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MINUTES: of a Parish Council Meeting held in Naunton Village Hall on Monday 21<sup>st</sup> November 2016 at 8.00pm.

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

IN ATTENDANCE: Kate Sales, Clerk

No parishioners were present

**1) Call to order**

**2) To receive apologies for absence.** Apologies were received and noted from Keith Russell

**3) To receive Declarations of Interest on items on the Agenda. (Localism Act 2011).** No Declarations were made.

**4) To approve the minutes of the Parish Council Meeting held on Monday 26<sup>th</sup> September 2016 at Naunton Village Hall.** The minutes were approved and duly signed as a true record.

**5) To hear representations from the public regarding items on the Agenda.** No members of the public were present so no representations were made.

**6) Matters Arising**

- **Asset repairs:** Cllr Hanks reported that he had spoken to Robert Hamilton who had inspected the bench at the rear of the Church and it was agreed that it needed bolting and strapping and this would be undertaken. The condition of the bench at the Village Hall was more serious as not only the slates but the supports needed repairing as well. Cllr Hanks confirmed he would obtain quotes for the work.

Cllr Russell had sent in a report to confirm that the PC Notice Board had now been cleaned and painted with a preservative.

**7) Update on flood monitoring system.**

- **Action to be taken to find missing data logger.**  
The Chair informed the meeting that the reason that the missing data logger had to light was due to site visit from Hydrologic so they could establish why the data logger had stopped working. From that visit costs, could then be established for the subscription service. As the logger was not there this could not happen.

The Chair then went on to say that both herself and Cllr Russell had contacted Mr Houlden on many occasions, by phone, email and letter but he had not replied to any of them.

Cllr Pickup informed the meeting that he had spoken to Mr Houlden that afternoon and he confirmed that he had the data logger. He also told Cllr Pickup

that the bottom part of the logger was now not working due to it being corroded. Mr Houlden also confirmed that he had not been able to proceed with the subscription service due to numerous work commitments that sometimes took him out of the country.

It was noted that some villagers were now getting concerned over the data logger being out of action for so long especially now that the winter weather was imminent. A subscription service could not be established until the costs were known for any new parts and servicing, and this could not be done until the logger had been returned.

Cllr Pickup agreed he would speak to Mr Houlden and ask him to replace the data logger and request Hydrologic to re-visit and carry out an evaluation on the machine.

*ACTION: Cllr Pickup to contact Mr Houlden and speak to Hydrologic about a visit.*

- **Decisions to be taken over the future running, new contracts and subscription service.** It was agreed that this could not be finalised until the data logger had been returned and inspected.

Chair informed the meeting she had spoken to Bledington Parish Council Clerk, The clerk gave her the email address of their flood group chairman who has been very helpful. She noted that their subscription costs and replacement part costs seemed very low - they seem to replace their battery every 4 years whilst Naunton's needed replacing every two. It was also noted by the Council that the data logger is quite old and if it keeps costing large amounts of money for new parts it may be at the end of its natural life and the only option would be a new one – which the Parish Council could not afford.

## 8) Highways Update

- **Large sign at Naunton Inn** - this has been lying down after being struck by high winds since May 2016 - having been previously struck by high winds and re-erected. Response from Highways: *Highways have been assured by Amey that this sign will be erected, they have apologised that it has taken so long to undertake*. It was also noted that 'Naunton village' sign at the other end of the village near Harford Bridge had now come down as well. The sign sits on the same pole and below the 'Black Horse' pub sign. *Clerk to report to Highways.*
- **Huge Piles of Spoil** awaiting the 'Amey Job' at Harford Bridge. Builders rubble is being added to it by way of fly-tipping. Response from Highways: *This soil is going to be used at various locations to rebuild damaged Highway verges. Highways have been assured this task will be undertaken shortly.* The councillors were not happy with the length of time it was taking for this spoil to be used. Unfortunately, it seemed that the longer the spoil was left there more rubbish and builders waste accumulates. One load has been removed but since then more has already appeared. *Clerk to contact Highways and see if they could prioritise this job.*
- **The grip at the junction of Harford Bridge** is in need of 'good dig out/clearance'. Response from Highways: *The mechanical grip cutter is working his way across the County and should be with us in the next few weeks. If the grip is causing a particular hazard we can ask for a ticket to be raised for hand clearance.* It was agreed that a ticket for hand clearance should be raised due to the water

pooling there when it runs down from the quarry. (See feedback item below).  
*Clerk to request this from Highways.*

- Highways should have been to the village mid-November to clean out the open drainage channels and tidy up some of the ditches around the area.
- The Gulley emptier will be in the village shortly and the mechanical grip cleaning will begin on the outskirts over the next couple of months.
- Feedback request from Bob Skillern asking for views on how effective the drainage work on the B4068 below the quarry entrance has been. It has been in place for over 6 months now. Generally, there was the consensus that there had been an improvement which everyone felt was good, Water that now comes down the road seems to be clear and not full of mud and silt that used to appear. However, the heavy rainfall of the past couple of days had been a good test for the new drainage scheme and what now seems to of happened is that the water wasn't running down the road but channelling down the sides and overflowing and pooling at the junction of Harford Bridge. *Clerk to feedback this information.*

**9) Dangerous Fingerpost sign at entrance to The Millhays, from the Dovecote end.** Sign erected at face height, local resident raised concern as potentially dangerous. Chairman reported to Highways and the sign has been re-situated at correct height

#### **10) Planning applications**

##### To consider

##### For noting

**Amendments at Summerhill Barns 16/03733/FUL** - Cotswold District Council have permitted this application.

**1 Aylworth Cottages Aylworth Lane Naunton (16/02742/FUL)** - Change of use of stables and garage to form holiday accommodation was permitted by Cotswold District Council. It was noted that application on this agenda should have read - **1 Aylworth Cottages Aylworth Lane Naunton (16/02742/FUL)- Demolition of stable/garage building and erection of 2 units of holiday accommodation.** This was the application that was withdrawn. (The Parish Council did not comment as the original application had been permitted by Cotswold District Council.)

**Sheepwell Cottage 16/03896/FUL & 16/03897/LBC** No objections by Parish Council. Awaiting decision from Cotswold District Council.

**Windrush Vale 16/04556/TCONR Tree works** – No objections by Parish Council. Awaiting decision from Cotswold District Council.

**Longford Barns (1602580/FUL) – conversion to residential dwelling.** Cotswold District Council have permitted this application.

**11) Dog waste bin update** The District Councillor's fund for dog bins has been abandoned and now each new one has to be paid for by the PC. The cost is £210.00 + VAT per bin for supply and installation. Emptying is free. It was decided that as the grant was no

longer available the Parish Council would try and budget for a new bin in their precept planning for 2017/18.

**12) To appoint internal auditor for 2016/17.** It was agreed to appoint GAPTC as auditor for the current year.

**13) To discuss and agree repairs to the Stone Bench outside Littons**

The Millennium Bench was damaged on the night of the village bonfire event. It seemed a vehicle had hit it. The Council felt it was important to replace it but after obtaining quotes the costs were very high and it would mean the council would have to claim on the insurance, pay £250 excess and have their premiums increase next year which they were reluctant to do. The cost of replacing the stone seat was £155+VAT and the engraved lettering was £5 a letter which would come to a total of £295. The Parish Council did not have funds to pay for all the work to be carried out and it was decided that councillors would talk to the villagers about how funds could be raised.

**14) Reports from groups**

- **Flood Watch Group** - report received from Cllr Russell. He reported that a good river clearing took place on the 15th Oct with good village support.
- **Village Hall Committee** – no items to report
- **Recreation ground:**  
**To discuss purchase of new see saw and to discuss insurance premium increase to cover equipment.**

Cllr Hanks informed the meeting he had obtained numerous quotes for the new see-saw for the playground. After discussions, it was agreed to go with Caledonia Play for a new double wooden see-saw. The cost quoted was £985+VAT plus installation on grass and delivery at £520+VAT. The council agreed that they had £1300 reserved for this item, however there was a shortfall and this could be budgeted for in the 2017/18 precept planning.

**To confirm scale of charges for hiring of recreation ground.** It was approved that that the previous scaling charges for the hiring of the recreation field of £250 for people unconnected to the parish and £150 for residents was acceptable.

**15) Finances**

- **To receive current state of accounts and bank reconciliation.** The accounts and bank reconciliation were approved and signed as a true and accurate account.

BPC EXP vs BUDGET 2016-17			NAUNTON PARISH COUNCIL							
			Actual	Antic.	Total	Spend vs	Actual	Antic.	Total	
			Spend	Spend	Spend	Budget	Income	Income	Income	
		Budget	to	from	to	to	to	from	to	
		2016/17	31.10.16	01.11.16	31.3.17	31.3.17	31.10.16	01.11.16	31.03.16	
Precept		5355.00			0.00		5355.00	0.00	5355.00	
Council Tax Support Grant							0.00	0.00	0.00	
Bank interest		0.30					0.12	0.18	0.30	
VAT refund		100.00					239.35	0.00	239.35	
Other		300.00					1300.00	0.00	1300.00	
<b>TOTAL</b>		<b>5755.30</b>								
Administration Costs		400.00	257.66	142.34	400.00	0.00				
Staff Costs		2200.00	1319.44	948.20	2267.64	-67.64				
Insurance		200.00	187.58	37.20	224.78	-24.78				
Audit Costs		80.00	105.00	0.00	105.00	-25.00				
Flood relief		736.00	171.01	0.00	171.01	564.99				
Equipment*		1630.00	208.00	1422.00	1630.00	0.00				
Infrastructure		450.00	52.50	397.50	450.00	0.00				
Subscriptions		180.00	50.00	130.00	180.00	0.00				
Grants		800.00	0.00	800.00	800.00	0.00				
Other		250.00	162.67	87.33	250.00	0.00				
Section 137		25.00	0.00	25.00	25.00	0.00				
VAT Paid		100.00	59.50	40.50	100.00	0.00				
Website		100.00	0.00	100.00	100.00	0.00				
<b>TOTALS</b>		<b>7151.00</b>	<b>2573.36</b>	<b>4130.07</b>	<b>6703.43</b>	<b>447.57</b>	<b>6894.47</b>	<b>0.18</b>	<b>6894.65</b>	
* £1k - playground allocated money plus £300 grant received from GCC										
Opening Balance as at 1.4.16					£ 4,102.58					
Income during year					£ 6,894.65					
Expenditure during year					£ 6,703.43					
Antic. reserves at year end					£ 4,293.80					

Naunton Parish Council			
Bank Reconciliation			
<b>Period to 31st October 2016</b>			
<b>Current account 00462740</b>			
Balance @ 28th October 2016			£ 8,156.58
<b>Period to 31st October 2016</b>			
<b>Deposit account 1612290</b>			
Balance @ 30th September 2016			£ 453.95
Less outstanding chqs			
chq 654		£ 186.84	
		£ -	
			<b>£ 186.84</b>
<b>Reconciled Balance</b>			<b>£ 8,423.69</b>
<b>Cash Book Summary</b>			
Opening Balance 01.04.16			£ 4,102.58
Add receipts to date			£ 6,894.47
Less Payments to date			£ 2,573.36
<b>Cash Book Balance</b>			<b>£ 8,423.69</b>

- **To approve payments & note receipts.** The following payments were approved. Receipt of 2<sup>nd</sup> instalment of the precept (£1338) received from Cotswold District Council on the 22.09.16

The following payments were made between meetings				
Chq no	Payee	Purpose	Authority	Cheque value
<b>No payments made between meetings</b>				
The following payments to be approved				
Chq no	Payee	Purpose	Authority	Cheque value
656	Naunton Parochial Church Council	Annual rent for the recreation ground	LG(MP)A 1976 s.19(3)	1.00
657	SLCC	Membership renewal (25% contribution)	LGA 1972 s.111	32.75
658	K Sales	Clerk's Expenses Oct-Nov 2016	LG(FP)A 1963 s.5	59.18
659	GAPTC	25% payment for planning course	LGA 1972 s.111	23.75
660	K Sales	Clerk's salary for November	LGA 1972 s.112 (2)	186.84
661	K Sales	Clerk's salary – December*	LGA 1972 s.112 (2)	187.04
662	PATA	Payroll services – Oct-Dec	LGA 1972 s.111	22.50
663	JRB Enterprises Ltd	Dog waste bags and gloves	LA 1983 s.5	132.90
664	Community First Trading (not Community Heartbeat Trust)	Insurance - Extra premium for playground equipment	LGA 1972 s.111	<b>37.20</b>

\* Post-dated chq as no meeting in December

**16) Budget & Precept Planning for 2017/18.** Discussions took place surrounding the budget for 2017/18 and potential projects were looked at that might need funding the following year. It was agreed that the following items should be included in the budget:

- New dog bin at £210+VAT
- Outstanding amount of money for the new see-saw approx. £695.00
- Training event again for all councillors £250

It was agreed that the Clerk would take these figures away and work them into budget proposals that could be discussed at the next meeting. This would give the Parish Council enough time to submit their precept request by the January deadline.

***ACTION: Clerk to prepare budget proposals for the January meeting.***

**17) To discuss the Draft Minerals Local Plan, including Stroud Town Council's concerns over fracking in Gloucestershire and County Cllr Moor's representations on behalf of Cutsdean Parish Council.**

In relation to the fracking in Gloucestershire issue the Parish Council decided not to comment.

Regarding the Local Mineral Plan and Huntsman's Quarry's preferred sites the Parish Council were in agreement with Cutsdean Parish Council and Highways recommendations that existing access arrangements should be utilised rather than a

new separate vehicular access for either of the preferred areas. It was agreed that they would ask Cllr Moor to make representations on their behalf in relation to this.

*ACTION: Clerk to contact County Cllr Moor and ask him to represent the Parish Council's views.*

**18) Correspondence received and to agree response**

- GAPTC subscription levels for 2017/18 – these were noted.
- CPRE – Gloucestershire Views, Autumn edition – for information only.

**19) Any other business**

*NOTE: no decisions can be made on items raised in this section. Discussions can lead to items being included on the Agenda for the next meeting only.*

Cllr Peter Bell informed the meeting that he had been advised by the Defibrillator suppliers that under new requirements the defibrillator would only be activated within a 200-metre radius of its storage base. They advised that the location of the current defibrillator should be looked at, and that if the coverage was not adequate then a second defibrillator might be needed. Councillors felt that the current location was ideal for the recreation ground and the Village Hall. Cllr Bell agreed to investigate this further and it would be added to as an item to the next agenda.

The Chairman concluded the meeting at 9.55pm and thanked everyone for their attendance. The next Parish Council meeting will be held on the 23<sup>rd</sup> January 2017 at 8pm in the Village Hall.

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Chairman

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Date