

DRAFT MINUTES: of the Parish Council Meeting held in the Village Hall, Naunton, on Monday 18 March 2019 at 8.00pm.

PRESENT: Parish Councillors: Beverley Chance, Keith Russell, Charlie Hanks, Peter Bell and David Pickup.

IN ATTENDANCE: Maxi Freeman, Clerk (by phone).

- 1) **Call to order.** The Chairman called the meeting to order at 8.00 p.m.
- 2) **Apologies for absence.** Apologies received in advance from the Clerk, who attended by conference call.
- 3) **Receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** None.
- 4) **Approval of minutes of the meeting held on 14 January 2019.** The draft minutes were approved with an amendment to item 11 'Recreation field' to show that NPCC (the landlord) had requested that the entrance be repaired. The Chairman signed the minutes as a true record. **Action: Clerk to post to website.**
- 5) **To hear representations from the public regarding items on the Agenda.** None present.
- 6) **Matters Arising/Clerk's Report.** The Clerk's report was noted. **Action: Clerk to post to website.**
- 7) **Planning applications.** The following were noted:
 - 18/00351/OTHER Small equestrian paddocks at Lavender Hill. The Chairman updated councillors re: action to date. Following a letter from the Parish Council to CDC Planning, resulting from a letter of complaint from a resident, CDC is carrying out an enquiry. Cllr Richard Keeling has been informed.
 - [18/04325/TCONR](#) The Baptist Chapel. Trim yew. Permitted. The Chairman has written to the Baptist Chapel for information about public access to the old burial ground. Access to the newer burial ground has been established. **Action: Clerk to add this item to the agenda of the next meeting for Chairman to update the PC.**
 - [18/04839/FUL](#) Summerhill Barn. Chimney to replace steel stack. Permitted.
 - [18/04939/FUL](#) 18/04939/LBC Overbrook, Church Lane. Driveway alterations, plant room extension, reconstructed kitchen. Permitted.
 - [19/000422/TCONR](#) Greys Orchard. Trim trees to clear high voltage cables. 'No objection' posted. Permitted.
 - [19/00211/FUL](#) and 19/00212/LBC The Manse. Landscape works comprising garden store and decking. Note: This follows [18/02598/FUL](#) for Landscaping works, summerhouse and store which was approved in Oct 18. Awaiting decision. The meeting noted that a parishioner had written to express concerns about possible damage to the yew tree due to lack of protection during works and to the extent of the decking, the lack of public access to one burial ground and loss of privacy for visitors have been noted on the CDC planning portal.
 - [19/00435/TCONR](#) The Pound. Reduce trees. 'No objection' posted. Permitted.
 - [19/00849/TCONR](#) Remove and replace horse chestnut tree at Cromwell House. 'No objection' posted. Expiry date 5 March.
- 8) **Appointment of internal auditor for 2018/19.** Councillors agreed to employ the GAPTC recommended auditor at a cost of £160 + mileage. **Action: Clerk to complete proforma letter of appointment and send to GAPTC.**

- 9) **Update on external audit fees 2017/18.** Clerk informed councillors that taking on the loan for the Village Hall has resulted in not just the need for an external auditor, but a doubling of the external auditor's fees as the loan pushed Naunton PC into the next level of fees. Clerk has appealed against this on the grounds that (a) the £100,000 was only in the account for appx 2 weeks, and (b) the additional funds resulted in only 4 more transactions for the year. No response, other than an acknowledgement, has been received to date. Councillors approved the appeal. **Action: Clerk to follow up.**
- 10) **GAPTC strategy and membership.** Councillors accepted the strategy and agreed to renew membership for 2019/20. **Action: Clerk to send completed form to Chairman who will send the cheque and letter to GAPTC.**
- 11) **Website.** Councillors agreed to include a map of Naunton parish on the website. Cllr Hanks forwarded a pdf of the boundary map to the Clerk. **Action: Clerk to post map to the website.**
- 12) **Elections.** The Clerk updated Councillors regarding the process for the elections on May 2, especially the need to deliver candidate forms to CDC offices in Cirencester by hand before 4 p.m. on April 3rd. All councillors except Cllr Bell decided to stand for re-election. **Action: Candidates to complete forms and arrange hand-delivery to CDC offices in Cirencester.**
- 13) **Assets**
- Recreation field - Cllr Bell reported that the estimates for providing a long-term solution to the potholed muddy entrance to the field ('Bodpave' paving) were considered too expensive. In addition, there were concerns over potential safety issues of sports players' studs causing trip hazards as the area concerned was the outfield. Quotes are now being sought from 3 contractors to carry out levelling/drainage groundworks and restoration with aggregates. **Action: Cllr Bell to liaise with contractor chosen by the Recreation Ground Management Committee.** The committee will also consider use of 4 'Euro Mats' for events where large numbers of vehicles are expected to use the entrance. Cllr Bell circulated the diary for use of the recreation field 2019/20. See attached for details.
- Commemorative bench – Cllr Chance shared photographs and details of 3 providers of memorial benches and examples of plaques. Councillors unanimously approved an arched back heavy duty 'Oxford' style 6ft (*4 seater) from Cotswold Teak Company and bronze plaque, which has a 6-8 week lead time. **Action: Cllr Chance to order the bench.**
- Play area – Cllr Hanks reported that he would carry out a few minor repairs before the inspection scheduled for April and remove remains of the Bonfire Night fire. **Action: Cllr Hanks to address minor works.**
- Village Hall – Cllr Chance reported that good use was being made of the village hall.
- Flood Monitoring – Cllr Russell stated that the river was flowing well but that a few branches would need to be cleared later in the year.
- Highways – Cllr Chance had circulated a list of the roadworks in the area proposed for summer, dates to be confirmed.

14) Finances

The bank reconciliation was accepted. The following payments were approved and cheques signed:

Chq no	Payee	Purpose	Authority	Chq value
736	Naunton Parochial Church Council	Rent for recreation field 2018/9 paid in arrears annually.	LG (MP) A 1976 s.19 (3)	1.00
737	M Freeman	Clerk's wages January/February 2019	LGA 1972 s.112 (2)	389.62
738	GAPTC	Annual Subscription	LGA 1972 s.143	86.10
739	JRB Enterprises	Dog waste bags		132.90
740	PATA	Payroll services		18.00

15) Any other business. The following items will be included in the agenda for the next meeting:

Footpath - Cllr Chance reported that the steps down from opposite the chapel to the recreation ground are overgrown and will need a working party.

Stone bench – Bench is still awaiting repairs. Suitable quote not yet received.

Telephone box – Dispute over ownership and painting. **Action: Clerk to check BT for evidence of sale to NPC if no documents available in NPC's files.**

There being no further business, the Chairman concluded the meeting at 20.47 p.m. and thanked everyone for their attendance. The next Parish Council meeting will be held on 20 May 2019, when the Annual Parish Council and Parish meetings will be held. The Council will decide on the dates for meetings in FY 2019/20 at the APC.

Please note that elections will be held on 2 May 2019.

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Chairman

20 May 2019

Naunton Recreation field bookings diary

2019

Weds 23 January	Parking for Bill Smith's funeral 1.00 p.m. – 6 p.m.
Saturday 9 February	Parking for Karen's father's funeral 11.00 a.m. – 5 p.m.
Friday 17 May	Parking for NMS concert 6 p.m. - 11 p.m.
Wednesday 22 May	Cricket
Wednesday 29 May	Cricket
Wednesday 5 June	Cricket
Friday 21 June	Parking for NMS concert 6 p.m. – 11 p.m.
Wednesday 26 June	Cricket
Friday 5 July	Parking for NMS concert 6 p.m. – 11 p.m.
Sunday 7 July	Cricket
Friday 12 July – Monday 15 July	Classic car rally
Saturday 27 July	Parking for Tom and Becky's wedding 12 noon – 12 midnight
Sunday 28 July	Cricket
Sunday 11 August	Cricket
Sunday 18 August	Cricket
Sunday 25 August	Cricket
Sunday 1 September	Cricket
Friday 27 September	Parking for NMS concert 6 pm. – 11 p.m.
Saturday 2 November	Poss Bonfire Night?
Saturday 9 November	Poss Bonfire Night?

2020

Friday 19 June – Sunday 21 June	Open air concert
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