



## Blockley Parish Council Meeting

Minutes - Thursday 16<sup>th</sup> September 2021, 7.00pm, Jubilee Hall, Blockley.

Present: Cllrs – P Baines, J Bryan (Vice-Chair, presiding), B Cowles, K Derson and C Turner

Members of the public: 0

Apologies for absence accepted from: T Bradley, J Lidsey, E Thorneycroft and S Jepson (District Councillor)

Absent: C Goldring

The Clerk/RFO: Sarah Longbottom

Meeting opened at 7:00pm

1. Apologies received and accepted from, Cllr T Bradley, Cllr E Thorneycroft, Cllr J Lidsey & Cllr S Jepson (District Councillor)
2. Items for Any Other Business – Cloudy IT implementation, St Georges Hall, Jubilee Oak trees, Youth plan, correspondence with County Councillor and local organisation engagement.
3. Declarations of Interest and Dispensations for items on the agenda: BC has submitted a personal planning application.
4. Public Participation: 0
5. RESOLVED to approve of the minutes of the Parish Council Meeting of 15<sup>th</sup> July 2021 proposed PB, seconded BC, approved unanimously to be an accurate record of the meeting.

Matters arising:

Minute reference	Action (responsibility) from 15 <sup>th</sup> July 2021	Status
15.04.21:12.1	Further meetings are to be arranged with contributors of the Station Road phone box refurbishment by ET.	Ongoing *
15.07.21:5.1	The Clerk is to forward emails to Cllr Stowe regarding traffic management programme and the cutting of verges to TB for progression.	Complete
15.07.21:11.1	Clerk is to discuss with chosen supplier regarding which noticeboards he can restore and which are to be replaced.	Complete item 4
15.07.21:12.1	The results of the Churchill Close survey are to be publicised.	Ongoing item 6
15.07.21:14.1	First aid courses are to be planned for September.	Complete
15.07.21:15.1	An objection to the Sheafhouse Farm Licence application is to be made on the grounds of noise pollution, anti-social behaviour and detriment to other licenced businesses in the parish.	Complete
15.07.21:15.2	The Chair of the personnel committee is to review how Blockley Parish Council can be more 'family friendly' for its members.	Complete **
15.07.21:15.3	The surfacing of the Landgate is to be raised by the Chair to the County Councillor.	Ongoing

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\*15.04.21:12.1 update given on progress to date, JB and Clerk to arrange further meetings on the layout and content of the design with graphic designer and other parties.

\*\* PB received suggestions from councillors following the June meeting, notably child-care expenses of councillors, RFO confirmed the Local Government Act in England does not permit spending powers. Lobbying for hybrid meetings is ongoing with NALC. Clerk is to confirm that presentations and non-voting participation cannot be conducted remotely.

6. County and District Councillors' updates – both Councillors Jepson and Stowe absent from the meeting.

7. Planning: review of current planning applications – Cllr Cowles

No comments to be submitted on the latest two applications, 21/03143/FUL and 21/02567/FUL, proposed BC, seconded JB, agreed unanimously.

8. Finance: – Cllr Cowles

1. Finance Report for 9th July 2021 – 10th September 2021 the accounts of the council were discussed. A 6-month review of Budget v Forecast is to be scheduled for October. Councillors are to raise expenditure considerations for the remaining half of the year. (ACTION 16.09.21:8.1, Clerk) The Annual Governance & Accountability Return (AGAR) which includes the findings of the Internal Auditor, together with Governance Statements and Financial Statements has been returned by the independent external auditor appointed by the Audit Commission for examination with no matters arising. Publication of the certificate is on noticeboards and the parish council's website.

2. RESOLVED to approve expenditure from 9th July 2021 – 10th September 2021, proposed BC, seconded JB, agreed unanimously.

9. Noticeboards: - Cllr Bryan,

RESOLVED to commission the replacement and installation of a new noticeboard at Springfield from Parish Grounds repairs and maintenance budget of £1,600 (supplier approved in July 2021) proposed JB, seconded CT, agreed unanimously. Access to the noticeboards to be made available to the public upon request.

10. Burial ground maintenance: - Cllr Bryan,

RESOLVED for Thomas Fox Landscaping to remove and plug Elder growing along the cemetery railings from the burials maintenance budget of £220, proposed JB, seconded PB, agreed unanimously.

11. Recreation: - Cllr Turner

1. Play area update: The Churchill Close and Springfield brief could not be reviewed by suppliers in August. New dates were agreed allowing for final review of tenders on the 21<sup>st</sup> October 2021. The report of the Churchill Close public consultation is to be publicised on the parish council website with dates for the Churchill Close and Springfield tender process. (ACTION 16.09.21:11.1 CT/Clerk) The installation at Paxford play area is underway, post installation inspection is booked for the 24<sup>th</sup> September 2021. Replacement basket swing has been fitted at Churchill Close in accordance with Financial Regulation 19.1.

2. Play in the park update: An events license has been applied for, risk assessment complete and entertainment booked for the event at Churchill Close 3:10pm – 6pm Friday 24<sup>th</sup> September. Promotion boards of the new play area installations at Aston Magna and Paxford are to be displayed. (ACTION 16.09.21:11.2 CT/Clerk)

12. Environmental Sustainability update: - Cllr Turner

The working group meeting in July attracted 17 members of the public, there was a presentation and question and answer session by Cotswolds National Landscape. CT attended the St George's

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management committee meeting in July and reported that the committee were in favour of BPC consulting the public about installing Electric Vehicle charging points.

1. DEFERED to set up the litter picking volunteer with BPC email address. Further options are to be explored to assess cost implications of additional email address and alternative software of Action Network to resolve accountability. (ACTION 16.09.21:12.1 CT/Clerk)
2. RESOLVED to approve BPC's Climate and Ecological Action Plan consultation to be openly discussed at the Environmental Sustainability working group meeting on September 23<sup>rd</sup> 2021 and opened online following the meeting, proposed CT, seconded KD, agreed unanimously. Upon conclusion of the public consultation, a full report and action plan will be presented and proposed to full council in October.

13. Clerk's update and correspondence log

- The youth activity camps hosted by Soul Learning received over 100 children each week, feedback was very positive.
- The Youth Club attracted 33 juniors and 7 seniors in the first week. The age brackets are going to shift so that ratios are better. PC Nick is planning to visit on the 23<sup>rd</sup> September. Weekly program is being drawn up from input from the youth. Parent feedback following the first Junior session has been good, all had a good time and will go back.
- Defibrillator has been received, a local electrician is assessing instalment, the Clerk is to obtain costs for new outer casing as the old is rusting (ACTION 16.09.21:13.1 Clerk)
- Councillors were made aware to reserve the date of the 14<sup>th</sup> November 2021 for public memorial services. A meeting with Rev Delap is to be scheduled to discuss the format for 2021. (ACTION 16.09.21:13.2 JB/Clerk)
- Paxford Memorial railings, it was notified that payment is to be made in advance of delivery for the supplier to progress the order. The chapel's railings from the same supplier have been delivered and installed. The date of despatch is expected 26<sup>th</sup> October, installation prior to the Remembrance service is being worked towards with contractor.
- Outstanding responses to parishioner correspondence was agreed by council: all traffic, speed and footpath enquires are to be discussed with the County Councillor, Lynden Stowe (see item 14.5). Quotations of a full assessment including priorities and critical timings of the surrounding wall around Churchill Close are to be obtained (ACTION 16.09.21:13.3 Clerk). The Churchill Close play area brief incorporates the location of benches and waste bins. Further discussions are to be held with the Toddler Group to understand specific needs of first aid training. (ACTION 16.09.21:13.4 Clerk)

14. Any other business: Cloudy IT implementation, St Georges Hall (SGH), Jubilee Oak trees, Youth plan, correspondence with County Councillor and local organisation engagement.

1. Cloudy IT implementation - everyone present at the meeting has email is up running, Teams is providing data security and back-ups, further set up to be finalised and training to be scheduled. (ACTION 16.09.21:14.1 Clerk)
2. SGH, the planned Q&A session discussed at the July meeting was not requested for September. In absence of this, councillors agreed that to improve relationships and ensure that councillors are fulfilling their full objectives as trustees, councillors via JB are to schedule a separate meeting with the management committee to finalise governance commitments and responsibilities and gain access to the documents requested to TB at the June meeting as action 17.06.21:16.2. (ACTION 16.09.21:14.2 JB)
3. Oak trees to commemorate the Queen's Platinum Jubilee are to be ordered and planted at Paxford play area, this is a free initiative offered through The Honourable Company of Gloucestershire.
4. To adhere to the timings set in the Children and Young People's strategy, a review of the

strategy is to be a standing item at each parish council meeting.

5. Due to several outstanding matters raised at council meetings and by residents, JB is to write to County Councillor Lynden Stowe regarding matters of the 'Highways Local' scheme, mowing of verges, traffic management project, parking, surfacing of the Landgate and steps from the footpath onto Draycott Road opposite The Dell requesting a face-to-face meeting if Cllr Stowe is unable to attend the October parish council meeting. (ACTION 16.09.21:14.5 JB)
6. Agenda of future parish council meetings are to be sent to parish organisations directly.

**Date of Next Meeting: Thursday 21<sup>st</sup> October 2021, Little Village Hall, 7pm**

Meeting closed 21.50pm.

Approved by Blockley Parish Council:

Signed.....

Print.....

Date.....

Minute reference	Action (responsibility) from 16 <sup>th</sup> September 2021	Responsibility
15.04.21:12.1	Further meetings are to be arranged with contributors of the Station Road phone box refurbishment.	ET/JB
15.07.21:12.1	The results of the Churchill Close survey are to be publicised.	Clerk
15.07.21:15.3	The surfacing of the Landgate is to be raised by the Chair to the County Councillor.	TB
16.09.21:8.1	A 6-month review of Budget v Forecast is to be scheduled for October. Councillors are to raise expenditure considerations for the remaining half of the year.	Clerk/All cllrs
16.09.21:11.1	The report of the Churchill Close public consultation is to be publicised on the parish council website with dates for the Churchill Close and Springfield tender process.	Clerk
16.09.21:11.2	Promotion boards of the new play area installations at Aston Magna and Paxford are to be displayed.	Clerk
16.09.21:12.1	Cost implications of additional volunteer email address and alternative software of Action Network to resolve accountability are to be researched.	Clerk
16.09.21:13.1	Obtain costs for new defibrillator outer casing as the old is rusting.	Clerk
16.09.21:13.2	A meeting with Rev Delap is to be scheduled to discuss the format for 2021 Remembrance services.	JB/Clerk
16.09.21:13.3	Quotations of a full assessment including priorities and critical timings of the surrounding wall around Churchill Close are to be obtained.	Clerk
16.09.21:13.4	Further discussions are to be held with the Toddler Group to understand specific needs of first aid training.	Clerk

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16.09.21:14.1	Training with Cloudy IT to be scheduled.	Clerk
16.09.21:14.2	Councillors are to schedule a separate meeting with the SGH management committee to finalise governance commitments and responsibilities.	JB
16.09.21:14.5	Council is to raise outstanding matters with County Councillor Lynden Stowe requesting a face-to-face meeting if Cllr Stowe is unable to attend the October parish council meeting.	JB