



## Blockley Parish Council TO ALL PARISH COUNCILLORS

Thursday 19<sup>th</sup> September, 7.00pm, Paxford Village Hall.

Present: Cllrs Stewart Bell, Thomas Bradley, Jon Bryan, Simon Dunscombe, Jenny Lidsey, Eleanor Thorneycroft.

District Councillor Sue Jepson

The Clerk: Sarah Longbottom

3 members of the public

1. Welcome and apologies for absence: Apologies were received and accepted from Cllr Ben Cowles and County Councillor Lynden Stowe
2. Declarations of Interest and Dispensations for items on the agenda - *Councillors must declare it if they have an interest in any matter before the council either at the start of the meeting or prior to commencement of discussion of the topic in question*
3. Public Participation - Meeting shall be suspended at this point to hear any representations by members of the public on any matter on this agenda. Persons are allowed to speak up to a maximum of 3 minutes on each topic. On conclusion of public participation, council business shall resume  
No members of the public spoke
4. Appointment of any new Councillors  
Marcus Efstratiou introduced himself to members: the nomination was proposed by JB and agreed unanimously.  
4.1 Lead councillors: After overseeing the Cemetery and Churchyard since May it was agreed unanimously that Cllr Jon Bryan would take the lead role.
5. Approval of the minutes of the Annual Parish Council Meeting of 18<sup>th</sup> July 2019: The minutes were circulated to all members and agreed unanimously at the meeting and signed by the Chair of the Parish Council.
6. Matters Arising:

Item	Action (responsibility) from 18 <sup>th</sup> July 2019	Status
190620:5.4	Tour of the parish for new councillors to be organised (Cllr Bell)	Ongoing
190620:10	The Clerk is to familiarise herself further and update the website (Clerk)	Ongoing
190620:15.2	Research further into the possibility of renewing the slabs with engravings at the War Memorial (Cllr Bell)	Ongoing
190620:16	Explore the possibility of resurrecting Speed Watch (Cllr Lidsey)	Done
190718:9.2	ATM Safety & Environment to be sent to Mrs M. Bryan (Clerk)	Done
190718:10	Cllr Cowles and the clerk arranged to meet to ensure that democratic processes are followed with all planning applications (Cllr Cowles/Clerk)	Done
190718:13	Clerk to obtain quotations for recommended tree works (Clerk)	Done
190718:14	Quotations and proposals of upgrading play areas (Cllr Thorneycroft)	Ongoing
190718:19	Meeting to be arranged to discuss interactive parish map (Cllr Bell/Clerk)	Done

7. County and District Councillors' reports  
District Cllr Jepson updated members: there is no longer going to be a consultation period on the waste collection service; Green waste will be collected every two weeks beginning in March. The timings of planning meetings have changed and will now start at 10am. Full CDC meetings will now be Wednesdays and the start times will rotate between 2pm and 6pm. Cllr Jepson encouraged BPC to start planning Remembrance Service as there were some errors in 2018.
8. Review of Northcot Brickworks: preceding the public meeting, a private meeting had occurred by Northcot Brickworks representatives and the council members. Key areas had been addressed such

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as the rested quarry, soundscape, traffic, environmental and ecological factors; the possibility of educational opportunity was also discussed. It was agreed that the presentation was professional and thorough, and it would be interesting to hear the views of the public the following day at the public consultation of which council members would attend throughout the day. There was a suggestion from a councillor that the site could be an educational asset to local schools whether it be archeologically or geographically.

## 9. Finance:

### 9.1 Finance Report for Jul 16th - September 16th 2019

The Finance report was circulated to all members prior to the meeting:

Current Account Balance: £121,214.80

Instant Access Account Balance: £99,500.00

Total £220,714.80

Councillors unanimously approved the account balances and bank reconciliation.

It was noted that there are some areas of underspent budget and that lead councillors need to review their areas and report any areas where maintenance is required. It was also noted that members have received praise for the upkeep and maintenance of the parish.

9.2 AGAR update – it was reported that a report is going to be assigned with the certificate, it will be sent from PKF Littlejohn by the end of September.

### 9.3 Financial Regulations – revision Sept 2019

The revised Financial Regulations were circulated by the RFO and lead Finance Cllr, SD. After due consideration, the councillors unanimously approved the Financial Regulations without any revision.

9.4 Review of Expenditure from Jul 16th - September 16th 2019, note no meeting in August. See Appendix 1.

## 10. St Georges Hall – update on the legal position

Immediately prior to the meeting Mr Raymond Mayo had tendered his notice of resignation as Maintenance Officer at St Georges Hall. It was agreed that the Clerk would speak to Mr Mayo and ask for him to reconsider his position. It was agreed by members that his knowledge of the hall is valuable and that he is a reliable employee.

During the PC meeting the resignations of Mrs Margaret Bryan and Mr Kevan Lambert from their positions on the St George's Hall Management Committee were received via email. Councillors remarked that if the hall is a charity then the resignations should be directed to the Charity Commission. All councillors agreed that this made the situation far more straightforward as three members of BPC would reside on the Management Committee as determined by the covenant; BPC appoint three councillors to the management committee. TB, SD and JL were agreed unanimously to be the council representatives and will report back in November to the council as Trustees of the hall.

It was agreed that there have been failing from the previous management committee and that some urgent work is required with the legal requirements of the hall and with the relationship with the biggest tenant, Blockley Primary School. The Chair thanked the councillors for being prepared to involve themselves with an element of the community which has a great value to many stakeholders.

In addition, a motion was proposed to nominate TB as the Chair of the Management Committee, it was seconded and voted for unanimously.

## 11. Play areas:

### 11.1 Update by Cllr Eleanor Thorneycroft

It was reported that ET is working with BC to finalise a proposed budget for restoration and some replacement to the play areas in Draycott, Blockley and Aston Magna. Three quotations for play equipment have been sought and were circulated to the councillors prior to the meeting. There was an objection from a councillor to the amount of spend that has been assigned to the Draycott play area. As it was understood that the work would not happen until the Spring it was decided that further research would be obtained and presented to councillors in October. A councillor suggested the consideration of a public consultation at each of the three sites. The current proposal is to replace equipment rather than redesign the play areas.

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The condition of the equipment at Draycott was regarded as unfit, it was agreed unanimously that a spend of £5,000 could be assigned to play equipment in Draycott. Councillor Bryan agreed to review the toddler unit to see if an interim of repair works could be conducted. He believes that under spending now is a false economy and that further investment will be required earlier if there is not adequate and proportional initial investment. Further research and discussions are to be arranged and Cllr Thorneycroft will update councillors in October.

#### 11.2 Community Grant update:

Following item 11.1 it was felt that the community grant could not be submitted until there was a decision on the spend for each of the three play areas. Cllr Cowles, who has been leading the grant application, was absent from the meeting. To be reviewed in October.

#### 12. Planning: Review of recent planning applications

The current applications were circulated in advance of the meeting. It was reported that the Clerk and BC will circulate the applications the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month. This will ensure that all councillors can review and comment on applications. The Clerk reminded councillors that responses must be provided by all council members as the elected members of the parish.

The works at Wallands Barn was notified to the District Councillor and concern from some councillors was given.

#### 13. Burials/Cemetery:

##### 13.1 Tree stump removal

It was reported by Cllr Bryan that the works is complete an the lower right side of the lower cemetery is tidied with new grass seed sown.

##### 13.2 Further maintenance works to be considered

Cllr Bryan had circulated quotations for works prior to the meeting. It was agreed unanimously that the following work would be conducted in the cemetery:

- Ash tree removal £395
  - Holly bushes £190
  - Hedge cut back £1440
  - Top right corner of lower cemetery £370
  - Lift canopy of conifer £465
  - Remove brash £95
- Total £2,955

Quotations had also been received for the lower cemetery path which is to be funded from the Section 106 funds. The members agreed unanimously to approve the lower quote on the ground of less cost and the excellent work that Thomas Fox Landscaping had provided to BPC since April 2019. Approval was granted for £2,825.00 + VAT.

#### 14. Youth: Monthly CMAS report by Cllr Jenny Lidsey

An overview of the Youth Club provision by CMAS was given and the councillors were advised of the new times: 8-13 year olds 5:30pm-7pm, 13 years plus 7pm-8:30pm.

#### 15. Clerk's update and correspondence

Probationary period complete, contract of employment to be amended according to the findings of the Personnel committee.

Quotations for roof repairs:

- Draycott bus shelter, severe damage to the roof posing a hazard,
- cemetery lychgate, loose tiles posing a danger,
- bus shelter on St Georges Terrace loose tiles on the posing a danger

The total cost of works £1,210 + VAT, all councillors agreed unanimously for the works to be conducted

Councillor Thorneycroft has informed the Clerk that the gym '360' have offered to do a weekly outreach session with the over 60's. Councillors agreed this was a good prospect and ET is to arrange it.

Correspondence: all correspondence via, email, telephone and the BPC Facebook page was circulated to all councillors. Councillors discussed the high proportion of correspondence which is not within the remit of parish council's and should be directed to Gloucestershire Highways Department. The possibility of using software such as 'Chat Fuel' to send automated responses was discussed and will be explored.

16. AOB: Cllr Dunscombe reported the delay to broadband installation in Draycott and updated members that it will hopefully be done before the end of October.

17. Date of Next Meeting: 7pm on Thursday 17th October 2019 Jubilee Hall, Blockley.

<b>Item</b>	<b>Action (responsibility) from 19<sup>th</sup> September 2019</b>	<b>Status</b>
190919:11.1	Councillor Bryan to review the toddler unit to see if an interim of repair works can be conducted	
190919:15.1	Councillor Thorneycroft to arrange with 360 outreach sessions with parishioners 60 years plus	
190919:15.2	Cllr Bryan and Clerk to review the cost and benefits to ChatFuel	