



MINUTES OF STOW ON THE WOLD MONTHLY COUNCIL MEETING HELD ON THURSDAY 27th APRIL 2023 AT STOW YOUTH CENTRE, FOSSEWAY, STOW ON THE WOLD GL54 1DW AT 7.00 PM

PRESENT: Councillors J Scarsbrook (Chairman), A White, J Davies, S Clarke, V Davies, B Eddolls, A Tighe, A Lenton, S Winter & M Moseley

ALSO IN ATTENDANCE: Mrs C Evans, Clerk/RFO of Council and 3 members of the public.

1. APOLOGIES FOR ABSENCE

Cllr Janet Piper

2. DECLARATIONS OF INTERESTS IN 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 30th MARCH 2023

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

4. QUESTIONS FROM MEMBERS OF THE PUBLIC

One member of the public said they wish to speak on agenda item 18e and were given the opportunity by the chairman at the appropriate time.

5. CHAIRMAN'S ANNOUNCEMENTS

The chairman elected to move item 10 on the agenda to item 7.

6. CLERK'S REPORT AND MATTERS ARISING FROM MINUTES OF COUNCIL MEETING HELD ON 30th MARCH 2023

All grants approved at the meeting on the 30th of March have been issued to the applicants.

All parties involved in the Coronation plans have been notified, that the event has been postponed until the 15th of July 2023. A new road closure has been requested.

The Clerk reported that the North Cotswolds Rotary Club have agreed to perform parking duties for the Horse Fair which is expected to take place on 11th May 2023.

Thanks was given to the volunteers who erected the bunting in the square.

Play Park safety inspections have been carried out at the end of April, the reports will be provided to the Parks and Square Committee to assess any work that needs to be completed.

The clerk reported that there are several funerals being conducted in the upcoming weeks. The earliest being for David Burke. A previous Clerk to Council. Condolences to the family.

6 a) TO RECEIVE A REPORT FROM ALEXA BUFFERY ON THE NEW DEMENTIA CAFÉ IN STOW ON THE WOLD. (AGENDA ITEM 10)

a) TO DISCUSS AND AGREE THE GRANT APPLICATION OF £100.00 TOWARDS THE SET UP COSTS OF THE DEMENTIA CAFÉ.

Alexa Buffery attended the meeting and reported to council that since her husband had received his diagnosis of dementia, she has discovered that there are limited support networks in and around the Stow on the Wold area. Alexa has since set up Cotswold Dementia café. A safe space for people with dementia to meet up and talk about their experiences and for the carers to meet other people and get support. The Café operates every two weeks in the Baptist church. The people pay £1 per week for tea and coffee.

The grant Alexa has requested will go towards a petty cash, trips, and other items to help make the café a success.

All Councillors agreed that this was a brilliant idea that they were happy to support as some had personal experience of the lack of help available in the immediate area.



RESOLVED: Cllr Mike Moseley proposed to increase the grant to £500.00 to help ensure that the café had a future. The proposal was seconded by Cllr White with all councillors being in favour of the amendment to the grant. £500.00 was awarded to The Dementia Café. **Motion carried.**

7. POLICE REPORT

The police report had been circulated to all members and placed on Council's website under NEWS.

8. REPORT FROM COUNTY CLLR MARK MACKENZIE-CHARRINGTON, COTSWOLD DIVISION

Cllr MacKenzie-Charrington's report had been circulated to all members and placed on Council's website under NEWS. Cllr MacKenzie-Charrington did not attend the meeting so could not elaborate on any points or take questions.

9. REPORT FROM WARD DISTRICT CLLR DILYS NEILL

Cllr Neill's report had been circulated to all members and placed on Council's website under NEWS. Cllr Neill did not attend the meeting and therefore could not elaborate on any points in her report.

10. TO RECEIVE A REPORT FROM ALEXA BUFFERY ON THE NEW DEMENTIA CAFÉ IN STOW ON THE WOLD.

A) TO DISCUSS AND AGREE THE GRANT APPLICATION OF £100.00 TOWARDS THE SET UP COSTS OF THE DEMENTIA CAFÉ.

Covered at item 6a above.

11. TO RECEIVE A REPORT FROM TOFFS & TOTTIES CHARITY RIDE WHO WISH TO VISIT THE SQUARE ON 1ST JULY 2023.

A) TO DISCUSS THE REQUIREMENT FOR VOLUNTEERS TO MANAGE THE TRAFFIC AND PARKING SPACES IN THE SQUARE IF THE VISIT IS APPROVED.

This item was deferred to the end of the meeting, Toffs & Tottie organisers had not arrived at the meeting to give the report.

12. TO CONSIDER A REQUEST FROM THE YOUTH CLUB TO HOLD A PLANT SALE IN THE SQUARE.

The request from the youth club to hold a plant sale was discussed by members. The youth club put lots of effort into growing plants for the Royal Revel which has subsequently been cancelled.

RESOLVED to allow the plant sale to go ahead in May on stocks green. **Motion carried.**

13. TO CONSIDER REQUEST FROM A RESIDENT TO HIRE THE QEII FIELD IN JULY 2024, THEY WISH TO ERECT A MARQUEE AND HOST A BIRTHDAY PARTY.

Members discussed the request. They were reminded by the clerk that the motor show was going to be held on the 6th of July 2024. Members asked if there was a hire policy in place and whether there was a charge. The Clerk confirmed that there was a daily charge of £250.00.

RESOLVED that the party could go ahead providing that it complied with the hire agreement of the QEII field, and that all paperwork was correctly processed with the Clerk. **Motion carried.**

14. TO APPROVE RECOMMENDATION BY BURIAL BOARD TO INCREASE THE BURIAL FEES BY 5% WHICH WILL BE EFFECTIVE FOR THE FINANCIAL YEAR 2023-24.

A member asked whether the figures had been bench marked against other local councils. The Clerk confirmed that this had been completed.

RESOLVED to increase the fees to the maximum of 5% rounding the price to the nearest £. **Motion carried.**



15. TO NOTE THAT THE ANNUAL TOWN MEETING WILL BE HELD ON 24TH OF MAY 2023 AT STOW SOCIAL CLUB AT 7 PM. REFRESHMENTS WILL BE PROVIDED, ALL RESIDENTS ARE WELCOME.

This was noted by members.

16. TO REVIEW COUNCIL'S COMMITTEE TERMS OF REFERENCE AND ANY RECOMMENDED ADDITIONS/AMENDMENTS ADVISED BY VARIOUS COMMITTEES IF APPROPRIATE AND TO REVIEW THE STAFFING TERMS OF REFERENCE.

Members discussed the current terms of reference. The clerk explained that they were currently operating in an exofacial capacity however this was not reflected in the terms of reference. Clerk recommended that the terms of reference be amended to reflect this.

RESOLVED to amend the terms of reference for each committee. **Motion carried.**

17. TO DISCUSS WHETHER COUNCIL WISH TO EXPLORE THE POSSIBILITY OF MOVING THE SPRING GARDENS PLAY PARK AND ALLOW THE CLERK TO BEGIN INVESTIGATIONS INTO THE PRACTICALITY OF THIS.

Cllr Scarsbrook raised her concerns about the activity at the play park on spring gardens and the out of site nature of the park. It was highlighted that the park could be moved, and the ground used for housing in the future. Members discussed the ownership of the land and the practicalities of moving the play park.

RESOLVED to request the clerk to investigate the ownership of various pieces of land and ensure that all common ground was registered. **Motion carried.**

18. TO NOTE THAT £5671.02 HAS BEEN RECEIVED IN THE FORM OF CIL MONIES FROM THE CAMP GARDENS DEVELOPMENT.

Clerk reported that the funds had been earmarked as required and members noted the arrival of the monies.

19. TO APPROVE THE COST OF £965.00 + VAT TO INSTALL A TELESCOPIC BOLLARD AT KING GEORGES FIELD AND GRANT PERMISSION FOR WORK TO BE COMPLETED BEFORE 11TH MAY 2023

RESOLVED to approve the quote and request work be carried out as soon as possible. **Motion carried.**

20. TO DISCUSS IMPLEMENTING AN UNAUTHORISED ENCAMPMENT ACTION POLICY.

Members discussed the need for a policy and agreed that it a policy would be practical.

RESOLVED to adopt the policy. **Motion carried.**

21. TO NOTE RENEWAL QUOTE OF £1923.72 FROM BHIB FOR COUNCILS' INSURANCE HAS BEEN RECEIVED. THIS IS THE 2ND YEAR OF A FIXED 3 YEAR POLICY AND IS ONLY SUBJECT TO THE RISE IN INFLATION.

A member queried why the quote provided was different to the amount on the agenda. The clerk explained that since the increase in the amount of bollards and benches had been taken into consideration, the quote had been amended to include the items and therefore increased.

Members noted the new cost of £1954.91.

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

a) BURIAL BOARD

No meeting had been held.

b) FINANCE & GENERAL PURPOSE COMMITTEE



- i) **TO APPROVE BANK RECONCILIATION TO 31st MARCH 2023**
Resolved approved an amount of £3001.89 when all outstanding cheques had been drawn. **Motion Carried.**
- ii) **TO REPORT BALANCE IN CCLA ACCOUNT AS AT 31st MARCH 2023**
Clerk reported that there was £205,264.05 in the account.
- iii) **TO APPROVE EXPENDITURE FOR APRIL 2023**
RESOLVED expenditure approved for a gross amount of £23,010.82 For details see Appendix 1 on page 387. **Motion carried.**

c) PARKS & SQUARE COMMITTEE

Cllr Lenton confirmed that no meeting had taken place.

d) PLANNING, TRAFFIC & PARKING COMMITTEE

Cllr Eddolls stated that members discussed their concerns over the time planning applications were taking. It was noted that there was new staff at the planning department and there would be a period of adjustment. Members would like to know what is being done to embed the training and speed up the process.

e) NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

No meeting had been held. Cllr White explained that following the regulation 14 consultation there would be a finalised draft, which will be submitted to Council for approval. Questions raised by members of the public were addressed at this point.

23. TO DISCUSS AND COMMENT ON THE FOLLOWING CORRESPONDENCE RECEIVED BY COUNCIL

- i) **TO NOTE THAT COUNCIL HAS RECEIVED AN ENQUIRY ABOUT METAL DETECTING IN STOW. AT PRESENT COUNCIL DOES NOT HAVE A POLICY REGARDING THIS MATTER AND CLERK WILL INVESTIGATE FOR A FUTURE AGENDA.**
Members discussed the matter of sensitivity around the wells and the surrounding fields especially as the Battlefield Trust are trying to locate a more precise location for the Battle of Stow. It was noted that the Clerk should investigate the rules further.
- ii) **TO DISCUSS A LETTER RECEIVED FROM TRAVELODGE REGARDING POSSIBLE NEW LOCATIONS AND THE HELP THEY ARE REQUESTING FROM COUNCILS. RESOLVED** not to pursue a Travelodge. **Motion carried.**
- iii) **TO DISCUSS EMAIL COMPLAINT REGARDING RATS AT THE WELLS AND HOW TO MANAGE THEM.**
Members discussed the problem regarding the rats, the bird feeders at the well have been removed, to eliminate the additional food source. The Clerk reported previous discussion with environmental health, which stated they are part of nature. Traps and other means of deterring them can not be used due to the public nature of the wells. Concerns were raised over the safety of the water given that rats were around, and people had used the water for drinking.
RESOLVED to add the request for a water test to the next convenient agenda. **Motion carried.**
- iv) **TO DISCUSS EMAIL COMPLAINT REGARDING ADVERTISING FOR THE AMPHITHEATRE.**
Members discussed the current advertising for the theatre. There is none currently within Stow on the Wold. Members therefore can not remove any outside of the parish. It was



noted that a planning application had since been received by Cotswold District Council since the circulation of the agenda and this would be discussed at the next Planning, Traffic and Parking Committee meeting.

- v) **TO NOTE THE REQUEST FROM THE COMMUNITY WELLBEING TEAM AT COTSWOLD DISTRICT COUNCIL TO COME AND PROVIDE A PRESENTATION TO COUNCIL.**
Members stated that the explanation given by Councillor Dilys Neill was sufficient. No presentation would be required.

24. TO RECEIVE A REPORT FROM TOFFS & TOTTIES CHARITY RIDE WHO WISH TO VISIT THE SQUARE ON 1ST JULY 2023.

B) TO DISCUSS THE REQUIREMENT FOR VOLUNTEERS TO MANAGE THE TRAFFIC AND PARKING SPACES IN THE SQUARE IF THE VISIT IS APPROVED.

Item 11 revisited. Members discussed the toffs and totties event, Cllr J Davies elaborated on past experiences in helping with the event.

RESOLVED that Cllrs J & V Davies, along with Cllr Eddolls and the Motor Club would help marshal the event on the 1st of July 2023. **Motion carried.**

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

Cllr A Tighe and Cllr J Piper attended the lunch to welcome the new vicar.

Cllr B Eddolls attended the Community Land Trust meeting, they have some new board members.

Cllr A White attended a meeting with the Battlefields Trust. They are looking to move the boundary of the Battle of Stow. They will submit a report to historic England to request the new site designation.

Cllr J Davies attended the AGM for the Social Club.

26. DATE OF NEXT MEETING – Thursday 18th May 2023 at 7.00 pm in Stow Youth Centre.

27. MEETING CLOSED at 8.12 pm.

APPENDIX 1

Cancelled	Cancelled	£0.00	£0.00	£0.00
Centre 67	Grant for kitchen (22-23 budget)	£2,000.00	£0.00	£2,000.00
rotary club of the north Cotswolds	grant for drama workshop for year 6	£250.00	£0.00	£250.00
Stow community land trust	Grant for 2023 festival	£500.00	£0.00	£500.00
Bernice Magson	Grant for Christmas tree festival	£250.00	£0.00	£250.00
Cottage garden services	grass cutting, empty bins, play park inspections	£1,243.00	£248.60	£1,491.60
Stockwell-Davies ltd	trimming of yew trees in churchyard and around north door	£2,275.00	£455.00	£2,730.00
Techtonic It Solutions ltd	Monthly Monitoring	£100.00	£20.00	£120.00
J Davies	Linseed oil expenses	£6.41	£1.28	£7.69
RCOH LTD	amendment to cheque 003990	£4,798.55	£959.71	£5,758.26
Administration		£3,294.25		£3,294.25



PlaySafety limited	Play Park inspections (ROSPA) for King Georges field and Spring Gardens	£171.00	£34.20	£205.20
Rialtas Business Solutions Ltd	Annual support & maintenance 1.04.2023-31.03.2024	£220.17	£44.04	£264.21
Centre 67	Q4 rent and share of utilities & Room Hire	£3,708.71		£3,708.71
Nest	April Pension Payments	£211.64	£0.00	£211.64
Richard Coglan	Copier charges	£30.64	£6.13	£36.77
Charge Card	Weebly subscription, Dropbox annual subscription, camping stove, games deposit	£212.25	£19.48	£231.73
E.ON	Pavilion Electricity Bill	£13.11	£0.66	£13.77
Grundon	Office Bin collection	£38.84	£7.77	£46.61
Grundon	cemetery bin collection	£82.01	£16.40	£98.41
Sirus	call charges	£75.16	£15.03	£90.19
PWLB	Manorial Rights Loan	£1,701.78		£1,701.78
TOTALS		£21,182.52	£1,828.30	£23,010.82

Signed
Chairman of Council

Date