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MINUTES: of the Parish Council Meeting held at the Village Hall, Naunton, on Monday 20th July 2020 at 6.30 pm under Covid-secure measures.
 PRESENT: Parish Councillors: Beverley Chance, Keith Russell, Charlie Hanks, Peter Bell.
 IN ATTENDANCE: Maxi Freeman, Clerk

- 1) **Call to order.** The Chairman called the meeting to order at 8.00 p.m. and called for a minute's silence in memory of Judy Russell, recently departed wife of Cllr Keith Russell.
- 2) **Apologies for absence.** Received from Cllr Pickup 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.** None.
- 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.
 * Cllrs agreed to make a donation to Cotswold Friends (as per request in Clerk's report received after the agenda was issued) at the next meeting. **Action: Clerk to add to next meeting's agenda.**
- 7) **Planning**
 Ongoing applications and permissions were noted.
[20/01835/LBC](#) Aylworth Barn. Retrospective permission for changes to windows and door.
 No objections. **Action: Clerk to post to CDC website.**
- 8) **Highways**
 - (a) Parking. Cllr Chance reported issues with parking at the junction with Summerhill and near the village hall, making access difficult. **Action: Clerk to request police visit to see junction and pavement parking in the village.**
 - (b) HGVs. Cllrs discussed the potential ban on HGVs in the village to reduce the incidence of damage to walls and property by large vehicles. Concerns were expressed regarding the need to manage the size of vehicle used by delivery operators and how that would be enforced. Cllrs requested that GCC should determine the appropriate vehicle size. Cllrs agreed to start the process of evaluation through Gloucestershire County Council. **Action: Clerk to report back to GCC Cllr Nigel Moor.** Cllr Chance reported that one of the signs at Harford Bridge saying 'unsuitable for articulated vehicles' was obstructed by a fallen tree and offered to **clear the area around the sign.**
 - (c) Drains, Grips and gullies. The ditch from the pipe that outfalls into the drain at the Mill Farm end to the point that the drain joins the river requires clearance using a digger (as per request by CDC for PC to contact riparian owners).

Cllr Chance also reported that the Mill Race section of the riverbank is also overgrown with trees which have also been hit by high sided vehicles on the road. Cllr Chance has reported the issue to GCC Highways but with no result as yet. Cllr Russell noted that the trees are also affecting the banks of the river, which may cave in if the trees are removed, potentially causing further flooding issues.

Cllrs Russell and Chance decided to visit the two landowners with Highways representatives as they would be able to determine which party is responsible for what part of the work. Cllr Chance also raised the possibility of the work being funded by Cllr Nigel Moor could help

with e.g. via the lengthsman scheme or via the ‘top up’ service available from GCC. **Action: Clerk to arrange meeting.**

9) Assets and risk assessment

Recreation field	<p>Cllrs reported that dog fouling continues, though is perhaps reduced. Cllr Bell carries out 2-weekly checks.</p> <p>The cricket club is not scheduling matches for this year due to the large number of Covid restrictions.</p>
Benches	No further action.
Play area	<p>Cllr Hanks presented the RoSPA review of the play area which noted that the ends of the concrete tube needed have a protective cover. Cllr Hanks reported that he has bought rubber for the tunnel entrance and will fit it.</p> <p>Laminated signs have been prepared, explaining Covid precautions (it is the responsibility of parents/carers of children to clean the equipment).. Action: Cllr Hanks to fix signs to the fence at the play area in preparation for reopening. Cllr Hanks will also mow the area.</p>
Flood Monitoring	<p>Cllr Russell reported that the river is flowing well, although there are concerns over the stretch at Mill race due to overgrowth of trees into the river. (see 9 (c) above). The usual clearance will take place in September/October.</p> <p>Cllr Bell offered to clear a tree which is overhanging the river in the village. n</p>
Village Hall	Cllr Chance reported that he village hall was still in lockdown but would be opening in the near future.
Highways	NPC has still not received input from Lawrence Houlden for the letter to riparian owners about clearance work.
Phone box	No further action.
Wildflower area	Cllr Chance reported that the next opportunity to seed the bank would be September. Cllrs registered concerns regarding how to seed the very steep bank.
Grit bin	No further action.
Other - Sign for old memorial ground at the Baptist Church	<p>Cllr Chance reported on her efforts to ensure access is retained to the memorial and burial grounds. The Baptist Society has approved expenditure for a new sign explaining how to gain access to the old memorial ground, to include NPC website for contact details. Pat Boulton has given permission for her contact details on the NPC website, along with existing Alasdair@andersonpage.com. The Baptist Society will not fund a website. Cllrs resolved to obtain quotes for the new sign. Old photos and information can be found on the Naunton upon Cotswold facebook group . Cllrs agreed to include a link to this group on the NPC website.</p> <p>Action: Clerk to update website with details and links. Clerk to request ‘Naunton on Cotswolds’ website owner to add a</p>

	link to NPC's website. Cllr Chance to approach local sign maker to quote for the sign. Clerk to identify other local sign makers for quotes.
Other – Pound Wall	Cllr Chance reported that the Pound wall was in poor condition and had roped it off from public use. One estimate for repairs had been received. Action: Clerk to invite one further quote and Cllr Bell to contact another local waller.

10) . Finances.

10.1 Current accounts. Councillors noted balances as per the agenda.

10.2 Reconciliation. Councillors noted the reconciliation, which the Chairman signed.

10.3 Payments and receipts. Councillors resolved to make the invoiced payments and direct debits as listed in the agenda:

The Chairman asked the clerk to check that all salary payments were now up to date.

Action: Clerk to check payments made in FY 2019/20.

11) Internal auditors report. Councillors noted the minor comments by the Internal auditor and decided that the clerk should implement the recommended actions excluding the comment that there should be one agenda for public and councillors (currently each received a tailored version). **Action: Clerk to implement auditor's comments as per the agenda (review investment and banking every three years, review internal control policy at next meeting, adopt GDPR policies, include date of issue on agendas)..**

12) To review the AGAR documents for 2019/20

Councillors reviewed the AGAR documents and the Certificate of Exemption and decided to accept the documents. The Chairman duly signed the forms. **Action: Clerk to post to website and to send The Certificate of Exemption to the external auditors.**

13) Any other business

The Chairman noted that, while most things have been put 'on hold' due to the Covid 19 pandemic, the community spirit of Naunton shone through - many have worked tirelessly to support vulnerable people with shopping, prescriptions, friendly chats on the phone. The playground was closed off as recommended by guidelines.

There continued to be problems with dog fouling on the recreation field and pavements/drives throughout the village (ongoing monitoring).

No doubt we are all looking forward to a slow but safe return to as near normal as possible, although we did enjoy having no parking problems, very little traffic movements and just hearing the birds sing.

The Chairman concluded the meeting at 7.45 p.m. and thanked everyone for their attendance.

Subject to Government health guidelines, the next meeting will be held on 21st September at 6.30 p.m.