

# Sevenhampton Parish Council

## Minutes of the Parish Council Meeting held on 20<sup>th</sup> January 2016

**Present:** Lynne Jackson (Chairman), Bill Jenkin (Vice Chairman), Gordon Day, Harry Boyd, Tex Cook, Di Brown.

**In Attendance:** Diana Cook (Clerk)

- 1) **Apologies:** Cllr. Matthew Cain, County Cllr. Paul Hodgkinson, Ward Cllr. Robin Hughes
- 2) **Declarations of Interest:** Cllr. Lynne Jackson for Item 10a (Planning application 15/05261/FUL)
- 3) **Questions & Answers:** Cllr Cook asked if the date of the next meeting (15<sup>th</sup> March) could be changed to the following week as he had difficulties attending on the given date, as did Cllr Jenkin and it coincided with Cheltenham Gold Cup week. However, alteration did not suit others and the scheduled date was confirmed.
- 4) **Minutes of Previous Meeting:** The Minutes of the previous meeting held on 15<sup>th</sup> December 2015 having been circulated and published, were approved and signed as a true record of proceedings.  
Matters arising:
  - a) The Council's previous Clerk had been contacted but no definitive list of salt/grit monitors exists; in the past residents have helped when necessary and if able. An article will be placed in the *Village Live* newsletter requesting volunteers. **Action: Cllr. Jenkin**
  - b) Ways of using the Ward Councillor's budget of £250 were discussed, including the possible introduction of dog poo bins & litter bins. Litter clearing was also discussed and Cllr Brown referred to fly tipping in Bakers Wood. It was reported that the District Council would only clear the litter if it was on the highway and not on private land. Regrettably it was concluded that the available funding could not be utilised.
- 5) **Clerk's Report:**
  - a) The paperwork for the *Transparency Code* grant has now been submitted with a request for funding of £1586.12 which, if granted, will go towards a laptop, scanner/printer and website development. The Clerk hoped to hear whether the bid was successful before the next bid submission date of 14<sup>th</sup> February.
  - b) The Councillors were reminded of the County Council's survey for their 2016/17 Budget proposals which closes on 22<sup>nd</sup> January. The survey focuses on 3 options. Option 1: To increase council tax by 1.99%. Option 2: To increase council tax by 1.99% and to raise a 2% council tax levy specifically to support care for older people. Option 3: To freeze council tax at the same level. Survey responses are requested from individuals rather than collective bodies, such as Councils.
  - c) Following correspondence from Cotswold DC the Clerk reminded Councillors of the need to declare any changes to their 'declaration of interests'. No changes were offered.
- 6) **Crime Figures:** The Community Police Officer (Mike Jurkiewicz) has been uncontactable, despite numerous attempts, and therefore no crime figures were available for the meeting.

7) **Grass Cutting Tender:** The present grass cutting contract runs until 4<sup>th</sup> April and therefore local advertisements are now needed for the next season's tender. They will be placed in Sevenhampton's *Village Live* and the *Coln Rivergroup Church Parishes'* publication. There was discussion about the precision of the present contract and how the work being carried out during the season was monitored. The present contract will be updated and a draft circulated to the Councillors for approval.

**Action: Clerk**

8) **Community Emergency Plan:** The Clerk informed the meeting that she had received a request from Cotswold Emergency Planning Support Officer (Roz Brazier) to update the Parish Council's Emergency Plan, which was last compiled in 2010. Emergencies such as road accidents, adverse weather conditions (e.g. snow, flooding), power failure etc. are considered. A template for the plan has been supplied by GRCC (Gloucestershire Rural Community Council) and reflects the existing plan's format. A list of Emergency Contact Details has already been updated and was circulated to Councillors (Addenda 1). It was agreed that these details will be placed on Parish Notice Boards.

**Action: Clerk**

The listings of residents identified in the existing Emergency Plan will be scrutinised with a view to updating if necessary.

**Action: Cllr Jackson**

9) **Financial matters:**

- a) The Council approved the payment of £255.78 for the village's *Good Neighbourhood Car Scheme* which is due for renewal this month. Cheque to be forward to the scheme's manager. **Action: Clerk**
- b) The Council approved the annual purchase of the *Clerks & Councils Direct* periodical for £12, which was less than previously thought. **Action: Clerk**
- c) As there had been no expenditure to date for Period 5 (5<sup>th</sup> Dec. – 4<sup>th</sup> Feb) no accounts were presented.

10) **Planning Matters:** Cllr. Boyd noted that recent planning applications for Puckham Barn (15/05290/FUL) and Brockhampton Park (retrospective) (15/04768/LBC) had been approved, as had the application for the Mobile Phone mast at Nash Barn (15/03546/FUL). There is a query as to whether the latter will be developed within the permitted 3 year period.

a) The Clerk read out a courtesy copy of a letter from Miss M. G. Hyatt which had been sent to Cotswold District Council with regard to the planning application 15/05261/FUL for Manton House, Sevenhampton. The main objections made in the letter were that the proposed alterations, with large areas of glass and rendering, are not in keeping with traditional Cotswold houses. In addition it was felt that the alterations would reduce the privacy at present enjoyed by Miss Hyatt. The site is within Sevenhampton's conservation area and the Council will respond to this application by endorsing Miss Hyatt's comments. **Action: Clerk**

b) Planning applications only having a limited time for response (nominally 3 weeks) and the Council has no committee to specifically identify & discuss planning issues. It was felt that a structured response was necessary when members were aware/informed of applications. It was agreed that the Clerk would circulate planning applications when received. If Councillors had any adverse comments they would circulate them and the Clerk would submit agreed responses. If responses differed, then a meeting would have to be called to discuss the issues.

11) **Date of Next Meeting:** Wednesday 16<sup>th</sup> March 2016, starting at 7pm and which will incorporate the Parish Meeting.

**There being no further items for discussion, the Chairman closed the meeting at 8.30 pm.**