



Blockley Parish Council

Minutes - Thursday 18th June 2020 7.00pm, REMOTE.

Present: Cllrs – Paul Baines, Thomas Bradley (Chair), Jon Bryan (Vice-Chair), Ben Cowles, Simon Dunscombe, Jenny Lidsey. Eleanor Thorneycroft

District Councillor - Sue Jepson

The Clerk/RFO: Sarah Longbottom

1 members of the public

The public part of the meeting was recorded and all members were informed so.

1. Apologies for absence from Councillor Lynden Stowe (County Councillor)

2. Items for any other business: None

3. Declarations of Interest and Dispensations for items on the agenda

Three members of the St Georges Hall management committee: TB, SD, JL.

4. Public Participation

A member of the public was in attendance and expressed their interest in the work of the parish council with an interest to becoming a co-opted member in the future.

5. Election of co-opted members with voting rights

Mr Paul Baines (Paxford) presented to the council, his election of a co-opted member was proposed by BC, seconded by ET and Paul Baines was unanimously elected to Blockley Parish Council.

It was agreed that as the meeting was being held remotely, the Declaration of Acceptance of Office and the Register of Interests would be signed the following week by PB.

6. RESOLVED. Approval of the minutes of the Annual Parish Council Meeting of 21st May 2020. The minutes were unanimously agreed to be an accurate record of the meeting. To be signed by the Chair outside of the remote meeting.

7. Matters Arising/actions:

Item	Action (responsibility) from 21 st May 2020	Status
20.02.20.18.1	Clerk to arrange a revised burial policy to include memorials and to be presented to full council	Complete, item 12
21.05.20.8.1	BC to research the new CDC planning meeting procedures	Ongoing
21.05.20.8.2	Clerk to promote CDC business grant on BPC Facebook page	Complete
21.05.20.9.1	BC to circulate comment regarding planning application 20/01455/FUL for majority approval	Complete
21.05.20.9.2	BC and the Clerk to research the northern area of the parish and planning applications	Complete, all applications are being received
21.05.20.11.1	TB/Clerk to review the freehold of the land of St Georges Hall and The Heritage Centre/Jubilee Hall and the insurance required	Ongoing
21.05.20.12.1	Clerk is to obtain a quotation from Thomas Fox grounds contractors to maintain the Paxford War Memorial	Complete
21.05.20.12.2	Clerk to thank the sponsor for funding the last 10 years maintenance of Paxford War Memorial with a letter	Complete

21.05.20.12.3	Broken benches throughout the parish are to be reviewed and a survey to parishioners asking for a priority list of restoration requirements is the drawn up	Complete, report circulated, item 11.1
21.05.20.15.1	TB is to ask ME to circulate the communication plan in order for each councillor to make suggestions	ME resigned from BPC
21.05.20.17.1	TB/SD are to discuss a community project with local societies and report back to council in June	Ongoing
21.05.20.17.2	Bunting for VJ Day is to be sourced by the clerk	Ongoing
21.05.20.17.3	The Clerk is to contact the parish vicar regarding the Covid-19 phone that she has been provided with	Done, happy to keep the phone
21.05.20.18.1	TB/Clerk to review the breaches to the Standing Orders at the beginning of the meeting	Item 15

8. County and District Councillors' reports

Cllr Sue Jepson (Cotswold District Council, CDC):

The CDC Annual Council Meeting had occurred, key points were:

- Redundancy to Head of Paid Services
- Budget revisions are planned for September due to Covid-19 spending
- The councillor reward of an honorary aldermen is to be abolished
- Carparks are re-opening with increased charges and accepting payments by card and phone only
- There are plans to create 6 market towns within the Cotswolds to comply with a 2-metre social distancing ruling; Chipping Campden, Moreton in Marsh and Stow on the Wold are within the 6 allocated towns

Additionally, Cllr Jepson reported that applications for the business discretionary grant are being assessed and payments will be made to successful applicants.

SD asked SJ to thank Lynden Stowe in his absence for the rapid response from Gloucestershire Highways regarding road surfacing in the parish.

9. Planning: Cllr Cowles

20/01794/TPO, Ash (T1) - reduce height by approx 1-2m and lateral spread by approx 1-2 m to balance and shape - CDC officer to decide

10. Finance: Cllr Dunscombe

1. Finance Report for 16th May 2020 – 15th June 2020 detailing all accounts held by the council and the end of year closing balances was circulated prior to the meeting. RFO/SD to research Lloyds Bank as another banking provider (ACTION 18.06.20.10.1)
2. RESOLVED To approve expenditure from 16th May 2020 – 15th June 2020 proposed SD, seconded JB, agreed unanimously.

11. Recreation and Leisure: Cllr Thorneycroft

1. 5 quotations were reviewed to restore play area metalwork. RESOLVED To approve a £2,300 budget for play area metalwork restoration ET proposed, JL seconded, agreed unanimously.
2. RESOLVED To provide a safety barrier rope for Wydelands play area, agreed unanimously. ET/Clerk to check rope and posts in the maintenance store (ACTION 18.06.20.11.2)
3. Dry weather has resulted in lifted matting of Wydelands play area. Grass seeding and extra signage required to prevent usage and allow for grass to take (ACTION 18.06.20.11.3)

12. Parish improvements

1. RESOLVED To utilise £2,500 of the street furniture reserve to allow for bench replacements in the parish, proposed JB, seconded BC, agreed unanimously. A working group of PB, JB, BC and SD to replace or restore benches (ACTION 18.06.20.12.1)
2. RESOLVED To spend £700 to repair the parish phone boxes, proposed TB, seconded BC, agreed

unanimously. Enquiries are to be made with a contractor to conduct the fittings. (ACTION 18.06.20.12.2)

13. Burials: Cllr Bryan
 1. RESOLVED To approve the Burial Grounds Maintenance, Safety, Inspection and Repair Policy 2020, agreed unanimously
 2. RESOLVED To approve the Memorial Policy, agreed unanimously
 3. RESOLVED To approve the 2020/21 fee structure, agreed unanimously

14. Clerk's update and correspondence log: report circulated in advance
 By 23rd September 2020, parish website to comply with the international Web Content Accessibility Guidelines (WCAG) standard.
Covid-19 helpline, 2 calls effectively responded to.
Memorials, two head stones are being replaced. One application for additional inscription to a headstone.
Training, software training on Asset Manager programme is being scheduled.

15. Parish community during Covid-19 outbreak
 - Events of more than 6 people banned until September
 - 2 metre social distance ruling still in place
 - Village/town halls in neighbouring parishes are being used by local schools as additional classrooms

16. Any other business: None.

17. Personnel committee update – confidential item closed to the public.

18. Date of next meeting: July 16th 2020.

The meeting closed at 9:25pm.

Approved by Blockley Parish Council:

Signed.....

Print.....

Date.....

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21.05.20.8.1	BC to research the new CDC planning meeting procedures	
21.05.20.11.1	TB/Clerk to review the freehold of the land of St Georges Hall and The Heritage Centre/Jubilee Hall and the insurance required	
21.05.20.17.1	TB/SD are to discuss a community project with local societies and report back to council in June	
21.05.20.17.2	Bunting for VJ Day is to be sourced by the clerk	
18.06.20.10.1	RFO/SD to research other banking providers	
18.06.20.11.2	ET/Clerk Wydelands play area to have a roped safety barrier	
18.06.20.11.3	ET/Clerk seeding and extra 'do not use' signage to be implemented at Wydelands play area	
18.06.20.12.1	PB, JB, BC and SD created a working group to action bench replacements/restoration	
18.06.20.12.2	Clerk, enquiries to be made with a contractor to fit and restore the parish phone-boxes	

Appendix A – Transaction report:

Payment	Accepted date	Gross	Organisation	Details
FPS200520 Vale press	20/05/2020	£200.00	Vale Press	Printing of Covid mailers
FPS200520 SGH	20/05/2020	£200.00	St Georges Hall Committee	M/O Shed
FPS200520 SGH	20/05/2020	£54.00	St Georges Hall Committee	Hall rental Apr
FPS200520 J.Fairburn	20/05/2020	£37.50	Joshua Fairburn	Covid poster design
FPS200520 CMAS	20/05/2020	£877.50	Gloucestershire Mentoring and Support GMAS	Youth Apr
FPS200520 S.Dunscomb	20/05/2020	£34.78	Cllr S Dunscombe	Zoom/Covid mobiles
FPS200520 Peridot	20/05/2020	£53.00	Peridot Technology Ltd	Stationary - paper/dividers
DD200526 Grundon	26/05/2020	£35.04	Grundon	Cemetery bin
FPS200601 Cane & Co	01/06/2020	£1,042.16	Cane & Company	Insurance Ecclesiastical
FPS200601 CMAS	01/06/2020	£877.50	Gloucestershire Mentoring and Support GMAS	Youth May
FPS200610 Scobie	10/06/2020	£17.00	Caroline Scobie	Payroll May
FPS200610 R.Mayo	10/06/2020	£28.20	Batsford Timber Ltd	Shed roof felting
FPS200610 R.Mayo	10/06/2020	£7.20	Mr Raymond Mayo	Mileage May
FPS200615 R.Mayo	15/06/2020		Mr Raymond Mayo	Salary June
FPS200615 S.Longbott	15/06/2020		Mrs S Longbottom	salary June
FPS20061 R.Dunn	15/06/2020	£45.00	R.A.Dunn	Grounds maintenance Paxford memorial
FPS200615 GAPTC	15/06/2020	£549.13	GAPTC	Annual subscription
FPS200615 S.Dunscomb	15/06/2020	£34.78	Cllr S Dunscombe	Zoom and covid mobile