

## Minutes of the meeting of Somerford Keynes Parish Council (SKPC), 4<sup>th</sup> December 2017

Present: Cllr K. Mogridge (KM, Chair), Cllr R. Munroe (RM), Cllr M. McKeown (MM), Cllr M Rigby (MR), Cllr S. Powell (SP), Cllr R. Sleeman (RS), Cllr J. Whitwell (JW), Cllr T. Berry (TB, Cotswold District Council, CDC), Cllr S. Parsons (SPa, Gloucestershire County Council, GCC), W. Cartwright (WC, Clerk) and 1 member of the public.

**1. Apologies:** None.

**2. Declaration of interest:** Cllr MM and Lower Mill Estate (LME).

**3. Minutes** of the meeting held on 6<sup>th</sup> November 2017 were approved and signed. Proposed MM, seconded RM.

### **4. Clerk's report**

#### **4.1 Village lake**

A Management Committee meeting had taken place on 27/11/2017 and the funding requirements for on-going maintenance subsequently circulated (2017/18 and 2018/19). In terms of 2017/18, the "slippery board walk" signs had already been purchased as a matter of health and safety and were within the agreed emergency budget allowance. It was agreed that grass cutting/clearing of brambles around picnic benches and the hire of equipment for a volunteer day be authorised. It was considered that a tree condition survey would be eligible for LME 106 funds and LME should be approached by the Management Committee; Cllr SP would forward the standard proforma which would also need involvement with Sophia Price (CDC). It was considered that tree surgeons should also be directly approached to quote for work they consider necessary and the Management Committee report back to SKPC on the outcome. The 2018/19 budget was agreed to be further considered and confirmation of approval given at the next PC meeting, and thanks given to the Management Committee for all their hard work.

**4.2 LME cycleway:** Cllr RS had circulated the current status of the planning application which, following an appeal, had been granted. WC (clerk) to contact Mike Viney (LME) to encourage completion of the work.

**4.3 Neighbourhood Development Plan (NDP):** Cllr RM is trying to arrange a meeting with James Brain (Forward Planning Officer, CDC) which is hoped will be December/early January and will report on progress at the next PC meeting.

**4.4 CDC Local Plan:** Nothing further to report. Cllr TB (CDC) indicated that a meeting regarding the Chesterton planning application is due on 12<sup>th</sup> December, 10.00 am at the Cirencester Baptist Church.

**4.5 Flooding:** Cllr KM attended a meeting on local flood issues on the 17/11/2017, and it was of note that Laurence King (GCC) had indicated that there was a budget available to do culvert work under Water Lane or Spratgates Lane. Cllr SPa (GCC) indicated there was to be a meeting on the 4<sup>th</sup> January at CDC on "natural flood management" which will also involve the Environment Agency. If there were any issues that SKPC wished to be raised then to forward Cllr SPa (GCC), and to let him know should anyone wish to attend.

**4.6 Gloucestershire County Council (GCC) Highways:** Following complaints of the condition of public footpath alongside Kennel bungalow, the WC (clerk) had contacted Cllr SPa (GCC) on the availability of funds for improvement to footpaths and none were available for this financial year. It was agreed that WC (clerk) contact the responsible landowner and request that some remedial measures e.g. infill with gravel/cover with bark chippings.

**4.7 Cotswold Water Park Trust (CWPT):** Cllr RS had circulated a document to all the Councillors on the history and current position on the application for the Public Right of Way (PRoW), Keynes Country Park. This included a summary of the recent meeting (20/11/2017) with Cllr RS, Cllr MR and representatives from the CWPT including Sir David John (CWPT, Chief Executive) and a copy of the letter from Sir David John. A compromise had been agreed by the Parish Council at its November meeting, that GCC should be asked to dedicate the footpaths round the lake as a PRoW but giving the Park Operator the right to close the central path on 10 days per year for health and safety reasons. CWPT now indicated that they did not support this compromise but wanted more flexibility on closure. As a result, a second follow-up meeting had taken place between Councillors RS and KM and Jaci Harris (JH, GCC) and Andrew Houlsey (AH, GCC) which confirmed that the Parish Council had presented sufficient evidence for the PRoW application to be determined and therefore had a good case. The Officers advised that if the Parish Council accepted that the Park Operator could close the Park at will, then that would be the same as admitting that the footpaths around KCP were permissive. It was now up to the Parish Council to decide whether to go down this route, to continue to offer the 10-day closure compromise (the 'dedication' option), or to request that the application go to the Commons and Rights of Way Committee to be determined on the evidence (the 'full' option). It was agreed that Cllr RS would draft a letter to CWPT and JH (GCC) to indicate that the current dedication option was still on offer until December 31<sup>st</sup>, but thereafter if agreement was not made, then the Parish Council would request GCC to pursue the full option, which would not allow any right of closure. Proposed MM, Seconded MR. Accepted unanimously.

Cllr KM to write to other Parish Councils (South Cerney, Minety, Ashton Keynes) to inform the current situation and to include in the next newsletter. It was agreed that a site meeting on the 18<sup>th</sup> December was unnecessary.

**4.8 Parish Field:** Cllr RM and Cllr MR to attend a meeting with Jo Pendleberry (JP, Waterland) on the 8<sup>th</sup> December which would discuss and clarify any questions on the list of events which JP had provided, and report back at the next meeting.

**4.9 Neighbridge:** Sir David John (CWPT, Chief Executive) had met Cllr MR and Cllr RS (20/11/2017) to discuss the issues of inadequate emptying of litter, dog bins, swimming and overflow parking issues over the summer. Essentially, no solutions were given to the problems raised due to lack of funds and resources.

**4.10 Broadband installation:** Cllr TB had met a wireless broadband provider Voneus and would be gauging interest from Kemble. He would keep SKPC aware of developments and future meetings should any Councillors wish to attend.

**4.11 GCC Minerals Local Plan:** Nothing further to report.

**4.12 Road speed limits:** Cllr SPa (GCC) indicated that he had taken further steps to try to progress adopting a consistent speed limit on the Spine Road, and was awaiting responses. He also indicated that the recent repair work on the Spine Road conducted by Amey had failed the inspection test and was to be improved at their own expense.

**4.13 Transparency code:** WC (clerk) had applied for funding for a laptop computer and software.

**4.14 Second defibrillator:** Cllr KM had investigated a number of issues on adopting the phone box; once adopted the phone box would belong to the SKPC with the only condition being we could not sell it to another telecommunication provider. SKPC would have responsibility for the kiosk and could take the decision to demolish it if ever desired, and there were no issues regarding it being in a conservation area. BT informed that they would provide a power supply at their expense which was guaranteed for 7 years if used for a defibrillator. Agreement was made to sign the contract and buy the kiosk (£1). Proposed Cllr JW, Seconded SP.

**4.15 Cotswold Community site:** Nothing further to report.

**4.16 Village entry signs:** Nothing further to report, deferred to the next meeting.

**5.17 Village noticeboard:** Miles Carpentry had been approached on treating/weather proofing the rest of the noticeboard at £70-100, but this would not be able to be completed before end of December.

**5.18 Somerford Keynes Conservation area:** Cllr KM had given comments on the consultation draft on Somerford Keynes Conservation area by the deadline and received no response as to why the Park was not included in the conservation area, given that it had been recognised as an area of importance. Cllr TB had follow up a response and indicated this would be expected early next year.

**5.19 Hedges:** Cllr KM to include a polite reminder in the next newsletter (December) regarding hedge cutting.

**5.20 Miscellaneous:** It was agreed to consider organising a celebration of the end of the 1<sup>st</sup> World War, and defer further discussions until nearer the date.

Des Sheen had obtained a replacement defibrillator battery under warranty for the village hall and thanks given.

WC (clerk) explained the current situation for external auditing of accounts now that PKF Littlejohn LLP had won the contract and that as a small authority with a turnover of less than £25,000, whilst exempt from an external audit, that a robust internal audit was still required. WC (clerk) provided information on the service that Gloucestershire Association of Parish and Town Councils (GAPTC) offered for internal auditing and it was agreed that she should contact Roger Duckett to check he was still happy to act as our internal auditor.

**6. Planning matters:** 17/00462/DMPO; 17/04573/FUL; 17/04572/FUL, 17/0109/CWMAJW, 17/04665/CPO, 17/03980/FUL: No objections raised.

## **7. Financial Matters**

**7.1 Expenditure:** Clerks salary £382.68; village hall heating £10; Printer ink cartridges £38, BT phone box £1, website expenses £83.52 were all agreed *en bloc*. Proposed SP, seconded RM.

## **8. Questions/AOB**

Cllr KM requested that Peter Watkins e-mail which raised the issue of extinguishing unsurfaced roads be discussed as an agenda item at the next PC meeting.

There being no other business or questions, the meeting closed at 9.35 p.m.

Cllr Mogridge suspended the meeting to allow members of the public and the Clerk to leave. After the meeting was resumed, it was agreed that the Clerk's working hours should be extended to 15 per month from 1/1/18, and that the Clerk should be able to attend training courses in Planning and Finance during the next financial year. Meeting closed 10.10 pm.

**Next monthly meeting date of the Parish Council:** Monday 8<sup>th</sup> January 2018 at 7.30 pm, Village Hall.