

Sevenhampton Parish Council

Minutes of the Annual Parish Meeting

and

Parish Council Meeting

held on 22nd March 2017

Present: Cllrs. Lynne Jackson (Chairman), Bill Jenkin (Vice Chairman), Gordon Day, Harry Boyd, Matthew Cain, Tex Cook.

In Attendance: Diana Cook (Clerk), County Cllr. Paul Hodgkinson, 4 parishioners

Annual Parish Meeting

- a. The minutes of the previous meeting held on 16th March 2017 were approved and signed.
- b. The Chairman, Cllr. Jackson, read her annual report, thanking the Clerk and Cllrs. Cook and Jenkin for the research and work done in setting up the Parish's new website. All councillors were thanked for their various contributions, including Cllr Di Brown who had to resign due to ill health. Projects carried out in the parish throughout the year include the Cotswold Wardens renewing some styles, benches and footpaths, and the Community Payback Scheme which established a path through the churchyard. Both organisations act voluntarily so the Council gave donations to each of them. The local 'Good Neighbour' voluntary car scheme and the Rhodes Memorial Hall also received donations as they make valuable contributions to the community.
This year was the Queen's 90th birthday and the Council gave commemorative medals to parishioners who were 90 years or older. 150 trees have been planted throughout the parish, courtesy of the Tree Council.
A fireworks register was set up to help alert animal owners to forthcoming firework celebrations. A 'dog-poo' bin was installed, the retention of the Public telephone box was requested and objections were forwarded regarding the proposed merger between Cotswold and West Oxfordshire District Councils – this proposal was defeated although some resources continue to be shared.
Having not raised the precept for some years and in view of public funding cuts and devolvement of responsibilities to local level, the Council thought it prudent to ask to increase its precept this year. As a new councillor is being sought, there is likely to be additional training costs.
For the coming year, the Council will be continuing efforts with highways and safety, particularly focusing on potholes and speed reduction.
In the long term the council still has ambitions to obtain a 'village space' and some affordable housing but this is rather hampered by land availability.
Cllr. Jackson again thanked the council for their efforts and reaffirmed the endeavour to meet the needs of parishioners to provide a safe, social and attractive community.
- c. Question & Answers
 - Cllr. Hodgkinson asked if there were problems with any specific potholes / roads?
 - **Gassons Lane** has been damaged, mostly due to wide lorries, e.g. Dustbin lorries which are too wide given the width restrictions along that road. Also **Webbs Lane** and the road by the phone box were damaged. It was noted that typically road repairs were not well done so the 'repair' is inevitably temporary. The top road **leading to the A436** junction by Cotswold Trailers is collapsing on one side. The old **road to Northleach** (south of Hampnett) continues to be shut. This was explained to be due to a partial landslip and a collapsed wall. Cllr Hodgkinson has petitioned the Highways dept. for it to be re-opened.

Parish Council Meeting

1. **Apologies for Absence** – apologies received from Ward Cllr. Robin Hughes & Peter Siret
2. **Declarations of Interest** – None received
3. **Questions & Answers** – None in addition to the above
4. **Minutes of Previous meeting:** The Minutes of the previous meeting, having been circulated & published, were approved and signed as a true record of proceedings.
 - a. **Vacant position for Councillor.** Mr Ian Parkes had approached the Council in January to declare an interest in filling this position. He was present at the meeting and explained that he had lived in the village for 2 years, having previously lived in London, been Chair of a large residents association whilst there, and has a telecoms background. He was advised that a decision would be made by the Council before the next Council meeting.

Action: All Councillors
5. **Presentation by Flood Risk Management Officer (Peter Siret).** Unfortunately, Mr Siret had recently sent his apologies and summarised the information that he would have given in an email. This was read out. It highlighted that blocked watercourses were the landowner's responsibility. To help parishes to proactively monitor watercourses, particularly those which may be problematic and lead to flooding, the Flood Management team can supply maps with known watercourses highlighted. It was decided to request such maps.

Action: Clerk
6. **Grass Cutting Tender.** Although there were six enquiries only two tenders for the grass cutting contract were received. One bid was for £410 and the other £485; both providers had carried out grass-cutting for the parish in the past. It was decided to award the contract to the lower bidder. Clerk to contact both and advise.

Action: Clerk
7. **Clerk's report:**
 - a. Council were advised of a new competition launched by Cotswold DC, the *Great Cotswold Clean-up*, encouraging litter picking of untidy areas. Before and after photographs must be taken and Cotswold DC can provide (on loan) high viz vests and other litter picking equipment. No specific untidy areas were identified, maybe due to the on-going efforts of some parishioners. It was suggested that the Council purchase their own equipment to lend to litter picking volunteers but it was thought that this would be a liability risk.
 - b. Police Report. Councillors were provided with the latest Police report for Sevenhampton parish (Addenda 1). They were also advised of an invitation to a meeting in Gloucester on 30th March when the *Police & Crime Plan 2017-2011* will be launched. Hare coursing is prevalent at the moment and PC Ashley Weller (Rural Crime Liaison Officer) provided additional vehicle numbers to look out for.
 - c. Cllr Jenkin has been the local contact for *Neighbourhood Watch* but isn't able to be as active in this regard as in the past. There is also a similar scheme called *Rural Watch*. The Council were advised that some house insurers enquire as to whether applicants are registered with such local schemes. A request for a new organiser will be placed in *Village Live*.

Action: Cllr Jenkin
 - d. Security for the Council's laptop has been purchased.
 - e. County Councillor elections will take place on 4th May; *Notice of Election* will be displayed.
 - f. Information on a *Discretionary Rate Relief for Village Halls* was brought to the Council's attention. Cllr Day, Chair of Village Hall committee, was provided with further information.
 - g. Council were alerted to an initiative for a *Great Get Together* on 17th /18th June, which is aimed at local communities and is being promoted by Cotswold DC. Cllr Jackson thought that the WI may be interested in organising it, if the Council would fund it. Additional written information was provided to Cllr. Jackson.

- h. Land Registry has been contacted but the registration of *Elsdown Clump* is still not complete.
- i. Councillors were provided with Amey's *Highways Guide for 2017*. Cllr Hodgkinson advised the Council that the County Council's 5yr. contract with Amey was up for renewal this summer. His view is that their management is poor, with many delays in completion of work being experienced. The continuing problem of speeding traffic past Manor Farm was highlighted, as was night time traffic along The Quarry into Brockhampton. One suggestion to calm traffic was to have a narrowed, pillared entrance to the village rather than rumble strips which can cause noise nuisance. Cllr Hodgkinson suggested that Mr Skillern (Head of Highways dept.) should come to assess the situation. This was agreed to be a helpful course of action.
- j. The Clerk formally accepted the hours (25 hrs/month) and wages (SCP 18) offered.

8. Financial Matters

- a. Apart from the above *Great Get Together* and the possibility of using the disused Sevenhampton telephone kiosk as a library/book exchange, no additional projects were identified.
- b. Budget figures for the forthcoming financial year were identified and approved (Addenda 2). It was noted that each year £1000 should be put aside to the *Way Forward* fund.
- c. Payment to Information Commission Office re data protection was approved.
- d. GAPTC membership and their renewal fees were approved.
- e. Clerk's salary and expenses were approved.
The financial update for Period 6 (Addenda 3) could now be completed and would be forwarded to Councillors in due course.

Action: Clerk

9. Planning Matters.

- a. Application re Sunnyview, The Quarry (17/00530/FUL) – no objections given.
A recent application (17/00848/FUL) for Park Rise, Brockhampton was brought to the Council's attention – no objections given.
- b. Application re Whalley Farm (16/04651/FUL) – County Cllr. Paul Hodgkinson and Cllr Cain had attended a meeting at Whittington held by the applicants. The potential increase in traffic through Whittington and local lanes, should the application be permitted, remains a cause of concern. However, County Council has not placed an objection in this regard. There is an extension for comments on the planning application to 30th April. Council were advised that if the application goes to planning committee, it won't be until May at the earliest. The Clerk advised that there was an independent traffic analysis funded by a Whittington resident, Mark Anton-Smith, which could be viewed in full on Cotswold DC's planning website; a summary is held on Whittington's website.

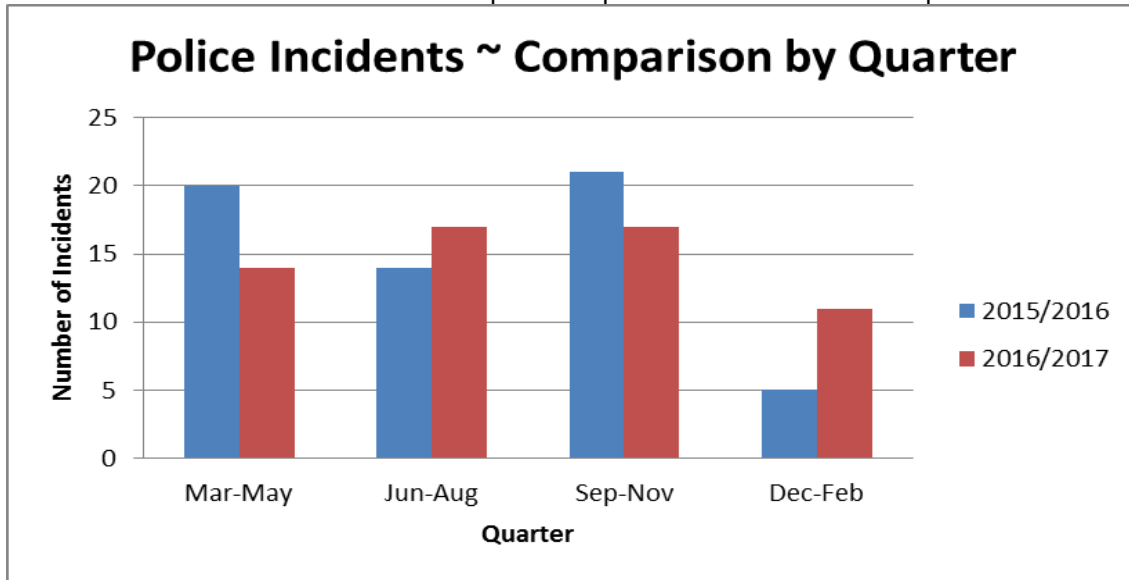
- 10. **Date of next meeting**, which will be the Annual Parish Council meeting, was confirmed as 17th May 2017.

There being no further business, the Chairman closed the meeting at 8.40 pm

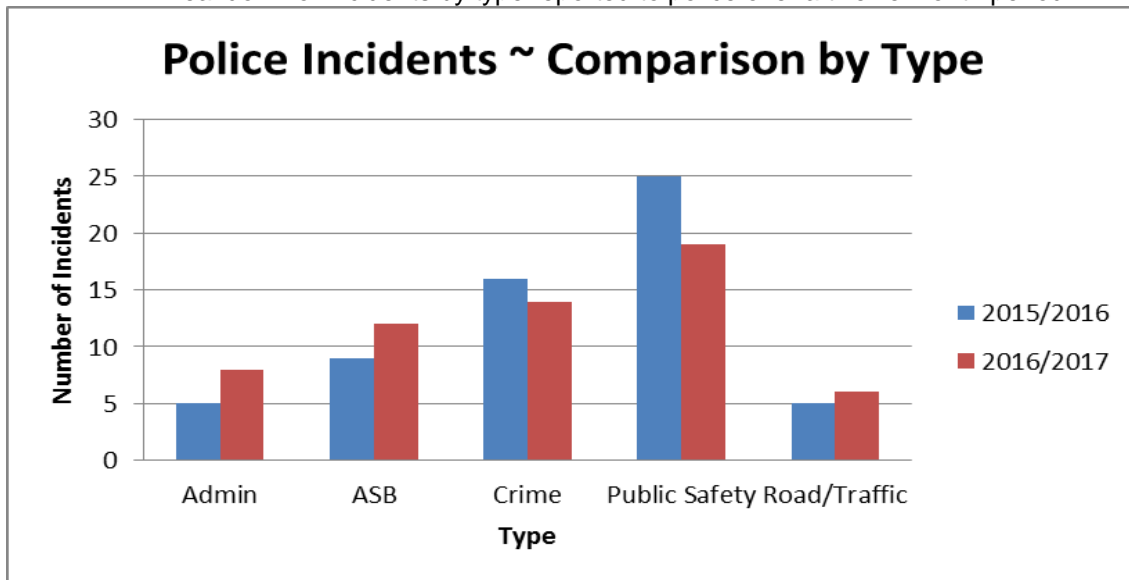
Addenda 1

Local Police Report Sevenhampton ~ March 2017

Number of incidents reported to police over a twelve month period



Breakdown of incidents by type reported to police over a twelve month period



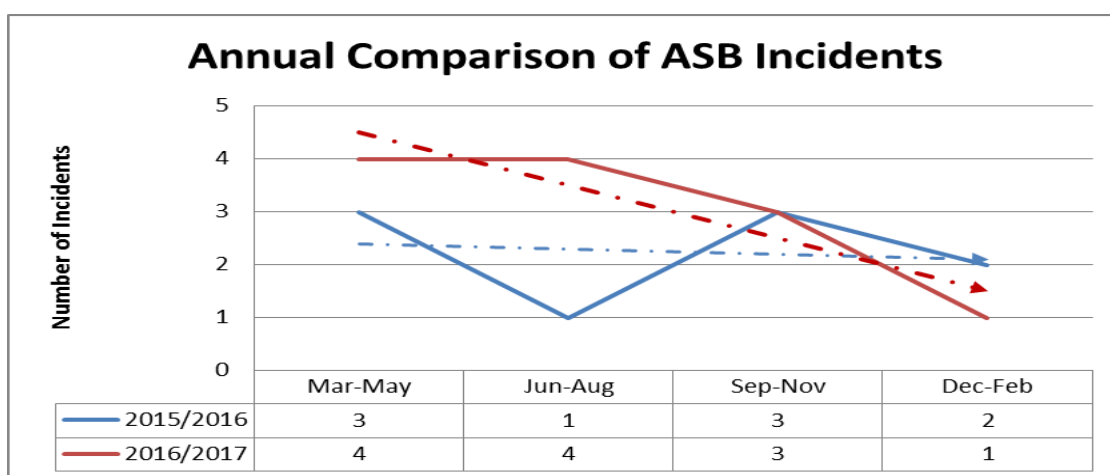
Breakdown of incidents related to crimes dealt with by police over a twelve month period:

Crime Related Incident	2015	2016
Burglary dwelling	2	1
Burglary non dwelling	2	0
Crime - other	1	3
Criminal damage	8	5
Fraud/forgery/deception	0	1
Theft - other	1	4
Theft of motor vehicle	1	0
Violence against the person	1	0
TOTAL	16	14

Admin @ <ul style="list-style-type: none"> • Complaint against police • Lost or found Property or animals • Messages inc press release • Police generated resource activity • Pre-planned event 	Public Safety * <ul style="list-style-type: none"> • Alarms ~ Personal, etc • Animals/Wildlife • Awol/abscond from hmp • Civil dispute-not btw neighbours • Concern for safety • Domestic incident - non crime • Missing Person • Susp. Circs./Insecure veh./prems. 	Road/Traffic # <ul style="list-style-type: none"> • Highway disruption • Road related offence • RTC Death / Injury • Rtc_damage only(inc animal rtc)
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We are aware that joy riders on farm land and the adjacent common land remains a major concern for Sevenhampton residents. We fully understand their concerns, and will endeavour to respond appropriately; however response times will vary according to what other incidents are taking place across the other 56 Parishes of the North Cotswolds at the time the joy riding is taking place.

Fortunately the number of Criminal damage incidents has fallen compared to the same period last year. Nevertheless the number of ASB incidents has risen slightly year on year. On a positive note, the trend for the last 12 months on the following graph appears to be travelling in the right direction:



We will not be able to attend every meeting we are invited to and on some occasions may have to cancel meetings providing little or no notice due to the nature of Emergency service demands. We will however always provide a Police Report which is designed to provide clear and simple information which can be shared with all those present at the meeting.

If questions are raised by those present please note the email addresses of the Beat Manager covering your area; however in the first instance, it would be as well to contact Stow Police Station:

Robert.Hardie@gloucestershire.pnn.police.uk.

The Neighbourhood Policing Team will be happy to address any concerns you have or that are raised during the meeting.

We will endeavour to attend as many meetings as we can but the new format of police Report combined with an up to date list of contact details will be provided for occasions we are not present.

PC 0436 Jason Page Jason.Page@gloucestershire.pnn.police.uk

Addenda 2

	Section powers	Actual to date	Budget 2017/18	Comments
BARCLAYS				
Expenditure				
Clerk's Salary/NI/Pension	LGA s.112(2)	2,339.03	3,200.00	SCP 18, 25hrs/mth
Petty Cash purchases	LG(FP)A s.5	313.43	330.00	Inks,stationery,post etc
Office costs	LGA s.111	208.00	208.00	£4 / week
Office equipment	LGA s.111	79.00	100.00	McAfee & PC backup
Chairman's Allowance	LGA s.15(5)	19.99	30.00	
Subs and Publications	LGA s.143	129.60	220.00	SLCC, GAPTC etc
Council Insurance	LGA s.140(1)	195.58	250.00	Due 1st June
Good Neighbourhood Ins.	LGA s. 140A	264.00	280.00	Due Dec/Jan
Grass Cutting	HA s.96	385.00	410.00	
Travelling Expenses	LG(FP)A s.5	96.35	100.00	Inc. Bournemouth
Website fees	LGA s.137	119.99	120.00	Discount Domain
Training	LGA s.111	41.40	250.00	CPD-SLCC Conference
Way Forward (Reserves)		1,000.00	1,000.00	
Grants and Donations	LGA s.4, s.137	200.00	200.00	Cit.Advce/Cots.Wardens
Contingency			47.00	Land Reg. /QEII medals
Stream Clearance	CA s.5			
Printing, Village Live etc	LGA s. 142(1A)	174.40	160.00	6 Copies+firework flyer
Hall hire	LGA s.134(4)	48.75	60.00	2017 increase to £4/hr
Data Protection (ICO)		35.00	35.00	
Independent Auditor Fees	LGA s.111	80.00	100.00	Auditors will change
Total		5,729.52	7,100.00	
Receipts				
Precept		6,500.00	7,000.00	
Southern Electric				
Wayleave		21.08	21.00	
Leeds BS Interest		25.49	25.00	
Produce Show		21.60	22.00	1 copy Village Live
VAT Refund		298.50	32.00	
Grants				
Other				
Total		6,866.6	7,100.0	

Addenda 3

SEVENHAMPTON PARISH COUNCIL

FINANCIAL UPDATE PERIOD 6
(FEB/MAR 2017)

Barclays Bank Account

£9,792.22

Receipts

£

Date

Payments

£

Date

22.03.17	Clerk's Salary	697.43
22.03.17	Office Expenses	217.24
22.03.17	Grass Cutting - C.Emtage	385.00
23.03.17	Hall Hire - Rhodes Mem.	22.50
23.03.17	Wayforward Fund	432.11
23.03.17	Wayforward Fund	567.89
28.03.17	Jenkin - Village Live	21.60

TOTAL 0.00

£2,343.77

Closing Balance **£7,448.45**

Leeds Building Society - Way Forward

Opening Balance **£7,953.89**

Receipts

£

Date

Payments

£

Date

23.03.17 1,000.00

TOTAL 1,000.00

0.00

Closing Balance **£8,953.89**

TOTAL BALANCES = **£16,402.34**