

Shipton Parish Council

Minutes of Annual Parish Council meeting 17th May 2017

1	<p>Co Option of new Parish Councillors Julia Mangan and Dick Bradford were co-opted as Parish Councillors. Declaration of acceptance forms were completed and signed.</p>	Action
2	<p>Election of Chair and Vice Chair Hugh Thurbon was proposed as Chair by Richard Brown and seconded by Paul Morrish. Paul Morrish was proposed as Vice Chair by Richard Brown and seconded by Hugh Thurbon. The Chair welcomed the new Councillors and thanked RB for his valued support as Vice Chair during the past three years.</p>	
3	<p>Report from Cllr Hughes, Cotswold District Council Cllr Hughes presented a brief report from Cotswold District Council as follows:</p> <ul style="list-style-type: none"> • Lynden Stowe, Leader of Cotswold District Council for the past eleven years, is to stand down, and will be replaced following the Annual Council meeting, by Mark Annett Ward Councillor for Chipping Campden. • CDC has frozen Council Tax, car park charges and Green Bin charges for a further 12 months. • The Local Plan will be passed to the Planning Inspectorate for authorisation in May or June. • CDC continues to expand joint working with West Oxfordshire, Cheltenham Borough and the Forest of Dean authorities. • Recycling rates in the Cotswolds are now above 60%. • A Lottery Grant of £1.5m has been secured for the Corinium Museum. • Cllr Hughes has a fund where up to £750 per Ward can be allocated to commemorate the end of the First World War. He has further funds to support the purchase of Defibrillators as well as encouraging Youth Activities. 	
4	<p>Members of the public forum Discussion took place regarding the volume of traffic passing through the village during the recent A40 roadworks and it was agreed to contact Glos Highways (Bob Skillern) to ask for any conclusions which he may have made during the roadworks. Discussion also took place regarding the weight limit of the small bridge in Bees Lane as HGVs used this as a shortcut and safety concerns were raised by local residents. It was agreed to ask Glos Highways to assess this bridge for a weight limit.</p>	HT Contact Glos Hlgways re: roadwork diversions and arrange for assessment of bridge
5	<p>Apologies for absence – all Councillors present. Paul Hodgkinson to attend the Annual Village meeting on 20th May</p>	
6	<p>Declaration of Interest on agenda items None declared</p>	
7	<p>Agree last minutes – the minutes from the meeting held on 15th March were amended and signed. The amendment reads as follows: <i>After publication of the minutes it was noted that there had been objections voiced by immediate neighbours to this project, which were not discussed or minuted at the time of the last meeting.</i></p>	
8	<p>Actions from last meeting</p> <ul style="list-style-type: none"> • Village gates were discussed at the last meeting and HT will contact Cllr Hodgkinson to find out more information and updated costs of this. • Speed humps were discussed to slow traffic and it was agreed to review any updated information available from Glos Highways to deter speeding . • Garages in Kilham Lane – builder's rubble – Cllr Hughes has spoken to the owner to discuss the mess. • Elder trees at phone box have been removed by J Lewis. There are some wild cherry trees which also need removing on the opposite verge. • It was agreed that the repainting of the Phone Box and the repair of the Broken bench should proceed as the costs were below the limit for single tender action. • It was noted that Mike Harber has offered to repair the notice board on the Green outside the Reading Room. 	<p>HT contact PH – gates HT – contact Glos Highways re: speed</p> <p>Clerk – liaise with John Lewis.</p> <p>Clerk to confirm with Binna Robinson Clerk to confirm with Mike Harber.</p>

9	<p>Sports Field Charity Board update The sports field is now leased to Chalton Rovers Football Club for 25 years and the lease was formally endorsed following the signing on 10th May.</p> <p>It was noted that all other clubs currently using the sports field were in favour of the lease and will still be able to use the facilities. CRAFC are now responsible for all upkeep and maintenance at the sports field.</p> <p>Dick Bradford volunteered to be the Councillor responsible for leading the Sports Field Management Committee which will meet 3 times per year with all interested parties who use the sports field. This will be a platform to ensure the smooth running of the lease and to keep the Parish Council updated.</p> <p>Thanks were given to Richard Bromwich for his diligence, hard work and patience in formulating the lease and liaising with the solicitors and it was noted that there will be an extra invoice from the solicitor for £250 + VAT which was agreed by the Parish Council.</p>	DB to form and co ordinate Management committee
10	<p>Village Security HT advised the Parish Council that he had met with the local Police Harm Reduction Advisors who are now looking at community wide initiatives such as Smart Water. CCTV was no longer a preferred option due to issues with Data Protection and Privacy. HT advised that if the Parish Council contributed £500 each household will receive Smart water marking by the Police. This has been trialled in the St Paul's area of Cheltenham and resulted in a 70% fall in burglary sustained over a number of years. It was agreed to arrange a presentation for the village from the Police at a future date also to include information on the Paws on Patrol scheme, whereby dog walkers become the eyes and ears of the community.</p>	HT to arrange Village Meeting for Police to make presentation
11	<p>Finance £6700 Precept for this financial year will be received in two parts. Other receipts are £250 payment for agreement for lease from CRFC and a VAT refund to be claimed for £460.00. Spending was approved for training courses for the 2 new Councillors. The budget for the financial year was reviewed and agreed. The Annual Return was completed and approved ready for submission. It was agreed to circulate the standing orders and financial regulations of the Parish Council to all Councillors before the next meeting so they can be adopted at the meeting in August.</p> <p>Payments approved were:</p> <ul style="list-style-type: none"> • J Lewis grass cutting and extras £175.00 • Clerk Pay – Mar to May £424.85 • PATA payroll £12.50 • GAPTC membership £96.26 • GRCC membership £25.00 • R Brown expenses £64.47 • P Morrish expenses for Notice board repair £109.83 	Clerk to reclaim VAT Arrange courses submit Annual return Circulate standing orders and finance regs
12	<p>Village Meeting – 20th May 2017 The Village meeting will follow on from the Reading Room AGM which starts at 6pm, and will be followed by a village social. All are welcome and posters will be put up throughout the village. The format will be as follows: Introduce Parish Council, County Councillor and Jon Harris (Harris Ethical) Paul Hodgkinson – statement History – Tony Walsh presentation Reading Room – Susan Livesey statement Sports Field – Richard Bromwich statement Security – Hugh Thurbon statement</p>	
13	<p>Risk Assessment and Insurance It was agreed to circulate and review the Risk Assessment document ready for adoption at the next meeting. The Insurance renewal was approved with an expenditure of up to £300.</p>	Clerk to circulate RA doc Clerk to arrange insurance
14	<p>Community Transport Funding for a bus shelter at the Frogmill Inn was discussed and PM advised the Council</p>	PM to circulate final funding details

	that he has managed to secure most of the £5400 funding required for a GCC approved bus shelter and associated works. HT proposed the Parish Council funding the short fall in funding (approx. £1100) and this was agreed in principle - more financial details required for full approval. It was agreed to meet to formally approve this when possible.	
15	<p>Reading Room Update</p> <p>Plans for the Reading Room refurbishment will be put on display at the Village meeting on 20th May. Noted from the plans were the following improvements: Increased capacity, new toilets, new kitchen, more storage and a new entrance to the east of the Reading Room, structural works etc. Charles Baillie-Hamilton owns the land next to the Reading Room which would be required to make new entrance, and has agreed, in principle, to allow the land to be built on, , It is hoped that these works will bring the Reading Room up to date to serve the community for the future. Concerns were raised by neighbours regarding the loss of trees in the wood next to the Reading Room in order to make a new entrance and car parking issues with an increased capacity. These issues will be reviewed once plans are finalised.</p>	Plans to go on display at village meeting
16	<p>Playground Update</p> <p>It was noted that the site next to the Reading Room which had been earmarked for a playground was no longer acceptable due to concerns from immediate neighbours and therefore other sites need to be looked at. It was agreed to ask Playground designers to review the Village Green and if necessary to look at any other potential sites.</p>	PM to contact Playground designers
17	AOB	
18	<p>Next meeting</p> <p>Due to the date of the Annual Return it was agreed to move the date of the next meeting to 30th August 2017.</p>	