

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL, SOUTH CERNEY ON WEDNESDAY 12TH DECEMBER 2012

Present: Chairman M. Stuart
 Vice Chairman P. Nicholas
 Parish Councillor Mrs F. Chapman
 Mrs E. Chubb
 P. Jay
 J. Kimberley
 Mrs D. Land
 Mrs C. Tunbridge
 R. Webb
 Cllr Mrs Layton (CDC)
 Cllr S. Parsons (GCC)
 Emily Hallett (R-Way)
 Jasmine Tresadern (R-Way)
 Six members of the public attended.

The Chairman Cllr Stuart opened the meeting at 7.30 pm.

APOLOGIES

Cllr Harris had sent an apology for his absence and he had a prior engagement to attend.
 Cllr Wearing had sent an apology for his absence as he was unwell.

MINUTES OF THE MEETING HELD ON 14TH NOVEMBER 2012

It was proposed by Cllr Kimberley and seconded by Cllr Mrs Chubb that the minutes were a true and accurate record. Cllr Stuart abstained as he was not present at the meeting. The remainder of the Parish Council were all in favour.

R-WAY REPORT

Jasmine Tresadern informed the Parish Council that Chris Wearing and herself had been accepted to take part in a youth course induction in Gloucester on 8th January. The first session would be on 15th January. Cllr Jay would be asking for volunteer drivers to take Jasmine and Chris to the course in Gloucester. Travel expenses would be paid. Emily Hallett spoke about a new initiative to cater for a younger element in an after school group which would start in January. There would be a Christmas party in the Scout Hall on Monday 17th December and a shopping trip to Bristol has also been arranged. Cllr Stuart wished Emily and Jasmine a happy Christmas and thanked them for their contribution to R-Way.

EMERGENCY PLAN

Cllr Jay reported on how he and Cllr Harris had, with the help of Nigel Evans, Christina Pollard, Alan Fisher and others sourced sand and bags which helped protect endangered properties in the village. Thanks was also due to the Bowls Club for the loan of their pump. What was very obvious Cllr Jay continued was that the village was very exposed, on its own with no immediate help from local services. Cllr Jay made it clear that those purchasing the emergency materials would be reimbursed. Further, the outlet pipes from the Bowls Club pump were corroded and he suggested to the Parish Council that it should consider replacing the pipes as a goodwill gesture. Parish Councillors had no objection. There was a pressing need of having a Parish Plan to deal with future emergencies. The community needed to be prepared.

Accordingly Cllr Jay proposed and Cllr Stuart seconded a motion that this Parish Council produces an emergency plan which will include a list of available resources of both materials and people, a list of contact phone numbers and also to explore prevention matters. The Parish Council was all in favour.

Cllr Jay then invited Marilyn Cox from GRCC to explain how to produce an Emergency Plan. Marilyn explained that she had three to four years experience in helping local councils formulate emergency plans and thanked the Parish Council for inviting her to the meeting to explain the procedures. From a slide presentation it was shown that any plan would depend on local knowledge. To succeed ownership of the plan would be with the community and not be generic. The plan would not replace the duty of local authorities or usurp their services but would supplement links with them. Emergency services would continue to deal with any incident but the community would source the problem. In response to a query from Cllr Nicholas on how the community would prioritise events Marilyn explained that this would best be achieved through risk assessment. It would be necessary to have as many groups involved as possible with each interlinked so that if someone was unavailable for a specific task then a replacement would be activated. To encourage participation, information on the plan should be placed in Cerney News. It was in everyone's interest to help themselves. Alan Fisher enquired if money was available for equipment or other works? Yes Marilyn replied, grants were available but would have to be applied for. Cllr Kimberley stated that he had found a storage unit and a business which would probably donate a supply of sand. A key person to contact at CDC was Lawrence King, Flood Enforcement Officer and Peter Collins the Environment Agency's Area Manager (tel: 07771 972 812). The Clerk was asked to contact Mr Collins with regard to a problem on the river Churn where it leaves the village at Robert Franklin Way railway line and other stretches through the village which may need attention because of overgrowing weed and silt deposits. As a matter of extreme urgency, Parish Councillors would like an opportunity to walk the river Churn with Mr Collins through South Cerney to impart their specialist local knowledge.

MATTERS ARISING

Village Plan (Page 3037)

Cllr Jay asked the Clerk to contact Cllr Harris to see if he would renew his efforts to coordinate a meeting of the sub-group of Parish Councillors comprising Cllr Jay, Cllr Mrs Land, Cllr Mrs Tunbridge and Cllr Wearing who had all volunteered to manage the new Village Plan.

CCTV (Page 3037)

Cllr Kimberley had been in touch with PFS (Swindon) and a site meeting had been arranged.

Footpath at Shorncote (Page 3037)

Cllr Stuart reported that Mike Barton Gloucestershire County Council PROW had informed him that he would be seeking to resolve the flooding of the footpath in the new year.

War Memorial (Page 3039)

It was decided that the option to create a T-junction at Broadway Lane and High Street be discussed as an agenda item at the January Parish Council meeting.

Station Road Carriageway (Page 3039)

Cllr Stuart reported that Paul Swift (Gloucestershire Highways) had informed him that work on the carriageway would take place in the near future.

CLERK'S REPORT

On Wednesday 5th December I attended a Clerk's networking event at Highnam. One interesting presentation was from PATA which is a charity providing payroll services to Parish Councils. Mrs Jenny Gardiner had indicated that she wished to relinquish that task and PATA would be worth considering, to replace her. Mrs Gardiner would like to continue to act as Internal Auditor. A new regime to be known as Real Time Information will be introduced shortly which will change the way tax returns to HMRC will be notified. A representative from Came & Company Parish Council insurers lectured on the necessity of regular play ground and equipment inspections to guard against the "No Win No Fee" claim culture. It was also advised to keep a register of those persons who volunteer for Parish Council schemes. Kim Bedford Chief Executive Officer at GAPTC preemptively warned about the forthcoming Precept and the implications under the new Code of Conduct of Parish Councillors voting prejudicially on the budget. Since that meeting Nigel Adams at CDC dismissed the necessity of dispensations for Parish Councillors voting on the subject. I find these networking events most informative, better than what I learn at national conferences, especially discussing with other Clerks the day to day vagaries of the job.

During November of the 22 available working days I averaged 3 hours 55 minutes per day which is some 19½ hours a week and that is 1½ hours in excess of what my current contract allows for at 18 hours per week.

MINUTES OF THE MEETING OF THE PLAYING FIELDS AND VILLAGE MAINTENANCE COMMITTEE HELD ON MONDAY 10TH DECEMBER 2012

Cllr Mrs Chapman, Cllr Mrs Chubb, Cllr Stuart and Cllr Mrs Tunbridge attended the meeting. Cllr Jay attended the latter part of the meeting. Cllr Stuart had opened the meeting at 7 pm.

Apologies

Cllr Harris apologised for his absence as he was otherwise engaged on family business. Cllr Kimberley had sent an apology as he had to entertain family visitors. Cllr Nicholas had sent an apology for his absence as he was delayed at his office.

Matters Arising from previous Minutes

Meeting with representatives from Cerney Wick (Page 3037)

The previously cancelled meeting had taken place at 7.30 pm on Thursday 15th November at the Upper Room, United Church in Clarks Hay. Cllr Jay reported that it was a very amicable meeting and the Cerney Wick group would present a plan for funding to the Precept meeting.

Village Hall works (Page 3037)

Cllr Stuart reported that further to the grant of £6,500 received from Cotswold District Council for the thatching work on the Village Hall roof. A further £12,000 had been applied for from the Gloucestershire Environmental Trust as a major part of the grant of £13,832.

War Memorial (Page 3039)

Cllr Stuart reported that he had been in discussions with David Bruton (Redrow) regarding the possible repositioning of the War Memorial. Mr Bruton advised that the next phase of design work is going to cost Redrow £4k and requested copies of any correspondence or confirmation of support in principle from the National War Memorial Trust and Royal British Legion. As regards the traffic flow query, the volume of traffic was assessed at outline planning permission stage and had been approved as acceptable. The alternative design of the junction is just a different way of detailing the junction and does not affect the flow as such.

The next step is for Redrow to commission the detailed design work and for that to be submitted to Glos Highways and Cotswold District Planning Department for approval. Cllr Stuart is making arrangements to forward the requested information to Mr Bruton.

Station Road Carriageway (Page 3039)

Cllr Mrs Chubb confirmed that no repair to the damage to the centre of the carriageway in Station Road had been made. Cllr Stuart has a meeting arranged with Paul Swift (Gloucestershire Highways) and he will raise the concerns made by Cllr Mrs Chubb.

Cllr Stuart had met with Paul Swift who confirmed that the work was on his schedule and will be attended to shortly.

Broadway Lane and Station Road footpaths (Page 3040)

Cllr Stuart reported that he had forwarded local maps of the roads on which the footpaths had been suggested to Paul Swift (Gloucestershire Highways).

360° swing at Robert Franklin Way play area

The Clerk reported that he had no reply from the Dutch firm which was the original manufacturers of the play equipment. The Clerk was asked to enquire from Playground Supplies what a new item would cost. In the circumstances the Committee agreed that if that cost was prohibitive there was no alternative to having the swing repaired at a cost of £1,032 plus carriage, labour and VAT.

The Clerk had ascertained that Playground Supplies would quote £3,213 for a replacement swing from Nijha or £2,413 for a similar but not so robust alternative from Europlay, all prices net and not installed.

Cricket Club débris removal

As delicate discussions were taking place on alternative means for grass cutting on both the cricket and football pitches, Cllr Stuart had decided that it was inappropriate at this time to write to the Cricket Club regarding its continual refusal to remove the accumulation of débris near to the pavilion.

Parking Restrictions on the Piece

Cllr Harris had forwarded one quote for large stones from a local quarry but was confident that a lower price could be found from another supplier. In the circumstances the Committee was not convinced that such a cost to remedy an intermittent problem was worthwhile. Nevertheless another quote would be considered and a decision taken then, whether or not to proceed.

Ham Lane Research on Ownership

The Clerk reported that he had written to six occupants of properties adjoining Ham Lane to enquire if any had a claim on the track. So far only one had replied in the negative. Consequently, the Committee decided to ask Mike Barton (GCC PROW) to take the necessary steps for the adoption of the lane as a PROW.

Speed Watch

Cllr Stuart reported that so far only five residents including himself had volunteered for the scheme which was four people short of a viable group. If there was not enough interest from residents in taking part then there was absolutely no point in forming a team. Cllr Stuart will discuss his recommendations with the Parish Council on Wednesday evening.

The Parish Council agreed to a suggestion from Cllr Stuart that the launch of Speed Watch be delayed until late January when a public meeting will be arranged. In the meantime he encouraged Cllr Kimberley and Cllr Mrs Layton (CDC) to continue their efforts to recruit volunteers. Cllr Mrs Land and Cllr Mrs Layton asked the Clerk to forward the result of the speed monitoring exercise carried out on Broadway Lane.

INSPECTION REPORTS

Robert Franklin Way

Cllr Mrs Chubb and Cllr Mrs Tunbridge had jointly carried out the inspections. All was in order. The 360° swing was out of commission awaiting repair.

Cerney Wick

Cllr Mrs Chapman reported that there was moss on the base of the swing which was rusting badly. The slide and the activity were awaiting refurbishment. Generally, part of the entrance over the ditch is sinking. The Clerk will report the findings to Jenny Pegler at Cerney Wick, Cerney Wick Village Committee.

Upper Up

Cllr Stuart reported on the Upper Up play area. Due to the winter conditions the equipment and area was not being used to any great extent. All was in order.

RECOMMENDATIONS TO THE FINANCE COMMITTEE

It was proposed by Cllr Stuart and seconded by Cllr Mrs Tunbridge that the Finance Committee agrees to the cost of replacing the four chains on the 360° swing at a supply cost of £578.50 and the rubber tyre platform and inner seat at £455.00 ex VAT and carriage. The Committee was all in favour.

UPPER UP CAR PARK ENTRANCE ALTERATIONS

Cllr Harris had prepared a specification for work needed to reduce the width of the entrance to the Upper Up car park. The Clerk was asked to contact suitable contractors and ask them to quote for the work as specified. Cllr Stuart asked the Clerk to warn the contractors of the absolute necessity of using an underground service locator before commencing work as it was suspected that high voltage cables were buried in the vicinity.

COTSWOLD WATER PARK LEGACY FUND

Cllr Jay reported that Matthew Millett Chief Executive Officer had attended the Precept consultation meeting with a proposal that the Parish Council makes a contribution to some Water Park Trust (WPT) infrastructure projects. Subsequently an application form to apply for support from the Cotswold Water Park Legacy Fund had been received. Cllr Jay suggests that the provision of a notice board at the Bridge Car Park would be a suitable project for funding from the WPT which would nullify any claim on Parish Council funds.

S.106 ON LAKE 17 (07/01921/FUL CT.0108/2/A)

The Clerk was to ask Mike Napper at CDC Planning if he could send an exact description of the location of the footpath on Lake 17 along Broadway Lane and if it will be accessible to the general public.

TASK LIST

Note that Mike Barton (GCC PROW) had agreed to supply the materials for the refurbishment of the slapper post at the entrance to the Glebe allotments. Lady Fanshawe had agreed to provide the labour.

COUNCILLORS' REPORTS

Cllr Mrs Tunbridge asked the Clerk to enquire from Paul Swift (Gloucestershire Highways) if gully cleaning had taken place in Silver Street in the vicinity of Berry Farm. Cllr Stuart had met with Paul Swift who had assured him that all drains had been sluiced out.

Cllr Mrs Chubb asked the Clerk to report that there was an accumulation of weed in the ditch in Station Road. The Clerk will inform Gloucestershire Highways.

Cllr Mrs Chapman reported that Flag plants in the ditch by Rose Cottage and opposite the Long House in The Street in Cerney Wick were a possible cause for the back up of water. Cllr Mrs Chapman will inform Jack Caunce and the Clerk will write to the residents of Rose Cottage and ask them to remove the plants.

CORRESPONDENCE

18. John Hicks & Associates play areas and equipment inspection quotation

The Committee agreed to continue with the services of John Hicks.

There being no further business Cllr Stuart had closed the meeting at 8.22 pm

MINUTES OF THE MEETING OF THE FINANCE COMMITTEE HELD ON MONDAY 10TH DECEMBER 2012

Cllr Jay, Cllr Nicholas, Cllr Stuart and Cllr Webb attended the meeting. Cllr Jay had opened the meeting at 8.30 pm.

Apology

Cllr Mrs Land apologised for her absence as she was feeling unwell.

Spreadsheet Analysis

The eighth month of the spreadsheet, representing two-thirds of the period, showed expenditure within budget. Ground maintenance charges will now drop out of the calculations and that will cause the Village Maintenance expenditure to regain equilibrium.

Project Recommendations from the Playing Field and Village Maintenance Committee

The Clerk reported that the Playing Fields and Village Maintenance Committee requested that the Finance Committee agrees to the cost of replacing the four chains on the 360° swing at a supply cost of £578.50, the rubber tyre platform and inner seat at £455.00 ex VAT and carriage. The Finance Committee had no objection to the proposed expenditure.

It was proposed by Cllr Jay and seconded by Cllr Webb that the Parish Council agrees to purchase the replacement items from Playground Supplies: 1. Inner Platform for the tyre of the horizontal swing – £455.00 + VAT; 2. Set of four chains complete with protection cover for the horizontal swing – £553.50 + VAT; 3. Carriage of the above – £25.00. The Parish Council was all in favour.

Payments Out

Petty Cash	Bus shelter cleansing (December)	£50.00
Petty Cash	Litter picking (December)	£100.00
Petty Cash	Postage	£30.00
M. McKee	BT telephone, internet access (November)	£31.69
M. McKee	O ² contract (November)	£7.89
M. McKee	Reimbursement of GAPTC Clerks Networking fee	£15.00
M. McKee	Clerk's travel (November)	£34.45
SLCC	Membership renewal	£162.00
Nigel Evans	Reimbursement for purchase of sand bag material	£76.46
Christina Pollard	Reimbursement for purchase of sand bags	£38.27

Peter Jay	Reimbursement for purchase of sand bags	£54.00
Thames Water Utilities Ltd	Upper Up playing fields water supply	£146.73
Mrs E. M. Hallett	4 weeks @ 8 hours per week @ £13.26 per hour	£424.32
Julia Cunningham	South Cerney Youth Group (November)	£286.00
James Harris Contracting	Repairs to grass and resetting bollards at War Memorial	£135.00
Kelvin Wearing	Work on compost (November)	£96.00
Mike Smith	Installation of defibrillator	£72.08
		<u>£1,750.89</u>

Cllr Jay had inspected the invoices and agreed the Clerk's expenses for November.

It was proposed by Cllr Jay and seconded by Cllr Webb that the Committee recommends the Parish Council makes the above payments. The Committee was all in favour.

At the Parish Council meeting it was proposed by Cllr Jay and seconded by Cllr Webb that the Parish Council makes the above payments. The Parish Council was all in favour.

Payments In

Gloucestershire County Council	Compost credits	£1,210.81
Martyn Slater (Steam Rally)	Donation (attributable to any cause)	£200.00
South Cerney Football Club	Water supply in total	<u>£146.73</u>
		£1,557.54

Budget Meeting and Precept Prediction

It was agreed to hold the meeting to decide the Budget at Cllr Jay's home at 6 The Lennards at 7.30 pm on Friday 4th January. CDC had requested that the Parish Council gives an indicative funding requirement figure in order that it can calculate the impact on our band D council tax and advise if this is likely to trigger any government capping criteria. The figure is required by the end of December 2012. The specific details of how these changes will impact upon our Parish Council will be provided on or by Friday 4th January 2013. The Committee recommends to the Parish Council that the figure to be forwarded to CDC is £69,000.

There being no further business Cllr Jay had closed the meeting at 9.14 pm.

MINUTES OF THE MEETING OF THE PLANNING COMMITTEE HELD ON MONDAY 10TH DECEMBER 2012

Cllr Mrs Chapman, Cllr Jay, Cllr Nicholas, Cllr Stuart and Cllr Webb attended the meeting.

Cllr Nicholas had opened the meeting at 9.15 pm.

Apology

Cllr Mrs Land had apologised for her absence as she was feeling unwell.

Matters Arising

Street Names in the Mallards

A lost consultation on the naming of streets in The Mallards led the Committee to request the Clerk to inform Clare McNee at CDC, as the previous means of consultation had failed, that the Planning Committee of the Parish Council now wished that the Parish Council be included in the decision to name the streets in the new development known as The Mallards. The Committee was minded to follow the recommendation of one of the Parish Councillors to name the streets after breeds of water fowl.

12/04205/FUL CT.7622/B

The Committee was intrigued as to why Planning Officers at Cotswold District Council had patently ignored the recommendations of its expert's opinion regarding the application to construct a building on the site. The final paragraph of the Agricultural Report states: "However it is not considered essential that it is necessary for the applicant to be based on site for this to happen nor are the buildings as proposed considered reasonably necessary as detailed above". Could the officer also detail exactly how Cotswold District Council is going to monitor the business scheme? The Clerk will enquire from Martin Perks at CDC. Mr Perks had emailed a vindication of how he had dealt with the proposal. Cllr Nicholas was concerned with his action and will be calling for a full justification of the way Mr Perks has handled this application.

Planning applications received by Cotswold District Council**12/04323/FUL (New Details)**

Applicant: Mr William Bird, Boundary Barn, Cerney Wick GL7 5QH
 Proposal: Erection of timber stables formation of a swale and change of use to equestrian land at Boundary Barn, The Street, Cerney Wick GL7 5QH (R)
 NO OBJECTION ratified by Parish Council

12/04600/FUL

Applicant: Mr S. Couch, c/o Agent: Paul Dance Ltd, Foxgloves, North Street, Stoke-sub-Hamdon, Somerset TA14 6QQ
 Proposal: Change of use to commercial carp fishery including the installation of 10 fishing shelters and creation of new access and car parking area on western boundary at Lake 75, Cerney Wick
 As this proposal will breach Zone A regulations through intensive development and possibly generate excessive traffic movements the Parish Council objects.
 OBJECTION

At the Parish Council meeting Cllr Jay asked Parish Councillors to stand up if any had a prejudicial interest. Seven of the nine in attendance declared prejudicial interests. Consequently the meeting was not quorate and no decision was taken.

Cllr Mrs Chubb, Cllr Stuart and Cllr Webb declared prejudicial interests as members of the Village Hall Committee and how their participation might influence the Village Hall's interest.

Cllr Nicholas declared a prejudicial interest as he was a friend of a close neighbour of the proposed application.

Cllr Mrs Tunbridge declared a prejudicial interest as a relative of the applicant.

Cllr Mrs Chapman declared a prejudicial interest.

Cllr Jay declared a prejudicial interest.

12/05093/FUL

Applicant: Bybrook Developments, c/o Agent: Mr Nathan McLoughlin (McLoughlin Planning) Signpost Cottage, The Camp, Stroud, Glos GL6 7HN
 Proposal: Erection of 2 dwellings at The Homestead, Silver Street, South Cerney GL7 5TS
 NO DECISION as the Parish Council was not quorate

12/05133/CLEUD

Applicant: Mr John Hancox, c/o Agent: Ms Anne Bennett (Charles Russell LLP), Compass House, Lypiatt Road, Cheltenham, Glos GL50 2QJ

Proposal: Certificate of Lawful Existing Use or Development under Section 191 of the Town and Country Planning Act 1990 for the use of property as residential at Old Farm House, Butts Farm, Cricklade Road, South Cerney GL7 5QE (R)
NO OBJECTION ratified by Parish Council

12/05202/FUL

Applicant: Mr & Mrs Simpson, c/o Agent: Mr B. Iles IBA, Unit E & F, The Old Brickyard, Ashton Keynes, Wilts SN6 6QZ

Proposal: Two storey extension to side at 3 Churn Close, South Cerney GL7 6HX
NO OBJECTION

12/05409/FUL

Applicant: Mr S. Couch, c/o Agent: Paul Dance Ltd, Foxgloves, North Street, Stoke-sub-Hamdon, Somerset TA14 6QQ

Proposal: Erection of bailiff cabin, reception and toilets to be used in connection with a commercial carp fishery and relaxation of Condition 1 of planning permission 05/00624/FUL to allow the existing accommodation (The Lodge) to be used for occupancy by a full time worker/manager employed in the commercial carp fishery at Lake 75, The Street, Cerney Wick

As this proposal will breach Zone A regulations through intensive development and possibly generate excessive traffic movements, the Parish Council objects.

OBJECTION

It was proposed by Cllr Webb and seconded by Cllr Mrs Chapman that the Parish Council accepts the recommendations of its Planning Committee. The Parish Council was all in favour.

Planning Applications granted by Cotswold District Council

12/04007/FUL CT.6632/G

Replacement of existing chain link fence with pallisade fencing within and around perimeter of site at Bosch Rexroth Ltd, The Mallards, Broadway Lane, South Cerney

12/04130/FUL CT.8950

Change of use from agricultural to equestrian and the erection of a stable block for private, non-commercial use with associated ground works at Clay Meadow, Cirencester Road, South Cerney

12/04205/FUL CT.7622/B

Use of land as a site for a log cabin as a temporary farm dwelling and the permanent construction of farm buildings and related development to include a hardcore access track and turning head at land parcel Clay Meadow, Cirencester Road, South Cerney

12/04296/FUL CT.1454/5/P

Retrospective application for the erection of a 2m high close boarded fence and vertically boarded timber gates at Cherry Lake House, Wildmoorway Lane, South Cerney

12/04679/COMPLY CT.1454/5/N (12/02730/FUL)

Erection of four fishing cabins – compliance with conditions 4, 6 & 10 at Cherry Lake House, Wildmoorway Lane, South Cerney

There being no further business Cllr Nicholas had closed the meeting at 9.45 pm.

REPORT OF THE PERSONNEL COMMITTEE ON THE CLERK'S ASSESSMENT

The Clerk was asked to leave the room while the report was made by Cllr Jay. Cllr Nicholas declared a prejudicial interest as the Clerk was a client of his firm and joined the Clerk.

The Personnel Committee had met on Friday 16th November 2012 at 6 The Lennards.
Present: Cllr Mrs D. Land, Cllr P. Jay, Cllr M. Stuart, Cllr Mrs Tunbridge and Cllr R. Webb.

Recommendation to the Parish Council

1. Clerk's Salary 2013/2014. To remain at Scale LC2 range(a) step 38 as from 1st April 2013. Revised scale for 2009/10 National Salary Awards for local Council Clerks – SLCC September 2009
2. Casual Car Users Allowance: To be maintained at 65p per mile for the first 8,500 miles. NJC Car Allowances April 2010
3. Annual Leave Entitlement: Confirmed as 25 days per annum.
4. Conditions of service: With effect from 1st April 2013 contracted hours to be increased from 18 to 20 hours per week.
5. Councillors:– Councillors are urged to respond to emails where a response is required. This is particularly important when the clerk is seeking preferred dates in order to arrange a meeting

Conclusion

South Cerney continues to be extremely fortunate to have a clerk of Maurice McKee's calibre. The Personnel Committee wishes to commend the Clerk to the full Council and to all the residents of the Parish.

It was proposed by Cllr Jay and seconded by Cllr Webb that the Parish Council accepts the recommendations of the Personnel Committee. The Parish Council was unanimous in its agreement.

CORRESPONDENCE

1. Young Gloucestershire – Annual Review 2011–2012
2. Cotswold Canals Trust – TROW magazine Winter 2012
3. Gloucestershire County Council – Eight week consultation into a review of the Gloucestershire Statement of Community Involvement (emailed to Parish Councillors)
4. Cotswold Water Park – List of representatives (emailed to Parish Councillors)
5. Personnel Committee – Clerk's annual report
6. Ian Kennedy – Construction of T-junction at the site of the War Memorial (acknowledged) (emailed to Parish Councillors)
7. Gloucestershire County Council – Adoption of Gloucestershire Waste Core Strategy; copies of the WCS, the Sustainability Appraisal, the Inspector's Report and the Adoption Statement are available for inspection on the Council's web site (emailed to Parish Councillors)
8. CDC Planning – Inspection of re-profiling works on Lake 32 (emailed to Parish Councillors)
9. Lynden Stowe Leader, CDC – Copy letters to/from Geoffrey Clifton Brown MP and Nick Boles MP (Department for Communities and Local Government) regarding proposed changes to permitted development rights within Cotswold District (emailed to Parish Councillors)

10. Redrow Homes South West – Geo-Technical information on South Cerney ground investigation reports (CD and covering letter to Cllr Nicholas)
11. Ground maintenance contract returns:
 - (a) Bibury Landscapes
12. Thames Water – High consumption warning letter (emailed to Cllr Stuart)
13. Ham Lane response:
 - (a) Apex Computers
14. Cllr Jay – PC Agenda proposition “That this Council produces an emergency plan which will include a list of available resources both materials and people, a list of contact phone numbers and also explores prevention measures”. (PC Agenda item)
15. Alan Fisher – Flooding in South Cerney in Boxbush and Robert Franklin Way area
16. CDC – Community Value nomination guidance for items to be included on CDC Asset Register; map of location of asset; Assets of Community Value Nomination Form (deadline for response 5th December)
17. Syreford Quarries and Masonry Ltd – Quotation for Syreford stone for The Piece
18. John Hicks Associates – Charges and inspection schedule for 2013; update to email address (emailed to Committee members)
19. GPFA – Protected playing fields fund (emailed to Committee members)
20. Martyn Slater (Chairman, Stroud Vintage Transport and Engine Club) – £200 donation (acknowledged)
21. Scrapstore Reuse Centre – Annual Review 2011-2012; Financial Statements for year ended 31 March 2012; Constitution; List of members and visitors. Donation appeal (to list)
22. Cotswold Water Park – 3 Questions from Parish Panel (emailed to Parish Councillors)
23. CDC – Changes to Council Tax base calculation and Impact on Parish Precepts (emailed to Committee members)
24. CDC – Street names suggestions for Mallards (emailed to Parish Councillors)
25. James Harris – Specification for fencing at the entrance to Upper Up car park
26. GPFA – Highly Commended award for Upper Up playing fields (emailed to Committee members)
27. Sarah Powell (Cotswold Parish Panel – Western Parishes) – Information required (emailed to all Parish Councillors)
The Clerk was asked to invite Sarah Powell and Alexandra Dupree to a meeting with Parish Councillors on 9th January

COUNCILLORS’ REPORTS

Cllr Nicholas reported that the defibrillator had been installed and was operational. He requested the Clerk to ask Martin Fagan (Secretary of the Community Heartbeat Trust) and Kevin Dickens (NHS Western Ambulance Service) to suggest some dates for an awareness/ training session. Also to remind Kevin that he had previously suggested it might also be good occasion to promote the idea of Community First Responders.

Cllr Mrs Chapman reported that she had attended the meeting with representatives of Cerney Wick committee to discuss the plan to provide of play equipment for its play area.

Cllr Webb complained that an illegal access had been made to the Mallards development from Ham Lane, opposite to the makeshift gap leading to Sudeley Drive. The Clerk will inform Gary Thomas, Site Manager.

Cllr Jay reported that he had attended the meeting with representatives of Cerney Wick committee to discuss the plan to provide of play equipment for its play area. The Community Hall sub committee had asked five architects for a design brief.

Cllr Kimberley complained about unauthorised parking in the Beverstone Road area. Cllr Stuart will inform Gloucestershire Constabulary when he meets up with them on Thursday 13th December at the Stronger Safer Cotswold meeting at Northleach.

Cllr Mrs Layton complained about the mud being left on the carriageway at the entrance to the Mallards by vehicles using that site entrance.

Cllr Stuart reported that he had attended a meeting of the WILD project at the Royal Agricultural College.

Cllr Stuart reported on a meeting he had along with Cllr Jay with the Football and Cricket Clubs. As there was general agreement that it would be in their long term interests to purchase a grass cutting machine Cllr Stuart has researched some equipment and forwarded his findings to both clubs.

There being no further business Cllr Stuart closed the meeting at 11.01 pm.