



**MINUTES OF STOW ON THE WOLD TOWN COUNCIL'S PARKS & SQUARE COMMITTEE MEETING HELD ON THURSDAY 12<sup>TH</sup> SEPTEMBER 2019 AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM**

**PRESENT:** Councillors: H Cheston (Acting chairman), M Deacon, V Davies, M Curtis (substituting for Cllr L Rixon), S Clarke & Mrs H Siphthorp, Clerk/RFO of the Council

**1. TO ELECT A CHAIRMAN**

**RESOLVED** – Proposed Cllr V Davies, seconded Cllr Deacon that Cllr Rixon be elected. **RECORD OF VOTING** – All in favour. **Motion carried.**

**2. TO ELECT A VICE CHAIRMAN**

**RESOLVED** – Proposed Cllr Curtis, seconded Cllr Clarke that Cllr Cheston be elected. **RECORD OF VOTING** – All in favour. **Motion carried.**

In the absence of the newly elected chairman Cllr Cheston took over as Acting chair.

**3. APOLOGIES FOR ABSENCE:** Cllr L Rixon.

**4. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

Members were reminded to declare any interests in items on the agenda as the meeting progressed.

**5. MINUTES – TO SIGN AS A CORRECT RECORD THE MINUTES OF MEETING HELD ON 30<sup>TH</sup> JULY 2019**

Meeting was inquorate to sign the minutes so were deferred to the next meeting.

**6. CHAIRMAN'S ANNOUNCEMENTS**

None.

**7. QUESTIONS FROM MEMBERS OF THE PUBLIC**

None as no members of public present.

**8. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD ON 30<sup>TH</sup> JULY 2019**

The report on findings of damaged wall on QEII field caused by tractor tyre will be on the agenda for discussion at the next meeting.

Two bags of hard core have been placed at the kissing gate entrance to QEII field at Talbot Square entrance in the hope of resolving access issues for wheel chairs.

Letters to businesses have kindly been delivered by Cllrs Rixon, Cheston, V Davies & Deacon. To date Red Rag Gallery has offered a £50 donation.

Choice of litter bin recommended by this committee will go to council for a decision at the September 2019 meeting.

Larger baubles for Christmas tree on Stocks Green have been delivered and taken to the school for them to decorate with card inserts.

Not organised skip as yet as awaiting clearance of container from overflow cemetery car park in ownership of company who has resurfaced the cemetery paths.

Noughts and Crosses game for Spring Gardens Allotments play area is on order and should be installed next week. The company offered a discount when asked for and has reduced the cost from £337.85 to £242.39 + VAT.

Clerk still to action new signage for vehicular access to Spring Gardens Allotments. She will report when action has been taken.

Cycle rack in The Square has been installed by GCC highways who have confirmed that they will not be sending an invoice for the installation. Clerk had sent a letter of thanks on behalf of council. Complaint received from resident who said overgrown vegetation on grass verge adjacent to highway on Oddington Road was causing visibility issues when turning right out of King George's Field. Land in ownership of GCC highways but the clerk had got the Community Payback Team to sort and a very good job done. The resident has written thanking the council for the prompt action taken.

**9. TO REVIEW BUDGET AGAINST ACTUAL INCOME/EXPENDITURE TO 31<sup>ST</sup> AUGUST 2019**

Meeting ran through the spreadsheet up to month 5. Agreed all seems in order and no concerns at this stage and approved the following figures:-

<b>INCOME</b>	<b>2019/20 Budget</b>	<b>As at 31/08/19</b>	<b>Variance</b>
Parks, Square & Allotments	£20,070	£8,619	£11,451
<b>EXPENDITURE</b>	<b>2019/20 Budget</b>	<b>As at 31/08/19</b>	<b>Variance</b>
Parks, Square & Allotments	£36,775	£11,046	£25,729

**10. TO DISCUSS AND FINALISE DRAFT BUDGET FOR NEW FINANCIAL YEAR EFFECTIVE 1<sup>ST</sup> APRIL 2020**

Clerk presented a spreadsheet. It was ultimately agreed that the clerk would update the figures in line with the discussion and send to all members to allow them to peruse at leisure and would be placed on the agenda for the next meeting to gain final approval.

**11. TO REPORT ON RECENT INCIDENT IN RELATION TO BEE HIVES ON SPRING GARDENS ALLOTMENTS AND PROPOSAL BY CLERK TO DRAFT A NEW POLICY DOCUMENT IN RELATION TO KEEPING BEES ON THE SITE AND TO CONFIRM INSURANCE COVER AND LIABILITY**

Clerk advised members of the recent incident. It was agreed that the clerk would draft a Beekeeping Policy document and would also amend the Tenancy Agreement which will have rules in relation to anyone who wishes to keep bees on the site. Clerk confirmed that there was only one plot on the site now that had a bee hive and that she had received written confirmation that public liability insurance is in place via the Beekeepers Association. Clerk confirmed that having consulted its insurance company that the liability will lie with the bee owner and not the council.

**12. TO DISCUSS FIRST DRAFT OF COMMITTEE'S 5 YEAR STRATEGIC PLAN**

Cllr Rixon had sent through some comments in relation to the document and the clerk read these out.

The meeting discussed the draft document sent through in advance to all members by the clerk. It was unanimously agreed that this would be put on ice pending the results of the public consultation in relation to the Neighbourhood Development Plan.

**13. TO GET EXPENDITURE APPROVAL FOR REPAIRS TO PLAY EQUIPMENT AT KING GEORGE'S FIELD PLAY AREA AT A TOTAL COST OF £459 + VAT**

**RESOLVED** – Proposed Cllr Clarke, seconded Cllr V Davies that expenditure is approved.  
**RECORD OF VOTING** – All in favour. **Motion carried.**

**14. DATE OF NEXT MEETING** – Thursday 24<sup>th</sup> October 2019 at 7.00 pm.

**15. MEETING CLOSED** – 7.50 pm.

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

DRAFT