

Clerk: Maxi Freeman, Charlwood, Kineton, nr Guiting Power, Cheltenham, GL54 5UG
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MINUTES: of the Parish Council Meeting held on Monday 21st November 2022 at 7.00 pm.
PRESENT: Parish Councillors: Beverley Chance, Charlie Hanks, David Pickup, Keith Russell, Peter Bell.
IN ATTENDANCE: Maxi Freeman, Clerk

- 1) The Chairman called the meeting to order at 7 p.m.
- 2) Apologies for absence. None.
- 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 (September 2022) The meeting approved the minutes and the Chairman signed them. **Action: Clerk to post to website and circulate by email.**
- 6) **Matters Arising (Clerk's Report and report from Chairman).** Councillors noted the contents of the Clerk's report. The Chairman reported that she had met Rhodri Grey and Craig Church of GCC Highways to discuss drainage problems in the village. This has resulted in many of the issues being dealt with. All grated drains were cleared, including a repeat visit to clear the drain at the bottom of Summerhill Lane which had refilled in just 2 weeks.

Works to the open culvert in Summerhill Lane are scheduled to take place between November and February. Traffic light controls will be in place during these works. See the Chairman's report for further details.

The chairman informed councillors that she has sanded, stained and yacht varnished the PC notice board.

Since the agenda had been circulated, the chairman has been notified of a 'Permission in Principle' application to develop the buildings associated with James Livestock Haulage at Littlesworth. Councillors noted that similar developments at the ex-Pulhams yard and at an open sided redundant Dutch barn in the village have all been approved in the past.

7) Planning applications

a. Councillors considered the following planning application:

[22/03927/FUL](#) and 22/03928/LBC Single storey side extension at Littons, Church Lane, Naunton. Deadline: 15th December 2022. Councillors were not in favour of this application due to the overdevelopment of the site, parking problems and the removal of the original front door access to the house. Littons has already been extended several times. The road – which is a public highway - outside the house is regularly blocked with owners and visitors cars. The owners have prevented most cars from entering the off-road parking area with a high ledge across the driveway. The situation is aggravated because the garage has been converted to residential use, increasing the number of cars at the property. **Action: Clerk to post 'objection' comments to the CDC planning portal.**

[22/03291/FUL](#) Close Cottage, erection of extension to garage. The Clerk showed councillors the Conservation Officer's report regarding this application, which recommended a substantial redesign due to the proposed building's 'uncharacteristic' appearance. Councillors resolved to object to this amended application, also note that the parking of cars in front of the existing garage doors has led to partial blockage of the public bridlepath, **Action: Clerk to post 'objection' comments to the CDC planning portal.**

b. To confirm the following comments posted between meetings:

[22/03559/FUL](#) Waterloo House Amendment to 20/02725/FUL Conversion and extension to garage. Councillors resolved to object to this application as it constituted overdevelopment and introduced a possible need for further building on the site. This application increases the area of the ex-garage and means that the building would lose its garden store, which will need to be replaced with a further building. Councillors resolved to approve these new comments. **Action: Clerk to post comments to the CDC planning portal.**

The following comments between meetings were confirmed:

[22/03626/TCONR](#) 5 Sunny Cottage, fell magnolia, 1.5m crown reduction of apple. No comment. No objections

[22/03424/TCONR](#) Fell ash at Overbrook church. No comments.

[22/02879/FUL](#) Land and barn west of Church Farm House. Change of use of barn to dwelling and first floor extension and single storey extension and erection of garage. Two resident objections. Comment: NPC is neutral on this application. Awaiting decision.

c. To note outcomes since the last meeting:

[22/02732/CLOPUD](#) Permitted development application. Permitted.

22/02925/TCONR Reduce 1 cherry tree at Staddlestones. Support. No objection.

22/02891/TCONR Extensive works to 13 trees at Church House. Support. No objections.

22/02790/TCONR Reduce 2 yews at Longford Barn. Comments of support posted. No objections.

22/02752/TCONR Fell dead goat willow at The Gables Dale Street. 'No objections' posted. No objection.

22/02496/TCONR extensive work to trees at Longford Barn. Clerk only received 2 replies from councillors. No objection.

[22/01371/FUL](#) Stables, Brockhill Quarry. Retention of caravan for a further 3 years. Permitted.

[21/02158/FUL](#) Revised application for a single storey extension at 1 Ash Cottage. First applied in June 2021. [Heritage officer report](#) identified a number of issues related to size and impact. NPC objected due to roofing materials, size, proportions and that the extension is on the front of the house, not the back (as stated by the applicant). The revised design removes the dwarf wall making it floor to ceiling glass, and is smaller. However, it is still on the front and the owners plan to reopen the door on that side. Awaiting decision.

8) Assets and risk assessment

<p>Recreation field (including dog waste) & benches</p>	<p>Cllr Bell informed the meeting that quotes for works to the entrance to the field were awaited. The works would create a more stable entrance to the field while also being safe for cricketers is needed. The proposed surface will need regular maintenance.</p> <p>Cllr Bell also reported that the bonfire night went well, with easy parking and no traffic issues. The after event clear up was also very good.</p>
<p>Play area (including dog waste)</p>	<p>Cllr Hanks reported that there were no issues with the play area.</p> <p>Councillors noted that strimming should cover the play area as well as the backway, steps and Mill Race and must be carried out before the areas had become significantly overgrown and difficult to manage. Cllr</p>

	Russell agreed to prepare a schedule of works, although timings would be weather dependent. <i>Action: Cllr Russell to provide a schedule of strimming works to the contractor.</i>
Flood Monitoring	Cllr Russell reported that the recent village river clearance event had been very successful and that only 1 thick branch over the river remained to be cut back. The compost on the river bank had been removed.
Village Hall	Cllr Chance reported that Cllr Russell was now the parish council representative on the Village Hall Committee. A further seat remained to be filled by a councillor.
The Pound	Cllr Bell reported that a tree in The Pound needed attention. One provider had been contacted for a quote. <i>Action: Clerk to provide contact details for a 2nd quote.</i>
Benches	Cllr Bell would be removing the 'Andersen' bench in the near future.

9) Playground project finances summary

Councillors noted that £694.58 remained from the playground project funds and agreed to use some of this to pay for the cost of the external auditor when the bill is submitted. The auditor was only necessary because the volume of transactions raised the PCs income and expenditure above the £25,000 benchmark.

10) Finances

(a) **To receive current accounts and bank reconciliation.** Councillors noted balances of £16,120.38 (current account statement 28 October 2022) and £455.00 (deposit account 9 November 2022). Councillors noted the reconciliation, which the Chairman and the Clerk signed.

(b) **Recreation Ground income and expenditure 1 April 22 YTD**

Councillors noted this year's income was £725 YTD, with no further bookings expected this year. £323.14 was carried over from the previous year. Councillors resolved to use these funds for the works to the entrance to the grounds.

(c) **To approve general payments and note receipts.** Councillors resolved to make the following payments:

The following payments to be approved				
845	M Freeman	Clerk's salary Sept/Oct/Nov	LGA 1972 s.112 (2)	594.36
851	PATA	Charge for recalculating wages to new pay award	LGA 1972 s.112 (2)	5.00
849	JRB Enterprise Ltd	8 cases of dog bags	LGA 1972 s.111	260.10
852	D Hindley	Strimming – 3hrs 7 mins Replacement blade	HA 1980 s.96	94.17
853	M Freeman	Godaddy Website builder renewal	LGA 1972 s.142	129.86
853	M Freeman	Godaddy domain renewal	LGA 1972 s.142	45.98
854	GPFA	Subscription to GPFA	LGA 1972 s.143	50.00

Action: Clerk to arrange payments.

11) Budget review and precept setting

Councillors reviewed the 2022/23 budget together with the year to date expenditure and expected expenditure for the full year. Councillors noted that, although this year's budgeted income and expenditure were significantly from the budgeted amounts, this was due to the playground refurbishment project. However, income had covered all the costs of the project with a small surplus which would be used to maintain the playground. Bank interest had been lower but income from the recreation ground had been higher than budgeted.

Councillors resolved to adopt the following budget for the financial year 2023/24:

Naunton Parish Council Budget FY 2023/24		
	Expected Income	Budgetted Exp.
Precept inc VH loan	£12,565.00	
Council tax supp grant	£0.00	
Bank interest	£2.64	
Other (VAT & rec rental)	£700.00	
TOTAL	£13,267.64	
VH loan repayments		£6,455.84
Administration costs		£250.00
Staff costs		£2,750.00
Insurance		£400.00
Audit costs		£175.00
Flood relief		£150.00
Playground eqt/inspection		£120.00
Playground maintenance		£300.00
Infrastructure (strimming, benches, dog bags, tree surgery)		£1,200.00
Subscriptions		£150.00
Grants		£500.00
Rent		£1.00
Other (inc training)		£50.00
Section 137		£150.00
Annual allocation for possible contested elections		£100.00
TOTAL	£13,267.64	£12,751.84
CHANGES 2022/23	2022/2023	2023/24
Section 137 –Jubilee 22/23, Coronation in 23/24	500	150
Playground inspection - prices not raised 2022	350	120
Staff costs - national pay award	2530	2750
Admin costs - inflation	200	250
NOTES re brought forward amts 1.4.23		
£100 ringfenced as a reserve for cost of possible contested elections		
£1048.14 ringfenced for Recreation Ground expenses		
£694.58 ringfenced for playground expenditure and external audit		
= Total £1842.72 ringfenced		

12) Any other business

The next meeting will be held on Monday 16th January 2023 at 7 p.m. in the village hall.

There being no further business, the Chairman thanked everyone for their attendance and closed the meeting at 8.25 p.m.

Signed
Chairman



16 January 2023

