

**Minutes of the Parish Council Meeting
held on Wednesday 19th September 2018**

Present: Cllrs. Lynne Jackson (Chairman), Bill Jenkin (Vice Chairman), Gordon Day, Harry Boyd, Emma Lanfear

In Attendance: Diana Cook (Clerk), Ward Councillor Robin Hughes, PCSO Charlie Symes

1. **Apologies:** Cllr Richard Foulkes, Cllr Matthew Cain, County Cllr Paul Hodgkinson

2. **Declarations of Interest:** None received

3. **Questions & Answers:**

Cllr. Day asked if the 'Localism Act' could be an agenda item for the next meeting.

Sadly, the meeting was told that the well-regarded local resident and ex-councillor, Mrs Anne Jackson, had recently died.

Cllr Jackson asked for next meeting's agenda to include a talk from the Natural Flood Management team who are piloting a device in The Coln at Sevenhampton. This was agreed. Cllr Jackson asked if PCSO Charlie Symes could comment on the police report for the parish early, instead of at Item 7a on the agenda, so as not to delay his policing duties. This was agreed.

PCSO Symes reported that overall there had been an increase in 999 calls in recent months. There has been a recent spate of burglaries in the area but the main culprits have been arrested and charged. Ashley Weller, who oversees rural crime in the area, has been investigating hare coursing, particularly at Guiting Power. The Neighbourhood Watch scheme is being superseded by a new, free messaging system 'Your Community Alerts' which enables people to participate in a two-way exchange of information about crime in Gloucestershire. Alerts, for example of burglaries, scams, hoax calls etc, can be sent to anyone who registers. The website also gives out this information on www.yourcommunityalerts.co.uk

4. **Minutes of Previous meeting:** The Minutes of the previous meeting held on July 18th 2018, having been circulated & published, were approved and signed as a true record of proceedings.

Matter arising: Grit Bins – The Clerk advised that many emails had been sent between herself and Amey in order to identify a time for the grit bins to be installed. After talking to manager Mr Roberts, it was suggested that they would be placed in position sometime this week. They and all existing grit bins would then be filled with grit/salt.

Advertisement for New Clerk: It was decided to place an advert in the newsletter *Village Live*, The Church (Coln Rivergroup) magazine and Andoversford Post Office. In addition, the Gloucestershire Association of Parish & Town Clerks (GAPTC) and the Society for Local Councils and Clerks (SLCC) would be useful vehicles. The Clerk was asked to liaise with Cllr Jackson to examine the wording of the adverts. **Action: Clerk / Chair**

5. **Registration of dog walkers etc.** The Clerk advised the meeting that new legislation was being introduced on 1st October requiring people undertaking certain activities involving animals to be registered. These activities are: *selling animals as pets, *providing or arranging for the provision of boarding for cats or dogs (which includes day boarding), *hiring out horses, *dog

breeding and *keeping or training animals for exhibition. Locally, registration is with the Cotswold District Council who will enforce the licensing system. This may be particularly relevant as there has been complaint about a dog walker allowing animals to foul the verges.

6. **Community Awards 2018 – “Cotswold Champions”.** Councillors had been appraised of the scheme being promoted by Cotswold DC before the meeting. The scheme has been designed to celebrate residents and community groups who have contributed towards The Cotswolds and their local communities in a variety of ways. Posters have also been displayed in the parish. No nominee was identified by the Council.

7. **Clerk’s report.**

- a. Police report – as reported and discussed earlier (Q & A session) (Addenda 1)
- b. Fly tipping – fly tipping on Granna Lane (road 4/40608) towards Bakers Wood), had been reported to the clerk in mid August. This was in turn reported to Cotswold’s Environmental Services Dept. who responded quickly. The fly tipping was cleared within the week.
- c. Cotswold District Council’s Local Plan has been formally adopted (3rd August) and can be accessed on line. However, if required, a hard copy is held with the Clerk and can be inspected upon request.
Ward Cllr Robin Hughes confirmed that the Plan was now formally adopted. He commented that small scale developments of small dwellings (affordable housing) could be permitted in villages in order to overcome the difficulties associated with young people needing to live in rural environments.
- d. The Clerk advised the Council of a forthcoming road closure at the top of Quarry Hill (road 3/101) towards Stow Road and Larkhill Farm Road branching off it. The closure is scheduled for 5-19th October between 0700hrs and 1900 hrs daily (excluding weekends).
- e. Council were advised of a request from Royal Mail to promote their helpline and relevant advice to combat Scam Mail in the parish newsletter.

8. **Financial Matters.**

- a. The payment of £36 for invoice from ‘Parish Mapping online’ was approved.
- b. Payment of Clerk’s salary (£735.60) and expenses (£237.96) was approved.
- c. Period 3 update and on-going budget analysis (Addenda 2 & 3), having been previously circulated, was accepted.
- d. The Clerk advised that a mid-term audit had been arranged and would be conducted towards the end of October by Mrs Di Brown. Council were advised that this would be the last time that she wishes to undertake the audit.
- e. Council were advised that the Leeds Building Society account was only yielding 0.05% and she felt that this was too low a return on the funds held with them. Council agreed and the Clerk will do research to try to find a better alternative. **Action: Clerk.**

9. **Planning matters.** The only recent planning application involves the reduction of height of a tree in Sevenhampton (18/03466/TCONR), to which the Council has no objection. Planning Officer decisions are still awaited on previous planning applications 18/02793/LBC (Brockhampton Mews) 18/02736/LBC (Brockhampton Park) and 18/03062/ENQ (Quarry Cottage)

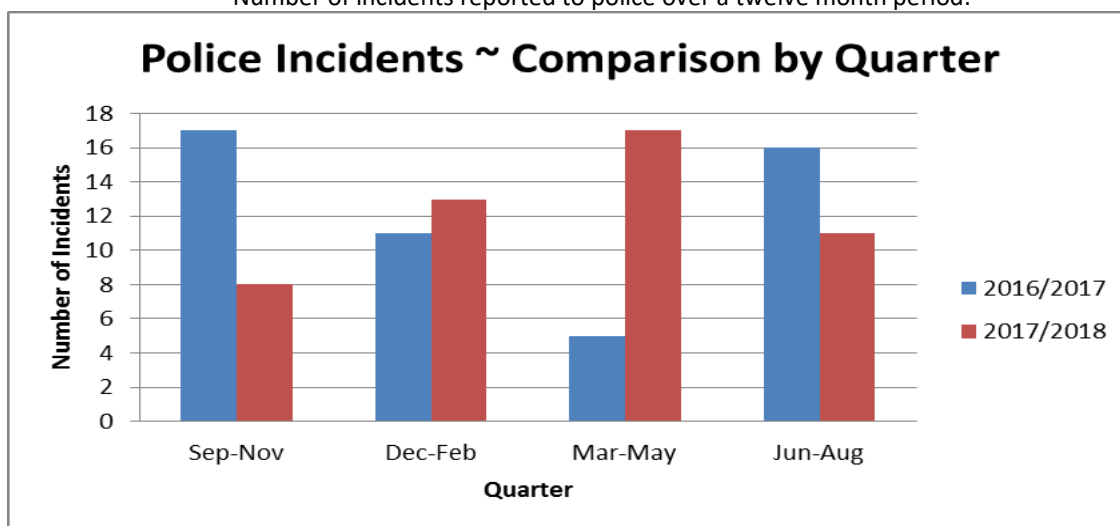
10. **Date of Next Meeting:** Wednesday 21st November 2018.

The Chairman closed the meeting at 8.15 pm

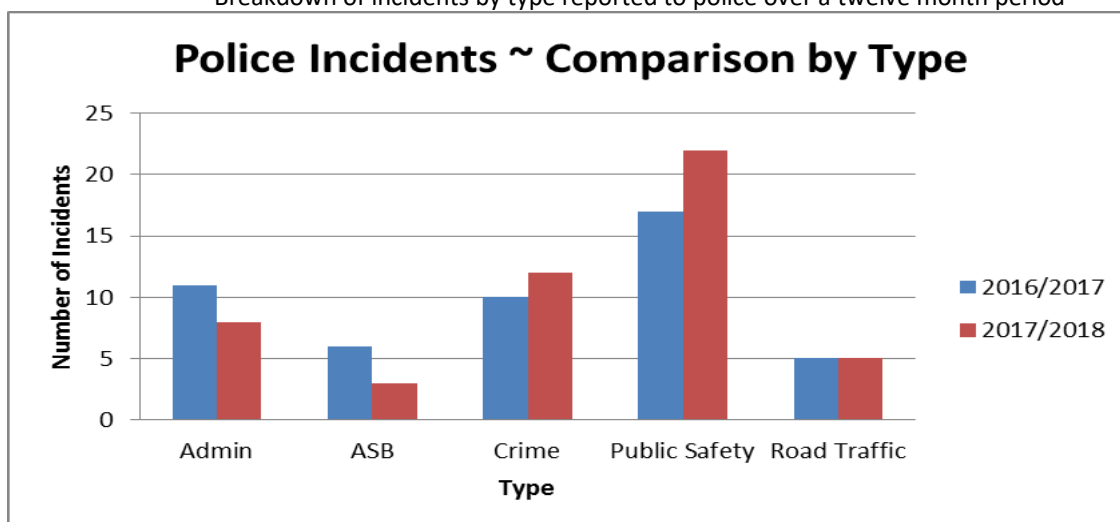
ADDENDA 1

Local Police Report Sevenhampton ~ Sep 2018

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	2016/2017	2017/2018
Burglary dwelling	0	4
Crime - other	0	1
Criminal damage	4	0
Fraud/forgery/deception	1	1
Theft - other	1	3
Theft from motor vehicle	1	1
Theft of motor vehicle	1	1
Violence against the person	2	1
TOTAL	10	12

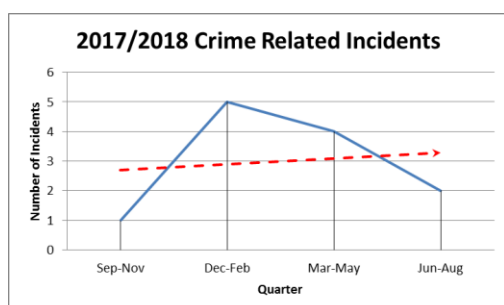
Admin @ <ul style="list-style-type: none"> • Complaint against police • Lost or found Property or animals • Messages inc press release • Police generated resource activity • Pre-planned event 	Public Safety * <ul style="list-style-type: none"> • Alarms ~ Personal, etc • Animals/Wildlife • Awol/abscond 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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NB. Each 'Incident' represents a contact report made to the Police via email, 101, 999, <https://www.gloucestershire.police.uk/contact-us/report-a-crime-or-incident/> , F2F with an officer, or at Stow on the Wold Police Station Reception. This being the case, it may be that a single event generates a number of incidents. An example of this could be a single vehicle losing control and damaging a number of properties which could result in a number of 'Criminal Damage' incidents.

For precise details of recorded 'Crimes', please visit: <https://www.police.uk/gloucestershire>

NB. Please be aware that during April 2017, Central Government changed the way burglaries are to be categorised; consequently direct comparisons with last year are problematic.

General:



Despite the slight rise in "Crime" related Incidents between 2016/2017 and 2017/2018, these types of incidents remain fairly constant at 0.03 per day in both years. As can be seen from the graph, despite the trend over the full 12 months being marginally up, the number of such incidents has been in steady decline since February 2018.

Please rest assured that your Neighbourhood Policing Team in the North Cotswolds continues to take the concerns of your community, together with those of every victim of crime or ASB seriously, and endeavours to provide the best service possible; however this must be within the resourcing constraints under which they have to operate. This having been said, we continue to rely on the support of the communities we serve

ADDENDA 2

SEVENHAMPTON PARISH COUNCIL						
FINANCIAL UPDATE PERIOD 3 (AUG/SEP 2018)						
Barclays Bank Account						
Opening Balance		£11,527.98				
<u>Receipts</u>		£	<u>Payments</u>		£	
<u>Date</u>			<u>Date</u>			
1.9.18	V lewis	114.98	9.8.18	W Jenkin (V Live)	24.00	
			19.9.18	D Cook (Salary)	735.60	
			19.9.18	D Cook (Expenses)	237.96	
			19.9.18	Parish Online	36.00	
TOTAL		114.98			£ 1,033.56	
Closing Balance		£10,609.40				
Leeds Building Society - Way Forward						
Opening Balance		£10,963.58				
<u>Receipts</u>		£	<u>Payments</u>		£	
<u>Date</u>			<u>Date</u>			
1.9.18	Interest	5.04				
TOTAL		5.04			-	
Closing Balance		£10,968.62				
TOTAL BALANCES =		£21,578.02				

ADDENDA 3

	Section powers	Actual 2017/18	Budget 2018/19	Actual to (18.9.18)	Budget 2019/20	Comments
BARCLAYS		(inc. VAT)		(inc. VAT)		
Expenditure						
Clerk's Salary/NI/Pension	LGA s.112(2)	2,831.03	3,200.00	1,471.20		SCP 18, 25hrs/mth
Petty Cash purchases	LG(FP)A s.5	82.97	200.00	239.36		Post, sundries, 2xbins
Office costs	LGA s.111	208.00	208.00	104.00		£4 / week
Office equipment/supplies	LGA s.111	109.99	180.00	102.96		McAfee/Inks/Paper etc
Chairman's Allowance	LGA s.15(5)		30.00			
Subs and Publications	LGA s.143	318.28	220.00	53.00		GAPTC/Mapping/NALC
Council Insurance	LGA s.140(1)	216.50	250.00	216.50		Due 1st June
Good Neighbourhood Ins.	LGA s. 140A	215.85	230.00			Due Dec/Jan
Grass Cutting	HA s.96	410.00	600.00	270.00		M J Lewis
Travelling Expenses	LG(FP)A s.5	74.25	100.00	9.45		Inc. Bournemouth '16
Website fees	LGTC	254.38	120.00	15.59		D.Domains de-hack inc
Training	LGA s.111	220.00	250.00			CPD,GAPTC,Website
Way Forward (Reserves)		1,000.00	1,000.00	1,000.00		Internal Transfer
Grants and Donations	LGA s.4, s.137	100.00	100.00			Cit.Advce
Contingency	Varies	273.48	117.00			
Public Land management	CA s.5	180.00	350.00	395.92		Provision of grit bins
Printing, Village Live etc	LGA s. 142(1A)	113.60	120.00	72.00		W Jenkin
Hall hire	LGA s.134(4)	35.25	60.00			for Nov '16-Nov '17
Data Protection (ICO)		35.00	35.00			
Independent Auditor Fees	LGA s.111	80.00	80.00	90.00		I Selkirk
Total		6,758.58	7,450.00	4,039.98		
Receipts						
Precept		7,000.00	7,000.00	5,250.00		Precept
Southern Electric Wayleave		21.08	21.00	21.08		
Produce Show		21.60	400.00			Winter provisions
VAT Refund		160.17	29.00			
Grants		400.00				Produce Show
Other		1,005.60		114.98		Oil fund for grit bins
Total		8,608.45	7,450.00	5,386.06		
LEEDS B.S. (Way Forward)						
Expenditure						
Way Forward (Reserves)						Churchyard project
Total						(Materials & labour)
Receipts						
Way Forward (Reserves)		1,000.00	1,000.00			From Barclays a/c
Grants PCC (Churchyard)						from Parochial CC
Interest		9.69	5.04			
Total		1,009.69	1,000.00			
LGTC = Local Government Transparency Code 2015						
LG(FP)A = Local Govt.(Financial Provisions) Act 1963 LGA=Local Govt. Act CA = Commons Act HA = Highways Act 1980						