



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 31ST OCTOBER 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, M Moseley & Mrs H Siphthorp, Clerk/RFO of council and 7 members of the public

Also in attendance: Ward District Cllr D Neill

1. APOLOGIES FOR ABSENCE

County Cllr N Moor, Cotswold Division – Stow on the wold

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 26TH SEPTEMBER 2019

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

4. CHAIRMAN'S ANNOUNCEMENTS

None.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

One member of the public said he wished to speak on a finance issue and was given an opportunity by the chairman under item 15 (b).

6. CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 26TH SEPTEMBER 2019

GCC Highways had been informed of the change of Snow Warden and had confirmed safe receipt of the details.

Cllrs Cheston & Scarsbrook have been booked onto "Being a better councillor" training run by GAPTC on 18th February 2020.

An email from Abbeyfield had been received giving thanks for the grant that council had given them.

7. TO CONFIRM AND ADOPT AMENDMENT TO STANDING ORDER NO 8 VOTING ON APPOINTMENTS TO INCLUDE AN ADDITIONAL PARAGRAPH "(b) Voting will take place by secret ballot for above appointments".

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

8. TO CO OPT A NEW MEMBER OF COUNCIL TO FILL CASUAL VACANCY & TO SIGN ACCEPTANCE OF OFFICE

Two candidates had come forward for co option. A secret ballot took place and it was **RESOLVED** that Mr Michael Moseley be co opted by 6 votes to 4. Mr Moseley signed his Acceptance of Office and this was countersigned by the Proper officer and he immediately took up his seat. The chairman welcomed Cllr Moseley to council.

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

No report as Cllr Moor had given his apologies.



10. REPORT FROM WARD DISTRICT CLLR DILYS NEILL

Cllr Neill began by saying that the new waste collections due to commence in November 2019 had been delayed until March 2020.

She said that CDC is in the process of recruiting a Climate Change Officer.

She mentioned that a meeting will be taking place between this council and the Leader of CDC in early December 2019 to discuss social housing.

The CDC Local Plan is being reviewed to ensure it supports the CDC's climate change strategy.

Cllr Neill said she had attended a training session at CDC which included topics like a Peer Review which is currently taking place and emergency planning.

She advised of an event in Northleach that had been organised on speeding. Cllr Day confirmed that he would be attending on behalf of council.

She ended her report by saying she still has a grant of £2.5K to spend on community activities and that the Community Awards had been deferred until April 2020 due to the lack of nominations and urged everyone to consider and put forward nominations.

Chairman thanks Cllr Neill for her report.

11. POLICE REPORT

No incident figures will be available until a replacement receptionist is appointed. Clerk had spoken to PC Page in relation to the Gypsy Fair last week. He said there was an incident with a pony and trap going up Digbeth Street the wrong way when the rider fell off and as a result the trap continued into the square and damaged a parked vehicle. There was only one incident on the day on the field which was classed as "assault" between a couple of family members. PC Page did however comment on the parking on King George's playing field which he described as "chaotic" because instead of vehicles exited via the gate onto the Oddington Road they were all arriving and leaving via the main entrance off King George's Field. The clerk had spoken to the organiser of the parking and this will be rectified for the fair in May. This situation was also not helped because GCC Highways had not put cones out in King Georges Field as they had apparently run out. Other streets had also been missed and the clerk is taking this up with GCC Highways. Clerk was also asked to check if Lower Swell Road is included on the list of no waiting restrictions during the fair. On the positive side the clerk said she had received comments from residents saying they liked the idea of the Police van parked in the square (for the duration of the fair) and it has been confirmed by PC Page that this will now be a regular occurrence.

12. TO DISCUSS EXTERNAL AUDITOR'S REPORT AND TO CONFIRM DISPLAYING OF NOTICE OF CONCLUSION OF AUDIT ON COUNCIL WEBSITE AND NOTICE BOARD

Clerk said that the council had received no comments on the recent external audit. They noted that the notice had been displayed within statutory guidelines. The Council expressed its appreciation of the high standard of the work of the Clerk/RFO which had led to such a good external audit report.

13. TO DISCUSS AND COMMENT ON CDC'S FORMAL CONSULTATION ON REVIEW OF POLLING STATIONS AND DISTRICTS

Unanimously agreed that council is happy with current arrangements and therefore offer no comment.

14. TO REMIND MEMBERS TO KEEP THEIR REGISTER OF MEMBERS INTERESTS FORM UP TO DATE IN LINE WITH LEGISLATION

Members noted.

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

a) Burial Board

Cllr Scarsbrook said she had nothing to report as no meeting had taken place since the last council meeting. The next meeting will take place at 10.30 am on 18th November 2019.



b) Finance & General Purpose Committee

Cllr White ran through the following items.

- i) **To approve bank reconciliation to 30th September 2019**
RESOLVED – Proposed Cllr White, seconded Cllr Day approved and it was signed by the Chairman and Clerk/RFO. **RECORD OF VOTING** – 10 in favour, 1 abstention.
Motion carried.
- ii) **To report balances in Lloyds fixed bond and Public Sector Deposit Fund (CCLA) account as at 30th September 2019**
He reported that there is £52,995.67 in Lloyds fixed bond and £21,315.39 in the CCLA Public Sector Fund.
- iii) **To approve expenditure for October 2019**
RESOLVED – Proposed Cllr White, seconded Cllr Eddolls that gross expenditure of £18,107.82 is approved – see Appendix 1 for details on page 202. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iv) **As recommended by the committee to readopt without change the following documents:-**
 - a) Council Code of Conduct for Members
 - b) Health & Safety Policy document**RESOLVED** – Proposed Cllr White, seconded Cllr Day approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- v) **To review and adopt amendments to council Financial Regulations as recommended by the committee**
RESOLVED – Proposed Cllr White, seconded Cllr Deacon that council adopt. **RECORD OF VOTING** - 10 in favour, 1 abstention. **Motion carried.**
- vi) **To approve committee's recommendation that at this juncture no further action will be taken on a 3-5 year Strategic Plan as it was felt the current council Action Plan suffices the need and will be reviewed on an annual basis**
All in favour.
- vii) **To review and discuss committee's recommendation for council to approve the budget against actual income/expenditure to 30th September 2019**
RESOLVED – Proposed Cllr Day, seconded Cllr Deacon figures approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

A member of public was given the opportunity to speak in relation to a grant application for Stow Motor Show. He expressed concern that if the council do not consider applications until June 2020 this may be too late for this event. Clerk said that the policy will be reviewed in the coming months and it is likely that the date will be pulled forward as it had only been put back to June last year due to the local elections.

c) Parks & Square Committee

Cllr Rixon said she had nothing to report as no meeting had taken place since the last council meeting. Next meeting is scheduled for 14th November 2019 at 7.00 pm.

d) Planning, Traffic & Parking Committee

Cllr Day said he had nothing to report as the last meeting had been cancelled due to no planning applications to consider. The next meeting is scheduled for 5th November 2019 at 7.00 pm. He mentioned the parking survey presentation that had taken place in early October saying it was well attended by residents but not very many businesses were represented. He said that work will now commence on improving parking in the town.



e) Neighbourhood Plan Steering Group

Cllr Deacon gave an overview and update on how the group were progressing on drafting the plan and accompanying policy documents.

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

Cllrs Eddolls & Cheston had attended a meeting of the North Cotswold Cluster Group.

Cllr Scarsbrook had attended a Silver Group meeting, at Moreton Area Centre, in relation to the Gypsy Fair.

Cllrs Rixon, Deacon & Eddolls had attended an event organised by the North Cotswold Rotary Club on reducing single use plastic.

Cllr Eddolls also added that he visited the galleries who took part in Stow Arts Week. He had also presented prizes to Stow primary school pupils for their artwork which was displayed in St Edward's Church. He had also attended a children's Halloween Party at Stow Social Club last Saturday and again presented some prizes.

17. MEETING CLOSED at 8.02 pm.

18. DATE OF NEXT MEETING – Thursday 28th November 2019 at 7.00 pm.

Appendix 1

Cheque/Direct Debit no	Payee	Description	Net	VAT	Gross
3395	Cancelled		£0.00	£0.00	£0.00
3396	Stow on the Wold Community Land Trust	Grant	£500.00		£500.00
3397	Abbeyfield Society	Grant	£250.00		£250.00
3398	G Force	Balance for firework display	£2,700.00		£2,700.00
3399	P K F Littlejohn LLP	External audit for year end 31/03/19	£400.00	£80.00	£480.00
3400	Sovereign Design Play Systems Limited	Noughts & Crosses game for Spring Gardens Allotments	£242.39	£48.48	£290.87
3401	Express Presentations	PA for bonfire event	£140.00		£140.00
3402	Came & Company	Cancellation insurance for bonfire event	£392.00		£392.00
3403	ICCM	Cemetery training for clerk	£135.00	£27.00	£162.00
3404	Cancelled				
3405	Centre 67 - Stow Youth Club	Q2 rent and cleaning	£2,828.00		£2,828.00
3406	Cottage Garden Services	Grasscutting etc	£2,223.00	£44.60	£2,267.60



3407/08	Administration costs		£3,057.64		£3,057.64
3409	Cash	Float for bonfire event	£550.00		£550.00
3410	Paperstation Limited	Stationery	£21.93	£4.39	£26.32
3411	Mr J Wise	Car parking fee for gypsy fair	£500.00		£500.00
3412	Gloucestershire County Council	VIC grant	£2,500.00		£2,500.00
DD342020	HMRC	PAYE/NI	£972.45		£972.45
DD352020	Grenke	Quarterly lease payment for copier	£170.70	£34.14	£204.84
DD362020	Lloyds chargecard	Misc including stamps, refreshments etc	£179.76	£22.07	£201.83
DD372020	Grundon Waste Management Limited	Cemetery refuse collection	£41.78	£8.36	£50.14
DD372020	Grundon Waste Management Limited	Office refuse collection	£28.44	£5.69	£34.13
TOTALS			£17,833.09	£274.73	£18,107.82

Signed: _____ Chairman

Dated: _____