

BLOCKLEY PARISH COUNCIL



Minutes of the meeting of Blockley Parish Council held on Thursday 21st February in the Little Village Hall, Blockley at 7.02pm.

Present: Councillors Margaret Bryan (chairman), Kevan Lambert (vice-chairman), Stewart Bell and Jenny Lidsey.

Attending: District Councillor Sue Jepson and Alexia Monroe (acting clerk).

Members of the public: 2

- 1 Welcome and apologies for absence:** apologies were accepted from Cllr Peter Craig.
- 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 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.* There were no members of the public present who wished to speak.
- 4. Approval of the Minutes of meetings held 15th November and 4th December 2018.** The minutes were proposed by Cllr Lambert, seconded by Cllr Bell and duly signed by the Chairman.
- 5. Matters arising from the Minutes of the above meeting (for information only):**
 - 5.1 Update on work to repair/replace footpath in the upper cemetery.** The work has been carried out to a very high standard.
 - 5.2 Confirmation of agreement for Maintenance Officer work space in Draycott.** The existence of an agreement is to be confirmed, checked and signed.
- 6. Co-option of Councillors Thomas Bradley and Sarah Keay-Bright.** Thomas Bradley and Sarah Keay-Bright were proposed by Cllr Lambert, seconded by Cllr Bell and accepted unanimously. Forms of acceptance, witnessed by the Clerk, were signed and their entries for the Register of Member's Interests will be submitted to Cotswold District Council Elections Department.
- 7. County Councillor report:** In the absence of Cllr Lynden Stowe there was no report.
- 8. District Councillor report:** Cllr Jepson reported that the budget setting meeting will be next Tuesday.

The planning application for Park Road is very likely to be refused by the Planning Officer.

She believed that Bell Lane will be closed by Thames Water from 20-25 March; this will be checked by the Clerk.
- 9. Finance**
 - 9.1 Consideration of monthly financial reports** (previously circulated)
 - 9.2 Approval of payments for January/February 2019.** Proposed by Cllr Bryan and accepted unanimously.
 - 9.3 Approval of the purchase of a replacement battery for the defibrillator at Draycott at a cost of £160 + vat and shipping.** Proposed by Cllr Lidsey and seconded by Cllr Keay-Bright.

- 9.4 To consider the recovery of monies from a former contractor in relation to payment for materials for a job within the Parish.** Cllr Bell reported that the contractor has been contacted and promised to write and offer to pay back the monies owed eventually; agreed unanimously that no further action.
- 9.5 To update on the position regarding repayment of retrospective VAT for youth provision.** It has been reported that all other Councils involved is using the services of Community Mentoring and Support (CMAS) have paid retrospective VAT invoices. The Clerk to find out the position.
- 9.6 To consider decision regarding recovery of costs relating to staff training. Councillors agreed that reimbursement of the Cilca training fees by the then Assistant Clerk would not be required, as she did not complete the course.**

Proposal that the Parish Council accept the loss, proposed by Cllr Bell and seconded by Cllr Keay-Bright.

10. Correspondence: A correspondence list will be available at the next meeting.

11. Planning

11.1 Review of recent planning applications (list previously circulated) All applications had been dealt with and responses sent to CDC.

12. To report on progress with the reconstruction of the Blockley churchyard wall. The archaeologists involved are agreed on the plan of action and Cotswold District Council have granted planning permission. The rebuilding of the wall will take place during the summer.

13. Blockley cemetery

13.1 To consider quotations for improvements to upper right-side boundary. No quotations having been received, this project will be reviewed.

13.2 To consider quotations for levelling etc. of tree stump at rear of front wall. Stockwell-Davies tree surgeons have been contacted for advice.

14. Blockley churchyard – update report (see item 12 above). The Christmas tree still needs to be removed and there is a small hole in the tarmac, temporarily filled. The Clerk to contact Phil Hill to remove the tree, and Highways to repair the footpath.

15. Youth Activities

15.1 To receive monthly Youth Club report Cllr Lidsey's report was circulated prior to the meeting. Both junior and senior sections have made a good start to the year, with **12 and 8 members respectively.**

15.2 To consider revised Service Level Agreement for 2019 with CMAS. The final figures will be checked by Cllr Lidsey with Gemma Hall. Clerk to sign before returning hard copy to CMAS.

15.3 To consider arrangements for additional sessions/reduction in fees regarding two youth club sessions cancelled during the autumn term 2018. BPC were not charged for these sessions; in lieu BPC would pay the cost of the Christmas party (£230.00). Proposed by Cllr Lambert and seconded by Cllr Bradley.

Cllr Jepson suggested that BPC apply in April for the next youth grant from the District Council.

Play Rangers will be asked for a quotation and available dates for visits to Blockley.

16. Repairs and Maintenance

16.1 Replacing the damaged steps on the Wydelands toddler play equipment. The Maintenance Officer will be asked to repair the steps. The long-term future of this equipment will need to be considered as it is becoming uneconomical to repair.

16.2 To consider quotation for installation of a hand rail at the entrance to Churchill Close opposite Millview. A villager has offered to pay half of the cost of the quotation from Chipping Campden Supplies of £380 + VAT. One further quotation to be obtained before the next meeting.

16.3 Update on timescale and start date for repairs to the bus shelter at Aston Magna. End of March

17. St Georges Hall: British Gas report that a new meter and pipework are required before the boiler can be replaced. Cllr Keay-Bright to provide a second opinion and further quotations will be obtained if necessary.

18. To consider matters relating to the Parish Office at Blockley Heritage Centre: Cllr Lambert reiterated that the parish office needs to be kept in good order. Cllrs Bryan and Lambert to discuss further with the Heritage Society.

19. To consider position of defibrillator outside The Old Coach House. The defibrillator has to be moved as it can no longer be supplied with electricity in its present position; offer from the Great Western Arms to house it accepted unanimously.

20. Annual Parish Spring Clean – March 15th and 24th for Aston Magna and Blockley. Paxford and Draycott will organise their own dates. Cllr Bryan to see if the Great Western will offer coffee and a bacon bap at the beginning. Cllr Keay-Bright to talk to the Friends of the School about organising an informal litter pick on Churchill Close. The Clerk to check the archives for the old list of volunteers. Notices to be posted on social media.

21. To report the resignation of the Clerk/ RFO and to consider interim arrangements for the post. *Closed session:* Approval for new contractual arrangements for 22 hours a week for Alexia Monroe as temporary clerk. Proposed by Cllr Bryan seconded by Cllr Keay-Bright. *Open session*

22. Any other business - For information only – (no decisions made in this part of the meeting)

22.1 To receive monthly Police report (previously circulated)

22.2 Brickworks. Cllr Bell and Bryan visited to hear plans for opening a new quarry in order to maintain a secure supply of clay for the brickworks.

22.3 The election is on May 2nd and therefore the meeting in May will be the Annual Meeting of the Parish Council. Election forms will be distributed once they arrive. The website will be updated.

22.4 Cllr Bell reported that he had found a contractor who will move the Gigaclear boxes if they are in the wrong place.

The meeting closed at 9pm.