MINUTES: of the Parish Council Meeting held on Monday 21st March 2022 at 7.00 pm.

PRESENT: Parish Councillors: Beverley Chance, David Pickup, Keith Russell, Peter Bell

IN ATTENDANCE: Cllr Mark MacKenzie-Charrington, Gloucestershire County Council, Maxi Freeman, Clerk.

1. **Call to order.** The Chairman called the meeting to order.
2. **Apologies for absence**. Apologies had been received in advance from Cllr Hanks.
3. **Declarations of Interest in items on the Agenda. (Localism Act 2011). None.**
4. **To hear representations from the public regarding items on the Agenda. None.**
5. **Approval of minutes of the previous meeting (January 2022)** The meeting approved the minutes with a change to item 8 (a), where Social Committee should be replaced with Recreation Ground Management Committee. The Chairman then signed the amended minutes. Action: Clerk to post to website.
6. **Matters Arising (Clerk’s Report and report from Chairman).**

The Chairman welcomed Cllr Mark MacKenzie-Charrington to the meeting. The Clerk had circulated a copy of his report prior to the meeting and councillors were invited to ask any questions arising. The Chairman had received a query from a parishioner asking whether the PC could offer any help or advice if Ukrainian refugees were taken in by members of the community. Cllr MacKenzie Charrington replied that ‘the County is well practised in helping refugees as it had previously helped Afghanis and Syrians arriving in the County. However, the difference this time was that, as refugees would be housed in private homes, the Council would not know how many were in the County’. He added that refugees will be housed in cities rather than in rural areas such as Naunton. For anyone wanting to help, the Councillor recommended the links on the [GCC](https://www.cotswold.gov.uk/communities-and-leisure/support-for-communities/support-for-refugees/#:~:text=We%20recommend%20that%20you%20contact,seekers%2C%20refugees%20and%20other%20migrants.) and [CDC](https://www.cotswold.gov.uk/communities-and-leisure/support-for-communities/ukraine-support/) websites.

Cllr MacKenzie-Charrington noted that a parishioner had contacted him regarding concerns about the Golf Club/Race Yard, regarding water pollution. The Councillor said that the site should have an Environmental Authority permit to operate and be monitored regularly by the authorities. He would check whether these requirements were being met and would raise the issue with the GCC Head of Flood Prevention.

Cllr McKenzie-Charrington noted that Buckle Street would be closed again for roadworks. But that no date had been specified yet. Action: Clerk to post report to the Naunton PC website.

After thanking the Councillor for his report and attendance the chairman noted that a planning application had arrived since the agenda was issued and that it would be discussed at agenda item 7.

The Chairman noted that Naunton quarry had received and planted the GCC Ash Die-Back whips along with 300 trees provided by Breedon. Councillors reviewed a letter thanking Breedon Quarries for planting the 1,000 whips from the Ash Die-Back scheme and the 300 trees on the edge of their land nearest to Summerhill residents. The Chairman noted that Breedon had surveyed old perimeter plantings and that this had shown a need for ongoing maintenance. This was being carried out with the guidance of an ecologist. The Chairman signed the letter. Action: Clerk to send to the Quarry Manager, cc Estates Manager.

1. **Planning applications**

a. To consider the following planning application:

[22/00455/FUL](https://d.docs.live.net/e454897bfa903060/Naunton%20PC/Planning/Comment%20forms/22/00455/FUL%20%7C%20Alterations%20and%20change%20of%20use%20from%20agricultural%20outbuilding%20to%20holiday%20let%20%7C%20Roundhill%20Farm%20House%20Lower%20Harford%20Lane%20Naunton%20Cheltenham%20Gloucestershire%20GL54%203AQ) Conversion of a cart barn to holiday let at Roundhill Farm House, Lower Harford Lane, Naunton, Cheltenham, Gloucestershire GL54 3AQ. Councillors were unanimous in having no objections to this application. Action: Clerk to post ‘No objections’ to the CDC planning website

b. Councillors confirmed that the comments posted for applications received between meetings were correct:

[22/00045/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R58K15FIG7300) Erection of dormer window to rear elevation. Part demolition of Cotswold stone garden wall to create parking area, ‘Pixie Cottage’, 1 The Quadrangle, Naunton GL54 3AT. Councillors had no objections to this application, having considered possible impact on neighbours’ privacy. Awaiting decision.

[22/00571/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) Maintenance of 6 trees at Close Cottage. ‘No objections’ posted. Decided – no objections.

[22/00903/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) Maintenance to silver birch, ‘No objections’ posted. 5 Village Avenue. Awaiting decision.

[22/00755/TCONR](https://publicaccess.cotswold.gov.uk/online-applications/simpleSearchResults.do?action=firstPage) Maintenance to silver birch. ‘No objections’ posted. Northcote. Awaiting decision.

Outcomes since the last meeting:

[21/04445/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R34BNOFIN2X00) Addition of one window and two conservation roof lights, replacement of front door and windows to southern elevation. Yew Tree House, Naunton GL54 3AA. Objection due to intrusion on privacy and changes from original construction. Permitted.

[21/04174/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=R23A8YFIMMC00) Further application for Ben Pauling race yard, Naunton Golf Course, for approval of changes to permitted buildings. No objections. Permitted.

The Chairman noted that the following applications were still awaiting a decision by CDC:

[21/03216/FUL](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QTPWD0FIIYS00) Brockhill Farm

[21/02159/LBC](https://publicaccess.cotswold.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=QXZG26FIKW200) Ash Tree Cottage

1. **Assets and risk assessment**

a. Recreation fieldCllr Bell reported that:

* The next meeting of the Recreation Ground Management Committee would discuss the risk assessment and siting of the bonfire. Action: Cllr Bell to report back to PC on revised proposals.
* Several of the wooden gate posts were rotting and would need to be replaced. Although the Cricket Club had originally requested the gates to stop joy riding, the PC had funded their installation. Action: Cllr Bell to discuss replacement at the next Recreation Ground Management Committee meeting.
* Cllr Bell passed the cheque for rental of the Recreation Field on 12th March to the Clerk for banking. Action: Clerk to bank cheque.
* Cllr Bell passed the updated cricket fixtures list to the clerk. Action: Clerk to update website with fixture list.

b. Play area In his absence, Cllr Hanks had provided a report updating councillors on progress at the play area:

* All main contractor work has now been completed, together with snagging. The safety certificate has not yet been delivered and the final payment will be withheld until the certificate is received.
* An opening event has been scheduled for Sunday April 24th at 10.30. Cllr Hanks will issue invites and arrange refreshments.
* The parent-led woodland walk is the final task, which will be partially completed by 24th April, and will feature Gruffalo characters along the walk.
* The wildflower meadow is being prepared and will be seeded soon.

c. Flood monitoring Cllr Russell reported that the water level was relatively low and that he had reviewed the lower stretch of the river and found:

* Low hanging trees across the river at the Dovecote need to be addressed
* Cllrs Russell and Bell would be meeting the GCC Flood Resilience officer to tour the village checking for further possible further flood prevention actions. Councillors discussed the main areas which needed work – Grange Hill long grip/Summerhill deep drain and The Mill Race. Action: Cllrs Russell & Bell to highlight these issues at their meeting.

d. Village Hall Cllr Chance informed the meeting that the village hall continued to be well used.

1. **Platinum Jubilee Celebration**

The Parish Council accepted the proposal from Cllr Chance to provide commemorative medals for children in the village. These would be presented at the event on 5th June organised by the Social Committee and would be inscribed with ‘Presented by Naunton Parish Council’. Action: Clerk to order 40 medals from Running Imp for delivery to Cllr Chance.

1. **Great British Spring Clean**

Councillors decided unanimously not to take part in the formal spring clean but to continue to encourage and thank residents who pick up litter while walking around the village. Cllr Chance noted that the PC has 4 litter pickers and hi viz vests and could supply some black bags. Action: Clerk to provide text for the Naunton Newsletter.

1. **Finances**

a. Current account and reconciliation**.** Cllrs noted the current financial records and the reconciliation. The Chairman then signed the reconciliation.

b. Income for the Recreation Ground increased by £50 (wedding parking rental). Expenditure remained the same. Action: Clerk to issue receipts for income.

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| 17.8.21 | P. Johnson | Nauntonbury parking donation | 25.00 |
| 8.6.21 | K. Pyatt  | Use of field for parking | 50.00 |
| 15.6.21 | Village Soc Cmte | Annual payment | 300.00 |
| 17.6.21 | VH events | Annual payment | 100.00 |
| 17.6.21 | Naunton Music Soc | Annual payment | 100.00 |
| 21.3.22 | Mrs Parker | Use of field for parking  | 50.00 |
| Total income |  | 625.00 |
|  |  |  |  |
| 30.9.21 | P Bell | Signage expenditure | (251.86) |
| 4.1.22 | Recreation field rental  |  | (1.00) |
| Total expenditure |  | (252.86) |
| **Balance** |  | **372.14** |

c. The final payment for the playground project was retained, although the cheque was signed in preparation:

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| --- | --- | --- | --- | --- |
| **Chq/****Epay** | **Payee** | **Description** | **Regulation** | **Amount** |
| 826 | Greenfields Garden Services | Final payment for new playground equipment | LA 1983 ss 5,6 | 7200.00 |
| 827 | C Hanks | Expenses – wildflower seeds | LA 1983 ss 5,6 | 86.50 |

d. General payments were approved and signed, and receipts noted.

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| 828 | M Freeman | Clerk’s salary January/February@ £194.81 p m  | LGA 1972 s.112 (2) | 389.62 |
| 829 | GAPTC | Annual membership | LGA 1972 s.111 | 91.77 |
| 831 | K Russell | Expenses - Lyster Contracts | LA 1983 ss 5,6 | 1740.00 |
| 832 | JRB Enterprises | Dog waste bags | LA 1892 s.8 (1) (i) | 134.34 |
| 833 | PATA | Arrears due to increase in quarterly fees | LGA 1972 s.111 | 1.80 |

1. **Any other business**

The Chairman noted that:

* There was no signage for the PROW from Grange Hill towards Tinkers Barn (or from Barton Bridge to Tinker’s Barn although this was outside the parish boundary). Action: Cllr Russell to discuss with the PROW officer.
* Councillors should have asset maps for the PC. Action: Clerk to circulate.
* The Community Emergency Plan should be updated on an ongoing basis. Action: Clerk to review.

There being no further business the Chairman thanked Councillors for attending and closed the meeting at 8.55 p.m. The next meeting will be held on Monday 16th May at 6.30 p.m. in the village hall. The evening will start with the Annual Parish Council meeting, followed by the Annual Parish meeting at 7.00 p.m.

Signed…………………………………………………………………………………………………. 16th May 2022

Chairman