

Blockley Parish Council

**Minutes of the Parish Council Meeting of Thursday 18th January, 7pm, Paxford Village Hall, Blockley**

**Present:** Jon Bryan (JB) Chair, Tom Bradley (TB), Charlie Mackinnon-Little (CML), Chris Leach (CL), Ellie Thorneycroft (ET), Paul Baines (PB), Steve Neill (SN), Clare Turner (CT, minute taker)

**Clerk:** In Nikki Holt’s absence Cllr Turner undertook the clerk’s minute taking responsibilities and did not vote on any matters.

**Apologies received:** Alison Fowlie (AF), County Cllr Lynden Stowe (LS)  
**District Cllr:** Clare Turner (CT)

**Meeting opened** 7.00pm

1. Welcome and apologies for absence – apologies accepted from AF
2. Items for Any other business – SGH update (TB)
3. Declarations of Interest and Dispensations for items on the agenda.

TB sits on the SGH Committee

1. Public Participation - Meeting was suspended at this point to hear a representation from a member of the public:   
   A representative of the toddler group gave thanks for BPC’s financial support which has given the group freedom to replace broken equipment.
2. **RESOLVED to approve the minutes of the Parish Council Meeting of 16th November 2023.** Proposed JB, seconded SN, Abstentions: TB, agreed by majority.

Matters arising.

* 1. CT proposed a working group of volunteers around comms and aim to meet to work up for November meeting. Meeting due w/c 8th Nov - report for Nov BPC meeting. **Deferred until February meeting**
  2. Advise when Grips will be cut into Greenway Road. 19.10.23 **Awaiting update from County Cllr Stowe**
  3. Liaise with Inspire to Aspire for improvement in updates and general communication to review September meeting Cllr Derson resigned. **Working group meeting scheduled for 06/02/24 to progress this**.
  4. Teams – teach-in from JB – AF, PB, CML, SN & CL one evening in Blockley. **Completed 6th Nov**.
  5. Little Shoe Broad 20mph speed limit to discuss with Cllr Stowe awaiting further feedback from LS & GCC Highways. Traffic Regulation order would be required. Can take up to 2 years to legislate for. **No further update**
  6. Cllr Bradley to hold an on-site meeting to show proposals for grassed areas behind St George's Hall. T Bradley to provide potential dates. **Scheduled for 24/02/24**
  7. Summer Camps - discuss with provider 30 participants next year & feedback thanks. **Working group meeting scheduled for 06/02/24 to progress this**.
  8. Y&R committee to set up working group to consider more Build Back Better grant options. **Working group meeting scheduled for 06/02/24 to progress this**.
  9. Dogley/BPC Job done project. **Awaiting feedback from Cllr Stowe. ACTION CT to resend the Job Done proposal**
  10. Road leading up to Mill Close and Churchyard in disrepair. LS will discuss with R Grey at Highways **awaiting feedback from County Cllr Stowe. TB advised a visit to review was planned**
  11. SN reported Cat's eyes are missing on Bourton on the Hill road. LS will follow up **awaiting feedback from Cllr Stowe. ACTION SN to advise this also applies to Station Road.**
  12. New Y&R committee to create terms of reference for November BPC meeting. **Superseded: interim working group formed at 16/11/23 full council meeting**
  13. Create doc for recruitment of Flood Warden. CT **Article for March edition of The Voice (and associated social media) in progress. It was noted several wardens across different parts of the parish would be beneficial.**
  14. JB to contact ICCM re types of land which may be suitable for cemetery. **Complete** – **BPC were directed** **to private entities (requires fee for advice). ACTION District Councillor (CT) to speak to CDC (forward planning team) about the planning requirements for cemeteries to inform ongoing search for land.**
  15. Advise Contractor of approval of quote for repairs to Aston Magna play area **Complete and works undertaken.**
  16. Confirm with GAPTC appointment as Internal Auditor **Complete and booked for March.**
  17. Create new Cost Centre for 24/25 - Speedwatch costs **Complete new no. allocated is 42**
  18. Request separate invoices from T.Fox for work outwith of contract. **Complete**
  19. Working group for Y&R to meet. **Meeting scheduled for 06/02/24**
  20. Leak on High Street by Orchard Bank, follow up offer of help from resident **In progress, resident contacted. The amount of spoil to remove is an issue and safety consideration of volunteers working on the highway need to be considered. ACTION CT to ask CDC street cleansing team for advice.**
  21. Difficulties for resident groups re SGH. JB & AF to meet to discuss. **In progress, on site meeting scheduled for 24/02/24**
  22. Clerk to request copy of SGH committee meeting minutes asap after meetings. **Complete & noted that new hall manager is now in post and will attend 24/02/24 meeting**
  23. Neighbourhood Plan to aid in Planning decisions & mast siting etc. Previously deemed too expensive. Clerk to share research on process and costs. **Complete. Folder created in teams with resources and advised councillors.** S**ee also item 16.3**
  24. CT will follow up re Neighbourhood Policing with reference to aggression from driver to SWG & joggers. Local representative should be present at Annual Parish Meeting. **Complete. Clerk liaised w Simon Ellson & Cassie Wilford (PCSO). Simon attended Jan BPC meeting & a representative from the liaison team will endeavour to attend monthly meetings or provide written update. Definitely booked for the Annual Meeting in May. See also item 14**
  25. Residents' issues with access to A44 from Greenway due to speeding vehicles. Council to discuss with L. Stowe at next meeting. **LS not present at next meeting, deferred to February (or interim discussion, if possible)**
  26. Clerk to submit CT comments on Planning to CDC. **Complete**
  27. Clerk objectives for 2024, to take holiday and make time for training course/s. **Clerk took 3 days over Xmas period & plans to take a few more end Jan 24**

1. County and District Councillors’ updates.
   1. County Cllr Stowe: not present
   2. District Cllr Turner gave an update highlighting the current car parks consultation <https://your.cotswold.gov.uk/en-GB/projects/parking-survey-jan-2024>, which is open until 12 February. The recent budget consultation results have been published: see pages 21-56 of the Public reports pack here <https://meetings.cotswold.gov.uk/mgChooseDocPack.aspx?ID=2122>. The Polling District and Places review is complete: no changes for Blockley Parish. (see additional document for full report). A Local Plan consultation is expected to launch in February. CT will join a working group to explore a strategy for Moreton-in-Marsh. Budget meeting takes place in February.
2. Finance: Cllr Bryan
   1. Thefinance report had been circulated to councillors for review ahead of the meeting**. RESOLVED to approve Financial Report for 13.11.23 – 12.01.24 including bank reconciliation for November & December 2023 & detailing all accounts held by the council as circulated & shared prior to meeting**. Proposed JB second TB, abstention: ET. Carried by majority vote. A query was raised about the need to budget for general election costs. **ACTION** CT to check with CDC if parishes are responsible for any general election costs
   2. **RESOLVED to approve transactions for period 13.11.23 – 12.01.24** Proposed JB, seconded SN abstention: ET. Carried by majority vote.
   3. **DEFERRED** until February meeting to agree & adopt Councillor Privacy Policy.
   4. Consideration of re-building the second part of the churchyard wall. **RESOLVED to initiate works, e.g. surveys needed to establish cost of repairing the Churchyard wall. Proppsed JB, seconded TB**, carried unanimously **ACTION** Clerk/CLto initiate surveys etc to get estimates for necessary repairs to churchyard wall
   5. **RESOLVED** **To allocate a maximum budget of £1,500 for February half term youth (including pre-school and early years) activities (subject to suitable providers being sourced) and to delegate responsibility for sourcing suitable activities/providers to the Y&R working group**. Proposed ET, seconded PB, carried unanimously.
3. **RESOLVED To co-opt new councillor James Pargeter**. Proposed JB, seconded PB, carried unanimously.
4. Youth & Recreation: update from committee
   1. Y&R working group to meet Tuesday 06/02/24 at 18:00 hybrid meeting if suitable venue can be booked and online if not (CL, ET, CT, NH, JB, PB). No new updates about the Youth Club had been received. **ACTION** Clerk to chase Aspire to Inspire for a youth club update. **ACTION** CT to check availability of Little Village Hall for 06/02/24
5. Environmental Sustainability: Cllr Turner
   1. SN Updated on last meeting. EV charging points - fully funded schemes involve rapid chargers specifically (and are not viable otherwise) and therefore a dedicated power supply is needed, and this is a barrier. Councillors discussed the need for BPC to pursue this versus taking no further action.
   2. Date for next meeting ESC meeting TBC.
6. Community: Community Speed Watch - Cllr Fowlie
   1. Cllr Fowlie not present, update deferred to next meeting
7. Community: To discuss establishing a ‘pristine parish’ **ACTION** CT & JP to set up a meeting and progress the pristine parishes initiative for BPC and review later in the calendar year.
8. Community: Robin Bus – Cllr Thorneycroft
   1. Robin Bus – to create a Tik-Tok style video & info leaflet/guide to promote simplicity of use - deferred to Jan meeting. **ACTION** – Clerk to request a poster and any other available print or digital promotional material.
9. Police Inspector Simon Ellson, (Cotswolds Neighbourhood Team, Heritage Crime Lead, Gloucestershire Constabulary) presented an update.

* Inspector Ellson reported that the police are working to improve communication between parish councils and the police and reinvigorate the relationship. Cllrs were invited to join quarterly meetings being set up by the office of the Police and Crime Commissioner. CT has signed up to the group already. **ACTION** Clerk or CT to re-circulate the information about the quarterly meetings to all councillors. Monthly written updates from Community officers will be supplied when they cannot attend a parish meeting (unlikely to be able to attend every month).
* The recent spate of local break-ins was discussed. A lack of evidence makes it hard to solve so efforts are focussed on crime prevention and residents can request a crime prevention survey which is free (personalised crime prevention advice via the local team). Although crime rates are relatively low in the Cotswolds, the high impact when crimes do occur was acknowledged and some parishioners were repeat victims. Shed/outbuilding thefts have been a particular issue and high value bikes and tools are sought by thieves. Trade vans are being targeted in North Cotswolds and number plate theft is also high. The importance of reporting number plate theft promptly was emphasised (as typically the plates are used in a subsequent crime).
* Online reporting of crime via <https://www.gloucestershire.police.uk/ro/report/ocr/af/how-to-report-a-crime/> is encouraged.
* Residents can sign up for community alerts here <https://www.yourcommunityalerts.co.uk/>
* The security cameras installed at Weston Subedge were discussed. £2 million Safer Street funding was secured for Gloucestershire and some of this was spent on community safety partnerships. Weston Subedge Parish Council had received matched funding from this pot of money to fund the cameras. There are other settlements in the district that have also installed cameras. Inspector Ellson advised that the level of crime in the parish didn’t suggest a need for this type of intervention and prevention advice would be more appropriate.
* Other initiatives: SelectaDNA is available and can be used to mark high value property (which aids with prosecution and recovery of items. Repeat victims may get select DNA free but it is also available to purchase at a cost of around £10-£12.
* The possibility of a public meeting either in Ebrington or Blockley was discussed. **ACTION**: CT to follow up with Ebrington Parish Council and Simon Ellson.

1. Burials: Cllr Bryan/Cllr Fowlie

A memorials report is being pursued from the Diocese, to inform a schedule of remedial works, no other updates

*Cllr ET left at 21:04 after item 15 and before item 16*

1. Planning: Cllr Neill/ Cllr Tuner
   1. Review of current planning applications as circulated & shared prior to meeting. SN highlighted a couple of issues relating to the three new applications but no proposed comments for BPC to submit to CDC.

SN flagged application 24/00077/CPO seeking a variation of condition 6 (Duration) to extend restoration period by 24 months until 31st December 2025 of planning consent 18/0066/CWMAJM dated 29/03/2019 relating to quarry restoration. **ACTION** SN to draft a proposed comment to circulate to councillors for feedback. **ACTION** Clerk to submit comment once agreed by councillors.

* 1. To review & approve new Street name for Haberdasher’s Development.

Councillors had sought feedback from the Heritage Society ahead of the meeting and were in agreement with their view that it would be appropriate to link the street name to the Heritage of the site i.e. retain a link to the Haberdashers. Cotswold View was considered generic and unsuitable when considering the actual view. **ACTION** CT to draft a response to the CDC officer by COP 19/01/24

* 1. To discuss the possibility of creating a neighbourhood plan for the parish. The pros and cons were discussed and it was agreed unanimously that it should be explored further. **ACTION** CT to research guidance on creating a Neighbourhood Plan, potential grants and examples of other Neighbourhood Plans. **ACTION** Clerk to support CT/continue researching how typical overall costs breakdown
  2. To select a working group to create BPC response to Local Plan Consultation opening in February. **RESOLVED CT, CML, PB, and SN will form a working group.** **ACTION** CT to circulate possible meeting dates for the Local Plan Working Group to be scheduled after the consultation opens.

1. Clerk’s Highlights: nothing to report.
2. To receive Parish Councillors’ reports on matters not on the agenda. TB advised a new hall manager had been appointed and will attend the site meeting scheduled for councillors on 24/02/23

Meeting closed 9.25pm

Date of next meeting: 15th February 2024, Draycott Mission 7pm

Approved by Blockley Parish Council:

Signed………………………………………….

Print…………………………………………….

Date…………………………………………….

**Bank:**

Current Account Balance: £62,379.71

Instant Access Account Balance: £117,837.71

**Total £180,217.42**

**Adjusted Bank Balance considering unpresented payments and receipts Total: £178,084.94**

The bank was last reconciled to the 31st December 2023

**Income:**

21.12.23 Allen & Son burial £205

15.12.23 Trenhaile & Sons, Memorial Stone £120

**Expenditure:**

View Transaction report (as to be minuted) for all transactions over reported period. Of Note:

£132 – Heritage Centre Stretch & Balance Oct-Dec

£420 + £180 – QTR fees for BSSC, Youth club & muga venue hire

£2200 – aston magna repairs

£540 – Cemtery Gates Repairs

£70 - LVH Souper Mondays venue hire

£400 – Draycott mission warm spaces grant

8x Monthly youth service provision totalling £7977.50 – invoicing back log clearance (includes Dec & Jan)

£570.17 – annual GAPTC membership

**Notes:**

**Elected councillor allowances** H1 claims Pending from PB,ET,AF,SN

**No grant applications to consider in January**

**Councillor privacy policy proposal –** Review pending vs requirements of CDC councillors (baseline reference policy)

**Feb term break Youth activities,** code 26 adhoc rec budget remaining: £2737 subject to additional Toddler group funds already allocated of £360.

**Second half churchyard wall,** £20k reserves allocated, previously minute to action subsequent year to first half completion. Proposal to proceed with securing quotation and relevant supplementary services.

**Churchyard Monuments**, £20k reserves allocated, to proceed to assessment in collaboration with Diocese

**GAPTC Internal audit booked for March ‘24**

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| **Transactions 13.11.23 - 12.01.24** | |  |
| **DATE** | **NAME** | **DEBIT/CREDIT** |
| 08Jan2024 | B/P to: Cloudy Group Plc | -129.83 |
| 08Jan2024 | B/P to: Bl Heritage Centre | -132.00 |
| 08Jan2024 | B/P to: R A Dunn | -45.00 |
| 08Jan2024 | B/P to: Thomas Fox L'scape | -3288.00 |
| 08Jan2024 | B/P to: Inspire to Aspire | -997.50 |
| 31Dec2023 | Service Charge | -26.40 |
| 21Dec2023 | CREDIT : ALLEN & SON LIMITE | 205.00 |
| 21Dec2023 | B/P to: BL sport social cb | -420.00 |
| 21Dec2023 | B/P to: BL sport Utilities | -180.00 |
| 21Dec2023 | B/P to: Jack Williams | -2200.00 |
| 20Dec2023 | Direct Debit (GRUNDON WASTE MANA) | -34.68 |
| 18Dec2023 | Direct Debit (LLOYDS BANK PLC) | -3.00 |
| 15Dec2023 | B/P to: WJW Engineering | -540.00 |
| 15Dec2023 | CREDIT | 120.00 |
| 13Dec2023 | B/P to: Draycott Mission | -400.00 |
| 13Dec2023 | B/P to: Mr Steven Woods |  |
| 13Dec2023 | B/P to: Mrs NC Scott |  |
| 13Dec2023 | B/P to: HMRC Cumbernauld | -266.93 |
| 06Dec2023 | B/P to: Inspire to Aspire | -997.50 |
| 06Dec2023 | B/P to: Blockley Litlle VH | -20.00 |
| 06Dec2023 | B/P to: Mr Steven Woods | -18.90 |
| 06Dec2023 | B/P to: Cloudy Group Plc | -129.83 |
| 06Dec2023 | B/P to: C Scobie | -66.50 |
| 29Nov2023 | B/P to: Inspire to Aspire | -997.50 |
| 29Nov2023 | B/P to: Inspire to Aspire | -997.50 |
| 29Nov2023 | B/P to: Inspire to Aspire | -997.50 |
| 29Nov2023 | B/P to: Inspire to Aspire | -997.50 |
| 29Nov2023 | B/P to: Inspire to Aspire | -997.50 |
| 29Nov2023 | B/P to: Inspire to Aspire | -995.00 |
| 29Nov2023 | B/P to: Blockley Litlle VH | -70.00 |
| 29Nov2023 | B/P to: Thomas Fox L'scape | -1200.00 |
| 23Nov2023 | B/P to: Dan Groves | -525.00 |
| 22Nov2023 | Direct Debit (GRUNDON WASTE MANA) | -81.71 |
| 17Nov2023 | B/P to: Mr Steven Woods | -66.15 |
| 17Nov2023 | B/P to: HMRC Cumbernauld | -482.17 |
| 17Nov2023 | B/P to: GAPTC | -570.17 |
| 17Nov2023 | B/P to: Cloudy Group Plc | -129.83 |
| 17Nov2023 | B/P to: Mr Steven Woods |  |
| 17Nov2023 | B/P to: Mrs NC Scott |  |
| 17Nov2023 | B/P to: R A Dunn | -45.00 |
| 16Nov2023 | Direct Debit (LLOYDS BANK PLC) | -232.98 |