DRAFT MINUTES of the Annual Parish Meeting for the

Parish of Naunton, held in Naunton Village Hall

at 7.00pm on Monday 23rd May 2016

**Chairman: Beverley Chance**

**5 parishioners present**

**AGENDA**

1. Call to order. The meeting was called to order by the Chairman Beverley Chance
2. Apologies received and noted from Mrs P Boult, Mrs D Woolley, Mr W Davies and Mr B Skillern (Gloucestershire Highways).
3. Minutes of the last meeting held on Monday 18th May 2015 to be read, signed and approved. The start time was amended from 7.30pm to 7pm as this was the correct time. The error was initialled. The minutes were then approved and signed as a true record.
4. Brief reports :
* **County Councillor Nigel Moor**

As this is an annual meeting I will be repeating some of the material that I have previously given to the council but I wanted to provide a comprehensive report.

At the Council meeting on the 17th February 2016 Gloucestershire County Council agreed their budget for 2016/17. Just before the budget was finalized the government announced an additional £2.4m for Gloucestershire, and this has allowed an extra £2.075m to be spent on roads including increasing Highways Local to £30k per member. In addition, £100k is set aside to pay for designated Traffic Regulation Orders such as that which is being introduced through Little Rissington and Blockley.

Part of the funding will be used to roll out the lengthsman programme across the county. Lengthsmen are highways maintenance teams dedicated to a particular area of the road network, who work to repair minor defects before they can deteriorate. These include small holes in the road or footpath, cleaning sign faces and bollard reflectors, clearing drainage gully grips and grills, pruning vegetation and resetting kerbs and gully grills. The schedule has been the subject of a successful year long trial in the Forest of Dean and will now be continued and extended county -wide. Each member will get three weeks of the programme. My first week will include Gt Rissington, Little Rissington and if time allows Wyck Rissington. I am happy to look at issues in Naunton for my subsequent weeks later this year.

All these measures will help members such as myself respond to requests by parish councils such as yours to deal with local highway issues. I have in my Local Highways Budget a sum set aside for the works at Brockhill Quarry.

The amendment came as part of a budget for Gloucestershire which saw an additional £2.7m to look after vulnerable older people, an extra £156,000 for children and young people and will now see the roads budget protected too.

Dealing with local issues:

Council Leader Mark Hawthorne has appointed me to as Cabinet Portfolio holder for Fire, Planning and Infrastructure. In the press release published I said “I am really proud to be asked to serve as a Cabinet member. I have extensive experience of the planning side of the portfolio and I`m looking forward to getting to grips with the issues in Fire and Infrastructure.”

As part of my new role I recently visited Stow Fire Station which has a retained fire crew and where the crew are training with the South West Ambulance Service to be first–responders. Often the fire crew arrive first to an emergency and will now be able to offer first aid to anyone injured. I was impressed by the commitment and enthusiasm of the retained crew. This service will be extended to other fire stations in the county.

As cabinet member I will be receiving the recommendations of the A429 Task group which was set up by Cllr Paul Hodgkinson and myself to examine congestion and safety issues on the Fosse. This report goes to scrutiny this week and cabinet in June. This together with the Local Transport Review which goes to Council in June will provide a blueprint for transport in the North Cotswolds through the next decade. Once we have this report we will be looking at ways to finance the improvements. There is no doubt that additional road capacity is needed on the A429.

You will have read of the campaign to form a new unitary council combining West Oxfordshire District Council and Cotswold District Council and the latest news is that this proposal will not be going forward. The Cotswold District Council has for many years been a successful part of the two -tier system of local government in Gloucestershire and I am sure it will continue to do so.

Regarding the implementation of faster broadband in the area, phase one of the of the project saw Gloucestershire County Council invest £10m in the contract with BT and then in the second phase involving Gigaclear who invested £7m and a further £3m. A third phase has been announced involving £0.5m from both CDC and GCC which will be tendered once the extent of the remaining challenge is assessed to which this third tranche can be directed.

*A parishioner commented that it didn’t seem a good use of public money to re-do the works at Brockhill Quarry a second time when it could have been foreseen that the first set would not have solved the water issues. County Councillor Nigel Moor replied that the landowner had not been as helpful as hoped and that is why the Council had intervened again. He hoped the new works would have a more positive impact on the road and surrounding villagers.*

* **Ward Councillor Richard Keeling**

Cllr Keeling informed the meeting that Cotswold District Council would be freezing its part of the council tax for the following year. Even with the freeze the District Council still had set aside £500,000 for the faster broadband project.

He also updated the meeting over the District Council and West Oxfordshire unitary proposal. The proposal came about as both councils had worked closely together over the past seven years and shared a number of costs including senior officers, communications teams and back office costs. They also formed the successful waste disposal company Ubico together. With these close working relationships and a similar rural Cotswold make-up, research into a unitary authority seemed a sensible option to explore. This research had now been undertaken and the report was discussed at Cabinet last week and it was felt that the proposal was not viable at this time and therefore would not be progressing further.

Cllr Keeling also informed the meeting that the draft plan had been approved in principle and would be available for general consultation shortly. Once that period of consultation ended the Local Plan would be submitted to Central Government in the Autumn. If Central Government were happy with it then the new plan could be adopted as early as Spring 2017. The new plan would then be enforced from next year until 2031.

*A parishioner asked where the plan could be viewed. Cllr Keeling said there would be a link on the District Council’s website www/Cotswold.gov.uk and a newsletter would be sent to all households in the District, explaining the details about the six-week period of public consultation of the Plan. It is expected that this consultation will start towards the end of June*

* **Mr W Davies - Cricket Club** (read by Cllr Hanks)

Last season was a difficult and expensive one, difficult due to the lack of commitment by some of our own players and by opposition failing to field a team on several occasions.

Expensive, as some £2500 was spent on serving and purchases of mowers, the club, however is still in a strong financial position thanks to the continued support from many in the village and fund raising.

This year there will be more home Sunday fixtures than last year, which hopefully will keep enthusiasm high and provide more commitment. There will also be 7 mid-week games.

A smart meter has been fitted in the pavilion, for the electrics, which will keep us up to date on consumption, avoiding a large accumulation of bills.

Charlie Hanks is the Club Sunday Captain and Neil Chapman is Mid-Week Captain.

The club was pleased to announce that Fiona Hallsworth and Leslie Janssen were appointed Annual Club Presidents in recognition of all the work they had done for the club.

* **Mr R Skillern – Gloucestershire Highways** (read out by the Clerk)

**Drainage**

 Summer Hill/Parkers Barn – System has been jetted and cleansed from open cut through to Grid across Close Hill.

Carrier drain B4068 Brockhill Quarry – ongoing installation of carrier drain and associated gullies. (Road closure may overrun slightly due to delays during excavation).

Annual village gulley clean is scheduled for November 2016 – Any blocked gullies should be reported through the Amey help desk 08000 514 514.

Investigations are ongoing in Grange Hill regarding ditches and springs.

**Surfacing**

Buckle Street Patching works between Brockhill Cross Roads and the Farm Park. Funds are committed for this year – awaiting programme date

B4068 Surface Dressing between A436 and Brockhill – this is programmed for August 2016.

 **Other**

Ongoing discussions with Gigaclear reading Cabinet location at the Old School.

* **Mo Griffiths – Village Agent -** (no report sent)
* **Mrs P Hanks – Naunton Dovecote Society**

The main concern of NDT at the moment is continuing with the project set out at the last meeting, i.e. having decided not to proceed with reinstating the water turbine as an energy-generating plant, we applied for planning and listed building consent to do four things.

1. repair the turbine shed ‘as a ruin’, i.e. make the building safe, capping the tops of the walls with turf to protect them from further decay, repairing the channels and leats in and out of the shed, putting the turbine machinery back into place, putting in a glass floor and opening it to the public.
2. Making further essential repairs to the Dovecote building, including new ball on top, roof repairs, pointing, repairing some stonework, repairing the walls of the lean-to which are now quite weak.
3. Altering the pitch of that lean-to roof, taking off asbestos from 1954 and replacing with blue slate, at a steeper pitch, as indicated in the earliest photos and paintings of the building. Placed within the lean-to we hope to have a working model of how the turbine would have worked, with educational materials.
4. Bringing mains water to Unit 4 (by entrance gate) of the stable block, and creating a simple food preparation area and disabled WC, thus improving the amenities if events are to be held at the Dovecote.

Planning and LB consent have been obtained and we are now preparing specifications to tender. Costs anticipated to be £120,000 at least, and we may have to defer the WC/kitchen part a little if we cannot raise funds.

Application to Summerfield Trust was turned down. Application is in with Gloucestershire Environmental Trust and there are also many other small trusts that we can apply to. We have £40,000 in hand to use, and we will probably need to raise £30,000 from our supporters. WE hope that the engineering aspect will particularly appeal to some people.

The Trust have repaired the sluice on the river and the gates are normally to be kept raised to allow the maximum flow through. We are able to shut them down a bit if it is felt beneficial to flood the Millhays to use a reservoir, or if the river upstream gets too low for animals in the field. We are in consultation with the Flood Committee on this.

We are mindful that the Village Hall will also need to raise a lot of money within the village in the near future, but we will try to avoid conflict in this regard by first asking people who are unlikely to support the Village Hall or people who will support both.

Finally, several steps have been taken in an attempt to discourage the jackdaws from nesting in the Dovecote as they have virtually driven all the doves out. So far we have not succeeded (although numbers have reduced). Perhaps the builders will discourage them – any ideas gratefully received!

* **Mr Lawrence Holden – Naunton Flood Relief Group**

The Naunton Flood Group (NFG) was established in response to the July 2007 flood event when approximately 25 properties in Naunton were flooded.

There have been no reported instances of property flooding in Naunton since the winter of 2013/14 1. This is despite winter 2015/16 being relatively wet, with rainfall approximately 135% of the long term average2. Recent rainfall distribution, with no individual extreme events, is the principal reason why no flood incidents have occurred since early 2014.

Since it was established, Naunton Flood Group actions have included setting up regular voluntary river clearing, installation of a flood warning system, maintaining stocks of flood response equipment (e.g. sand bags), liaison with various statutory authorities, and lobbying for assistance under various government-funded programmes. Naunton Flood Group representatives attend meetings of the Cotswold Flood Action Group (CFAG) organised by Cotswold District Council (CDC), together with the Naunton and Bourton-on- the-Water Flood Project Group (a CFAG sub-group), and separate meetings organised by our local MP. In particular, following numerous complaints by Naunton residents, and action by the NFG and the CFAG, Thames Water carried out substantial investigations and upgrading of the foul sewer system in Naunton, as described below.

Regular clearance of the River Windrush by volunteers has continued through 2015. The next clearance event is planned for October 2016. Debris and excess vegetation that could block the river during flood events is removed from the river. We are grateful to the assistance of the volunteers who turn out each year to help.

In successive winters of 2012/13 and 2013/14, the foul sewer in Naunton was overloaded, due to inflow of groundwater and surface water during periods of abnormally wet weather. This resulted in several houses suffering interruption in their use of waste water facilities, and also overflow of untreated sewage from manholes in the road at various locations and flow of sewage into the River Windrush.

After intensive lobbying and a poor initial response, Thames Water carried out a programme of investigation and rehabilitation of the sewer system in Naunton during 2015. This included a close circuit television (CCTV) survey to assess the condition of the foul sewer and internal re-lining of most of the sewer system to ensure that it is sealed from surrounding ground. The main benefit of re-lining is that it prevents inflow of groundwater into the sewer which, if unchecked, overloads the capacity of the sewer pipes and the pumps at the pumping station at the eastern end of the village. Thames Water have also installed additional monitoring equipment at the sewage pumping station. The efficacy of the sewer rehabilitation works has yet to be tested by extreme rainfall events.

Regular meetings are held with Thames Water, the most recent being on 16 May 2016. Thames Water recently published a drainage strategy document for Naunton which can be downloaded from http://www.thameswater.co.uk/about-us/18904.htm. It is worth noting that Thames Water’s improvement programme in Naunton is significantly in advance of similar improvement projects in larger communities, including Bourton-on- the-Water and Cirencester.

The flood warning system was installed by the NFG approximately six years ago, and comprises a water level measuring probe connected to a data logger called a “Frog”. This is installed on the bridge adjacent to Close Hill Cottage. The “Frog” records water levels and sends the data to a web-based system using a mobile telephone network. It also sends flood warnings when the river water level rises above critical levels. The cost of maintaining the Frog has been borne by Naunton Parish Council since 2010. Due to its age the Frog system has suffered from several breakdowns in 2015/16. A grant from CDC was requested by the NFG and £1,000 was received in March 2016, to assist with repairs to the flood warning system. However, further investment is needed and it was felt that it was unreasonable and ineffective for the parish council to continue to support the flood warning system, especially when it is of most direct benefit to a minority of residents. Therefore, it has been agreed with the parish council that responsibility for maintenance and operation of the flood warning system will transfer to a local interest group during 2016. The parish council have financed the operation of the system to the end of 2016. The water level data from the Frog is currently freely available to the public, but it is planned that the service will be restricted to those who subscribe to the system from 2017 onwards. The activities of Naunton Flood Group will continue separately to the group who will operate the flood warning system.

Other recent flood-related works in Naunton are as follows:

* 2012: Using a grant from the Environment Agency, CDC fitted property-level flood protection systems to 10 properties in Naunton.
* 2013: A pipe was laid by CDC to divert spring water that was entering the foul sewer in the Grange Hill area.
* 2015: The existing highway drainage pipe towards the eastern end of the village was converted into two short sections of open channel, to assist in the draining of groundwater and surface water.
* 2015: Funded by a flood recovery scheme set up in the wake of the 2014 floods, several households in Naunton received grant assistance from CDC for flood recovery and prevention works.

Naunton is located in a relatively narrow valley of the River Windrush, with an upstream catchment comprising three main tributaries and a total area of nearly 50 square kilometres. When combined with an extreme rainfall event Naunton’s geographic setting was the primary cause of the July 2007 floods, and also many previous flood incidents which are on record. Naunton is also located over a limestone aquifer, which caused localised groundwater flooding in 2014 and quite possibly earlier unrecorded events. Much has been done in Naunton to improve preparations for and to alleviate the effects of future flood events. However, due to its geographic location and with the likelihood of increased rainfalland river flow caused by climate change, more needs to be done to mitigate the effects of future flood events in Naunton. Construction of upstream storage on the River Windrush would be the most effective means of reducing future flood risk in Naunton, and incidentally at downstream settlements. A study3 carried out for CDC in 2009 in response to the 2007 flood event concluded that upstream storage was not feasible, but the basis for this conclusion is questionable. Furthermore, upstream storage solutions are now being promoted more widely by the Environment Agency in response to the December 2015 floods in NW England. The 2009 study also found that raising bridge deck levels in Naunton would help to keep the River Windrush within its banks during future flood events. There is little likelihood of the foregoing flood alleviation schemes being funded by government in the near future without further and increased lobbying from NFG, the parish council and other interested parties.

1 In early 2014 several houses were affected by flooding which was the result of high groundwater levels and overflows from the foul sewer.

2 Meteorological Office data, <http://www.metoffice.gov.uk/climate/uk/summaries/2016/march/regional-values>3 Hyder Consulting 2009 Naunton Flood Study. Hydraulic and Hydrological Modelling Assessment.Report No. 5002-NE03074- NER-01, 30 June 2009.

Acknowledgements
Current members of the Naunton Flood Group are Lawrence Houlden, David Pickup and Neil Vincent. Keith Russell is the Naunton Parish Council member with responsibility for flooding matters. Graham Hunter was the previous chairman of NFG. Financial and other material assistance has been received from Cotswold District Council. Gloucestershire County Council Highways Department regularly carry out works in Naunton including highway drainage maintenance. The assistance of numerous volunteers with river clearance works is much appreciated.

* **Mrs P Boult - Social Committee** (read by Cllr Chance)

 The following events were organised by the social committee, with help from the village hall committee and non-members of both committees:

* May 30th 2015: For the first time, a 'Naunton Country Market & Craft Fair' was held. Approximately 60 stalls had booked to display/sell their products, all local. The sun shone and it was an extremely successful day.
* July 19th 2015: A 'Classic & Vintage Transport Show & Fete' was held, after the success of the event held the year before. 138 vehicles were on display, with children's activities, raffle & refreshments. Again, the sun shone on the day to make the day memorable.
* August 11th 2015: Another excellent performance was given by The Rain or Shine theatre group. This time The Tempest. Very well attended, as usual.
* October 11th 2015: the annual Harvest Lunch.
* November 7th 2015: Annual Bonfire extravaganza. The weather was appalling while setting up, but everyone was positive, and believed the weather forecast: that the day would calm down and be dry after mid-afternoon. It was, and it was another successful evening, with all the food etc selling out.
* This year the social committee ran the bar in the hall for the evening’s entertainment by the band "Wishful Thinking'.
* The Annual Cheese & Wine evening was cancelled due to lack of ticket sales.
* January 30th 2016: The Progressive Supper was another busy social evening for all the couples taking part. A unique way for new residents to the village to meet up with others.
* March 5th 2016: This year's Fish & Fizz was very well supported by over 80 people. The entertainer from the previous year was invited back, and diners were still dancing off the delicious fish & chips until 'lights out'.
* **Mr Ian Adcock – Village Hall**

It has been a steady, if unspectacular year for the hall.

**Bookings:**

WI uses the hall nine times a year, there are weekly Aikido classes. It has also been used by the local historical society, local schools as well as fund raisers such as Macmillan coffee morning, church events in addition to village activities like Harvest Lunch, Fish ‘n Fizz.

Hall facilities were also made available for events held on the recreation ground, specifically the country market and classic car days.

Other hiring’s included: Bredon Quarry open day, Gigaclear broadband presentation, Cyclists for Cancer.

**Infrastructure:**

New heaters have been installed in both the ladies and gentlemen’s toilets.

Whilst leaks from the Velux roof windows in the lounge have been repaired and the ceiling redecorated.

**Future:**

A village meeting was held on 21 st November, 2015 and attended by 62 Nauntonians to debate proposed development plans for the hall. A presentation was made by myself together with other members of the

Village Hall Working Party (Vanessa Gatford, Keith Russell and Neil Vincent) contributing and Barbara Pond from Gloucestershire Rural Communities Council. Following a lively debate it was agreed by all those attending, with one abstention, to pursue the proposed plans.

Subsequently these plans were submitted to CDC and have been approved with only two small amendments that are neither too onerous, nor costly, in the overall scheme of things.

The working group, which has also been joined by Fiona Jackson-Lamb to help with business presentations, is now actively pursuing fund raising from various charitable sources and the Big Lottery Fund, in addition to locally sourced donations and fund-raising events.

**Village Hall and Social Committee**

It had earlier been decided that since many of the members sat on both

committees that the Social Committee would become a subsidiary of the

Village Hall Committee, although it would still continue to raise funds for other causes. This would require a change in the hall’s charity terms of reference. These plans have now been put on hold, for the foreseeable future, when it was explained by the Lottery that gaining a new charity number would mean reapplying for lottery funding with that new designation, thereby causing further delays in the halls development.

**Finances**Although merging the two committees has been put on hold, it was decided to transfer funds raised from various village events over the past few years from the Social Committee into the Village Hall’s ring-fenced development fund; £10,000 was subsequently transferred with a further 16,000 due to be transferred that will appear in the accounts ending March 2017. As a consequence the hall’s funds are on a sound footing, although it must be emphasised that it will still depend on monies raised by the Social Committee, as well as bookings, for its day-to day running costs and general upkeep.

* **Naunton WI** (no report received)
* **Mrs D Woolley - Neighbourhood Watch Report** (read by Cllr Chance)

I took over as Naunton’s Neighbourhood Watch Co-ordinator some eighteen months ago and so this is my first full year’s report but regrettably it is not very

exciting!

Currently, I have an email list with 65 addresses on behalf of 96 individuals and

my normal practice when there is anything to report (which is generally because

of a message received by me from Gloucestershire Constabulary) is to send a

message to myself, with a blind copy to my Neighbourhood Watch group list. I

have adopted this procedure so that I know messages have gone through and

those in my group do not get the addressees of all other group members listed

in their inboxes. However, it is possible that very occasionally I might have

failed to use the ‘blind copy’ facility - if so I can only apologise although to date no-one has complained.

As at the date of producing this report (25th April) and since the last Annual

Parish Meeting have sent out 51 assorted messages including a spate of

messages around Christmas when there were a number of thefts - happily none

having occurred particularly close to Naunton.

As I stated in my previous report, I realize that some of the reports and advice

which I have passed on may seem trivial and/or irrelevant but I work on the

basis that the information I am distributing may be of use to at least some of

those to whom it is sent. After all, recipients can easily delete anything in which

they have no interest and if completely fed up with my messages can ask to be

removed from my list. I am pleased to be able to repeat what I stated last year

i.e. that so far the only requests I have received for removal have been from folk

who have moved away from the village.

* **Police – PC Jason Page** (report not sent)
1. **Annual report from the Chairman of the Parish Council – Cllr Beverley Chance**

The first hurdle of my ‘term’ was to co-opt some councillors to be able to have a full working council. Grateful thanks to fellow councillors and I’m sure I can speak for us all that we are all very thankful to Kate for all her diligence and guidance throughout this period of difficulties.

As a council we have sorted a footpath issue by Gazeley Wood with the suggested style having been erected next to a locked gate. The Cotswolds wardens having been contacted by former councillor Ian Hanks have now replaced what was a missing and rotten style (outstanding from 2011) with the Parish Council kissing gate.

We have solved the mystery of a post box relocation at Hurds Bridge and challenged Royal Mail over the position - resulting in a compromise over the repositioning to a slightly better spot.

Road closures have been in place for essential utility works also highway repairs. Cameras were put down the surface water drainage system and blockages caused by silt in the pipe works were jetted and cleared. A few jobs are still outstanding re digging out of gullies and the Large sign at Naunton Inn.

On the planning side, it was a busy year, applications were mostly met with approval from CDC, A large equestrian development was refused at Brockhill Quarry, The appeal for a Barn Conversion was dismissed. Notable permissions for the ‘Parish’ benefits were approval of works at the Dovecote and The Village Hall.

There were many areas where we needed ‘systems updated’ and clarification of roles on sub committees regarding PC assets, insurance and risk assessments. Kate has done us proud with setting up and running the NPC website. Most of this past year has seemed like form filling, clarification, upgrading but on a more positive note the forthcoming joint venture of a Councillor Training night with Guiting Power on

1st June will be beneficial to us all and extremely helpful in knowing just what we can and can’t do in this day and age and assist us in the smooth running of our council.

Charlie has managed to clear an outstanding issue with the slide and its water retention, applied for the grant of £300 from GCC towards the cost of a new piece of equipment for the playground (to add to the £1,000 the PC already have earmarked).

Peter has been responsible for the defibrillator, is chairman of the NRGMC and ongoing clearance work on the scrub area.

David and Keith have been attending the flood meetings, Keith has requested items for river clearance. A new structure of private funding for the flood monitor/ data

logger was suggested by Lawrence Houlden and approved by this council.

Thank you to Ken Ogilvie and Lois Vincent for overseeing the replenishment of bags for the Dog waste bins. Robert Hicks for his ongoing role as snow warden, thankfully no assistance was needed during the last year, very little salt was used so we have a good supply should we need it at any time with our haphazard seasons and the bazaar weather.

The social side of the village has had a busy time. As reported by the various organisations. To which I would like to add grateful thanks for all the volunteers that help to run the Village events and take part in river clearance and any areas that need attention. With that in mind I will conclude with a reminder that The spirit of Naunton service will be held on 12th June 11am at the Black Horse Inn Naunton.

Thank you for your attendance

1. **Questions from the floor to be answered by Councillors.**No questions were raised.

The Chairman thanked everyone for their attendance and closed the meeting at 7.55pm

The meeting may discuss any matter affecting local affairs and pass resolutions. Members of the general public are welcome to attend, parishioners are encouraged to attend, but only persons registered as Local Government Electors from the Parish of Naunton are entitled to vote.