Cash - float for bonfire event bar	£550.00		£550.00
3212	Cotswold Times	Page in November 2018 issue	£287.50	£57.50	£345.00
3213	G Force Fireworks	Final balance on fireworks display	£2,700.00	£600.00	£3,300.00
3214	Information Commissioner	Annual subscription re GDPR	£40.00		£40.00
3215	Stow Cricket Club	Donation for use of pavilion at bonfire event	£100.00		£100.00
3216	Paperstation Limited	Various stationery items	£39.65	£7.93	£47.58
3217	Bulldog Protection Systems Limited	Repair to front door fob entry system	£75.00	£15.00	£90.00
3218	Mr J Wise	Play parks litterpick for November	£35.00		£35.00
3219	UK Life Medics	Medic cover for bonfire event	£250.00		£250.00
3220	Stockwell Davies Limited	Raise crowns on lime trees Sheep/Park St	£500.00		£500.00
3221	Cash	Restore petty cash imprest to £100	£73.35		£73.35
3222	Greenfields Garden Services Limited	New metal fence at KGF play area	£7,012.00	£1,402.40	£8,414.40
3223	Richard Coglan Limited	Photocopying charges for October	£25.96	£5.19	£31.15
3224	Queen's Head	Bar costs at bonfire event	£667.92	£133.58	£801.50
3225	Mr S Jones	Mileage expenses for bonfire event	£21.60		£21.60
3226	T20 Media	VIC website updates	£50.00		£50.00
3227	Cottage Garden Services	Grasscutting & horticultural works	£2,685.00	£537.00	£3,222.00
3228	B & W Hire Limited	Hire of toilets for bonfire event	£225.00	£45.00	£270.00
3229/3230	Administration	Staff costs	£2,819.92		£2,819.92
3231	G S Haydon	Plumbing work at cemetery	£200.00		£200.00
3232	Community Heartbeat Trust	2 adult electrode pads for defibrillator	£73.00	£14.60	£87.60
3233	Cotswold Times	Page in December 2018 issue	£287.50	£57.50	£345.00
3234	Cotswold District Council	Design, artwork, printing & lamination of VIC noticeboard posters	£180.62	£36.12	£216.74
3235	People & Places Insight Limited	Second Benchmarking Survey & presentation of results	£1,350.00	£470.00	£1,820.00



3236	Paperstation Limited	Various stationery items	£58.18	£11.64	£69.82
3237	S R Harris	Internal decoration of offices	£350.00		£350.00
3238	MDH Forestry Limited	Christmas tree including installation	£295.00	£59.00	£354.00
DD342019	Public Works Loan Board	Loan for Spring Gardens play area	£2,876.53		£2,876.53
DD352019	British Telecom	Phone/internet charges including divert cost for new phone system	£123.34		£123.34
DD362019	Lloyds Charge Card	Various misc items including wine for Mayor's reception	£209.91		£209.91
DD372019	Grundon Waste	Cemetery waste collection	£55.23	£11.05	£66.28
DD372019	Grundon Waste	Office waste collection	£52.76	£10.55	£63.31
TOTALS			£24,269.97	£3,474.06	£27,744.03

Signed: _____ Chairman

Dated: _____