

Item 3

Naunton Parish Council

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG

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MINUTES: of the Naunton Parish Council Meeting held on Monday 22nd January 2024 at 7.30 pm.
PRESENT: Parish Councillors: Charles Hanks, Keith Russell, David Pickup, Nicki Gibberson, GCC Cllr MacKenzie-Charrington; CDC Cllr Wilkins.
APOLOGIES received in advance from Cllr Barnes.
IN ATTENDANCE: Maxi Freeman, Clerk
MEMBERS OF THE PUBLIC: Three.

1. **To receive declarations of Interest** on items on the agenda (Localism Act 2011). None.
2. **To hear representations from the public** regarding items on the agenda. Four members of the public wished to address councillors at agenda item 12, golf course and race yard.
3. **Approval of minutes of the previous meeting** (November 2023) The meeting approved the minutes, and the Chairman signed them. **Action: Clerk to post to website and circulate.**
4. **Matters Arising** (Clerk's Report and report from Chairman). The Clerk drew councillors' attention to the contents of the report which would be discussed at items 9, 10, 11, 12, 13.
The Chairman invited Cllr MacKenzie-Charrington to present highlights of his report:
 - a) GCC is investing in a substance abuse programme. The programme is known to reduce abuse and related problems significantly, reducing the cost to the county.
 - b) The Council has a statutory duty to care for residents with social care needs. The fund for 24/25 is £609 million. Of this, 6,000 adults account for 52% of the budget, while children in care account for 28% of the budget.
 - c) The construction of the 'missing link' means that the road at the Air Balloon will be shut for several weekends. Further roadworks associated with the new development at Moreton in Marsh will mean traffic controls etc on the Fosse Way.
 - d) GCC Highway has developed 'The Big Community Offer', designed to involve communities more in deciding which services they need. It helps GCC to prioritise work. MMC reminded the meeting of the £30,000 annual pot that the councillor has for qualifying works. As an example, Guiting Power had requested white lining in the centre of the village to reduce parking.

The Chairman invited Cllr Wilkins to present highlight from CDC:

- a) CDC and partner councils had dissolved Publica.
 - b) CDC planning had narrowly escaped special measures as it had achieved only 69.6% of the required 70% of planning applications resolved within the required period.
 - c) Residential planning fees were being increased by 25%.
 - d) CDC had recently fined a Blockley resident £8,884 for felling trees with a TPO in a conservation area.
 - e) Fines for putting the wrong materials in waste bins have increased to £600.
5. **Planning.** Councillors had no objections to application 23/03959/FUL at Littons. **Action: Clerk to post comments to CDC planning portal.**
- Councillors had no objections to 23/03843/FUL at Hill Barn Farm. **Action: Clerk to post comments to CDC planning portal.**

6. Assets and risk assessment

Recreation field (including dog waste) & benches	Cllr Hanks reported that the recreation field was in good condition with the exception of the area of November's bonfire. A condition of the hire to the Social Committee is that they restore the area. If it is not restored, the parish council has the right to refuse further use of the field for further bonfires.
Play area (including dog waste)	Cllr Hanks reported that the play area was in good condition.
Flood Monitoring	Cllr Russell reported that there were branches in the river at the Dovecote, which the flood group would remove. Further discussions took place at agenda item 11.
Village Hall	Cllr Russell reported that the village hall was very busy with more events and regular activities.

7. Asset check list. Councillors had completed the asset check list. **Action: Clerk to update copy and post to website.**

8. Governance

Councillors approved the following governance documents unchanged from the previous version:

- a) [Web accessibility](#)
- b) [GDPR policies and procedures](#)
- c) [Equality policy](#)
- d) [Recreation Ground Terms of Reference](#)
- e) [Risk Register](#) (Parish Council operations, not assets)
- f) [Complaints procedure](#)
- g) [Publication scheme](#)

Action: Clerk to update documents and load to website.

9. Speeding in the village. Councillors discussed the available options, following the clerk's report and resolved :

- a) To apply to GCC for a 20 mph limit through the village, while recognising that this would take some time to be implemented due to a backlog of 190 requests.
- b) To support an application for VAS funding by building a case and carrying out a poll among villagers (which may also request donations if adequate PC and GCC funding can not be found).

Action: Clerk to prepare a case and a questionnaire.

10. Biodiversity regulations. Councillors reviewed the Biodiversity policy and model action plan and agreed to adopt the draft policy. The preparation of an action plan was postponed to a future date. **Action: Clerk to upload to website.**

11. Flooding. Councillors reviewed the email and letter sent to the PC by a resident. Councillors noted that there were a number of low branches on the river bank at The Manor. Clerk reported that a letter asking for tree maintenance at The Manor had been sent in 2021. Councillors agreed to send a letter and DoE leaflet to the owners of The Manor regarding the responsibilities of riparian owners, asking them to clear the overhanging branches. **Action: Clerk to draft letter to The Manor.**

The stones in the river by the Band Room were still in place. **Action: Clerk to draft email to the owner. Cllr Hanks to provide address.**

Councillors noted that the drains on Grange Hill had a been cleared and that GCC will visit monthly to clear them. Drains at the bottom of Summerhill remained silted up. **Action: Clerk to request that GCC clears both sets of drains on each visit.**

- 12. Golf Course and race yard.** Councillors welcomed contributions from the members of the public who had attended to raise the issue of possible further works at the golf course.

A number of legal issues and planning breaches had been identified associated with the current use of the site e.g. ignoring planning conditions; and ignoring debenture holders' rights. Residents had contacted CDC Enforcement regarding the planning issues and taken legal advice regarding the legal issues. A letter had also been sent to the local MP. Cllr Wilkins noted that there is currently only one enforcement officer for the whole district and that his contract finishes at the end of March. Councillors resolved to write to CDC regarding the alleged planning breaches and to support the residents' campaign. Councillors agreed that, until there was evidence for other possible issues, there was little action they could take but agreed that any development of the site was likely to be damaging to the village, the environment of the AONB and in particular to the River Windrush. The Council resolved to inform the village should any further plans be submitted and to hold a village meeting should this occur. **Action: Clerk to work with residents to draft a letter to CDC.**

13. Finances.

- a) **Budget v actual review.** The Clerk reported that income had been higher than projected due largely to a CIL payment. Outgoings looked lower than anticipated but the two further village hall loan payments were due before the end of the financial year and would increase expenditure significantly. Councillors approved the use of the CIL payment towards the VAS equipment if required.
- b) **Current accounts and bank reconciliation.** Councillors noted the current balances and accepted the reconciliation, which the Chairman and the Clerk signed.
- c) **To approve payments and note receipts** Councillors resolved to make the below payments and three councillors signed cheques. **Action: Clerk to post cheques.**

901	M Freeman	Clerk's salary December/January 2024 @ £235.17 p m	LGA 1972 s.112 (2)	470.34
902	GAPTC	Annual subscription 2023/24	LGA 1972 s.143	95.09

Any other business. The next meeting will be held on Monday 18th March 2024 at 7.30 p.m. in the village hall. There being no further business, the Chairman closed the meeting at 21.00.

Signed:



Chairman

18th March 2024

