



# Blockley Parish Council

Minutes - Thursday 15<sup>th</sup> April 2021 7.00pm, remote via Zoom.

Present: Cllrs –Jon Bryan (Vice-Chair presiding the meeting), Paul Baines, Ben Cowles, Charlotte Goldring, Jenny Lidsey (arrived item 7), Eleanor Thorneycroft (left item 9) and Clare Turner

Cllr Sue Jepson (District Councillor)

The Clerk/RFO: Sarah Longbottom

Members of the public: 0

Welcome and a minute silence held to remember The Royal Highness Duke of Edinburgh Prince Phillip

1. Apologies for absence: Tom Bradley
2. Items for any other business: None
3. Declarations of Interest and Dispensations for items on the agenda: None
4. Public Participation: None
  
5. RESOLVED. Approval of the minutes of the Parish Council Meeting of 18<sup>th</sup> March 2021. The minutes were unanimously agreed to be an accurate record of the meeting. To be signed by the Cllr Bryan and delivered to the parish council office as the meeting is remote. Propose JB, Seconded PB

## 5.1 Matters arising

Minute reference	Action (responsibility) from 18 <sup>th</sup> March 2021	
15.10.2020: 16.1	TB is to arrange the SGH Management Committee to meet with The Heritage Society and discuss the payment of the reinstatement valuation	Ongoing
19.11.2020:9.2	TB, CG and CT are to meet to discuss the obligations of SGH committee membership and review the conveyance to understand how the charity works	Complete
18.02.21:13.1	CT to discuss recycling with Blockley shop, TB to discuss with CDC	Complete
18.03.21:9.2.1	Clerk to advise the designer of project progress and request a design	Complete See item 12.3
18.03.21:9.2.1	A meeting is to be co-ordinated by ET and TB with the Heritage Society following receipt of the illustration to decide historical landmarks and text	Complete See item 12.3
18.03.21:9.5.1	Clerk is to circulate a response supporting the 'Restoring Your Railway' programme in principle but declaring environmental concerns	Ongoing awaiting full council agreement
18.03.21:10.1.1	A working meeting with all councillors is to be scheduled to discuss Churchill Close options ahead of a proposal being brought to April's full council meeting	Ongoing Item 11
18.03.21:10.4.1	Councillors are to review the draft questionnaire for the public session of the independent youth consultation	Complete
18.03.21:11.1.1	CT is to develop a plan to inform residents of the reduced mowing regime initiative ahead of any final agreement of implementing the changes by council	Ongoing Item 10.1
18.03.21:11.2.1	CT and the Clerk are to generate awareness to the new litter picking strategy facilitating route and date sharing and increase the volunteer base.	Complete
18.03.21:11.3.1	CT and Clerk to gain an understanding of potential revenue and obtain installation costs for EV charging points.	Ongoing
18.03.21:12.1.1	Halls are to be reserved for summer first aid training and promotion of the sessions to encourage early booking are to publicised.	Complete

6. County and District Councillors' reports: Cllr Sue Jepson (District Councillor)  
Cllr Jepson advises that councillors read the independent inspectorate report regarding the Sheafhouse Farm application as it reflects many of the planning considerations of the parish.  
The District councillor expressed concerns regarding the process of planning applications being reviewed by a closed panel and not been reviewed by the planning committee.  
The District Council AGM is being held in person at the Baptist Church in Cirencester to allow for maximum social distancing.

7. Planning: Cllr Cowles

Comments to be submitted are:

21/00970/FUL - Dutch Barns At Bank Farm Paxford.

BPC Comment - No objection, CDC to determine in accordance with planning policy.

19/00919/FUL - Ditchford-On-Fosse Cottages Ditchford.

BPC Comment - No objection, CDC to determine in accordance with planning policy.

21/00641/FUL - 1 Middle Ditchford Cottages Ditchford Aston Magna.

BPC Comment - No objection, CDC to determine in accordance with planning policy however we would ask that the applicant provides a suitable construction management plan in order to minimise disruption to neighbouring properties.

21/01140/FUL - Top Orchard Clay Lane Paxford.

BPC Comment - No objection, CDC to determine in accordance with planning policy.

21/01053/FUL - Linden House Station Road Blockley.

BPC Comment - No objection, CDC to determine in accordance with planning policy.

21/00256/FUL - Bath Orchard School Lane Blockley.

BPC Comment - No objection, CDC to determine in accordance with planning policy.

21/00789/FUL - Wallands Barn Farm Ditchford Aston Magna.

BPC Comment - BPC have no objection to this application but would note that we support the previous decision to refuse change of use (20/00046/AGRPAN).

21/00514/FUL - Millbrook Cottage Paxford.

BPC Comment to be submitted regarding construction traffic and reinstatement of Pye Mill Lane.

Cllr Jepson left the meeting.

8. Finance: – Cllr Cowles

8.1 The Finance Report detailing all accounts held by the council closing balances on 31.03.2021 was circulated to councillors ahead of the meeting.

8.2 Resolved to retrospectively approve expenditure from 12th March 2021 to 31st March 2021. Proposed BC, seconded JB, unanimously agreed.

8.3 Resolved to approve the end of year bank reconciliations as of 31.03.21. Proposed BC, second PB, unanimously agreed, BC to sign and return to Clerk.

8.4 Resolved to approve the internal risk management processes. Proposed BC, seconded JB, unanimously agreed.

8.5 Resolved to approve the rates for Members Allowances and Expenses, £200 per annum members, £240 per annum Chair, proposed BC seconded JB, unanimously agreed. The payments are to be made 6 monthly in arrears and the Financial Regulations are to specify that the payments are in arrears to service.

8.6 Resolved to approve the continuation of the Clerk's registration in the NEST pension scheme, proposed BC, second JB, unanimously agreed.

8.7 Resolved to approve the process of BACS payments as stated at Financial Regulation 24.9, proposed BC, seconded JB, unanimously agreed.

8.8 Resolved to approve the direct debit payments of Grunden, NEST pension, Unity Bank Service and BT, proposed BC, seconded PB, unanimously agreed.

9. Policy reviews:

- 9.1 Resolved to approve the Code of Conduct 2021, proposed JB, seconded BC
- 9.2 Resolved to approve the Social Media Policy 2021, proposed JB, seconded BC
- 9.3 Resolved to approve the Grants Awarding Policy 2021, proposed JB, seconded JL
- 9.4 Postponed to approve the Finance Regulations Policy 2021, an amendment is required
- 9.5 Resolved to approve the Data Protection Policy 2021, proposed JB, seconded CT
- 9.6 Resolved to approve the Health and Safety Policy 2021, proposed JB, seconded BC, copies are to be provided to all employees

10. Parish environmental sustainability

- 10.1 CT reported a positive enthusiasm towards a mowing regime to improve biodiversity, a consultation document is being drafted and a public session is to be held.
- 10.2 Twenty-four households are on the database for the parish volunteer litter pickers. 15 donated litter picking sticks have been received, a shared diary system has been set up and notices are on the noticeboards promoting the scheme.

11. Youth and Recreation: update from Cllr Goldring

- 11.1 The Churchill Close consultation results with coded open responses are being analysed and will be circulated to full council on the 29<sup>th</sup> April ahead of an extraordinary meeting at the beginning of May to discuss Churchill Close and Paxford play areas.
- 11.2 Resolved to appoint ROSPA to conduct annual play area inspections, proposed JB, seconded CG, unanimously agreed. An alternative inspectorate is to be looked at next year to provide an alternative inspection provider.
- 11.3 The public element of the children and young people consultation is happening at Blockley Primary School on the 26<sup>th</sup> April. The buses of Chipping Campden High School are to be targeted for their views on a separate day. Communications through the schools and social media are needed to generate awareness.

12. Parish facilities/improvements:

- 12.1 Resolved to install a new dog waste bin on Station Road following notification that the Sports and Social Club are experiencing problems with dog waste being discarded over the hedge onto the playing field, proposed JB, seconded JL, unanimously agreed.
- 12.2 Resolved to purchase two Tommy statues from the Royal British Legion to mark VE day at a cost of £350. Proposed JL, seconded CG, unanimously agreed. CG is to arrange for bunting to be displayed at the two memorials ahead of VE Day.
- 12.3 ET has spoken to the Heritage Society. Further meetings are to be arranged with contributors of the Station Road phone box refurbishment.

13. St Georges Hall Management Committee update – Postponed.

14. Clerk's update and correspondence log – the movement of the Blockley village defibrillator is dependent on receiving Listed Building Consent, due to the current defibrillator not working, the Clerk is to seek prioritisation of the application on the grounds of public health.

15. Any other business – Friends of Blockley School (FOS) are in discussion about organising a play in the park with the Café and Great Western Arms in July on Churchill Close. Further information will be provided but in principle the parish council will permit use of Churchill Close and partner with FOS in supporting the event.

16. Date of Next Meeting: Thursday 20th May 2021.

Meeting closed 9:06pm.

Approved by Blockley Parish Council:

Signed.....

Print.....Date.....

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18.03.21:10.1.1	A working meeting with all councillors is to be scheduled to discuss Churchill Close options ahead of a proposal being brought to April's full council meeting
18.03.21:11.3.1	CT and Clerk to gain an understanding of potential revenue and obtain installation costs for EV charging points.
15.04.21:9.4	The Financial Regulations Policy 2021 is to be amended with members allowances paid in arrears and proposed at the May meeting
15.04.21:10.1	A consultation document to generate awareness of a mowing regime to improve biodiversity is to be drawn up by CT
15.04.21:12.1	Further meetings are to be arranged with contributors of the Station Road phone box refurbishment by ET

#### Transactions:

Accepted date	Cttee	Organisation	Details	Net
15/03/2021	Admin	Mr Raymond Mayo	Jan/Feb expenses	£18.00
15/03/2021	S&T	Mrs S Longbottom	Salary March	
15/03/2021	S&T	Mr Raymond Mayo	Salary March	
17/03/2021	Gr	Blockley Blokes Choir	Grant award	£200.00
17/03/2021	YR	The Wright Signs	Churchill Close dog waste signs	£305.00
17/03/2021	YR	Blockley Sports Club	Youth club room hire	£660.00
22/03/2021	PGS	Grundon	General waste	£70.05
24/03/2021	YR	Komplan Ltd	Aston Magna play equipment	£10,358.97
24/03/2021	Admin	Zoom Video Communications Inc - J.Bryan	Zoom March	£23.98
24/03/2021	Admin	Caroline Scobie	Payroll Feb	£17.00
24/03/2021	PGS	Dorn Hill Machine Services	Hedge trimmer service and mower fuel	£60.17
24/03/2021	S&T	HMRC	PAYE/NI	£235.44
29/03/2021	PGS	Greenfields Garden Services Ltd	New parish benches	£6,630.00
29/03/2021	PGS	C.Derrick	Painting of Station Road phone box	£300.00
31/03/2021	YR	Blockley Sports Utilities Ltd	MUGA March	£83.33
31/03/2021	Admin	Unity Trust Bank	Service charge	£18.00