

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG
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DRAFT MINUTES: of the Parish Council Meeting held in the Village Hall, Naunton, on Monday 20 May 2019 at 8.00pm.

PRESENT: Parish Councillors: Beverley Chance, Keith Russell, Charlie Hanks, David Pickup and Peter Bell (co-opted at the meeting).

IN ATTENDANCE: Maxi Freeman, Clerk, 1 member of the public, CDC Councillor Richard Keeling.

Call to order. The Chairman called the meeting to order at 8.00 p.m.

- 1) **To elect the Chairman of the council for the year 2019/20.** Keith Russell proposed and Charlie Hanks seconded Beverley Chance be re-elected as Chairman of the parish council. Councillors agreed and Councillor Chance signed the Declaration of Acceptance.
- 2) **To appoint the Vice Chairman of the council for the year 2019/20.** Peter Bell proposed and Keith Russell seconded Charlie Hanks be re-elected as Vice Chairman of the parish council. Councillors agreed and Councillor Hanks signed the Declaration of Acceptance.
- 3) **To consider co-option to fill the remaining Councillor vacancy.** David Pickup proposed and Charlie Hanks seconded the motion to co-opt Peter Bell to the parish council. Councillors agreed unanimously to the co-option.
- 4) **To receive and consider apologies for absence.** None, as all councillors attended.
- 5) **To receive comments and concerns from the public.** One member of the public wished to comment on a planning application received after the agenda was published.
- 6) **To approve the minutes of the Parish Council Meeting held on 18th March 2019.** Councillors approved the minutes.
- 7) **To receive the Clerk's Report.** Councillors noted the Clerk's report, including the Clerk's comment that the charge for last year's and this year's internal and external audits would be in the region of £1000 higher than usual due to the effects of passing the PWLB loan for the Village Hall through the PC's accounts.
- 8) **To receive a presentation from WASP (Windrush Against Sewage Pollution).** Ashley Smith, Peter Hammett and Vaughan Lewis presented information about the WASP project and its findings in the Naunton area. Although Naunton is upstream from the sewage treatment plant (which had been problematic) problems had been recorded with sewage pollution flowing from the Guiting Power area. WASP showed the PC a copy of the Thames Water Strategy for Naunton. This states that raw sewage can be dumped into the River Windrush in storm flooding. At other times, the works at Guiting Power have malfunctioned and raw sewage has gone into the river, although this has improved since 2014.

Modern flood management involves storing water safely to allow slow release instead of flooding. This also encourages greater biodiversity. Landowners can now receive payments for 'upper catchment projects'. WASP can help councils work with landowners on these.

Councillors and WASP agreed that numbers of kingfishers and fish had fallen significantly. WASP suggested that low water levels, silting (which incorporates pollutants such as phosphates from farming) further up river could be among the causes. In addition, the raw sewage leaks have introduced chemicals, hormones and antibiotics into the river. Changes have also been noted above the sewage works, thought to be due to the golf club sewage leakage caused by catering fat blocking the pipes. **Action: Naunton PC to report problems and provide a water sample to WASP as they occur.** WASP also needs volunteers for river fly monitoring each month to determine river health. This requires 1 day's training, which is being arranged. **Action: Naunton PC to request volunteers. Clerk to provide a poster asking for volunteers.**

- 9) To approve the Annual Governance Statement (Section 1 of the Annual Return) for 2018/19.** Councillors approved the Annual Governance Statement, which the Chairman then signed.
- 10) To approve Section 2 of the Annual Return for 2018/19 for internal audit.** Councillors approved Section 2 of the Annual Return, which the Chairman then signed.
- 11) To review and adopt the Parish Council's Code of Conduct.** Councillors agreed to adopt the Code of Conduct.
- 12) To review and adopt the Standing Orders for Naunton Parish Council.** Councillors agreed to adopt the updated Standing Orders.
- 13) To review and adopt the Financial Regulations for Naunton Parish Council.** Councillors agreed to adopt the Financial regulations.
- 14) To review the Parish Council asset register.** Councillors agreed to amend the asset register to include:
 - * the new seesaw
 - * the new memorial bench soon to be installed at the recreation field
 - * the new dog waste bin at the entrance to The Brake on Summerhill Lane
 - * contract for purchase of phone box. **Action: Add phone box renovation to July's agenda. Clerk to update asset register as above.**

Cllr Chance read a letter from Graham Powell saying that replacement stone for the stone bench on the village green opposite Littons has been ordered with engravings but will take appx 6 weeks to arrive.

Action: Picnic bench on the recreation field to be replaced; historic planning applications to be moved to storage at the Village Hall; dog waste bags to be delivered to Cllr Bell, Barnhill, Naunton, Cheltenham GL54 3AS. Clerk to get estimates for 'pick up after your dog' signs.

Recreation field - Councillor Bell reported that works to the entrance to the recreation field had been completed by Tony Evans at no charge. Councillors decided to return the

£650 which the Social Committee had donated towards the cost of the work. **Action: Clerk to arrange cheque.**

Play area – the Chairman congratulated Cllr Hanks on the good RoSPA inspection results.

Flood Monitoring – nothing to report.

Village Hall – nothing to report.

Highways – Councillors noted that the path from the corner of the play area was very overgrown and the steps were becoming dangerous. Although this land belongs to Highways, the PC will arrange large scale clearance after the bird nesting season. **Action: Councillors Bell & Hanks to visit the site to determine what immediate action is needed.**

(Note: Since then Cllr Bell has cleared the problem single handed). The vegetation is also covering a salt box which is damaged. **Action: Clerk to provide estimates for replacement.**

15) To review the Parish Council's risk assessment. **Action: Councillors to review physical assets against the risk register to identify any further potential issues for July's agenda.**

16) To receive quotes for insurance and approve insurance provider for 2019/20.

Councillors agreed to accept Community First's quote. **Action: Clerk to arrange cheque.**

17) To consider and note planning applications and agree responses.

18/00351/OTHER Cllr Chance reported that errors in the descriptions of Lavender Hill had been found in the planning papers. She had corrected these in a letter but had had no response from CDC. **Action: Clerk to add this to the July agenda.**

18/04325/TCONR Cllr Chance has reported the issue of lack of public access to the old burial ground to the Baptist Association. **Action: Clerk to add this to the July agenda.**

19/00211/FUL and 19/00212/LBC The Manse. CDC has permitted this application.

19/01131/FUL Waterloo Farm. A member of the public expressed concern regarding the conversion of land to residential from either agricultural or equestrian and the possibility of further development on site and the possibility of retaining the existing house. Other issues include the need to prevent construction traffic from using the weak bridge at the bottom of the track. CDC Cllr Richard Keeling agreed to clarify these points. Note: this application was issued after the agenda for the meeting was published but the deadline for responses is June 6th. **Action: Cllrs to comment once Cllr Keeling has clarified points.**

18) To consider the annual RoSPA report. The report was positive with no major works required. **Action: Cllr Hanks to carry out minor fence repairs.**

19) To consider renewal of the Gloucestershire Playing Fields Assoc membership.

Councillors agreed to renew membership. **Action: Clerk to send cheque.**

20) To consider a grant to St Andrews Church. Councillors were not in favour of a grant.

21) Finances. Councillors noted current balances and accepted the bank reconciliation.

Cheques were issued for RoSPA, Gloucestershire Playing Fields Association, PKF Littlejohn and Cotswold Teak (for the memorial bench).

22) Any other business. The dates of the 2019/20 meetings were agreed: 15 July, 16 September, 18 November 2019, 20 January 2020, 16 March 2020.

There being no further business the chairman closed the meeting at 10 p.m.