

SOUTHROP PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 24th November 2022

Present: Cllr Guest Cllr P Brickley Cllr C Brickley
Cllr Giles Cllr Jones

In attendance: Vanessa Lawrence (Clerk), District Cllr Stephen Andrews, Dr. Leonard Brookes and Mr Jerry Hibbert (Jubilee Close), 11 members of the public.

- 73 22/23 Apologies for absence**
None received – all present
- 74 22/23 Declarations of Interest in Items on the Agenda**
Cllr Jones declared a pecuniary interest in Item 91 22/23 (Fraser House application)
- 75 22/23 To approve the Minutes of the Parish Council meeting held on the 29th September 2022**
It was **RESOLVED** to approve the Minutes of the Parish Council meeting held on the 29th September 2022. Proposed Cllr P Brickley, seconded Cllr Guest – all in favour. Cllr C Brickley pointed out that the Emergency Plan has not yet been updated. This will be done when we have been briefed on the GRCC Flood Warden Scheme at a future SPC meeting.
- 76 22/23 To agree to adjourn the meeting for Public Participation, if members of the public are present - there is a 10 minute time limit**
The Chair agreed to take questions when relevant items were reached.
- 77 22/23 To agree to reconvene the meeting following Public Participation, if applicable.**
It was agreed to reconvene the meeting.
- 78 22/23 Clerks Report**
The Clerk had circulated the Clerk's report prior to the meeting with an update on Actions taken since the last meeting, which included:
 - Contact with CDC regarding waste collections issues. A response from District Cllr Doherty, has been received and has been circulated
 - Tree for Jubilee Close – ordered and received
 - Information relating to elections in 2023.
- 79 22/23 Chairman's announcements**
 - Dark Skies initiative -Cllrs agreed to consider a response, which would be circulated prior to submission.
 - CDC have scrapped their idea of using £75m of borrowed money to fund a solar farm.
- 80 22/23 To receive report from District/County Councillor**
Cllr Stephen Andrews who is attending on behalf of the District Council reported as follows: _

Cabinet Meeting: 7th November

- Council Tax Support Scheme – Increase of income bands
- Counter Fraud and Anti-Corruption Policy – Policy Approval
- Council Tax Exemption for Proposed Demolition Properties
- Recovery Investment Strategy – To rescind the policy
- Budget and Medium-Term Financial Strategy – Initial review. Budget consultation to run from 8th November to 9th December
- Rural England Prosperity Fund – To approve the application process
- Delivery of 10 carbon zero affordable homes in Down Ampney

Council Meeting: 16th November – To consider items from Cabinet Meeting (above) plus:

- Changing Places Toilets
- Implications of Elections Act 2022 (Voter ID implications) – Electors will now have to show ID. There are now also cost implications for Local Councils, to cover the costs related to changes in the electoral process.
- Executive Scrutiny Protocol
- Schedule of Meetings 2023-24
- Motions to include:
- Provision of Community Public Access Defibrillators on New Developments - A policy has been created and is awaiting approval.
- Menopause campaign
- Prosperity Fund – Short notice allocation of £750,000 to help with communities, certain businesses and village halls. Not open to formal bids yet.

Overview & Scrutiny Meeting -18th October 2022

- Performance Task & Finish Group – linking of performance to Corporate Plan
- CDC relationship with Housing Associations
- Car Parking Service
- Executive Scrutiny Protocol

22nd November 2022 – will include:

- Budget/Medium Term Financial Strategy – Published and open to comment until 9th December 2022.
- Housing – Bromford
- Climate Change Emergency update
- Investment strategy has been dropped.
- Council now has a new Chief finance officer. Revenue spend £12 million. Reserves much greater. In a position to carry on if the financial climate changes for the worse.

LGA Peer Review

- Last undertaken in 2019
- Interviews and meetings completed. Report awaited

Cost of Living – Working Group Update

- Based on Full Council decision on the 20th July
- Purpose to review what CDC can directly act on or influence
- Following an Opposition Motion in September Full Council, there have now been three meetings since October with a report to Cabinet and Full Council this month
- Cost of living group meeting – to look at what CDC can do at this difficult time.

Health

- Urgent and Acute Emergency Care/Ambulance response times. Update on sub-group activity. Pressing for GCC to find out how things are going with the NHS and to establish what might be done to improve things.

HOSC -on 18th October considered;

- GHNHSFT given "improvement required" status by CQC. This relates to administrative functions rather than actual health matters.
- Reducing Health Inequalities in Gloucestershire

Planning

- Planning and Development. Currently understaffed and subject to further work on process under the Planning and Development Review. New Senior planning officer has been appointed (David Moran). Mike Napper, one of the longest standing Senior Planning officers will be retiring in January 2024. Many on the team are not familiar with the area.

Planning Enforcement (9th September 2022)

- Manor Farm Barns (24th January 2019)
- Land Adjacent to Rottonborough Copse (3rd November 2020)
- Pear Tree Cottage (17th May 2021)
- Laurel Cottage (14th April 2022)

There are currently 300 applications, many of which are historic applications which have never been chased. The list is in the process of being culled.

Cllr Jones asked if the Village Hall could apply to the Prosperity fund.

No firm process available as yet. Cllr Andrews said that he would send the Clerk details of the guidelines. The Clerk would also contact CDC to seek further information

ACTION: Clerk to contact CDC.

Dr L Brookes raised various matters:

Q: How does the OPCC work with CDC?

A: The Community Safety Partnership was established and the Police are represented with CDC chairing this meeting, which meets annually.

Q: How are Council tax funds attributed to the Police is being used to counter cyber crime?

A: There is a Crime & Disorder Committee that looks that cyber issues.

Q: Are there any initiatives from CDC to combat climate change?

A: Yes – initiative and advice on CDC website such as how to make homes more climate friendly. Looking at policy directed at developers.

Cllr Giles asked:

Q: What is the Changing Place Toilets?

A: This is dealing with the provision of public toilets for carers of adults, where much more room is required in a facility making toilet facilities larger.

Forthcoming Meetings:

22nd November Overview & Scrutiny 4pm

23rd November Licencing Sub-Committee 4pm

5th December Cabinet

7th December Planning and Licencing Committee

9th January Cabinet

18th January Full Council

FINANCE

81 22/23 To approve, retrospectively, any payments made since the last meeting and to approve any current payments.

It was **RESOLVED** to approve, retrospective payments and payments to be made. Total £1485.75. Proposed Cllr C Brickley, seconded Cllr Guest – all in favour.

ACTION: Clerk to make payments.

82 22/23 To consider and agree cashbook & reconciliation figures at end of September 2022

The cashbook & reconciliations figures had been circulated prior to the meeting. It was **RESOLVED** to agree the figures. Proposed Cllr C Brickley, seconded Cllr Guest – all in favour. Total reconciled figure is £27474.63.

Cllr Jones asked if it would be prudent to open a savings account to take advantage of the higher interest rates.

ACTION: Clerk to research suitable bank accounts.

83 22/23 To consider and agree Financial Regulations to include any amendments

Following circulation of amended draft copies. It was **RESOLVED** to approve the final amended copy. The Clerk to circulate.

ACTION: Clerk to tidy up the document and circulate

84 22/23 To receive information relating to Election processes from 2023

The Clerk reported that the election process will be changing next year. This was also reported above in the District Cllr Report. Councillors would all have to step down next year and would have to stand again if they wished to. If the seats are contested i.e. more people standing than seats available there would be a cost implication. If, however, the election is not contested i.e. the exact number of people standing to available seats, there will not be a charge. A table of charges has been circulated. The Clerk pointed out that this should be factored in when budgeting for the future.

85 22/23 To consider and agree to appoint Mrs Bowen as Internal Auditor for 2022/23 audit. (£210)

It was **RESOLVED** to appoint Mrs Bowen as Internal Auditor. Proposed Cllr P Brickley, seconded Cllr Jones – all in favour.

ACTION: Clerk to contact Mrs Bowen

86 22/23 To consider and agree to sign the Letter of Engagement of AMM Bookkeeping and Accountancy (retrospective) and to consider and agree whether to take up insurance cover from AMM.

This document had already been signed, but had not been formally approved. It was **RESOLVED** to sign the document for AMM. Proposed Cllr Guest, seconded Cllr C Brickley – all in favour. Cllr Guest asked about the insurance and the Clerk will forward relevant details to clarify exactly what this related to.

ACTION: Clerk to e-mail details of AMM insurance for services that they provide

87 22/23 To review budget at end of September 2022

Cllrs agreed that there were no noticeable changes from last year. This would be re-considered in January before agreeing the Precept figure.

ACTION: Clerk to add this item to the Agenda for the January meeting.

88 22/23 To consider and agree budget for 2024 prior to agreeing the Precept request at the January meeting.

The budget could not be agreed at this time, and it was agreed to defer this to the next meeting when all the Precept details would be available.

ACTION: Clerk to add this item to the Agenda for the next meeting.

89 22/23 To consider and formally approve the cost of printing for the Village Hall list of events, to be sent out with the Parish Council newsletter.

It was **RESOLVED** to formally approve the cost of printing for the Village Hall list of events, as a grant. Proposed Cllr P Brickley, seconded Cllr Guest – all in favour.

PLANNING

90 22/23 To receive Decision notices: -

22/02985/FUL | Erection of Victorian-style greenhouse in rear garden at Boxbush Cottage, Southrop GL7 3PH. Validated 8/9/22; Expiry 6/10/22 - **PERMITTED**

22/03235/TCONR | T1 - Wingnut - fell | Southrop Manor Southrop Lechlade Gloucestershire GL7 3NX22/03235/TCONR | T1 - Wingnut - fell | Southrop Manor Southrop Lechlade Gloucestershire GL7 3NX – **NO OBJECTION**

91 22/23 New Planning Applications

22/03510/FUL | Removal of condition 7 (finish and colour of the new/replacement windows, doors, lantern and rainwater goods) of planning permission 15/04212/FUL (Proposed alterations, remodelling and extension (amendments to planning permission ref: 15/00670/FUL)) to retrospectively allow the installation of windows, doors, roof lantern and rainwater goods without prior approval | Tiltup Barn Southrop Lechlade Gloucestershire GL7 3PL - Expiry 15/11/22 – **NO OBJECTION**

Cllr Jones left the room having declared a pecuniary interest

22/00418/FUL & 22/00419/LBC: Full Application for Change of use from an office to 1 no. residential dwelling at Fraser House Wadham Close Southrop Lechlade Gloucestershire – Expiry 22/11/22 . Following discussion, **NO OBJECTION** was raised.

22/03847/FUL | Full Application for Erection of a veranda to the side of the dwelling at Boxwood Cottage Southrop Lechlade Gloucestershire GL7 3PH – Expiry 8/12/2022 – **NO OBJECTION**

22/03770/OUT | Outline Application for Outline planning application (all matters reserved except means of access) for residential development up to 87 dwellings including the creation of new vehicular access, public open space, landscape planting, surface water attenuation and associated infrastructure at Land West Of Hatherop Road Fairford Gloucestershire – Following discussion it was agreed that a comment should be submitted relating to the potential for increased traffic from Fairford through Southrop. The Clerk to prepare a draft and circulate prior to submission.

ACTION: Clerk to prepare a comment and circulate to Cllrs.

OTHER MATTERS

92 22/23 To consider and agree Standing Orders (Model Standing Orders revised April 2022) – e-mailed.

This was added in error as it had already been agreed at a previous meeting.

93 22/23 Update from The Swan

Jerry Hibbert reported that the pub would be re-opening on Friday 25th November, having been refurbished and with new staff. Food would be available. The pub would be closed on Monday and Tuesday but otherwise would be open for lunch and in the evening. Cllrs expressed their thanks to Jerry.

94 22/23 Update on Highways matters

Cllr P Brickley reported that everything had been covered in the recent newsletter which has been delivered to all households.

-Junction arrangements - The Sth Farm/Quenington Rd/Stanford Rd junction which is very dangerous when it is icy, has been inspected by GCC Highways. As yet there is no feedback.

-Speed limit - extension of 20mph, further away from the bridge, has been considered but no action will be taken, gates on the verges were considered but GCC Highways do not have any funding for this.

- **New style speed cameras** have been considered. These are being trialled in Quenington and we await feedback. Grants may be available. Locations need to be approved by the Police. 20mph restrictions are still proving to be ineffective in reducing the speed of vehicles through the village. Cllr Giles explained how the new style speed cameras operate. Thanks to Bob Gowland for his efforts in moving this forward. Further updates in due course.

Dr Brookes pointed out that the Junction on the Lechlade Road has restricted visibility. Cllr P Brickley reported that Glos. Highways were made aware of this, but they did not see a problem here. Cllr C Brickley said that she felt that better signage was required. District Cllr Andrews suggested that County Cllr Morris should be contacted to seek his help with this matter.

ACTION: Clerk to contact County Cllr Morris
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95 22/23 Update from Jubilee Close Committee on plans for improvements, following recent village questionnaire

Jerry Hibbert reported that following the request from the Parish Council to look at making the playing field more relevant. A survey to residents has resulted in various suggestions for utilising the area. 15 responses, 43 ideas 13% response rate on 130 households with the following suggestions: -

1. Cycle/running track, gym equipment
2. Orchard
3. Caravan site
4. Upgrade the pavilion
5. Jubilee Tree
6. Adventure playground
7. Allotments
8. Car Boot sales

- 9. Electric charging points
- 10.MUGA
- 11.Solar Farm
- 12.Archery site

The Committee had considered all these suggestions and felt that caravan site might not be popular, allotments would not provide sufficient revenue. Andy Howarth will be meeting with a representative from Oxfordshire Football Association, and he will report back following that meeting. It was agreed by the members of the public at this meeting that the facilities, i.e. the pavilion would need to be improved. The Clerk pointed out that grants are available. District Cllr Andrews suggested that crowd funding might be considered to raise funds for renovations. Jerry Hibbert said that he felt that someone needed to take on this project. It was agreed that this was a work in progress. The Clerk was asked to research possible grants that might be applied to.

ACTION: Clerk to research possible grant providers.

- 96 22/23 To consider and agree, retrospectively, to purchase a tree for the Jubilee Close playing field (£357.59) (N.B. resident has donated a sum towards the cost of the tree)**
It was **RESOLVED** to agree, retrospectively, the purchase of a tree for Jubilee Close playing fields and to thank Mr & Mrs Benfield for their donation. Proposed Cllr P Brickley, seconded Cllr Jones – all in favour.
- 97 22/23 To consider and formally agree to purchase replacement seat for the village green -£1028 exc. VAT.**
It was **RESOLVED** to formally agree to purchase replacement seat for the village green as the old seat was no longer fit for purpose. Proposed Cllr Giles, seconded Cllr P Brickley – all in favour.
- 98 22/23 To consider and agree to approve, retrospectively, Newsletter for November 2022 (as e-mailed)**
It was **RESOLVED** to approve, retrospectively, newsletter for November 2022. Proposed Cllr C Brickley, seconded Cllr Guest – all in favour.
- 99 22/23 Anything the Chair considers urgent.**
Nil of note.
- 100 22/23 Date of next meeting TBA.**

There being no further business the meeting closed at 7.40pm.

.....Chairman

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