



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 26TH SEPTEMBER 2019, AT THE YOUTH CLUB CENTRE, FOSSEWAY, STOW ON THE WOLD, GLOUCESTERSHIRE GL54 1DW AT 7.00 PM

PRESENT: Councillors: B Eddolls (Chairman), A White (Vice chairman), S Clarke, V Davies, M Curtis, P Day, M Deacon, H Cheston, J Scarsbrook, L Rixon & Mrs H Siphthorp, Clerk/RFO of council and 15 members of the public

Also in attendance: Police Inspector S Ellson & County Cllr N Moor, Cotswold Division – Stow on the Wold

1. APOLOGIES FOR ABSENCE

Ward District Cllr D Neill.

2. DECLARATIONS OF INTERESTS ON ITEMS ON THE AGENDA

Members were reminded to declare any interests that may arise during the course of the meeting.

3. MINUTES – TO SIGN AS A CORRECT RECORD THE MINUTES OF COUNCIL MEETING HELD ON 25TH JULY 2019

RESOLVED – Proposed Cllr Curtis, seconded Cllr Davies that the minutes be signed as a true and accurate record. **RECORD OF VOTING** – 7 in favour, 3 abstentions. **Motion carried.**

4. CHAIRMAN'S ANNOUNCEMENTS

None but Chairman changed the running order of the agenda and brought forward item 8 to item 6 and item 13 (b) to item 7.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

Several members of public present said they wished to speak and were given the opportunity at the appropriate time during the course of the meeting by the chairman.

6. POLICE REPORT

Inspector Simon Ellson introduced himself explaining he had recently been appointed (mid July 2019) and taken over from Inspector Ellis who had retired. His remit was the Cotswold District which amounts to 450 square miles. There is concern about organised crime groups coming over the border who are focusing on high value properties and cars. The PCC has put extra resources to tackle these crimes.

He went on to talk about speeding being a big issue in the District and talked about Community Speedwatch schemes. He spoke about the forthcoming retirement of Mr Bob Hardie, from Stow Police Station and that in the short term until someone had been recruited it would cause delays in letters going out to persistent offenders. On the up side however he said that he hoped that when a new person was recruited the station would be open from Monday to Friday but may be reduced to 4-5 hours a day. He wished it to be made clear that there are no plans to close Stow Police Station currently.

Inspector Ellson advised that there will be a public meeting on 13th November 2019 in Cirencester where the Chief Constable and Gloucestershire PCC Mr Surl will be present. He said he would send through details to the clerk to circulate.

Inspector Ellson then took questions from members of council and the public too.

Chairman thanked Inspector Ellson for attending the meeting and he left the meeting to resume his duties.

7. TO RECEIVE A REPORT FROM CHAIRMAN OF NEIGHBOURHOOD PLAN STEERING GROUP

i) **To discuss and approve in principle only the possibility of using uncultivated land at Spring Gardens Allotments site for the development of genuinely affordable (social)**



housing by the Steering Group as part of a forthcoming community survey and for council to commence formal discussions with the tenants on the site

Cllr Deacon gave an overview of the above item. Members of public were given the opportunity to speak and all objected to this proposal. **RESOLVED** – Proposed Cllr Cheston, seconded Cllr Curtis that approval is given. **RECORD OF VOTING** – 6 in favour, 4 against. **Motion carried.**

ii) To approve a budget totalling £5,000 to be included in the budget for new financial year effective 1st April 2020 for Neighbourhood Development Plan costs

RESOLVED – Proposed Cllr Clarke, seconded Cllr White approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

8. CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 25TH JULY 2019

Two bags of hard core had been placed at the kissing gate entrance to QEII field via Talbot Square and seemed to have solved the problem.

Chairman of Stow Cotswold Festival had advised that £1700 had been given to Stow Disability Association, Stow Almshouse Charity & Stow Community & Family Hub. In addition the Sam Pilcher Trust had also received £1090 for running the car park.

Bank mandate changes to remove former councillors and adding a new signatory had been confirmed.

Vacant building adjacent to High Street public conveniences. Awaiting Head of Terms document from CDC. Clerk also confirmed that an estimate for the work proposed by the working party group had come in and was just under £6,000.

GCC Highways have agreed to carry out a pedestrian count for the Park Street crossing in relation to the possibility of ultimately formalising it but this will have to be funded by council. The cost of £231 had therefore been put into the budget for new financial year effective 1st April 2020.

GCC Highways have cleared all the roses and shrubs on their land adjacent to Crestow House, Fosseyway. It has improved and tidied up the area considerably.

Cllr Amanda Davies from Bourton on the Water Parish Council had been appointed as the replacement for Group 3 parish member onto the Cotswold Conservation Board.

An email giving thanks to council for the grant to Spring Gardens Allotments Association had been received.

A letter of thanks had also been received from the President and Trustee of Stow Rugby Club thanking council for the grant.

Thanks to Stow Brethren for cleaning the road signs throughout the town majoring on the main roads.

The owner of Fosse Wold, Fosseyway, had advised the council that he took the opportunity of the partial road closure to do repairs to his dry stone wall too.

9. TO ELECT A VICE CHAIRMAN OF COUNCIL UNTIL MAY 2020

RESOLVED – Proposed Cllr Davies, seconded Cllr Deacon that Cllr White be elected. **RECORD OF VOTING** – All in favour. **Motion carried.** Cllr White signed his Acceptance of Office which was countersigned by the clerk as the proper officer.

10. TO CONFIRM RESIGNATION OF FORMER CLLR JOANNA DAVIES AND CASUAL VACANCY PROCESS AND CO OPTION OF A NEW MEMBER OF COUNCIL

An election had not been called for by the electorate so the council can now go ahead and co opt a new member. Clerk said that there were currently two definite applicants but the deadline for expressions of interest is 18th October 2019.

11. TO APPROVE MRS JOANNA DAVIES AS A COUNCIL REPRESENTATIVE (INSTEAD OF MEMBER REPRESENTATIVE) ON THE STOW ALMSHOUSE CHARITY



RESOLVED – Proposed Cllr White, seconded Cllr Day approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

12. REPORT FROM COUNTY CLLR NIGEL MOOR, COTSWOLD DIVISION - STOW ON THE WOLD

Cllr Moor began by talking about the experimental TRO for a 7.5 tonne weight restriction on Adlestrop Bridge which will run concurrently with a similar restriction on Burford High Street. He had asked for support from neighbouring parishes and had received a good response and said the formal consultation process will begin very soon. He asked the council if they would be prepared to host a meeting between GCC/Police in relation to enforcement which they agreed to.

He was pleased to say that he had been able to give a grant to the forthcoming Stow Arts Festival. He talked about Fosse Cross recycling centre advising that winter opening hours become operational from 27th October 2019 so would be open from 10 am to 4.00 pm and closed on Tuesdays. He said they are installing a mobile compactor at the site and there is a recycling shop too.

Cllr Moor said he was very pleased that 60 applicants came forward to become members of the Climate Youth Panel. As a result 40 had been selected and the next meeting is taking place in early October.

He spoke about the A417 missing link and that there was a drop in session being held at the Star Centre on 30th October 2019 and encouraged people to go along. He also talked about a new service for rural transport that is to be piloted in the North Cotswolds and in the Forest of Dean. This will allow people to pre book their journey with the operator. A new officer had been recruited to head this up and more details will follow at a later date.

Cllr Moor referred to a recent independent review of National Parks by Mr Julian Glover which has just been published. He urged everyone to take a look as it was a very informative and an interesting report.

Finally Cllr Moor said that GCC will be looking at a feasibility study for the possibility of blocking off Back Walls but ahead of this a traffic survey is to be carried out which will hopefully take place within the next few weeks.

13. REPORT FROM WARD DISTRICT CLLR DILYS NEILL

Cllr Neil had sent her apologies but had sent in a written report which the clerk read out. She began by saying there was a lot of anxiety about the potential closure of Cheltenham General Hospital A & E. A final decision had not as yet been made and she will continue to monitor via GCC's Health Overview & Scrutiny Committee. She urged people to engage with the "Fit for the Future" consultation about the future of health services in Gloucestershire by visiting Onegloucestershire.net website.

She had attended a full council meeting last night. Subjects discussed included priorities for the new administration, climate change emergency, social rented housing, help for businesses and a holistic review of health and wellbeing initiatives.

Cllr Neill said the Cllr Joe Harris, Leader of the council, expressed a willingness to engage with town/parish councils across the District.

Parking in the town remains a key problem and she commended the town council for commissioning the recent parking survey. She will be pressing for Stow to be at the top of the list when measures to improve parking across the District are considered.

She advised that further investment is being put into the Corinium Museum and will put forward a case for a museum in Stow as mentioned in the CDC Local Plan.

She spoke once again about the £2,500 budget she has to contribute towards community activities and would welcome suggestions. Finally, she reminded everyone about the community awards which will be taking place in April 2020 and if anyone had any nominations to contact her.

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

a) Burial Board



Cllr Scarsbrook said that the committee had met on 1st August and 23rd September 2019. She gave a brief overview of the minutes of latter meeting.

b) Finance & General Purpose Committee

Cllr White ran through the following items.

- i) **To approve bank reconciliation to 31st August 2019**
RESOLVED – Proposed Cllr Deacon, seconded Cllr Day that reconciled figure of £43,659.81 when all cheques have been drawn is approved. **RECORD OF VOTING** – All in favour. **Motion carried.** The bank reconciliation was then signed and confirmed by the chairman and the clerk/RFO.
- ii) **To report balances in Lloyds fixed bond and Public Sector Deposit Fund (CCLA) account as at 31st August 2019**
Clerk reported that there is £52,995.67 in Lloyds fixed bond and £44,315.39 in the CCLA account.
- iii) **To approve retrospectively expenditure for August 2019 and September 2019 expenditure to date**
RESOLVED – Proposed Cllr Deacon, seconded Cllr Day that gross expenditure of £31,594.42 is approved – see Appendix 1 for details on page 197. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iv) **To confirm and report transfer of £20,000 from Public Sector Deposit Fund (CCLA) to council's current account on 4th September 2019**
Members noted.
- v) **To discuss report on interim independent Internal Audit carried out by Mrs B Bowen in August 2019 and any actions required**
Members had been sent a copy of the report and the recommendations were noted and that no other matters to be brought to the council's attention.
- vi) **To gain expenditure approval for clerk to attend Clerk's Networking Session run by GAPTC on 27th November 2019 at a cost of £20**
RESOLVED – Proposed Cllr White, seconded Cllr Rixon that expenditure is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- vii) **To gain expenditure approval for clerk to attend an ICCM "Cemetery Management & Compliance Course" at Kingston Lisle Parish Council at a cost of £135 + VAT on Tuesday 5th November 2019**
RESOLVED – Proposed Cllr White, seconded Cllr Rixon that expenditure is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

c) Parks & Square Committee

Cllr Rixon said that the committee had met on 30th July and 12th September 2019 and draft minutes had been circulated to all members.

- i) **To discuss two designs for new litter bins for the town as recommended by the committee and make a final choice of which design should go forward**
RESOLVED – Proposed Cllr Scarsbrook, seconded Cllr Deacon that the Derby Standard Litter Bin is approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

d) Planning, Traffic & Parking Committee

Cllr Day said the committee had met on 13th August and 24th September 2019. Draft minutes of the latter meeting will be circulated early next week. He gave an overview of the meeting.

15. TO CONSIDER AND MAKE A DECISION AS TO WHETHER COUNCIL WISHES TO AMEND COUNCIL STANDING ORDERS IN RELATION TO VOTING BY SECRET BALLOT PENDING NEW ADVICE FROM GAPTC

RESOLVED – Proposed Cllr White, seconded Cllr Cheston that standing orders will be amended and will include a sentence to say that the only time a secret ballot will take place is when there is a



co option of a new member onto council. This will be on the agenda for the next meeting to ratify the new additional wording.

16. DOES THE COUNCIL WISH TO GET INVOLVED AND SUPPORT THE COTSWOLD CONSERVATION BOARD'S "GLORIOUS COTSWOLD GRASSLANDS" BY CONSIDERING WHETHER ANY LAND IN ITS OWNERSHIP COULD BE SET ASIDE AS WILDFLOWER GRASSLAND?

RESOLVED – Proposed Cllr Cheston, seconded Cllr Rixon that in principle council approve but will be referred to the Parks & square committee to consider. **RECORD OF VOTING** – All in favour. **Motion carried.**

17. TO APPOINT A SNOW WARDEN FOR THE TOWN FOLLOWING RESIGNATION OF FORMER CLLR JOANNA DAVIES

RESOLVED – Proposed Cllr Eddolls, seconded Cllr Curtis that Cllr Cheston be appointed.

RECORD OF VOTING – All in favour. **Motion carried.**

Cllr Eddolls also agreed to be substitute for this role if Cllr Cheston was unavailable. Clerk to advise GCC Highways of this change.

18. TO DISCUSS AND ADOPT DRAFT INVESTMENT POLICY DOCUMENT FOR 2020/21

RESOLVED – Proposed Cllr Day, seconded Cllr Deacon that document be adopted without change. **RECORD OF VOTING** – All in favour. **Motion carried.**

19. PLASTIC FREE STOW AND IMPLEMENTATION OF THIS SCHEME

A representative from the North Cotswold Rotary Club was present and spoke about a workshop that they would be running in relation to reducing plastics. This is taking place at Stow Rugby Club on 8th October 2019 at 7.00 pm and there is a charge of £10 per head. Cllrs Deacon, Rixon and Cheston said they would like to attend. **Post meeting note:** *Cllr Cheston will not be attending as he is representing council at the GPFA AGM on the same night.*

20. TO MAKE A FINAL DECISION WITH REGARD TO GRANT APPLICATION FROM STOW COMMUNITY LAND TRUST FOR £772 TO COVER PROFESSIONAL FEES IN THE LIGHT OF A REPORT ON PROGRESS MADE BY CHAIRMAN OF THE TRUST AND CONFIRMATION BY THEIR TREASURER THAT THE BANK MANDATE NOW REQUIRES TWO SIGNATURES

Cllrs Eddolls and Deacon declared an interest as Board members of the Community Land Trust.

RESOLVED – Proposed Cllr White, seconded Cllr Curtis that a grant of £500 is approved.

RECORD OF VOTING – All in favour. **Motion carried.**

The meeting had reached 9.00 pm which is the 2 hour limit stipulated in council standing orders.

RESOLVED – Proposed Cllr Cheston, seconded Cllr Clarke that the meeting take a 5 minute break and then resume for a further 15 minutes maximum. **RECORD OF VOTING** – All in favour. **Motion carried.**

21. TO CONSIDER GRANT APPLICATION FROM ABBEYFIELD CHARITY FOR UP TO £500 TO PURCHASE TABLES AND CHAIRS FOR THEIR PATIO AREA FOR USE BY ITS RESIDENTS

RESOLVED – Proposed Cllr White, seconded Cllr Day that the council give a grant of £250.

RECORD OF VOTING – All in favour. **Motion carried.**

22. TO DISCUSS CORRESPONDENCE RECEIVED BY COUNCIL:-

- i) **Would any member like to attend the AGM of Gloucestershire Playing Fields Association (GPFA) on Tuesday 8th October 2019 at 7.00 pm at Cheltenham Rugby Club**

Cllr Cheston will attend on behalf of council.



- ii) **Being a Better Councillor training course on 18th February 2020 in Highnam Community Centre – are any members interested at a cost of £90 + VAT**
RESOLVED – Proposed Cllr Eddolls, seconded Cllr Day expenditure approved for Cllrs Cheston and Scarsbrook to attend the above training course. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iii) **Would any member like to attend the Stroud & Cotswold Districts Citizen Advice Bureau AGM on Friday 11th October 2019 at 10.00 am at Cirencester Football Club**
 No one forthcoming so clerk will send council's apologies.

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

Cllrs Day, Eddolls & Davies had attended a Being a Better Councillor training organised by GAPTC.
 Cllr Deacon had met with the NDP community champions group.
 Cllrs Deacon and Cheston had attended a Swell Parish Council meeting to discuss the NDP.
 Cllr Rixon had attended a St Edward's Hall committee meeting.
 Cllr Eddolls had opened the Woodland Walk at Edwardstow Court and also had attended the Stow Cotswold Festival thank you evening.

24. MEETING CLOSED at 9.10 pm.

25. DATE OF NEXT MEETING – Thursday 31st October 2019 at 7.00 pm.

Appendix 1

Number	Name	Description	Net	VAT	Gross
3372	People & Places Insight Limited	Parking survey for the town	£2,250.00	£450.00	£2,700.00
3373	Mr J Wise	Litterpick of play parks for August 2019	£35.00		£35.00
3374	Ofcom	Licence for walkie talkies	£75.00		£75.00
3375	Paperstation Limited	Stationery	£37.17	£7.44	£44.61
3376	Cotswold Times	Page in September 2019 issue	£287.50	£57.50	£345.00
3377	Richard Coglan Limited	Photocopier charges for July 2019	£21.68	£4.33	£26.01
3378/3379	Administration costs		£3,117.57		£3,117.57
3380	Bridget C Bowen	Internal audit in August 2019	£300.00		£300.00
3381	Cottage Garden Services	Grasscutting etc	£2,403.00	£480.60	£2,883.60
DD262020	Lloyds Chargecard	Misc office	£79.71	£5.42	£85.13
DD262020	Lloyds Chargecard	Refund on returned xmas baubles	-£44.85	-£8.97	-£53.82
DD272020	Sirus Telecom	Internet & phone charges for July 19	£87.30	£17.46	£104.76
DD282020	Grundon Waste Management Limited	Cemetery waste July 19	£42.15	£8.43	£50.58
DD282020	Grundon Waste Management Limited	Office waste for July 19	£46.15	£9.23	£55.38



DD292020	HMRC	PAYE/NI for month 4	£933.84		£933.84
3382	Stumpbusters	Remove stumps from St Edward's Churchyard	£240.00	£48.00	£288.00
3383	Mr J Wise	Litterpick of play parks for September 2019	£35.00		£35.00
3384	Lechlade Town Council	Training for 4 councillors on 18/09/19	£240.00		£240.00
3385	GMTF	Subscription from April 2019 to March 2020	£250.00		£250.00
3386	C J Cook	Cemetery path resurfacing	£11,050.00	£2,210.00	£13,260.00
3387	Richard Coglán Limited	Photocopier charges for May 2019	£47.65	£9.53	£57.18
3388	E Sajewicz	Refreshment expenses	£43.74		£43.74
3389	Richard Coglán Limited	Photocopier charges for August 2019	£38.32	£7.66	£45.98
3390/91	Administration costs		£3,078.85		£3,078.85
3392	Cottage Garden Services	Grasscutting etc	£2,453.00	£490.00	£2,943.00
3393	Eastwood Pest Control	Mole eradication in cemetery	£110.00	£22.00	£132.00
3394	Mrs A Arnell	Deposit for refreshments for Mayor's Reception	£200.00		£200.00
DD302020	Lloyds Chargecard	Xmas baubles for xmas tree	£64.11	£12.82	£76.93
DD302020	Lloyds Chargecard	Misc office items	£24.29		£24.29
DD302020	Lloyds Chargecard	Bucket, brushes for Community Payback Team	£12.46	£2.50	£14.96
DD312020	Castle Water	Cemetery water for July & August 19	£11.92		£11.92
DD322020	Grundon Waste Management Limited	Cemetery waste August 19	£42.15	£8.43	£50.58
DD322120	Grundon Waste Management Limited	Office waste for August 19	£28.81	£5.76	£34.57
DD332020	Sirus Telecom	Internet & phone charges for August 19	£87.30	£17.46	£104.76
TOTALS			£27,728.82	£3,865.60	£31,594.42

Signed: _____ Chairman

Dated: _____