



**MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 20<sup>TH</sup> DECEMBER 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 Curtis, A White, Mrs H Siphthorp, Clerk/RFO of council and 4 members of the public

**Also in attendance:** Ward County Cllr N Moor & Ward District Cllr D Neill

1. **APOLOGIES FOR ABSENCE:** Cllrs M M Moseley, C Smalley & J Scarsbrook
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 29<sup>TH</sup> NOVEMBER 2018**  
**RESOLVED** – Proposed Cllr Green, seconded Cllr V Davies that the chairman should sign the minutes as a true and accurate record. **RECORD OF VOTING** – 7 in favour, 1 abstention. **Motion carried.**
4. **CHAIRMAN'S ANNOUNCEMENTS**  
Chairman said that the St Edward's church tree festival had been a great success along with the Christmas tree lights switch on event. BBC Radio Gloucestershire had transmitted live at the latter event.
5. **QUESTIONS FROM MEMBERS OF THE PUBLIC PRESENT**  
None.
6. **CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 29TH NOVEMBER 2018**  
Clerk had written to the Chief of Staff at Gloucestershire Constabulary in relation to the 7.5 tonne weight limit for Sheep Street. No response had been received to date.  
G Force had been advised that the council would like to appoint them for the November 2019 event. A deposit of 10% will be paid to secure the booking once an invoice is received.  
The pooling of water on footpath adjacent to Priory Studio/Jacana had been reported to GCC Highways.  
Clerk said that Icknield Way Morris Men would be dancing in the square on Saturday 20<sup>th</sup> July 2019 and as this is the day of the Cotswold Festival she had linked them with the Chairman of the Cotswold Festival committee to liaise directly.  
A photograph had been taken with Mr Martin Surl, PCC for Gloucestershire, along with County Cllr Moor, town Cllrs White & Eddolls and Miss Newport, GCC's TRO Manager with regard to the commissioning of the new 20 mph zone for the town. A press release and the photograph had been sent out to various local press.
7. **POLICE REPORT**  
A copy of report for number of incidents from September to November 2018 had been placed in front of members. This showed a drop from 48 to 20 incidents when compared with the same period last year. There had been a robbery from one of the businesses in the square and another incident involving travellers in another shop. Police said that they fully appreciate the concerns of the businesses within the town and as a consequence they have made the Harm Reduction Advisor for Crime from HQ (who deal with businesses) aware of the situation.



#### 8. REPORT FROM WARD COUNTY CLLR NIGEL MOOR

Cllr Moor began by saying that the new TRO had been approved in relation to the extension of the 40 mph speed limit by the entrance to the new Brio development, Station Road. He said a ticket had been raised to carry out the gulley/channel clearing on Stow Hill and work would commence in January 2019. At the same time they would also be clearing vegetation from the footpath to widen it. He talked about the 7.5 tonne weight limit for Sheep Street which the police had objected to and said that there would be a meeting in the New Year between all parties to discuss and move the project forward as quickly as possible. He talked about progress on GCC's Transport Plan consultation and said he would like to arrange a meeting with town council in New Year to run through. He said that GCC are committed to reduce carbon emissions in the county and there will be a stakeholder event sometime in March 2019. He also said how disappointed he was with one of the items on the agenda at CDC's full council meeting earlier in the month. He said that they had voted in favour of trying to get GCC to reinstate the opening hours/days at the Fosse Cross recycling site. He said by reducing the hours it had meant a saving of £200K and the monies used to protect vulnerable people throughout the county and other key front line services. Chairman thanked Cllr Moor for his report.

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

Cllr Neill said she attended CDC's council meeting earlier in the month. She spoke about some of the items discussed at the meeting including the campaign to get X ray service hours reinstated at the North Cotswold Hospital, GCC's Fosse Cross recycling site and that CDC would like the original opening hours to be reinstated and touched on the new fleet of Eco friendly lorries for Ubico. She said that she and Cllr V Davies had met with personnel from Bromford with regard to residents' complaints about how long repairs take and also to address the ongoing issue as to why vacant flats in Chamberlayne House were not being relet. Chairman thanked Cllr Neill for her report.

#### 10. TO DISCUSS DRAFT BUDGET FOR NEW FINANCIAL YEAR EFFECTIVE 1<sup>ST</sup> APRIL 2019 AND TO SET THE PRECEPT

**RESOLVED** – Proposed Cllr White, seconded Cllr J Davies that the budget is approved and the precept set at £142,170 which at Band D is a cost of £151.65 per annum or £2.92 per week. This is an increase of £2.63 per annum or 5 pence per week on this year's costs. **RECORD OF VOTING** – All in favour. **Motion carried.** See Appendix 1 page 152 for detailed budget.

#### 11. TO DISCUSS AND ADOPT THE FOLLOWING DOCUMENTS:-

- a) Equal Opportunities policy
- b) Media policy
- c) Dignity at work, bullying and harassment policy

**RESOLVED** – Proposed Cllr Day, seconded Cllr Eddolls that the above three policy documents be adopted without change. **RECORD OF VOTING** – All in favour. **Motion carried.**

#### 12. UPDATE ON COMMUNITY SPEEDWATCH RESULTS

Deferred to next meeting as awaiting data from group.

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

##### a) Burial Board

In absence of chairman clerk reported that the cemetery overflow car park would be resurfaced in mid January 2019. There had been no meeting since the last council meeting.

##### b) Finance & General Purposes Committee

In the absence of the chairman the clerk said that the committee had met on 4<sup>th</sup> December 2018 and the draft minutes had been circulated to all members of council.



- i) **To approve bank reconciliation to 30<sup>th</sup> November 2018**  
**RESOLVED** – Proposed Cllr White, seconded Cllr V Davies that bank reconciliation is approved for an amount of £59,626.04 when all cheques outstanding have been presented. **RECORD OF VOTING** – All in favour. **Motion carried.**
  - ii) **To approve expenditure to date for December 2018**  
**RESOLVED** – Proposed Cllr White, seconded Cllr V Davies expenditure approved for a gross amount of £14,566.22 see Appendix 2 on page 153 **RECORD OF VOTING** – All in favour. **Motion carried.**
  - iii) **To report balances in Lloyds Fixed Bond & CCLA account as at 30<sup>th</sup> November 2018**  
Clerk reported that there is £52,549 in the Lloyds Fixed Bond and £41,080.89 in the CCLA account.
- c) **Parks & Square Committee**  
Cllr J Davies said the Christmas tree lights switch on event had been a success and she thanked members of council and volunteers who had helped. There had been no meeting of the committee since the last council meeting.
  - d) **Planning, Traffic & Parking Committee**  
Cllr Day said he had chaired the meeting held on 18<sup>th</sup> December 2019 and that draft minutes will be circulated in due course. He said he had nothing to add.
  - e) **Neighbourhood Development Plan Group**  
Cllr Day said that the group had met since the last council meeting. The notes on this meeting had been circulated to all members of council for comment.

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

Cllr Clarke had attended a Stow Social Club committee meeting. He said lots had been organised for the festive season.

Cllrs J Davies & Cllr Curtis had attended a meeting of Stow Almhouse Charity. Cllr Curtis said that the chairman had decided to step down and he had been elected as the new chairman. He said things were moving forward and the new tenant would be moving in shortly.

Cllr Eddolls said he and the clerk had met with a business owner in the town who had raised concerns about the change of date for Stow Fair in October.

Clerk had attended a meeting with District Cllr Chris Hancock along with officers from both CDC and GCC. The three year agreement is up at the end of this financial year. It is hoped that the funding would continue in the new financial year on the same basis but this would not be confirmed until after a meeting in February 2019 when CDC set their budget.

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

Clerk thanked Cllr J Davies for delivering the “Adverse Weather” letters to all businesses in the town as a reminder and at the same time getting more businesses to sign up to Stow Loop.

The chairman of Stow Civic Society was present and in the light of discussion earlier in the meeting explained what the Society were trying to achieve in relation to recycling of plastic in the town.

A member also asked Cllr Moor whether it would be possible to increase the number of visits by the Civil Enforcement Officers in relation to parking particularly in the square.

**16. MEETING CLOSED:** 8.09 pm.

**17. NEXT MEETING:** Thursday 31<sup>st</sup> January 2019 at 7.00 pm



**Appendix 1**  
**STOW ON THE WOLD TOWN COUNCIL**  
**SUMMARY OF BUDGET FOR YEAR END 31<sup>ST</sup> MARCH 2020**

	<b>2018/19 Budget</b>	<b>2019/20 Budget</b>
<b>INCOME</b>		
Administration	£0	£0
Central Services	£1,110	£1,110
Burial Board	£8,480	£5,480
Parks, Square & Allotments	£18,520	£20,070
Planning, Traffic & Parking	£0	£0
Neighbourhood Development Plan	£2,000	£2,000
<b>TOTAL</b>	<b>£30,110</b>	<b>£27,550</b>
<b>EXPENDITURE</b>		
Administration	£75,300	£67,000
Central Services	£34,300	£57,550
Burial Board	£15,370	£14,395
Parks, Square & Allotments	£36,228	£36,775
Planning, Traffic & Parking	£18,000	£2,000
Neighbourhood Development Plan	£2,000	£2,000
<b>TOTAL</b>	<b>£181,198</b>	<b>£179,720</b>
<b>Net Payments</b>	<b>£151,088</b>	<b>£152,170</b>
Minus Local Council Support Grant	£2,086	£0
Taken from general reserves	£15,585	£10,000
<b>PRECEPT SET AT</b>	<b>£133,417</b>	<b>£142,170</b>

Band D 2018/19	£2.87	per week
Band D 2019/20	£2.92	per week
<b>Increase of</b>	<b>£0.05</b>	<b>per week</b>



**Appendix 2**

<b>CHEQUES/DIRECT DEBITS DECEMBER 2018</b>					
<b>Number</b>	<b>Name</b>	<b>Description</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
3239	Express Presentations	PA system for Christmas tree lights switch on event	£90.00	£0.00	£90.00
3240	Centre 67	Q3 rent and cleaning	£2,828.00	£0.00	£2,828.00
3241	Pear Technology	Annual fee for support & updates for cemetery records	£225.00	£45.00	£270.00
3242	Mr J Wise	December playparks litter picks	£35.00	£0.00	£35.00
3243	Cancelled	VIC website updates	£50.00		£50.00
3244	RCOH Limited	Neighbourhood Development Plan help	£1,670.00	£334.00	£2,004.00
3245	T20 Media	VIC website	£50.00		£50.00
3246	William Hinton Limited	Grant for Stow Almshouse charity	£250.00	£0.00	£250.00
3247	S Turner Electrical Limited	Christmas lights installation etc	£3,154.55	£630.91	£3,785.46
3248	Mr W Lockey	Repairs to one of the Wells	£325.00		£325.00
3250/3251	Administration costs	Staff costs	£2,790.23		£2,790.23
3251	Cottage Garden Services	Various horticultural work and maintenance	£1,221.25	£244.25	£1,465.50
3252	Richard Coglan Limited	Photocopier charges for November 2018	£36.04	£7.21	£43.25
3253	Ms E Sajewicz	Office expenses	£29.21	£29.21	£58.42
3254	Mrs H Siphthorp	Travel expenses	£40.50		£40.50
DD382019	Sirus Limited	Phone/internet charges for Sept/Oct 2018	£63.11	£12.62	£75.73
DD392019	British Telecom	Phone/internet charges	£118.17	£23.63	£141.80
DD402019	Grundon Waste	Cemetery waste collection	£40.18	£8.04	£48.22
DD402019	Grundon Waste	Office waste collection	£44.08	£8.82	£52.90
DD412019	Lloyds Charge Card	Cable ties and 2nd class stamps	£53.21	£4.60	£57.81
DD422019	Castle Water	Cemetery water supply	£10.75	£0.00	£10.75
D432019	Sirus Limited	Phone/internet charges for November	£78.04	£15.61	£93.65
<b>TOTALS</b>			<b>£13,202.32</b>	<b>£1,363.90</b>	<b>£14,566.22</b>

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



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

DRAFT