



# Blockley Parish Council

Minutes - Thursday 20<sup>th</sup> February, 7.00pm, Paxford Village Hall.

**Present:** Cllrs – Stewart Bell, Thomas Bradley, Ben Cowles, Simon Dunscombe, Marcus Efstratiou, Jenny Lidsey.

District Councillor - Sue Jepson

The Clerk: Sarah Longbottom

7 members of the public

1. Welcome, apologies for absence: Cllr Jon Bryan & Cllr Eleanor Thorneycroft
2. Items for any other business: None
3. 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*  
Three members of the St Georges Hall management committee, Dunscombe, Bradley and Lidsey
4. Public Participation - *Meeting shall be suspended at this point to hear any representations by members of the public on any matter on this agenda. Persons are allowed to speak up to a maximum of 3 minutes on each topic. On conclusion of public participation, council business shall resume*

Clare Turner – Blockley Toddler Group – discussed the current financial status of the group and outlined the support that is required for the continuation of the group. The future activity schedule for the group was shared with councillors, the planned activities hope to drive the group forward and increase attendance but have a cost involved. Councillors were asked to discuss the possibility of the Maintenance Officer to repair the shed.

Clare Turner - Allotments – fundraising is underway to match £15,000 to enable a community cabin, £6,000 is still to be raised. The planning application will be submitted before May, councillors were asked to consider donating a contribution. Planning application permission will be sought before May. A community event is planned for the summer when electoral register help is required from BPC to enable household leafleting.

Tim and Tanya Spittle - Sheafhouse Farm, spoke to clarify their current planning application. Informed council that they were in favour of the original design of glamping pods which was changed to shepherd huts by Cotswold District Council (CDC). Provided assurances that the market of ‘stag’ and ‘hen’ dos is most definitely not the market they are going to facilitate.

5. Approval of the minutes of the Annual Parish Council Meeting of 16<sup>th</sup> January 2020: The minutes were circulated to all members, the District and County Councillor prior to the meeting. The minutes were unanimously approved.

## 5.1 Matters Arising/actions:

Item	Action (responsibility) from 16 <sup>th</sup> January 2020	Status
19.10.19:12.3	Cllr Cowles and Cllr Thorneycroft to finalise the Community Grant application and submit to CDC	Closed
A revision of the play areas across the parish is underway, no application can be submitted until plans and costs are known.		
19.10.19:17.1	Cllr Dunscombe to arrange Richard Weller to present to councillors about running community events	Agenda item 8
21.11.19:9.2	Cllr Dunscombe is having the pension requirement reviewed by an independent advisor	Closed

BPC advised no pension reserved fund is necessary.		
21.11.19:9.3	The Clerk is to research grant opportunities for the second half of the Churchyard wall	Ongoing
21.11.19:11.1	Cllr Dunscombe is to research rainfall equipment	Closed
BPC have spoken to the mill owners. The current rain gauge is not working and to be removed.		
16.01.20:4.1.1	Clerk to arrange memorial plaque and commemorative event with Rev'd Delap.	Ongoing
16.01.20:4.1.2	Clerk to arrange the annual litter pick and approach the Great Western about breakfast.	Ongoing
16.01.20:7.1	Cllr Bryan to photograph the flooded roads.	Closed
Rain has subsided, BPC aware of requirement to capture evidence for GCC.		
16.01.19:8.1.1	Councillor Cowles to form a working group to analyse the Northcot Brickworks application and submit comments to the planning officer.	Closed
Comments to CDC to be submitted.		
16.01.20:8.1.2	Councillor Cowles to contact Richard Hunt to request a further exhibition to inform parish residents.	Closed
Public open days held at the Brickworks premises.		
16.01.20:10.1.1	Cllr Bradley is to make enquiries into the additional TV programme filming in the parish.	Ongoing
16.01.20.10.3.1	Cllr Dunscombe and the Clerk to revise the MO contract.	Closed
Reviewed and being reviewed by personnel committee.		
16.01.20:12.1.1	Burial Policy to be reviewed and presented to council in February.	Agenda item 18
16.01.20:12.1.2	Clerk to contact the Church administrator to update the register with churchyard cremation plots.	Closed
Meeting scheduled.		
16.01.20:12.1.3	Clerk to contact Adam Klup at the Diocese to request an extension to the faculty.	Ongoing
16.01.20:13.1.1	Cllr Thorneycroft to discuss the possibility of a Defibrillator training session with the baby and toddler group.	Closed
16.01.20:13.1.2	Clerk to establish if the defibrillator needs an electricity source.	Closed
Small power source is required.		
16.01.20:14.1.1	Clerk to contact Gloucestershire Highways Customer Services Team to request signs.	Closed
CDC have informed BPC that a sign will be fitted.		
16.01.20:14.1.2	Clerk to contact Rhodri Grey at Highways to notify him of the 'skid risk' signs.	Closed
Signs have been removed.		
16.01.20:14.1.3	Cllr Bell to speak to the tradesmen parking on the verge (B4479), alert them of the damage they are causing to parish land and instruct them to park elsewhere.	Closed
BPC are monitoring the ground and damage.		
16.01.20:15.1.1	Cllr Efstratiou is to arrange profile pictures for the new website.	Closed
Photos taken at the meeting. Absent Cllrs to make contact with Cllr Efstratiou.		
16.01.20:16.1.1	The Clerk is to make enquiries with the Environmental Agency to see if any weather warning equipment is recommended for parish councils.	Closed
Email sent to EA.		

16.01.20:16.1.2	Clerk to source additional snow plough operators in case of heavy snowfall.	Closed
Advert displayed on social media.		
16.01.20:17.1.1	The clerk is to make enquiries as to whether memorial cleaning and repairs can be done before 75th anniversary of VE Day on the 8th May.	Closed
Water treatment scheduled for end of February.		
16.01.20:17.1.2	Clerk to change the Easter meeting date and use the other room in St Georges Hall.	Closed
Meeting scheduled for April 23 <sup>rd</sup> 2020, St Georges Hall, Blockley.		
16.01.20:19.1.1	Clerk to make enquiries into the re-instalment of a post box on Winterway, Blockley.	Closed
Requests for new post boxes are no being accepted.		

6. County and District Councillors' reports

- Cllr Sue Jepson (CDC) – Ebrington PC are running a training course for defibrillators. Cllr Jepson will advise BPC of the dates in case it is thought worthwhile to share the event.
- Planning application for Wallands Barns rejected on all counts, applicant will be appealing.
- Planning application Sheaf House Farm – Cllr Jepson has contacted the planning officer and advised that the pods are more suitable for an ANOB and in line with CDC planning policy. The application will be reviewed by the CDC planning committee on the 11<sup>th</sup> March 2020.
- District Council budget meeting is scheduled, Cllr Jepson reported that there are planned increases of 3.88% to council tax, an increase in parking charges and planning application charges. Additionally, Cllr Jepson informed BPC that there are plans to borrow money to the value of £30,000,000 to fund a multi-story carpark in Cirencester. It was reported that Conservative representatives will be objecting, Cllr Jepson will update the parish council on the movements in March.
- Northcot Brickworks, extended consultation to 29<sup>th</sup> February, Cllr Jepson to find out CDC views as a consultee.
- Cllr Lynden Stowe (GCC) – Apologies for absence

7. Planning – Norton Cottage, the application was reviewed ahead of the meeting, councillors' have no comments.

Hamble Cottage, the application was reviewed ahead of the meeting, councillors' have no comments.

7.1 Northcot Brickworks – Cllr Cowles updated members that the online survey written by BPC to attempt to ascertain the opinions of parishioners has only generated a small sample size to date. The two open days that BPC organised with the Brickworks for parishioners resulted in no visits. To promote the survey and canvas a larger sample of residents' views, the motion to purchase a Facebook advert for the local postcode areas to the value of £50 was moved unanimously. Cllr Cowles updated all that 7 out of the statutory consultees has responded to the application to date

7.2 Thames Water Depot- Awaiting confirmation of the postcode

8. Community development – Guest Richard Weller from Pebworth Parish Council was invited by BPC to share some of the councils' recent successful projects, including: National finalists in Village in Bloom, party in the park with Spitfire fly-past, rural cinema, WI, installation of Multi-Use Games Area (MUGA), defibrillators, a community asset village pub, LED street light installation, Neighbourhood Development Plan, and a £100,000 public works loan for the refurbishment of the village hall.

9. Finance: - 9.1 Finance Report for 31st December 2019 – 31<sup>st</sup> January 2020 was circulated to members ahead of the meeting.
- 9.2 Review of expenditure - retrospective transactions for the 31<sup>st</sup> December 2019 to 31<sup>st</sup> January 2020 were approved unanimously.
- 9.3 The Blockley Ramblers Society would like to donate a bench to the parish. The motion to agree that the bench to be donated by Blockley Ramblers Society is to be similar to the two existing benches on the path in Churchill Close, was approved.
- 9.4 A replacement bench using recycled materials is to be researched by the clerk for the ford in Blockley. A motion will be presented at the March meeting.
10. Back End Common – Clerk to acknowledge email from Sewage and Haulage Ltd informing them that BPC will monitor the standard of the reinstatement of the common as the grass starts to grow. A cost of matting an area for six cars to the left of the common is to be obtained and presented at the March meeting (*ACTION: 200220.10.1 Clerk*). To replace the orange netting and tape which is preventing any footfall or cars on the seeded area a motion was passed to spend £150 to stake and rope the common with more sympathetic materials. (*ACTION: 200220.10.2 Cllr Cowles*)
- 11 Community – Annual Spring Clean
  - 11.1 28/29th March not available, 21<sup>st</sup> March was proposed and agreed by majority.
  - 11.2 Publicity to promote the event is required to generate volunteers
- 12 Communications: - Cllr Efstratiou presented the first stage of the new website: Cllr Efstratiou to share the link with all councillors (*ACTION: 200220.12.1 Cllr Efstratiou*). The clerk is to share all statutory files to be uploaded onto the website (*ACTION: 200220.12.2 Clerk*)
- 13 Trees – Churchill Close The motion to reduce the crowns of two cherry trees (T60 and T61) was agreed. The quote includes to reshape the crowns, including chipping, removing and recycling all resulting waste, as they are entangled in the telephone wires, with the cost of £495+VAT. As the trees are in the conservation area the Clerk is to apply for permission and to be mindful of the nesting period (*ACTION: 200220.13.1 Clerk*).
11. Trees cemetery, following the recent storms, Jim Unwin who conducted the parish-wide trees survey in the summer of 2019 has revisited the cemetery and has advised to take the top 25% off the trees in the top right hand-side of the cemetery. Two trees have had their roots lifted in the strong winds and are leaning. The grounds contractor Thomas Fox has advised felling the trees. Quotes are being obtained, as the work is regarded as urgent and within the allowed financial limitations, the Clerk will authorise the order of work once costs and timings are known.
- 14 Youth – update by Cllr Lidsey – contribution to Youth Club picnic (9th April), entertainment ideas are being explored, Cllr Lidsey will propose a motion for the March meeting.
- 15 Health and wellbeing – Cllr Lidsey is arranging two Red Cross classes (*ACTION: 200220.15.1 Cllr Lidsey*),
- 16 Recreation and Leisure – by Cllr Thorneycroft
  - 16.1 Play areas –Cllr Thorneycroft circulated a report ahead of the meeting, detailing the recent effects of the adverse weather to existing equipment and a progress update on the installation of new equipment. Cllr Bell suggested that he would meet with Cllr Thorneycroft to discuss the progress of new installations. (*ACTION: 200220.16.1 Cllr Bell*)
  - 16.2 Over 60s classes - Cllr Thorneycroft circulated a report ahead of the meeting, attendance is at full capacity with a waiting list.
- 17 Cemetery path – Cllr Bryan circulated the quotation of work to prevent the stones slipping at the bottom of the cemetery path prior to the meeting. The motion to commission Thomas Fox Landscaping to retain the stone on the cemetery steps at a cost of £559 + VAT was passed.
- 18 Policy reviews:
  - 18.1 Burials: Agree that a new policy is to be written and to include memorials (*ACTION: 200220.18.1 Clerk*)
  - 18.2 Grants including application forms: Cllr Dunscombe to review and propose at the March

meeting (*ACTION: 200220.18.2 Cllr Dunscombe*)

- 19 Clerk's update: A correspondence log was circulated to all councillors ahead of the meeting.
- 19.1 Cllr Cowles attended GAPTC training course end of January
  - 19.2 Paxford bench has been removed and new environmental replacement is due this week
  - 19.3 Blockley war memorial bench installed
  - 19.4 Plans underway for Blockley bus crash memorial
    - 19.4.1 8<sup>th</sup> May, 2:30pm Blockley Church, unveil plaque, tea and cakes in the Jubilee Hal, decorated by WI at 3;10pm (ish)
    - 19.4.2 Permission received from Chris Scragg
    - 19.4.3 Seeking clarification on listed building consent
    - 19.4.4 Once permission established, Cllr Lynden Stowe advising on grant (Growing our communities)
    - 19.4.5 Event PR required in April, posters, social media
  - 19.5 The Maintenance Officer has completed 6 years of employment, holiday entitlement increases, review imminent with personnel committee
  - 19.6 Phone-box, Station Road, decommissioned, now owned by BPC. Cllr Thorneycroft spoke to company at Northwick Park about shot blasting, they will not do it in situ. Quote received £2,600-£2,900. Clerk to cost panel and paint to restore the parish phone boxes and make enquiries about local colleges carrying out restoration work (*ACTION: 200220.19.6 Clerk*)
  - 19.7 War memorial – hydro treatment starting imminently to remove organic growth, the fixing of ground stonework will follow
  - 19.8 As there are 3 vacancies on BPC, a vacancy notice will be displayed, a possible outcome is a bi-election
  - 19.9 Councillors alerted of the new training programme for 2020-21 and advised councillors to consider the courses
- 20 Any other business - None
- 21 Date of Next Meeting: 7pm on Thursday 19<sup>th</sup> March 2020, Jubilee Hall, Blockley

The meeting closed at 9.30pm.

Approved by Blockley Parish Council:

Signed.....

Print.....

Date.....

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16.01.20:4.1.2	Clerk to arrange the annual litter pick and approach the Great Western about breakfast.	
16.01.20:10.1.1	Cllr Bradley is to make enquiries into the additional TV programme filming in the parish.	
16.01.20:12.1.3	Clerk to contact Adam Klup at the Diocese to request an extension to the faculty.	
20.02.20.10.1	Clerk to obtain a cost of matting an area for six cars to the left of Back Ends Common is to be obtained and presented at the March meeting	
20.02.20.10.2	Cllr Cowles to arrange the replacement the orange netting and tape on Back Ends Common with more sympathetic materials.	

200220.12.2	The clerk is to share all statutory files to be uploaded onto the new website	
20.02.20.13.1	Clerk is to apply for permission to carry out work on the two cherry trees on Churchill Close	
20.02.20.15.1	Cllr Lidsey to arrange two Red Cross classes	
20.02.20.16.1	Cllr Bell to meet with Cllr Thorneycroft to discuss the progress of new play area installations	
20.02.20.18.1	Clerk to arrange a revised burial policy to include memorials and to be presented at the March meeting	
20.02.20.18.2	Cllr Dunscombe to review the Grants policy including application forms, to be presented at the March meeting	
20.02.20.19.6	Clerk to cost panel and paint to restore the parish phone boxes and make enquiries about local colleges carrying out restoration work	