

Prior to the Parish Council meeting the Chairman, Cllr Stuart welcomed Lieutenant Colonel Villame Nanovo Commanding Officer of 29 RLC and Dave Martin Maj (Retd), Station Staff Officer, Duke of Gloucester Barracks. Lt. Col. Nanovo explained the forthcoming exercise titled Army 2020 which was a plan to repatriate personnel from Germany by the end of 2015. The pathway from the camp to South Cerney was on going. Cllr Jay invited Lt. Col. Nanovo to the AGM of South Cerney Trust on Tuesday 12th November, 7.30pm for 8pm. He promised that the AGM, including his resignation speech would last 8 minutes. Cllr Mrs Tunbridge raised the issue of the overgrowing hedge in Northmoor Lane. Dave Martin informed her that Land Management Services who owned the base had told him that it certainly did not own the hedge outside the boundary. Gloucestershire Highways did not claim it either but would cut back growth 1 metre from the highway verge. Cllr Stuart informed Lt. Col. Nanovo of the forthcoming Iron Man Challenge event which was being planned to start on 10 August 2014 on Lake 10 and the organisers may well want to involve the base in the event. It was decided that the next meeting would take place sometime in January 2014. Dave Martin and the Clerk will liaise to find a suitable date. The preferred start time was early evening. Cllr Stuart thanked both for their attendance and closed the meeting at 7.30pm.

#### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE VILLAGE HALL, SOUTH CERNEY ON WEDNESDAY 9TH OCTOBER 2013

Present: Chairman M. Stuart  
 Vice Chairman P. Nicholas  
 Parish Councillor Mrs F. Chapman  
 Mrs E. Chubb  
 J. Harris  
 P. Jay  
 J. Kimberley  
 Mrs D. Land  
 Mrs C. Tunbridge  
 C. Wearing  
 R. Webb  
 Ms. J. Layton (CDC)  
 Mrs E. Hallett (R Way)  
 J. Tresadern (R Way)

Brendan McFadden, reporter for the Wilts and Glos Standard was also in attendance.

Cllr Stuart opened the meeting at 7.35pm.

#### **APOLOGIES**

Cllr Bennett (CDC) had sent an apology for absence as he was on CDC duties in Tewkesbury.

#### **MINUTES OF THE MEETING HELD ON 11TH SEPTEMBER 2013**

It was proposed by Cllr Kimberley and seconded by Cllr Webb that the minutes were a true and accurate record. Cllr Mrs Land and Cllr Nicholas abstained from voting as they had not attended the meeting. The remainder of the Parish Council was in favour.

#### **R WAY REPORT**

Emily Hallett told the meeting that there would be 11 young people going to Skern Lodge on the residential course. Average attendance at local events was 10–15 from the senior group

and at least 15 from the juniors. There were Halloween and Christmas parties planned and road safety issues were being discussed with the older group. The juniors would be attending a bush craft course next week. Emily reported that she was now trained in the C.Card scheme.

## **MATTERS ARISING**

### **Page 3160 Thames Water flood issues**

Cllr Stuart had received a report on the meeting of 26 September from Denise Kinsella, Customer Insight and Resolution at Thames Water. He was not satisfied with Item 3 which stated that he requested information on Robert Franklin Way and Box Bush. Cllr Stuart said that he had actually demanded that the same amount of exploratory work should be carried out in those areas as has been and is still ongoing at the Limes. He is very concerned that nothing seems to have been done in the areas worst affected by the backed up drains and by flooding. He pleaded with Ms Kinsella to have a report available on what had been achieved in those areas as such information will be needed at next week's Flood Resilience meeting.

He further reported on a meeting at Upper Up he had with Cllr Harris, Cllr Bennett (CDC), Lawrence King (CDC and West Oxfordshire District Council) and Scott Macaulay-Lowe (Gloucestershire Highways) were also in attendance. Scott Macaulay-Lowe will inspect the blockage in the pipe with a remote controlled camera at Glos Highways expense. Before anyone can be asked to clear the pipe it must be proved who the riparian owner of the field is as a legal requirement. This exercise was expected to take about 6 weeks.

### **Page 3160 Ashton Keynes to Siddington Road closure**

Cllr Stuart confirmed that the road was now closed but was due to open again on 1 November.

## **CLERK'S REPORT**

On Monday 23rd September I met with Barbara Pond (GRCC), Cllr Jay, Cllr Nicholas, Cllr Stuart, Mrs A. Stuart and Cllr Webb to discuss the management of the new centre planned for the Mallards. Barbara strongly suggested that the title of the new facility should be purposefully vague to allow for flexibility of operation and not to label the centre with a biased name. After a lengthy debate the following options were decided on for consultation.

### **Option 1**

Parish Council to own the building and land and run the community building. This would be in addition to their current statutory duties. A sub-committee could be created composed of say two Parish Councillors and others (for example, volunteers from the community and/or representatives from users groups) to undertake the day to day running of the building. They would need to report back to the Parish Council at each Parish Council meeting and have terms of reference which clearly state their role and responsibility (with reference to their decision making powers).

### **Option 2**

Parish Council to own the building and land but have a third party set up to run the building. The third party could be a legal entity, such as registered Charity or Charitable Incorporated Organisation (CIO), Charitable Company etc. A lease would need to be in place between the Parish Council and the third party. The lease should contain a break clause, full repair and maintenance conditions, with responsibility of the day to day running and long term plans for the building. For this to be a realistic viable option for the third party then a long lease would be suitable. The advantage of this option is that the Parish Council would not need to be involved with the new building, but a cost would be incurred to draw up the lease with a solicitor, valuation of the building etc.

### Option 3

The land and building to be held in a trust (not in Parish Council ownership but held in 'ownership' of the community) and set up a charity, with the Parish Council as 'Sole Trustee' to run the building. As a registered charity it should be eligible for rate relief and grant sources which the Parish Council may be exempt from. However, a case will need to be put forward to the Charity Commission as to why the Parish Council should become sole trustee and the land and building will need to be placed in trust. In addition, Parish Councillors will need to be aware that they will need to leave their Parish Council hat 'at home' when discussing hall matters and that the minutes and accounts will have to be separated out, creating extra work. Also note that this means that Parish Councillors and Clerk will need to have knowledge of Charity law as well as Local Government law. They are not the same and often cause confusion.

### Option 4

Umbrella body to manage and oversee both community buildings i.e. the village hall and the new hall. At the meeting this was discussed with reference to the village hall charity. It will need to check that it has the powers to do this and if not apply to the Charity Commission for a 'scheme' to enable them to do this. The advantage of this is that it would enable a co-ordinated approach to the usage of the two buildings, hopefully helping the current hall not to suffer financially as a consequence of the new hall being in place and to help 'educate' the community in how the buildings compliment each other and what their respective roles would be with reference to service provision in South Cerney. Sometimes when you have more than one community building in place which are managed independently of each other they will end up in competition.

(As the village hall does not appear to have a copy of its governing documents Barbara advised that it should take the opportunity to adopt a new constitution, a CIO, that would help address the personal liability issue which can stop volunteers coming forward to act as trustees.)

On Tuesday 24th September, along with Cllr Jay, Cllr Nicholas and Cllr Stuart, I met with Caroline Braidwood a Parish Council Clerk who had previously worked as Town Clerk at Northleach and was involved in the management of the Westwood Centre there. Caroline gave a valuable insight into the day-to-day problems of combining the role of Clerk with being available to help users of the centre. Her experiences were of particular interest to the Parish Council members attending.

On Thursday 3rd October I attended a branch meeting of the Gloucestershire and South Gloucestershire branch of the SLCC at Bradley Stoke. The guest speaker was a Dick Whittington and his theme was on Parish Plans and Neighbourhood Planning. One of the outlandish suggestions he came up with if he had the power was to redraw Town and Parish boundaries. When I explained that our parish had existed for over 1,000 years and would not, like a lot of others, submit to large scale changes ... I think I gave him cause to reconsider. Otherwise I found his talk unconvincing, uninformative and zoned to the local situation in and around Bristol and north Somerset and had no relevance to the two tier system of government we currently operate under. The networking afterwards was, as always, more interesting.

During September of the 21 available working days I averaged 4½ hours per day which is some 10% more than my contract of 20 hours per week. I am more than content with the situation.

## **REPORT ON THE MEETING OF THE PLAYING FIELDS AND VILLAGE MAINTENANCE COMMITTEE HELD ON MONDAY 7TH OCTOBER 2013**

Cllr Mrs Chapman, Cllr Mrs Chubb, Cllr Harris, Cllr Jay, Cllr Kimberley, Cllr Mrs Tunbridge, Cllr Nicholas and Cllr Stuart attended the meeting.

Cllr Stuart had opened the meeting at 7pm.

### **Matters Arising from previous Minutes**

#### **Overgrowing hedge on north side of Northmoor Lane (Page 3160)**

The Committee agreed to raise the question with Lt Col Viliame Nanovo, 29 RLC Commanding Officer, when he meets with Parish Council this coming Wednesday.

#### **Bins at Kingfisher Place (Page 3160)**

Cllr Stuart reported that he had not noticed any accumulation of rubbish near the bins.

#### **Flood Resilience Meeting (Page 3169)**

Cllr Stuart reminded Parish Councillors of the Flood Resilience meeting which was being held on 18th October in the Village Hall.

#### **Upper Up Car Park surface maintenance (Page 3161)**

Cllr Harris confirmed that Mr Fred Timbrell would do the necessary work on the surface of the car park. Cllr Harris estimated that the cost would not exceed £250 and asks that the Committee recommend the expense to the Finance Committee.

#### **Development of Public Open Space on the Mallards (Page 3161)**

Rosemary Lynn, Head of Sustainable Communities and Housing at CDC had informed the Parish Council that Redrow will proceed with the approved design and layout of the play area and will not be pursuing consultation with the local community.

#### **Erosion of river Churn bank in Bow Wow (Page 3161)**

The Committee was concerned at the lack of action to maintain the river bank. The Clerk was asked to remind Scott Macaulay-Lowe and Paul Swift at Gloucestershire Highways of the problem and copy the email to Cllr S. Parsons (GCC).

#### **Cerney Wick Ditches (Page 3161)**

Ms Helen Dorling, proprietor of South Cerney Riding School suggested that land owners whose property is bordered by drainage ditches should club together to share the expense of clearing the ditches. Cllr Mrs Chapman will encourage Ms Dorling in her efforts.

#### **Correction to first paragraph (Page 3162)**

Cllr Harris pointed out that it was the level of silt and not water which should have been the subject. The Clerk will send out a revised page with the necessary correction.

#### **Obnoxious Smells at junction of Clarks Hay, Station Road and High Street (Page 3162)**

Cllr Kimberley reported that the obnoxious smell was a continuing nuisance. The Clerk will inform Thames Water Customer Relations team.

#### **Dog Waste Bin (Page 3162)**

Redrow Homes South West had agreed to sponsor the installation of a dog waste bin. Claire Blizzard from the Waste Department at CDC will survey the area in the vicinity of Ham Lane and the entrance to the Mallards and send her recommendations to the Parish Council for ratification.

#### **Advertising at Junction of Station Road, Cerney Wick Lane and B4696 (Page 3162)**

Following a recent road accident Watermark had replaced the damaged hedge at the junction with close board fencing and proceeded to festoon it with large advertising posters. The Clerk was asked to inform Yvonne Poole, Enforcement Officer at CDC and ask her to investigate.

**A.W. Services Ground Maintenance (Page 3162)**

The Clerk was to ask Andy Woodman to refrain from spraying the area in the vicinity of the War Memorial when he next carries out that part of the ground maintenance contract.

**INSPECTION REPORTS****Robert Franklin Way**

Cllr Mrs Chubb and Cllr Mrs Tunbridge had carried out the weekly inspections at Robert Franklin Way play area. The goal posts were awaiting repair.

**Cerney Wick**

Cllr Mrs Chapman will bring her report to the meeting on Wednesday.

**Upper Up**

Cllr Stuart had carried out the inspections. The Infant Swing and Senior Swing had both been repaired and new seats fitted. New top decking had been installed to the level deck of the Activity Area although a couple of more screws were required to firmly fix one piece. The Upper Up Cycle Mounds had been cut and are well used. On the MUGA and Youth Shelter the black graffiti on stays had been removed by Andrew West. The Car Park now needs urgent attention.

**CERNEY WICK PLAY AREA**

Cerney Wick Village Committee, through the magnificent efforts of Jenny Pegler, had raised £27,684.46 to refurbish the play area in Cerney Wick. The Parish Council had granted £9,000 over three years but brought forward its contribution to expedite the scheme. Cotswold District Council had granted £6,300, Gloucestershire Playing Fields Association £1,000, Biffa £9,547 and contributions from Cerney Wick activities had amounted to £1,837.46. The equipment decided upon was constructed mostly from timber fixed units. Ms Pegler had received two quotations from contractors to remove surface material on site which will be redundant when the area is refurbished. R.O.W. Berry who had supplied the lower quotation had been contracted to remove the material from the site. A local farmer would take the material for bolstering his entrance gates and the old equipment will be disposed of by another benefactor. PLAYahead UK, the company supplying the equipment required a deposit of 35% which Cllr Jay will propose is released from the fund when available. Cllr Nicholas reminded the Committee that the Parish Council will be liable to complete the contract when the deposit is paid and that Cerney Wick Village Hall committee should pass its collection of £1,837.46 to the Parish Council.

**RECOMMENDATION TO THE FINANCE COMMITTEE**

The Committee recommend that the Finance Committee agrees to a cost of no more than £250 to refurbish the car park surface at Upper Up.

**MEMORIAL OAK TREE AT COMPOST AREA**

The Committee had agreed that the positioning of the memorial Oak tree at the compost collection point was incongruous. Cllr Harris was fairly confident that it could be moved but if it does not survive that, it will have to be replaced. Cllr Jay offered to pay a proportion of the cost of a replacement tree in memory of his mother and also his mother-in-law both of whom had recently passed away. Cllr Harris confirmed that another tree which has to be replaced had been paid for by the original subscribers as it had not been watered.

Cllr Harris was concerned that the amount of material for composting was becoming unmanageable. Cllr Stuart reassured him that Kelvin Wearing was confident that all was under control and the amount will be reduced when Adrian Gibbs returns from his holidays.

## **HERBAGE ALONGSIDE THE WALL OF 24 THE LIMES**

The Committee agreed to a recommendation from Cllr Stuart that the area alongside the wall should be cleared and grass seeded. Cllr Harris volunteered to prepare a specification of the work required, for the Clerk to send out to contractors. The Clerk thanked Cllr Harris for preparing the specification as he had received it shortly before the Parish Council meeting this evening.

## **TASKS RELEVANT TO THE COMMITTEE**

The Clerk was to inform Scott Macaulay-Lowe at Gloucestershire Highways of the continuing concern of the Committee at the erosion of the banks of the river Churn along Bow Wow.

Cllr Stuart reported that Mike Barton PROW had come to an agreement with Thames Water to work at its expense to resolve the flooding problem at the reed beds.

## **COUNCILLORS' REPORTS**

Cllr Mrs Tunbridge reported that the tree root at Box Bush wooden bridge was breaking through the tarmac surface of the path and was a definite hazard. Cllr Stuart informed her that Mike Barton will inspect the problem on his next visit.

Cllr Mrs Chapman was convinced that the ditch drainage pipes in Cerney Wick needed to be cleared of débris. The Clerk will inform Scott Macaulay-Lowe at Gloucestershire Highways.

Cllr Jay reported that Mrs Sylvia Davis who lives in Broadway Court complained that the Hawthorn tree growing alongside her property at the junction of Broadway Lane and High Street was cutting off her light and she wanted it cut back. Cllr Harris and Cllr Kimberley will inspect and report back to the Parish Council with their observations. Cllr Harris reported to the Parish Council that some work could be done to remove overhanging branches and he would attend to it.

Cllr Harris had taken photographs of the location of the manhole and outfall/headwall near to No 27 Boxbush and the Clerk had forwarded them on to the Enforcement team at the Environment Agency via Nicola Shorter. The outfall appears to line up with the pavement that runs between the bungalows (between Nos 27 and 29 – at the end nearest to the stream) but the pipe actually comes via the round manhole cover. This is in the area that always gets badly affected by flooding. Nicola Shorter reported that the Enforcement team had been out to look at this and believe that it is part of the Thames Water system. Therefore the Environment Agency does not consider it un-consented works. Cllr Harris will enquire from Scott Macaulay-Lowe (Gloucestershire Highways) at the Flood Resilience meeting if one of his teams had done any work there or on the car park.

Cllr Harris was concerned at the damage to the Village Hall thatch at its south gable end. Cllr Stuart is aware and the problem will be handled by the Village Hall Committee.

Cllr Jay wished to draw the attention of the Committee to the overspend of its budget as evidenced through the spreadsheet. Items included as Village Maintenance expense should have been more accurately entered as reserve payments. For example, equipment repair and the provision of public seats have been included as a maintenance expense. It would be more logical to include such payments as a capital expense financed from reserves and not from budget. Nevertheless the spreadsheet does highlight trends and hones financial management.

There being no further business Cllr Stuart had closed the meeting at 8.25pm.

## **REPORT ON THE MEETING OF THE FINANCE COMMITTEE HELD ON MONDAY 7TH OCTOBER 2013**

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

### **Apology**

Cllr Stuart had sent an apology for absence as he was otherwise engaged.

### **Spreadsheet Analysis**

The sixth spreadsheet highlighted that an overspend of the Playing Fields and Village Maintenance budget would exceed its target. This was primarily caused by items recorded as budget expenses when in hindsight would have been better attributed as a capital expense. Adjustments to the headings on the spreadsheet would be made for the next accounting period.

### **Internal Audit**

Cllr Jay had carried out an internal audit and gave the following report.

Current (Treasurers) Account: Lloyds

Payments out

I have checked every item of expenditure in the Ledger against the cheque book stubs, the bank statement and payments out recorded in the Parish Council minutes. There was no discrepancy. Councillors are reminded that cheque book stubs are initialled by the two signatories signing the cheques.

I carried out an audit trail on every 5th payment out in the ledger. This involved cross checking against cheque book, bank statement and invoices. There was no discrepancy. All cheque book entries had been validated by two signatories initialling the cheque stub. Like all treasurers one despairs at the time which some payees take to bank their cheques.

The totals of the two pages of payments out in the ledger were checked in both vertical columns and horizontal rows. All totals agreed.

Payments in

I have checked every item of income against the minutes, the ledger and bank statement. I found no discrepancies.

Deposit (Business 30 day Notice) Account Lloyds

This account is used to receive Precept income from CDC and interest accrued on the balance. Transfers from this account to the current account are made to maintain a working balance. I could find no discrepancy. The balance of this account stands in excess of £111 000 but councillors are reminded that this does include the section 106 money for design fees for the Youth & Community building.

Reserve Fund deposit accounts

Since 2012 we have transferred £30 000 to each deposit account at Barclays, Santander and HSBC. The main reason for this is to establish security rather than yield. These accounts are gaining small amounts of interest with varying degrees of success. As Parish Councils are not covered by the Financial Services Compensation Agreement this does give our reserves a considerable degree of safety.

## Recommendation

The Clerk should be commended by the Parish Council for the meticulous way he keeps the Council's accounts.

Peter Jay, Chairman Finance Committee 27th September 2013

Cllr Harris declared a prejudicial interest in this next item as he was involved with the scheme and left the room.

### **Project recommended by the Playing Fields and Village Maintenance Committee**

The Playing Fields and Village Maintenance Committee recommends that the Finance Committee agrees to a cost of no more than £250 to refurbish the car park surface at Upper Up. The Finance Committee had no objection.

It was proposed by Cllr Jay and seconded by Cllr Mrs Land that the Parish Council agrees to the recommendation. The Parish Council was all in favour.

Cllr Harris returned to the room.

### **Payments In**

Cotswold District Council	Second tranche of Precept	£17,202.00
South Cerney Cricket Club	Share of water account	£11.91
Digger Uppers	Grass cutting contribution (May & June)	<u>£100.00</u>
		£17,313.91

### **Payments Out**

A. B. West	Litter collection and bus stop cleaning (September)	£100.00
A. B. West	Trim bushes at notice board	£25.00
A. B. West	Deep clean bus shelter at Lennards/Station Road	£20.00
M. McKee	BT telephone, internet access (September)	£42.60
M. McKee	O <sup>2</sup> contract (September)	£10.83
M. McKee	Clerk's travel (September)	£33.70
SLCC Enterprises Ltd	National conference delegate fee	£474.00
Online Playgrounds	Two large swing seats	£78.00
Online Playgrounds	Two premium cradle swing seats	£156.00
Online Playgrounds	6mm quick repair link drilled with pin	£14.88
R.O.W. Berry	Various repairs to play equipment	£1,015.00
R.O.W. Berry	Replace two cradle swing seats (Upper Up)	£75.00
Emily Hallett	Youth work (September)	£530.40
Chris Wearing	Payment for youth work adjusted (September)	£52.30
Jasmin Tresadern	Payment for youth work adjusted (September)	£91.11
A.W. Services	Groundwork/grass cutting (September)	£1,468.00
Kelvin Wearing	Work on compost (September)	£192.00
Mrs C. Tunbridge	Councillor's Allowance	<u>£400.00</u>
		£4,778.82

It was proposed by Cllr Jay and seconded by Cllr Webb that the Parish Council accepts the recommendations of the Finance Committee. The Committee was all in favour.

It was proposed at Parish Council by Cllr Jay and seconded by Cllr Nicholas that the Parish Council agrees to make the above payments. The Parish Council was all in favour.

### **Payments Outstanding**

Digger Uppers	Grass cutting contribution (September)	£20.00
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## **CERNEY WICK PLAY GROUND**

Cllr Jay repeated his report made at the previous Committee meeting on the efforts of Cerney Wick Village Committee, through the magnificent efforts of Jenny Pegler, who had raised £27,684.46 to refurbish the play area in Cerney Wick. He had been happy to guide Jenny, when needed, as she strived to amass sufficient funding and had found her determination to succeed uplifting. The Parish Council had granted £9,000 over three years but brought forward its contribution to expedite the scheme. Cotswold District Council had granted £6,300, Gloucestershire Playing Fields Association £1,000, Biffa £9,547 and contributions from Cerney Wick activities had amounted to £1,837.46. The equipment decided upon will be constructed mostly from timber fixed units. R.O.W. Berry had been contracted to remove old concrete and other material from the site. A local farmer would take the material for bolstering his entrance gates and the old equipment will be disposed of by another benefactor. PLAYahead UK, the company supplying the equipment required a deposit of 35% which Cllr Jay will propose is released from Parish Council's funds when available. Cllr Nicholas reminded the Committee that the Parish Council will be liable to complete the contract when the deposit is paid and that Cerney Wick Village Hall committee should pass its collection of £1,837.46 to the Parish Council.

In order to put the work in order and subject to receipt of promised cheques it was proposed by Cllr Jay and seconded by Cllr Webb that the Parish Council authorises R.O.W. Berry to clear the site at Cerney Wick for the price he quoted Jenny Pegler. The Parish Council was all in favour.

Cllr Jay explained that before the next meeting of the Parish Council there will be a requirement to pay a deposit of 35% of the cost of equipment to PLAYahead before it will commence production. It was therefore proposed by Cllr Jay and seconded by Cllr Mrs Land that the Parish Council agrees to make this payment, subject to the receipt of promised cheques, to PLAYahead when appropriate. The Parish Council was all in favour.

## **CORRESPONDENCE**

Cllr Jay volunteered to attend a meeting between Parish and Town Councils and members of the Cabinet of Cotswold District Council on Monday 11th November at the Council Chamber, Trinity Road, Cirencester at 6.45pm for 7pm.

The Clerk will forward CDC the following questions: "Can the CDC give parishes some idea of when they will be informed of the Tax Base for the Financial Year 2014/15? Last year this information was given in a letter dated 27th December 2012. As this Parish Council has meetings scheduled at the beginning of the month, this meant that it had 5 days including the New Year in which to set its Precept. Secondly should the Parish Council anticipate receiving a grant to compensate the Council Tax Support Scheme impact on its tax base and if so when will it hear the amount of grant it shall receive?"

## **COUNCILLOR'S REPORTS**

Cllr Jay asked the Clerk to invite all those in the village who may be interested in grant funding to attend the Precept Presentation at 8pm on Wednesday 13th November.

The Parish Council agreed to a suggestion from Cllr Jay that the Finance Committee and any other interested Parish Councillors should meet at 6 The Lennards on Thursday 2nd January 2014 at 7.30pm to decide its precept demand.

There being no further business Cllr Jay had closed the meeting at 8.59pm.

## **REPORT ON THE MEETING OF THE PLANNING COMMITTEE HELD ON MONDAY 7TH OCTOBER 2013**

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

Cllr Nicholas had opened the meeting at 9pm.

### **Apology**

Cllr Stuart had sent an apology for absence as he was otherwise engaged.

### **Mr Hancox, Old Farmhouse, Butts Farm**

Mr Hancox attended the Committee meeting to show members his plan to convert a barn on his property to a residential home. After he had various plans rejected by CDC he was advised to contact the Parish Council and seek its support before he made a full application. Mr Hancox patiently explained his objective and after a long discussion the Committee agreed that it had no serious objections to his plan.

The Clerk informed the Parish Council that Mr Hancox had emailed a note thanking the Planning Committee for its advice and courteous attention to his plan.

### **Planning Applications received by Cotswold District Council**

#### **09/0014/CWMAJM (District Reference 09/00556/CPO)**

Applicant: Moreton C. Cullimore Ltd & Cotswold Water Park Society Ltd

Proposal: Progressive extraction and processing of sand and gravel with restoration using imported inert fill to a mix of wetland, grassland and recreational use, together with replacement visitor parking and access for the Keynes Country Park at land east of Spratsgate Lane and, adjacent to Keynes Country Park, Shorncote

The Parish Council agreed unanimously that it will be necessary to satisfactorily resolve the dewatering issue at Lake 31 as the proposal will have a practical adverse impact on neighbouring land.

OBJECTION

#### **13/03571/FUL**

Applicant: Mr Andy Price, Monier Redland, Redland Rooftiles, Gibbet Lane, Shawell, Leicestershire LE17 6AB

Proposal: Erection of Sand Processing Building alongside existing roof tile production building at Monier Redland Ltd, Broadway Lane, South Cerney GL7 5UH (R)

NO OBJECTION ratified

#### **13/03927/FUL**

Applicant: Mr David Gardiner, 16 Riverway, South Cerney GL7 6HZ

Proposal: Erection of single storey extension at 16 River Way, South Cerney GL7 6HZ

NO OBJECTION

#### **13/03963/NONMAT**

Applicant: Watermark Ltd, Summer Lakes, The Spine Road, South Cerney GL7 5TL

Proposal: Relocation of kitchen wall under the existing roof to Plot 25 at Lake 11 (Summer Lake), Cotswold Water Park, South Cerney

**13/04078/LBC**

Applicant: Mr & Mrs John Turner, Silver Street House, South Cerney GL7 5TP  
 Proposal: Garage conversion, internal works including underfloor heating throughout, new windows, alterations to internal walls and openings for doorways at Silver Street House, Silver Street, South Cerney GL7 5TP  
 NO OBJECTION

**13/04124/FUL**

Applicant: Mr Robert Flett, c/o agent Mr James Clarke, Clarke Equine Services, 3 Llewelyn Road, Colwyn Bay, Conwy LL29 7AP  
 Proposal: Construction of 20m x 40m maneage for private use only at Clay Meadow Cutting, Cirencester Road, South Cerney GL7 6UD  
 NO OBJECTION

**Planning Applications granted or not objected to by Cotswold District Council****13/03504/FUL CT.3429/N**

Alteration and extension to an existing outbuilding to provide guest/staff accommodation for use in association with the existing house at Ashmoon, Wildmoorway Lane, South Cerney

**13/03716/FUL CT.0144/5/P**

First floor extension to front at 36 Robert Franklin Way, South Cerney

**13/03963/NONMAT**

Relocation of kitchen wall under the existing roof to Plot 25 at Lake 11 (Summer Lake), Cotswold Water Park, South Cerney

**Tree Applications granted by Cotswold District Council****13/03610/TCONR**

Dead sycamore – Fell; Cherry – Fell at 1 Edwards College, Silver Street, South Cerney

**13/03844/TCONR**

T.1 – Willow – repollard to old pruning points leaving trunk at 4 metres in height; T.2 – T.5 – Leylandii – fell at Hideaway, Bow Wow, South Cerney

**Correspondence**

Matthew Britton, Assistant Planner at CDC had emailed on 27th September that he was undertaking a review of the SHLAA and shortly holding a Panel meeting to assess the sites. In order that the Parish Council's suggestions are included within this review he needed a response by 4th October. The Committee was singularly not impressed with the short notice afforded by CDC. Furthermore, the Planning Committee was dismayed with the unintelligible responses given by Forward Planning to the Parish Council's reasoned analysis of potential sites.

The Planning Committee considers the Local Plan a very important scheme in relation to the future of the village. In the circumstances the Committee on behalf of the Parish Council asked the Clerk to invite a representative, to attend its forthcoming meeting on Wednesday 9th October to discuss the strategy. In order to avoid a lengthy wait until the normal planning business takes place as per the agenda, arrangements could be made to promote the item which is being dealt with as Correspondence, higher in the order.

Chris Vickery, Forward Planning Manager at Cotswold District Council had sent a holding response to confirm that attendance at your Planning Committee meeting on 7th October would not be necessary. Suffice to say that there will be ample opportunity for the Parish Council to give feedback on potential development sites in the coming months as we work towards the site allocations phase of preparing the emerging Local Plan. He continued, that at present he does not have time to give a considered response to the chain of messages, but will do so at the earliest opportunity.

The Clerk was asked to thank Mr Vickery for his quick response and inform him that the Parish Council looks forward to the opportunity to give its feedback at a meeting with his team on potential development sites fairly soon.

There being no further business Cllr Nicholas had closed the meeting at 9.50pm.

## **ELECTORAL REVIEW OF COTSWOLD DISTRICT COUNCIL**

The division of the district into wards based on an arbitrary numerical equation was totally rejected by Parish Councillors. Based on current calculations South Cerney would be too large a ward for one representative and would therefore have to be split or join with another and have two representatives. The plan was flawed involving unnecessary expense in these austere times and will certainly not improve our democratic representation. Treating our community in such a demeaning way should be resisted. Parish Councillors agreed with Cllr Mrs Land who titled the riposte as a Cerney Rant Against Proposals (CRAP) suggestion.

## **ADOPTION OF NEW VILLAGE PLAN**

Cllr Jay outlined the revised plan stating that it would continue to support the present Parish Plan. Cllr Jay proposed that the new plan is adopted by the Parish Council and Cllr Webb seconded the motion. The Parish Council was all in favour of the plan. The document will now be passed to Helen Richards at GRCC who will produce it in a large format for display in the Village Hall. In due course residents will be invited to an open meeting in the Village Hall to inspect the deliberations. The Parish Council was very grateful for the advice and guidance of Helen Richards at GRCC in formulating the new plan.

## **CORRESPONDENCE**

1. The Local Government Boundary Commission for England – Next stage of the electoral review of Cotswold District Council to run from 3rd September to 11th November 2013 with a general invitation to all interested parties to propose a new pattern of ward arrangements for CDC (emailed to all Parish Councillors).  
Agenda item for October meeting. Response emailed. (*see page 3182*)
2. Gillian French, Programme Manager Biffa Awards – Conditional Offer letter (emailed as Confidential to all Parish Councillors and Jenny Pegler, Cerney Wick co-ordinator)
3. Gloucestershire County Council – 09/0014/CWMAJM (CDC Ref 09/00556/CPO)  
Proposal: Extraction and processing of sand and gravel with restoration using imported inert fill to a mix of wetland, grassland and recreational use, together with replacement visitor parking and access for the Keynes Country Park on land east of Spratsgate Lane and adjacent to Keynes Country Park, Shorncote. Objection (*see page 3180*)
4. Prospect Co UK – Arrangements to meet with Ray Auvray, Executive Chair of Prospect Co UK. Meeting arranged for 10 am Tuesday 12th November at the old SCOEC site. Cllr Harris, Cllr Jay, Cllr Mrs Tunbridge and Cllr Stuart volunteered to attend.

5. CDC Local Plan Consultation – Matthew Britton comments are related to the Strategic Housing Land Availability Assessment (SHLAA). Mr Britton is currently undertaking a review of the SHLAA and will soon be holding a Panel meeting where he will be assessing the sites. In order for the Parish Council's suggested housing sites to be included within this review, he will need to have a response to the actions raised at the top of the attached document by **Friday 4th October**. Mr Britton appreciates that this is quite short notice, but he has only just been made aware of the Parish Council's suggested potential development sites (emailed to all Parish Councillors) (*see pages 3181 & 3182*)
6. Cllr Jay, Chairman Finance Committee – Internal Audit Report (emailed to all Parish Councillors) (*see pages 3177 & 3178*)
7. Biffa Award – Details of grant award to Cerney Wick Playground refurbishment
8. PATA – HM Tax code notices for Jasmin Tresadern and Christopher Wearing
9. John Hancox – Barn at Old Farmhouse, Butts Farm (emailed to Planning Committee)
10. PLAYahead UK – Quotations for Cerney Wick play equipment (emailed to Committees)
11. Gloucestershire County Council – New Highways contract from April 2014 for maintenance of Public Rights of Way (emailed to all Parish Councillors)
12. R.O.W. Berry – Quotation to carry out work in preparation for installation of new play equipment at Cerney Wick
13. CDC – Invitation to attend a meeting with District Council on Monday 11th November 6.45 pm for 7 pm at the Council Chamber, Trinity Road, Cirencester (emailed to all Parish Councillors). RSVP with questions if any (*see page 3179*)
14. South Cerney Riding School – Ditch clearance suggestion for Cerney Wick (emailed to Committee members)
15. CDC Local Plan Consultation – Matthew Britton provisional shortlist for the Strategic Housing Land Availability Assessment (SHLAA)
16. Redrow Homes Ltd – Draft Deed of Variation to Section 106 Agreement. (Amendments to the affordable housing provisions.)
17. Environment Agency (Nicola Shorter) – Manhole and outfall pipe in Boxbush area (emailed to Cllr Harris)
18. Davey Franklin Jones (Solicitors) – Legal Update Autumn 2013
19. Gloucestershire County Council – Road Closure application to enable South Cerney Street Fair and Duck Race event (emailed to Parish Councillors). RSVP 21st October Parish Councillors had no objection to the closure
20. Environment Agency – Emergency telephone contact for Incident Communication (relayed to Cllr Harris, Cllr Kimberley and Cllr Stuart only)
21. CDC (A. Powell Strategic Housing Manager) – Public consultation on Review of Section 157 of the Housing Act 1985 from Monday 14th October to 5pm Friday 3rd January 2014 (emailed to all Parish Councillors)
22. Valerie Beddoe-Sims – Precept proposal for footpath from Trenchard Gardens/ Hambleton close to post box on Cirencester Road
23. Upper Thames Protection Society – Invitation to attend 2013 AGM on Wednesday 6th November at 7.30pm, Cricklade Town Hall Annexe; Subscription application; Newsletter: The Stripling Issue 33, October 2013

## **COUNCILLORS' REPORTS**

Cllr Jay reported that he had attended the AGM of the Cotswold Water Park Trust on 26th September. On Monday 7th October he attended a Health and Well Being meeting. He had accompanied Cllr Nicholas to a meeting with the design architects of the new youth and community building. Cllr Stuart and Cllr Jay will conduct an assessment meeting of the Clerk's performance on Wednesday 16th October and discuss their conclusions with the Personnel Committee at a meeting to be held on Monday 28th October.

Cllr Harris reported that he had attended a meeting to discuss flooding issues at Upper Up on the 8th October at 10.15am.

Cllr Ms Layton (CDC) reported that the Planning Committee had discussed the application 13/02278/FUL CT.1454/5/T for the erection of a Fishermen's Lodge and Clubhouse and use of existing managers accommodation for overnight accommodation for members and visitors. (Amended scheme to one previously approved under ref 05/03120/FUL) at Horseshoe Lake, Wildmoorway Lane, South Cerney.

Cllr Stuart reported that he had attended a meeting with representatives of Thames Water on 26th September and 8th October. On 23rd September he had met with Barbara Pond and others to discuss the future management of the new facility on the Mallards. On 24th September he had a meeting with Caroline Braidwood to discuss her experiences of the running of a similar facility at Northleach. He advised that there would be an Iron Man competition held in and around the village on 10th August 2014.

## **CERNEY NEWS ITEMS**

Adoption of Village Plan

Parish Council's response to the proposals on Ward boundaries

Congratulations to Cerney Wick on its achievement in raising grants for the new play equipment on its playing field

The continued expansion of the youth group with two thriving groups and the attendance at a residential course at Skern Lodge

The progress in the design of the new community facility

The Parish Council's continued search to reduce the threat of flooding at Upper Up involving Gloucestershire Highways, Cotswold District Council and Thames Water

A reminder of the Precept meeting to be held in the Village Hall on 13th November.

There being no further business Cllr Stuart closed the meeting at 9.50pm.