

SWINDON PARISH COUNCIL
MINUTES OF THE ANNUAL MEETING HELD ON 11th SEPTEMBER 2023 AT 7:30PM
IN SWINDON VILLAGE HALL

Parish Councillors Present:

James Cornish (Chair)

Lisa Whitaker (Vice Chair)

Lynne Allen

Alison Berry

Natalie Blankley

Sharon Collicutt

Helen Wells

Also Present:

Shaun Cullimore (Clerk), Borough Councillor Flo Clucas, three members of the public.

23/126 APOLOGIES

None.

23/127 DECLARATIONS OF INTEREST

None.

23/128 ADJOURNMENT FOR THE PUBLIC SESSION

Two members of the public were prospective Borough Councillors standing in the 2024 elections.

The third member of the public wished to raise the issue of vehicles speeding through Swindon Village. The resident wished to see improved signage to educate and inform motorists. The Parish Council is not responsible for signage or speed limits but has taken a number of steps to address this issue over the years. The resident agreed to work with Cllr. Berry to devise a plan of action.

NEW ACTION 23/128/1 – Clerk to send map of proposed speed reduction measures and project template to Cllr. Berry to initiate speed reduction project.

23/129 REPORT FROM BOROUGH COUNCILLOR CLUCAS

The Borough Council had included an uplift clause in the agreement for the Parish Council to purchase the Village Hall car park. Following the intervention of Cllr. Clucas this clause had been modified so that it only applied to commercial development. This would mean that, for example, the provision of a second entrance would fall outside this clause.

Cllr. Clucas has been working with the police dealing with fly tipping complaints.

Cllr. Clucas has been involved in the Elms Park planning application. The Persimmon Homes part of the development will be called Regency Village. Elms Park development will be restricted to a maximum of 1000 homes until the M5 Junction 10 four way upgrade has been completed.

Cllr. Clucas left the meeting.

23/130 MINUTES OF PREVIOUS MEETING

The Council **RESOLVED** to accept the minutes of 14th August 2023 as a true record.

23/131 MATTERS ARISING

ACTION 22/191/2 – Task leaders to complete a Project Proposal for each of their

tasks. Action continues.

ACTION 23/17/1 – Cllr. Collicutt offered to produce a project plan to consider retaining at least parts of the sundial mosaic. Cllr. Collicutt handed the Clerk a brief on the sundial mosaic. Action complete.

ACTION 23/91/2 – Cllr. Collicutt to contact Spirax Sarco with a view to them getting involved in the Amenity Area project. The Clerk had forwarded Spirax Sarco contact details. Action continues.

ACTION 23/105/1 – Cllr. Cornish to ask the Village Hall Management Committee whether they are continuing to pay rent to Cheltenham Borough Council despite the fact that the lease agreement has expired. He confirmed that the rent had been paid. Action complete.

ACTION 23/106/1 – The Clerk to review whether the insurance would need to change once the car park was acquired. The current policy includes £10,000,000 cover for public liability. In the Clerk's opinion no changes would be necessary. Action complete.

ACTION 23/108/1 – Cllr. Whitaker to contact the resident requesting the pétanque terrain. Action continues.

ACTION 23/109/1 – The Clerk to investigate Complaints Policies. The Clerk had forwarded an extant but old Parish Council complaints policy, a revised draft policy the Clerk had prepared as part of his CiLCA qualification and a Legal Topic Note from NALC. Action complete.

ACTION 23/118/1 – Cllr. Cornish to approach Bishops Cleeve Parish Council to learn about their approach to community facilities and Local Green Space. Action continues.

ACTION 23/120/1 – The Clerk to obtain three quotes for the cutting back of the hedge along Stantons Drive. Action continues.

ACTION 23/125/1 – Cllr. Cornish to invite Cllrs. Suzanne Williams and Peter Jeffries to a parish Council meeting. If re-elected they will be the Borough Councillors for the new South Ward and Cllr. Williams will be the South Ward County Councillor. It was agreed that this action be deferred until after the May 2024 election when the new (or re-elected) councillors will be known. Action discontinued.

23/132 ACCOUNTS PAYABLE

Members **RESOLVED** to make the payments identified in Appendix 1.

23/133 SPEEDING TRAFFIC

This matter was addressed during the public session (23/128 above).

23/134 PLANNING AND LICENSING

Work is starting on the replacement for the JCS. It is called the Cheltenham, Gloucester and Tewkesbury Strategic and Local Plan (CGTSLP). Representatives of the project team have been invited to come to the Parish Council networking event on 18th November 2023.

The following planning applications were considered:

- 23/01459/ADV – 2no. 4m x 3m LED illuminated signs Simply Gym Unit 2 Wymans Lane.
- 23/01474/FUL – Sub-letting of part of Iceland, Gallagher Retail Park.
- 23/01560/FUL – Single storey side/rear extension “Glenavon” Stantons Drive.

The Parish Council **RESOLVED** to make no objection to the above.

There were no licensing applications.

23/135 INTERNAL AUDIT CONCLUSIONS

Item deferred.

23/136 WINTER ACTION PLAN

Cllr. Berry had distributed a plan. With an amendment to specify a review interval of five years the Council **RESOLVED** to approve the plan.

23/137 AMENITY AREA

The fallen willow tree at the bridge on manor Road is due to be felled on 27th September 2023.

The school has put out a request for logs which we will endeavour to satisfy.

Planning permission has been granted for work to take place on the two horse chestnut trees. The one nearest the path will be reduced to two metres in height and ring barked to leave a monolith that will be attractive to wildlife. The other will be reduced.

23/138 ALLOTMENTS HEDGE

ACTION 23/138/1 – The Clerk to obtain three quotes for cutting back the hedge of the allotments along Stantons Drive.

23/139 VILLAGE HALL CAR PARK

The modification of the agreement between the Borough Council and the Parish Council was covered under item 23/129 above.

The Clerk had approached the solicitor at Christopher Davidson to undertake the conveyancing. The gentleman has now retired and their commercial solicitor is unable to take on the work. The Clerk will continue to look for a solicitor on the basis agreed at the last meeting.

23/140 PROVISION OF HANDYMAN SERVICES

The Clerk had put a note in the Village News suggesting that local tradespeople advertise their services.

23/141 ALLOTMENT RENTS

The Parish Council must give fair notice to allotment holders of any rent increases. It was agreed to defer consideration of rents until the February meeting.

23/142 GREEN SPACES POLICY

Cllr. Whitaker had prepared a policy. The Parish Council **RESOLVED** to adopt it.

23/143 MASTER PLAN FOR THE PARK

This matter was deferred.

23/144 REPORTS

A van had been broken into in broad daylight by men in balaclavas. Tools had been stolen and residents left feeling shocked.

NEW ACTION 23/144/1 – The Clerk agreed to forward to Cllr. Cornish a summary of the interactions the Parish Council had had with the police.

The meeting closed at 9:28pm.

Signed:	Date:
---------	-------

APPENDIX 1 – APPROVED PAYMENTS

Description	Amount
Clerk salary and expenses (ref 2324-028, 030, 033, 034)	£534.16
Karen Evans for collecting the July/August edition of the Village News (ref 2324-037)	£17.55

The Clerk would set up the payments to be made by bank transfer. Cllrs. Wells and Whitaker were delegated to approve the payments.