



## MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 17<sup>TH</sup> DECEMBER 2020 VIA ZOOM AT 8.00 PM

**PRESENT:** Councillors: A White (Chairman), J Scarsbrook (Deputy chairman), S Clarke, M Deacon, M Curtis, M Moseley, J Davies, A Clayton, V Davies & Mrs H Siphthorp, Clerk/RFO of council and 2 members of the public

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

### 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 26<sup>TH</sup> NOVEMBER 2020

**RESOLVED** that the chairman sign the minutes as a true and accurate record. **Motion carried.**

### 4. QUESTIONS FROM MEMBERS OF THE PUBLIC

The members of public present said they may wish to speak on a couple of items and were given the opportunity to speak at the appropriate time.

### 5. CHAIRMAN'S ANNOUNCEMENTS

Chairman said he had been invited to do a reading at a Christmas service at St Edward's Church on Sunday.

### 6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF MEETING HELD 26<sup>TH</sup> NOVEMBER 2020

Clerk reported that St Edward's Hall Committee were in favour of Cllr Clayton combining his current role as a trustee with representing council too.

The clerk had registered the council as a member of the newly formed Gloucestershire Tree Group.

### 7. REPORT FROM COUNTY CLLR NIGEL MOOR, COTSWOLD DIVISION – STOW ON THE WOLD

Cllr Moor had sent in a written report which had been circulated to all members and summarised the content. Clerk said it would be uplifted to the council website and can be found under the Notices section of the homepage. Clerk also said that the traffic data report in relation to new weight restrictions on Adlestrop Bridge and Burford High Street would also be uplifted onto the site. Before taking questions from members of council and the public Cllr Moor said that he had spoken to the Operations Director at Brio Retirement in relation to the poor state of the highway on Stow Hill in relation to a trench that has been dug in connection with the development which had not been reinstated to a satisfactory standard. It transpired that the work had been carried out by Southern Water and the contractor for the site, Stepnell, has contacted the company and a reply is awaited. Cllr Moor said he had also asked the Highways Manager to follow this through with Southern Water too. Chairman thanked Cllr Moor for his report.

### 8. REPORT BY WARD DISTRICT COUNCILLOR DILYS NEILL

Cllr Neill had sent in a written report which had been circulated to all members. Clerk said it would be uplifted to the council website tomorrow and can be found under the Notices section of the homepage.

Cllr Neill ran through the report and members of council and the public were given the opportunity to ask questions. Chairman thanked Cllr Neill for her report.



## 9. POLICE REPORT

The report had been circulated to all members. This time the report was just for November 2020 with the number of incidents reported as 43 which is one less than in November 2019. Chairman asked the clerk to get more information as to why the number of ASB incidents had increased from 5 in November 2019 to 16 in 2020.

## 10. TO DISCUSS, APPOINT AND APPROVE ESTIMATE DATED 17<sup>TH</sup> NOVEMBER 2020 FROM O'NEILL HOMER FOR AN AMOUNT OF £6,325 + VAT IN RELATION TO DRAFTING DOCUMENTS FOR THE EMERGING STOW ON THE WOLD AND THE SWELLS NEIGHBOURHOOD PLAN

**RESOLVED** approved. **Motion carried.**

## 11. CLERK TO GIVE UPDATE ON TWO CASUAL VACANCIES

Deadline for electorate to call an election for the second vacancy is today. The two vacancies will be advertised together with a cut off date early in January 2021 in the hope that two new members can be co opted at the January 2021 council meeting.

## 12. TO ELECT A MEMBER OF COUNCIL TO SIT ON THE BOARD OF STOW COMMUNITY LAND TRUST

No one came forward so the chairman requested that this item be on the agenda once again for the January 2021 meeting and asked members to perhaps consider putting themselves forward.

## 13. TO DISCUSS PODS THAT HAVE BEEN INSTALLED ON THE BELL GREEN WITHOUT PERMISSION

A discussion took place. Council is disappointed that The Bell did not ask permission before installing the pods. General consensus is that the design is not in keeping with the area. It was unanimously agreed that the pods could remain on the green until the pandemic is over. Council does not approve any more pods to be put on the green and will not allow the pods to remain in this location after the pandemic. Concern was also expressed in relation to the blankets that had been put in the pods in that this could spread the virus as it appears they are not changed. Ward District Cllr Neill said she would ask the officer who deals with Covid 19 to contact The Bell to give them some advice.

## 14. TO REVIEW COUNCIL'S STANDING ORDERS

**RESOLVED** that they are readopted without change. **Motion carried.**

## 15. TO REVIEW COUNCIL'S HEALTH & SAFETY POLICY DOCUMENT

**RESOLVED** that document is readopted without change. **Motion carried.**

## 16. TO RECEIVE BRIEF REPORTS FROM THE CHAIRMAN OF EACH OF THE FOLLOWING COMMITTEES:-

### a) Burial Board

Cllr Scarsbrook said no meeting had taken place and the next one was scheduled for 20<sup>th</sup> January 2021. She and the clerk had met a surveyor on site in relation to the churchyard wall adjacent to Church Walk to discuss carrying out a survey on it and action required. An estimate is awaited. She also said that an application will soon be made to the CDC Tree Officer to ask permission to remove the yew hedge as it is causing damage to the wall and if approved will be removed at the same time as the repairs to the wall. She ended by saying that the salt bags had been removed from the cemetery to King George's Playing Field.



**b) Finance & General Purpose Committee**

**i) To approve bank reconciliation to 30<sup>th</sup> November 2020**

**RESOLVED** approved for an amount of £75,428.93 when all outstanding cheques had been drawn and will be signed by the chairman & clerk/RFO after the meeting. **Motion carried.**

**ii) To report balances in Lloyds fixed bond & CCLA account as at 30<sup>th</sup> November 2020**

Clerk confirmed there is £35,000 in the Lloyds fixed bond account and £66,455.38 in the CCLA account.

**iii) To approve expenditure for December 2020**

**RESOLVED** approved for a gross amount of £6,718.72 - see Appendix 1 on page 260 for details. **Motion carried.**

**c) Parks & Square Committee**

Cllr J Davies said no meeting had taken place and the next one was scheduled for 21<sup>st</sup> January 2021. She put out a plea that if members had any street name signs close to where they live that they perhaps clean them as some are very dirty.

**d) Planning, Traffic & Parking Committee**

Cllr Scarsbrook said that the committee had met on 8<sup>th</sup> December 2020 and the draft minutes had been circulated. She said she had nothing further to add.

**e) Neighbourhood Plan Steering Group**

Cllr Deacon said that the NPSG had met on 14<sup>th</sup> December 2020 and the draft minutes would be circulated in due course. She summarised the meeting.

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

Cllrs Deacon, Curtis and J Davies had attended an Almshouse Charity meeting.

Cllr Clayton had attended a GAPTC training event on "Being a good councillor". He had also attended a webinar organised by CDC on planning. He gave feedback on both.

**18. TO RESOLVE TO GO INTO PRIVATE SESSION AND TO EXCLUDE THE PUBLIC & PRESS UNDER PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT 1960 TO DISCUSS A STAFFING ITEM**

Council **RESOLVED** to go into private session. **Motion carried.**

**RESOLVED** that council should pay a bonus to the two members of staff for exemplary service during the pandemic. **Motion carried.**

**19. DATE OF NEXT MEETING** – Thursday 28<sup>th</sup> January 2021 at **8.00 pm** via ZOOM.

**20. MEETING CLOSED** at 9.11 pm.

**APPENDIX 1**

**CHEQUES/DIRECT DEBITS FOR APPROVAL**

Number	Name	Description	Net	VAT	Gross
3572	Blachere Illumination UK Ltd	Hire of over road xmas decs and storage at warehouse	£717.85	£143.57	£861.42



3573	MDH Forestry Limited	Xmas tree and installation	£295.00	£59.00	£354.00
3574	Pear Technology	Annual support and software updates for burial records	£225.00	£45.00	£270.00
3575	Viking Direct	Stationery	£145.27	£16.05	£161.32
3576	Cotswold Computers	Software repair to clerk's laptop	£40.00		£40.00
3577	GAPTC	Training for Cllr Clayton	£50.00		£50.00
3578	Review it with Drewitt	Street Accessibility survey	£1,080.00		£1,080.00
3579	S Turner Electrical Limited	Install xmas lights in the town	£1,937.00	£387.40	£2,324.40
Direct Debit	Lloyds Chargecard	Cherry picker hire for xmas lights & electricity bill for Stow Cricket Pavilion	£531.46	£103.20	£634.66
Direct Debit	Information Commissioner's Office	Annual subscription	£35.00		£35.00
Direct Debit	Castle Water	Allotment water bill (over estimated) credit awaited	£757.91	£0.00	£757.91
Direct Debit	Sirus Telecom	Phone/internet costs for November 2020	£51.85	£10.37	£62.22
Direct Debit	Grundon Waste Management Ltd	Office refuse collection	£29.71	£5.94	£35.65
Direct Debit	Grundon Waste Management Ltd	Cemetery refuse collection	£43.45	£8.69	£52.14
			<b>£5,939.50</b>	<b>£779.22</b>	<b>£6,718.72</b>

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

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