

## BLOCKLEY PARISH COUNCIL



Minutes of the meeting of Blockley Parish Council held on Thursday 18<sup>th</sup> July in the Little Village Hall, Blockley, 7.00pm.

Present: Councillors (Cllrs) Stewart Bell (Chairman), Tom Bradley (Vice Chair), Jenny Lidsey, Eleanor Thorneycroft, Simon Dunscombe, Sue Jepson (CDC)

Members of the public: 7 members of the public. Mrs Sarah Longbottom (clerk)

1. Welcome. Apologies of absence received in advance from Cllr J. Bryan.
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.*

There were no declarations made or dispensations accepted.

3. Public Participation - Meeting was suspended at this point to hear any representations by members of the public on any matter on this agenda. Persons were allowed to speak up to a maximum of 3 minutes on each topic. On conclusion of public participation, council business resumed.

Entries from public:

John & Shirley Sheddon shared their concerns and plans to reduce the congestion on Lower Street. It was publicised that 2 meetings had occurred with Cllr Lynden Stowe and white lines had been discussed to allow heavy good vehicles to pass at the narrowest point and prevent the need for other vehicles to mount the footways. It was agreed by members that it was an issue for Gloucestershire County Council Highways Department. It was acknowledged by some members that the addition of white lines will reduce the available space to park and that some residents of Lower Street are opposed to the plan.

Lara Platman, Mulberry Cottage, shared her ongoing experience with neighbours. It was agreed by members that Ms Platman should seek legal advice and that it was not a situation that the parish council could intervene with.

Rev'd Dana Delap, thanked the council for their work and the recent progress with the rebuild of the wall in the Churchyard. Rev'd Delap requested that the council submit an article each month for the new publication, The Voice.

The meeting resumed following conclusion of public participation.

4. Appointment of new Councillors:
  - 4.1: Ben Cowles, Paxford, spoke of his career history, his support for the council and his desire to become a member of Blockley Parish Council. The nomination was approved unanimously.
  - 4.2: Cllr Bell notified members of the need for a personnel committee. It was unanimously agreed that the committee would consist of Cllr S Bell, Cllr T Bradley, Cllr S Dunscombe and Cllr J Bryan.
  - 4.3: Cllr E Thorneycroft was proposed and seconded to be the lead councillor for Recreation and Leisure, it was agreed unanimously.
5. The minutes of the meeting held on 20<sup>th</sup> June 2019 were proposed, seconded, accepted unanimously and signed by the chairman.

6. Matters arising:

Item	Action (responsibility) 20 <sup>th</sup> June 2019	Status
190620:5.2	Follow-up the cemetery wall repair with stonemason Martin Brace (Clerk)	Complete
190620:5.3	Newly fitted handrail for the Churchill Close steps, reported as wobbly, Clerk to follow up (Clerk)	Complete
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
190620:13	Make enquiries as to whether the owner of The Elms is in agreement for 'no parking' signs to be fixed to his wall adjacent to the bottom of Greenway Road (Clerk)	Complete
190620:15.1	Researching the outsourcing of payroll/pensions versus software purchase (Clerk)	Complete
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)	Ongoing

7. County and District Councillors' reports: Cotswold District Councillor had nothing specific to report but advised the new members and the clerk about the opportunity for a community grant and supplied the application form.

8. Finance:

8.1 Finance Report: Consideration of monthly financial report (previously circulated). The reports were received and duly noted. Cllr T Bradley updated members that a 20% increase in the donation from the BBC for location usage for the filming of Father Brown has been agreed.

8.2 Review of Expenditure & BACS Payments for June 21<sup>st</sup> to July 16<sup>th</sup> 2019. The report was circulated to members in the meeting. See Appendix 1.

9. St Georges Hall (SGH):

Margaret Bryan (Chair of the SGH Management Committee) was invited to inform councillors of the arrangement between BPC and SGH. A document providing the historical background was provided by Mrs M. Bryan. It declared that BPC are the custodian trustee and that the hall committee have opted for charitable status. It was said that the conveyance provided for SGH to be managed by a management committee comprising of representatives from the associations which use the hall and three members of BPC. Mrs M. Bryan concluded with the current situation with Blockley Primary School. In 2011 and at the request of the SGH management committee, BPC had negotiated a new lease between SGH and Gloucestershire County Council (on behalf of Blockley C of E Primary School, the school which used the hall). In 2013 the school became an Academy and the lease was assigned from GCC to the academy.

The review provided many questions from councillors to ascertain clarity. BPC declared that they have only seen the original contract with the school which is with BPC. A councillor queried the composition of the management committee as no members are currently councillors. A councillor queried the status of the hall and expressed their belief that BPC are sole trustees. The Chair of BPC proposed that legal advice was needed to establish clarification on the responsibilities of BPC. It was acknowledged that a large number of children use the hall each weekday and that it is paramount that BPC obtain legal advice with urgency.

9.1 Review of lease: Postponed until further depth of knowledge has been acquired

9.2 Suggestions of ATM Safety & Environment: It was agreed that BPC would send the inspection report that BPC commissioned to Mrs M. Bryan in order to share the most recently health and safety issues.

10. Planning: The current list of planning applications was circulated. There were no objections. Cllr B Cowles was nominated for the position of lead councillor of planning. The motion was seconded and agreed unanimously. Cllr Cowles and the clerk arranged to meet to ensure that democratic processes are followed with all applications. Cllr S Jepson requested to be informed if the council make any comments on planning applications.

11. Road congestion – Lower Street: The councillors recognised opposing opinions of residents and agreed to allow the Highways Department to make informed and professional conclusions.
12. Broadband update – Cllr S. Dunscombe updated the council on a meeting that he had attended discussing Draycott and Northwick Park’s lack of provision by Gigaclear. Cllr S. Dunscombe was optimistic that another provider would be connecting the service in the Autumn.
13. Burials/Cemetery update: The clerk has previously circulated the parish wide tree report conducted by B. J. Unwin Forestry Consultant. It was noted that no work is required with urgency. The clerk will review the budget and obtain quotations for recommended work.
14. Play areas: Cllr E. Thorneycroft shared that she has met with suppliers and is compiling options for member to consider for upgrading the play areas in the parish. It was noted that a condition of the Section 106 was that the funds would be put towards upgrading play areas. Cllr E. Thorneycroft advised that the toddler unit in Draycott was too unsafe to be in use and was a priority for a replacement unit. Further information is to be gathered by Cllr E. Thorneycroft.
15. Youth: Monthly CMAS report was circulated ahead of the meeting by Cllr J. Lidsey.
16. Community Grant application: The clerk advised that the closing date is October for the community grant but that after hearing about the community project funds from Cllr S. Jepson earlier in the meeting, that would be the first route for additional funds.
17. Additional seasonal hedge cutting & tree pruning: The clerk has received quotes for cutting the hedges around the play areas in Aston Magna and Paxford and the trimming of basal epicormics on the Lime trees in Churchill Close. Councillors agreed unanimously that the work needs to be approved.
18. Purchase of BPC lawn mower for the maintenance manager: agreed unanimously.
19. Interactive Parish map for website Grass cutting, graveyard: councillors recognised the benefits of an interactive map and Cllr S. Bell and the clerk are to pursue it further.
20. Clerk’s update and correspondence:
  - 20.1 As agreed by email a health and safety assessment was commissioned by the council to ATM Safety & Environment, cost £500.
  - 20.2 The Little Village Hall, Blockley are seeking an approval letter from the parish council to grant permission for those using the hall to park on the land. Councillors agreed nothing is to be formalised.
  - 20.3 Notification given by architect that church wall repairs will start 19th August, pre-meeting between all parties is being arranged by the clerk
  - 20.4 Payroll to be outsourced to Caroline Scobie
  - 20.5 Cllr J. Bryan has created a notice listing all councillors and ways to contact the council to be displayed on all five noticeboards  
The Maintenance Manager has taken on additional grass maintenance in Draycott and Paxford since a local resident can no longer facilitate the workload.
  - 20.6 A correspondence report was circulated during the meeting.
21. Any other business - For information only – (no decisions made in this part of the meeting). None.
22. Date of Next Meeting: 7pm on Thursday 19th September 2019 Paxford Village Hall  
**The meeting closed at 9:00pm**

**Signed by the Chairman..... Date.....**

**Print of Chairman.....**

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