

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG
 E-mail: nauntonpc@gmail.com
www.nauntonpc.org

MINUTES: of the Parish Council Meeting held at the Village Hall, Naunton, on Monday 21st September 2020 at 6.30 pm under Covid-secure measures.
 PRESENT: Parish Councillors: Beverley Chance, Keith Russell, Peter Bell, David Pickup.
 IN ATTENDANCE: 1 member of the public; Maxi Freeman, Clerk

- 1) **Call to order.** The Chairman called the meeting to order at 6.30 p.m. and reminded attendees of the need to comply with Covid secure measures.
- 2) **Apologies for absence.** Received from Cllr Hanks in advance.
- 3) **Declarations of Interest on items on the Agenda. (Localism Act 2011).** None.
- 4) **To hear representations from the public regarding items on the Agenda.** Mr Lawrence Houlden (Leader of Naunton Food Group) requested permission to address the council at item 7 – Planning application 20/02934/FUL.
- 5) **Approval of minutes of the previous meeting (March 2020)** The draft minutes were approved and signed by the Chairman as a true record. **Action: Clerk to post to website.**
- 6) **Matters Arising (Clerk’s Report and report form Chairman).** The Clerk’s report was noted.
- 7) **Planning**
 Ongoing applications and permissions were noted.
20/02725/FUL Waterloo House - Conversion of garage to accommodation. The Council had no objections to this application. **Action: Clerk to post to CDC website.**
20/02934/FUL Erection of new model stable yard including administrative spaces, stables, welfare and hay store building, trotting and exercise tracks and gallops. Temporary siting of 3 mobile homes. Use of associated land for keeping and training horses on part of the Naunton Golf Course site. Lawrence Houlden explained that the application could cause a significant increase in groundwater run off, which could aggravate the existing flooding and sewage problems in Naunton. In addition, the application’s ‘Drainage Strategy’ did not comply with the requirements of the Environment Agency nor those of Cotswold District Council. Councillors resolved to post a comment on the CDC planning portal which expressed the strong objections of the meeting and to request that CDC refuse permission until the following criteria had been met:
 - A Flood Risk Analysis compliant with Government and CDC specifications thoroughly assesses the potential impact on Naunton village and further downstream of increased groundwater flows.
 - Details of the foul drainage provisions are provided and assessed for their suitability for the additional effluent, excess ground water and handling the potential increased level of pollutants.
 - The use of mitigating factors including attenuation pools and other Sustainable Drainage Systems is reviewed.

Councillors also decided to copy the summary of the Council’s objections to Cllr Richard Keeling (CDC), Cllr Nigel Moor (GCC) and to Sir Geoffrey Clifton-Brown MP. **Action: Clerk to draft comments and post to the CDC planning portal and to draft letter to the CDC and GCC Councillors and the local MP.**
- 8) **Highways**
(a) Parking. Cllrs reported that parking on the pavements was still an issue. Cllr Chance suggested that painting white ‘H’ lines across driveways may help ensure residents were not

blocked in. Councillors raised the possibility of yellow lines on the road. **Action: Clerk to request more police visits and to request the criteria from GCC Highways for painting yellow lines. Action: Cllr Bell to contact Upper and Lower Slaughters to find out whether the yellow lines had been successful and how they were obtained.**

(b) HGV restrictions. Cllrs agreed a map of the walls that had been damaged regularly by HGVs due to their size. **Action: Clerk to send the map to Cllr Nigel Moor as preparation for a possible ban on HGVs in Naunton.**

(c) Drains, Grips and gullies. Cllr Chance reported that GCC Highways had agreed to clear out the Mill Race ditch. One riparian owner was waiting on a report from the tree surgeon to identify the work required to clear trees/branches from his section of river. Cllr Chance still awaiting response from the other riparian owner involved.

9) Assets and risk assessment

Recreation field	Nothing to report.
Benches	No further action.
Play area	Nothing to report.
Flood Monitoring	Cllr Russell reported that the river is flowing well, and that the annual river clearance would take place on 10 October this year. Highways had been asked to clear under the bridge where silt collects.
Wildflower area	Nothing to report.
Other - Sign for old memorial ground at the Baptist Church	Cllr Chance reported on her efforts to ensure access is retained to the memorial and burial grounds. A sign writer has been chosen and the Baptist Society has approved expenditure for a new sign. Action: Clerk to change website ref to Pat Boulton as she is only responsible for the records of interment of ashes. Clerk to add link to the Naunton upon Cotswold Facebook group where some photos of the Chapel could be found. Action: Clerk to update website. Cllr Chance continuing to contact sign painter.
Other – Pound Wall	Cllr Chance reported that copies of 2 quotes had been received and a third was expected. The current quotes were £600, £1600 and £3200. Action: Cllr Bell to chase 3rd quote.

10) Finances.

(a) Cotswold Friends donation. Councillors resolved to donate £100 to Cotswold Friends.

(b) Current accounts and bank reconciliation. Councillors noted balances as per the agenda. The Chairman signed the reconciliation.

(c) Payments and receipts. Councillors resolved to make the invoiced payments and direct debits as listed below.

The following payments were made between meetings:				
Chq no	Payee	Purpose	Authority	Value
SO	PATA	Payroll services	LGA 1972 s. 112 (2)	23.25
SO	Public works loans	Village hall loan – total outstanding balance now £92,176.25	LG(MP)A 1976 s19(3)	1,616.95
The following payments were approved				

781	Cotswold Friends donation	Support for local residents	LG(MP)A 1976 s.19(3)	£100
782	JRB Enterprises	Dog bags	LGA 1972 s.111	£132.70
783	M Freeman	Clerk's salary July/August/September @ £194.81 p m =	LGA 1972 s.112 (2)	584.43
784	M Freeman	Clerk's salary October 2019 @ £194.81 p m =	LGA 1972 s.112 (2)	194.81

11) Procedures and processes

(a) GDPR (General Data Protection Guidelines) documents. Councillors approved the draft documents. **Action: Clerk to post to website.**

(b) WCAG (Web Content Accessibility Guidelines) Clerk informed the council that all public sector websites must comply with these regulations by 23rd September 2020. Councillors decided to approve draft documents, noting a fully accessible site required more resources than the council could justify. **Action: Clerk to post to website.**

(c) Review of banking (following comment from auditor). Councillors noted that the Clerk's report identified NS&I savings as having the best interest rate. However, this rate could change and the cost of switching was greater than the potential benefits. Councillors decided to retain the current banking arrangements.

(d) Review internal control policy (following comment from the auditor). Councillors decided to keep the extra internal control procedures. **Action: Clerk to add to the agenda for the next meeting.**

12) Any other business

CLlr Bell noted that the defibrillator would need new pads in January. **Action: Clerk to add to the agenda for the next meeting.**

CLlr Pickup asked if anything could be done to make residents aware of their responsibilities for their trees. **Action: Chairman to remind residents via the social newsletter.**

The Chairman concluded the meeting at 7.50 p.m. and thanked everyone for their attendance. Subject to Government health guidelines, the next meeting will be held on 16th November at 6.30 p.m.