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DRAFT MINUTES: of the Parish Council Meeting held in the Village Hall, Naunton, on Monday 16 July 2018 at 8.00pm.

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

IN ATTENDANCE: Maxi Freeman, Clerk

1) Call to order

2) Apologies for absence. Apologies received in advance from Charlie Hanks and Keith Russell.

3) Receive Declarations of Interest on items on the Agenda. (Localism Act 2011). None.

4) Approval of minutes of the meeting held on 21 May 2018. The draft minutes were approved and signed by the Chairman as a true record.

Action: Clerk to post to website.

5) To hear representations from the public regarding items on the Agenda. None.

6) Matters Arising/ Clerk's Report. The Clerk's report was noted. Action: Clerk to post to website.

7) Planning applications

18/02142/LBC Replacement of 6 sash windows, rear porch, meter cupboard, plastic gutter (with aluminium); Insertion of two rooflights; repositioning RWPs and reordering drainage; Fitting tile guard to north roof slope. The Manse, Naunton, Gloucestershire GL54 3AS. Action: Clerk to post the following comment to the CDC planning portal: "Although Naunton Parish Council has no objection in principle, please note concern regarding the installation of rooflights. These will break up the integrity of the façade of the house, one of the most untouched in the village. When considering consent, please ensure that the design and size of the new rooflights minimises the effect on the house."

18/02378/FUL Erection of 6 holiday cottages and 18/02377/FUL Erection of a function barn at Naunton Downs Golf Club. Councillors had two objections:

i. Both applications stated that drainage arrangements were 'unknown'. On at least two occasions the drainage system from the Golf Club has caused problems in the village. With the additional load created by the 6 cottages and the function barn, Councillors felt that planning permission should only be given provided the Golf Club arranges its own adequate drainage infrastructure. Councillors stated that a survey by Thames Water should be carried out to establish exact requirements.

ii. Councillors requested that planning permission was only granted for holiday cottages and not permanent residential property. Action: Clerk to post these comments to the CDC planning portal.

The following was noted:

18/02297/CLEUD Councillors noted that the current owner required this document as part of the sale of the property.

- 8) **‘There but not there’ WW1 commemoration.** Cllr Chance explained the aims of the campaign and has consulted Ward Councillor Richard Keeling for details of the terms for a donation from CDC. **Action: Cllr Chance will investigate the options and costs of the project and to clarify these at the next meeting.**

9) **Affordable Housing needs**

Following a request from Gloucestershire Rural Community Council, Councillors discussed the need for affordable housing in Naunton. Due to the lack of infrastructure and employment in the village, together with the lack of a suitable site, Naunton was assessed as unsuitable for affordable housing. In addition, no demand had been expressed locally. No further action.

10) **Play area repairs**

Since the last meeting, Councillors had re-inspected the play area multi-play and found that further repairs were necessary. A quote for the remaining repairs was presented and accepted. **Action: Clerk to arrange repairs and await invoice for payment.**

11) **CDC Consultation on Public Spaces Protection Orders (formerly Dog Control Orders).**

Councillors agreed that the current position was acceptable. No further action.

12) **Finances**

The bank reconciliation was accepted. The following payments were approved and cheques signed:

722	M Freeman	Clerks wages June 2018	LGA 1972 s.112 (2)	194.81
723	PATA	Payroll services April – June 2018	LG(FP)a 1963 S.5	22.50
724	GAPTC	Internal auditor	LGA 1972 s.111	169.00

13) **Internal auditors report**

The internal auditor’s report was discussed and the following actions agreed:

Item on report	Council response				
1.5 Formal grant policy	Councillors agreed to the following policy: Grants for organisations which provided a service to local residents or improved local facilities, would be considered at a Council Meeting. Grants would only be awarded after approval by the the Council. Action: Clerk to add grant policy to standing orders and to include ‘Grants’ in Q3 meeting agenda.				
3.5 Risk inspections of assets	Reports on assets (e.g. play area) to be included as standing agenda items. Status of Recreation Committee and Play Area Committee clarified (neither are sub/committees of PC, but keep the PC updated regularly). PC owns the lease of the Recreation Field. Action: Clerk to include Cllr reports as follows as standard on every agenda:				
	<table border="1"> <tr> <td>Recreation Field (and bench)</td> <td>Cllr Bell</td> </tr> <tr> <td>Play Area</td> <td>Cllr Hanks</td> </tr> </table>	Recreation Field (and bench)	Cllr Bell	Play Area	Cllr Hanks
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	Flood Monitoring	Cllr Russell
	Village Hall	Cllr Hanks/Cllr Chance
	Highways	Cllr Chance
4.3 Comparisons of actual v budgeted expenditure	Action: Clerk to include as standing item on the agenda.	
5.6 Pension provision	Councillors and the Clerk agreed that no pension will be provided.	
6.6 Checks on play area	See 3.5 above.	
8.8 Councillors should be 'Summoned'	Action: Clerk to include 'Summons' in agenda instead of in covering email.	
8.9 Delegated authority max £200	Councillors agreed this was adequate.	

The Chairman concluded the meeting at 9.55 p.m. and thanked everyone for their attendance. The next Parish Council meeting will be held on 17 September 2018.

Further meetings are scheduled for: 19 November 2018, 21 January 2019, 18 March 2019, with the annual meeting on 20 May 2019.

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Chairman

17th September 2018