



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 25TH JUNE 2020 VIA ZOOM AT 4.00 PM

PRESENT: Councillors: B Eddolls (Chairman), A White (Vice chairman), S Clarke, V Davies, M Deacon, J Scarsbrook, L Rixon, M Curtis, M Moseley, J Davies & Mrs H Siphthorp, Clerk/RFO of council and 1 member of the public

Also in attendance: County Cllr N Moor, Cotswold Division – Stow on the Wold & PC J Page

1. APOLOGIES FOR ABSENCE

None.

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 28TH MAY 2020

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

4. CHAIRMAN'S ANNOUNCEMENTS

Chairman spoke about the easing of lockdown restraints and how everyone must not be complacent and continue to observe the 2 metre social distancing rule wherever possible and adhere to revised Government legislation.

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

None.

6. TO RECEIVE FINAL REPORT FROM PC JASON PAGE BEFORE HIS IMMINENT RETIREMENT FROM THE SERVICE

PC Page began his report by giving the crime figures for the town from 1st January to 24th June 2020. He said that incidents had increased when compared with the same period last year from 41 to 45. There has been an increase in assaults which is attributed to domestic violence caused by the lockdown. He also mentioned that residential burglaries are down and an increase in shoplifting too. PC Page thanked the Clerk and the council for their help and support since taking over as the dedicated Neighbourhood Police Officer for Stow. He said that until a replacement is in post PC Jason Stalker has Stow added to his area and will be the day to day contact until further notice. He then took questions.

The chairman thanked PC Page for his report and made a presentation to him on behalf of the council and community and gave thanks for his hard work, support and commitment to the community as a whole and wished him well in his forthcoming retirement. PC Page left the meeting.

7. CLERK'S REPORT & MATTERS ARISING FROM MINUTES OF MEETING HELD ON 28TH MAY 2020

Toffs & Totties charity bike ride scheduled to come to the town on 4th July 2020 is cancelled. Farmer's Market is hoping to return to the town shortly and start dates are awaited from the operator.

A meeting with local businesses was organised via Zoom and Cllrs Eddolls & Rixon attended on behalf of council along with Ward Cllrs Moor and Neill. Council thanked two members of council who had hand delivered a letter from council to all businesses in the town and also for delivering CDC Covid 19 packs on reopening premises post lockdown. 40 packs had been received from



CDC and then a further 40 had been organised by Cllr Neill so unfortunately not all the businesses received one.

An email had been received from Treasurer of Stow Community Land Trust thanking the council for their grant.

Clerk reported that the Drama Group session at Stow Primary School for Year 6 pupils has been cancelled and therefore the grant application will not go ahead and has been withdrawn by the North Cotswold Rotary Club.

The next Stow Matters newsletter is scheduled to go out to all households in the town during the last week of August 2020. The next issue will be October 2020 and will be distributed the last week of September 2020 and will be essentially dedicated to an update of the Neighbourhood Plan progress.

She said that the council can now co opt a new member to fill the vacancy as the electorate had not called for an election. She had already received 4 expressions of interest and the vacancy will be further advertised with a few posters going up around the town.

She ended her report praising Cotswold Friends and all the Stow volunteers who from the time Cotswold Friends took over post lockdown to 18th June 2020 had carried out a total of 1380 individual acts of kindness in helping the vulnerable in Stow by picking up prescriptions, shopping etc. It had also boosted Cotswold Friends volunteers substantially by adding a further 42 to their database. Some volunteers had also helped vulnerable people outside the town whose village had no volunteers registered with Cotswold Friends.

- 8. TO RESOLVE THAT THE COUNCIL WILL NOT HOLD THE ANNUAL COUNCIL MEETING DUE TO COVID 19 PANDEMIC AND TO CONFIRM THAT THE CHAIRMAN/VICE CHAIRMAN OF COUNCIL WILL REMAIN IN POST UNTIL MAY 2021 OR UNTIL SUCH TIME THEY RESIGN**
RESOLVED – Proposed Cllr Curtis, seconded Cllr Deacon approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 9. TO RESOLVE THAT THE CHAIRMAN/VICE CHAIRMAN OF COUNCIL'S COMMITTEE AND ITS MEMBERS REMAIN IN POST UNTIL MAY 2021 OR UNTIL SUCH TIME THEY RESIGN**
RESOLVED – Proposed Cllr Deacon, seconded Cllr Rixon approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 10. TO RESOLVE THAT ALL MEMBERS WHO REPRESENT COUNCIL ON OUTSIDE BODIES OR ORGANISATIONS REMAIN IN POST UNTIL MAY 2021 OR UNTIL SUCH TIME THEY RESIGN**
RESOLVED – Proposed Cllr Curtis, seconded Cllr Deacon approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 11. TO ELECT A MEMBER TO REPRESENT COUNCIL ON GLOUCESTERSHIRE MARKET TOWNS FORUM (GMTF) TO REPLACE FORMER CLLR PETER DAY**
Cllr Moseley said he may be interested in taking on this role but would like to speak to the Clerk about what the role entailed. **RESOLVED** – Proposed Cllr Deacon, seconded Cllr White that if Cllr Moseley decides to take on this role that council approve. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 12. TO APPROVE COUNCIL'S UPDATED ASSET REGISTER AND TO NOTE STATUTORY DISCLOSURES AS DETAILED ON SUPPORTING STATEMENT TO ACCOUNTS YEAR ENDED 31ST MARCH 2020**
RESOLVED – Proposed Cllr White, seconded Cllr Curtis approved. **RECORD OF VOTING** – All in favour. **Motion carried.**
- 13. TO APPROVE YEAR END INCOME AND EXPENDITURE ACCOUNT AND BALANCE SHEET AS AT 31ST MARCH 2020**



RESOLVED – Proposed Cllr Eddolls, seconded Cllr White approved and were signed by the Clerk and the Chairman. **RECORD OF VOTING** – All in favour. **Motion carried.**

14. TO CONFIRM AND APPROVE AGAR SECTION 1 – ANNUAL GOVERNANCE STATEMENT FOR 2019/20

RESOLVED – Proposed Cllr White, seconded Cllr Curtis approved and were signed by the Clerk and the Chairman. **RECORD OF VOTING** – All in favour. **Motion carried.**

15. TO CONFIRM AND APPROVE AGAR SECTION 2 – ACCOUNTING STATEMENTS FOR 2019/20

RESOLVED – Proposed Cllr White, seconded Cllr Curtis approved and were signed by the RFO and the Chairman. **RECORD OF VOTING** – All in favour. **Motion carried.**

16. NOTICE OF DATE OF COMMENCEMENT OF PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS FOR ACCOUNTS FOR YEAR ENDING 31ST MARCH 2020 COMMENCES ON 6TH JULY 2020 AND ENDS ON 14TH AUGUST 2020

Noted.

17. TO RE ADOPT COUNCIL'S "TRAINING & DEVELOPMENT POLICY" FOR EMPLOYEES AND COUNCILLORS WITH THE DELETION OF TWO WORDS AND AT THE SAME TIME RE ADOPT THE COUNCIL'S "HIRE OF QUEEN ELIZABETH II (QEII) PLAYING FIELD FOR PRIVATE EVENTS (RESIDENTS ONLY)" WITH A CHANGE ON PAGE 2 UNDER "NOISE" THAT THE GUESTS MUST BE OFF SITE BY 01.00 HOURS FOR FRIDAY AND SATURDAY NIGHT EVENTS RATHER THAN THE CURRENT ARRANGEMENT OF 01.30 HRS

RESOLVED – Proposed Cllr V Davies, seconded Cllr Deacon that both documents be adopted without any further changes. **RECORD OF VOTING** – All in favour. **Motion carried.**

18. TO GAIN COUNCIL APPROVAL TO REMOVE THE SALT BAGS FROM CEMETERY MEADOW AND RELOCATE TO KING GEORGE'S PLAYING FIELD

RESOLVED – Proposed Cllr Deacon, seconded Cllr V Davies approved and exact positioning of the salt on the playing field is to be confirmed when known. **RECORD OF VOTING** – 9 in favour, 1 abstention. **Motion carried.**

19. REPORT FROM CLERK ON CDC/GCC POST LOCKDOWN RESPONSE TO REOPENING HIGH STREETS PROPOSALS FOR THE TOWN

Clerk had sent a written report to all members and it was unanimously agreed that no further action is taken until CDC send the revised draft based on council's comments on the first draft. This was expected any day now.

The member of public present was given the opportunity to speak by the Chairman saying that it was nice that the local authorities are giving priority to the pedestrians in the town rather than vehicles.

20. TO DISCUSS AND GIVE SUPPORT TO GCC ON PROPOSALS SUGGESTED BY A CYCLING ENTHUSIAST WHO LIVES IN THE NORTH COTSWOLDS FOR NEW SAFE AND SUSTAINABLE CYCLE ROUTES IN THE NORTH COTSWOLDS LINKING MORETON IN MARSH THROUGH TO BOURTON ON THE WATER AND SURROUNDING PARISHES USING MINOR ROAD

Cllr White apologised to the Chairman as he had to leave the meeting.

RESOLVED – Proposed Cllr Eddolls, seconded Cllr Curtis that council fully support this initiative and Clerk requested to write to Cllr Moor confirming its support. **RECORD OF VOTING** – All in favour. **Motion carried.**



21. TO CONFIRM, OR OTHERWISE, THAT IN LINE WITH COUNCIL STANDING ORDERS THE COUNCIL WILL NOT MEET IN AUGUST 2020

Confirmed unanimously that there will be no August 2020 meeting.

22. FINANCE

- i) **To approve bank reconciliation to 30th April 2020**
RESOLVED – Proposed Cllr Deacon, seconded Cllr Moseley approved for an amount of £147,129.46 when all un-presented cheques had cleared and was signed by the Chairman and Clerk/RFO. **RECORD OF VOTING** – All in favour. **Motion carried.**
- ii) **To approve bank reconciliation to 31st May 2020**
RESOLVED – Proposed Cllr Moseley, seconded Cllr Deacon approved for an amount of £135,796.43 when all un-presented cheques had cleared and was signed by the Chairman and Clerk/RFO. **RECORD OF VOTING** – All in favour. **Motion carried.**
- iii) **To report balances in Lloyds fixed bond & CCLA account as at 30th May 2020**
Clerk reported an amount of £35,000 in the Lloyds fixed bond account and an amount of £21,435.48 in the CCLA account.
- iv) **To approve expenditure to date for June 2020**
RESOLVED – Proposed Cllr Scarsbrook, seconded Cllr Rixon that gross expenditure of £10,305.59 is approved – see Appendix 1 for details on page 232. **RECORD OF VOTING** – All in favour. **Motion carried.**
- v) **To discuss and approve estimate from ACPC to supply and reconfigure new server and upgrade two laptops with a 250GB SSD including drive at a total cost of £729.97**
RESOLVED – Proposed Cllr Eddolls, seconded Cllr Curtis expenditure approved and would be funded via General Reserve. **RECORD OF VOTING** – All in favour. **Motion carried.**
- vi) **To remove former Cllr Peter Day from bank mandate and to approve two new signatories to be added namely Cllrs J Davies and Moseley**
RESOLVED – Proposed Cllr Eddolls, seconded Cllr Deacon approved. **RECORD OF VOTING** – All in favour. **Motion carried.**

23. MEETING CLOSED at 4.59 pm.

24. DATE OF NEXT MEETING – Thursday 30th July 2020 at 4.00 pm via ZOOM.

Appendix 1

CHEQUES/DIRECT DEBITS

Number	Name	Description	Net	VAT	Gross
3506	Came & Co	Annual insurance renewal	£1,857.86		£1,857.86
3507	Mrs B Bowen	Final internal audit check	£50.00		£50.00
3508	CANCELLED				£0.00



3509	Stow Community Land Trust	Council grant	£500.00		£500.00
3510	St Edward's Church Christmas Tree Festival	Council grant	£250.00		£250.00
3511	Cotswold Friends	Council grant	£1,000.00		£1,000.00
3512	Stow Motor Show	Council grant	£172.64		£172.64
3513	Mr J Page	Retirement gift	£50.00		£50.00
3514	Cottage Garden Services	Grass cutting, horticultural work, play park equipment inspections & emptying bins etc	£2,096.25	£419.25	£2,515.50
3514	Cottage Garden Services	Plant hanging baskets and tower planters	£550.00	110	£660.00
3515/16	Administration		£2,992.67		£2,992.67
DD092020	Sirus Telecom	April internet/phone charges	£51.85	£10.37	£62.22
Direct Debit	Richard Coglan Limited	April copier charges	£15.63	£3.13	£18.76
Direct Debit	Grundon Waste Management Limited	Office refuse	£29.91	£5.98	£35.89
Direct Debit	Grundon Waste Management Limited	Cemetery refuse	£59.64	£11.93	£71.57
Direct Debit	Sirus Telecom	May internet/phone charges	£54.62	£10.92	£65.54
Direct Debit	Lloyds chargecard	Postage	£2.94		£2.94
TOTALS			£9,734.01	£571.58	£10,305.59

Signed: _____ Chairman

Dated: _____