

Minutes of the Annual Meeting of Somerford Keynes Parish Council (SKPC), 8th May 2017

Present: Cllr S.Powell (SP, Chair), Cllr M. McKeown (MM), Cllr Karen Mogridge (KM), Cllr R. Munroe (RM), Cllr M. Rigby (MR), Cllr R. Sleeman (RS), Cllr T. Berry (TB, Cotswold District Council, CDC), W. Cartwright (WC, Clerk) and 3 members of the public.

1. **Apologies:** Cllr S. Parsons (SPa, Gloucestershire County Council), Alan Steeves-Booker

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

3. Election of officers

It being the Annual Meeting of the Council, the Clerk took the chair while nominations were received for the position of Chair.

- Chair Karen Mogridge, proposed RM, seconded SP and elected unanimously
- Vice-chair: Ron Munroe, proposed RS, seconded KM
- Footpaths: Roger Sleeman
- Ditches: Karen Mogridge and Clerk (Elected en bloc Proposed RM, seconded MM)
- Emergency Plan: Karen Mogridge and Michele Rigby
- Newsletter: Karen Mogridge
- Website: Peter Watkins and Mike McKeown
- Village lake representative: Michele Rigby
- Village hall representative: Ron Munroe
- Snow Warden: Andrew Timbrell
- Tree Warden: Lisa Willis (Sophie Livingston stepped down)

4. **Minutes** of the meeting held on 3rd April 2017 were approved and signed. Proposed SP, seconded RM.

5. Clerk's report

5.1 Village lake

Cllr KM to arrange a meeting with Tom Maddox (TM, Green Attitude) and Cllr RS regarding the request for payment, outstanding quotes for work and future working arrangements, and settle the outstanding debt as necessary. Cllr SP and Cllr KM to begin the process of setting up an independent Management Committee. It was appreciated by SKPC that LME had cut the grass for a footpath route around the lake. It was suggested that a work party may be needed to clear the grass by the benches and picnic area dependent on the outcome of discussions with TM (Green Attitude). Cllr MR to ascertain from GCC whether the public right of way is on the definitive map.

5.2 LME cycleway: Cllr SP had contacted Sophia Price (CDC) and the slightly amended entrance plans to Neighbridge are going through the planning procedure. This also involves the erection of a knee-high rail to deter parking on verges. It was agreed to maintain awareness of progress and developments.

5.3 Neighbourhood Development Plan (NDP): An updated NDP had been circulated to the team with responses to all the external comments received. RM proposed to send a draft NDP with all changes in place in italics and circulate as a draft finalised plan. Cllr SP and Cllr RM aim to complete the draft finalised plan by the end of May.

5.4 CDC Local Plan: No further action to report.

5.5 Flooding: WC had contacted Richard Gray (RG, GCC Highways) who confirmed most recent jetting of the Water Lane culvert as September, with no other culverts being jetted.

5.6 GCC Highways:

WC circulated a list of on-going highway issues and indicated that the two reported potholes (Water Lane and Shorncote) had been completed satisfactorily, with broken/missing signs taking longer to address. Cllr RS requested that the broken T junction sign at Lower Mill Lane also be reported. Following the recent AGM, it was agreed that Cllr KM would seek parishioners' views in the next newsletter on the need for double yellow lines on Water Lane.

5.7 Cotswold Water Park Trust (CWPT):

A press release was released in April on the company who is taking over management of Keynes Country Park, namely Planning Solutions Limited (PSL). Matthew Millett (CWPT) had been contact with Cllr SP to invite representatives from neighbouring parishes to meet CWPT and the new management on May 24th and hear of any future plans. Cllrs SP, RS and MR agreed to attend and report back. It was agreed that Cllr KM would request whether Cllr S Parsons (GCC) and Cllr T Berry (CDC) could attend as the public rights of way might be discussed. WC also confirmed that Mike Stickland (PSL) had offered to attend the 3rd July monthly PC meeting.

5.8 Parish Field: Three requests for the invitation to tender had been received to date. No further advertising would now be considered. Cllr MR to be reimbursed for payment of the advert in the Standard at next meeting.

5.9 Neighbridge Parking: Ben Welbourn (CWPT) had responded in detail to SKPC on the introduction of car parking charges, and concerns to the increased risk of parking in the village or on verges. It was agreed to continue to monitor the situation and, as necessary, maintain contact with the CWPT. It was uncertain whether there was currently a “no cycling” sign for around the lake.

5.10 Broadband installation: As there was a general dissatisfaction on the state of the verges following Gigaclear work for a number of parishes, Cllr TB would write a letter of complaint and WC to liaise with our concerns.

5.11 GCC Minerals Local Plan: No action to report.

5.12 Road speed limits: Cllr Shaun Parsons (SPa, GCC) and Cllr RS try to arrange a meeting with Wiltshire and GCC Highways to discuss the on-going issue of making the whole length of the Spine Road adhere to a cohesive speed limits.

5.13 Transparency code: WC had spoken to Anita Sachs (AS, Gloucestershire Association of Parish and Town Councils, GAPTC) on the fact that the transparency fund can provide money for a laptop (and software) for the clerk, associated running costs with the website. The application process has now just re-opened for this financial year (deadline for applications mid-monthly).

5.14 Second defibrillator: Cllr KM to further investigate this option to house in the phone box and BT requirements, and ask for parishioners’ views in the next newsletter. CDC will pay up to £500/defibrillator, although Cllr TB noted that with a secure box, the cost is toward £1500.

5.15 Cotswold Community site: No further action to report.

5.16 Village entry signs: WC to contact GCC Highways for advice on the procedure/action/cost of upgrading the entrance to the village signs.

5.17 Village noticeboard: Maintenance work to be organised by WC and scheduled for late June/July.

5.18 Other matters: Cllr RM wished it to be recognised that following contact, SSE had come out the same afternoon to repair the electricity pole and worked to midnight to complete which was considered highly efficient. Cllr RM did not attend the South Gloucestershire Cluster Meeting following cancellation by the key speaker.

6. Correspondence:

Cllr SP had responded to a parishioner who reported that fishing had taken place in the Village Lake and it was agreed to monitor the situation. Following a letter from CDC, Cllr RM confirmed that Somerford Keynes is not applicable for SHELA development, and that he will check whether a response be needed.

7. Planning applications

7.1 16/0110/CWMAJW (Sandpools Farm, inert recycling plant): It was agreed that Cllr KM write a letter of objection on behalf of SKPC on the basis of negative impacts on noise, dust, SSSI sites, leisure activities.

7.2 16/0099/COMPU Cullimore Drainage scheme; Compliance with condition 33

Cllr RM had contacted Jason Betty (GCC Planning Officer) who confirmed that the plans had been approved following Alan Steeves-Booker (ASB) alert from the GCC web-site. ASB had sent a written response which was read out at the meeting on possible future steps (e.g. whether SKPC can be part of the inspection process, annual liaison meetings). Cllr RM would contact ASB given his extremely hard work over such a prolonged period to discuss his letter. It was agreed that there should be increased pressure for the new culvert to now be installed given the approval and that a letter of dissatisfaction be sent to Cllr SPa (GCC) from WC on behalf of SKPC on the way the planning process was conducted and inadequate communication responses to concerns raised.

7.3 17/01183/FUL (LME, erection of a recycling, bin storage enclosure and bike shelter): No objections.

8. Financial Matters

8.1 Approval of Annual Governance Statement: Proposed SP, Seconded RM

8.2 Approval of Annual 2016/2017 Accounts Proposed SP, Seconded RM

8.3 Expenditure: Payment for Zurich renewal insurance: £257.60 Proposed RS, seconded MM.

There being no other business or questions, the meeting closed at 9.45 p.m.

A discussion was held on the co-option of a new PC member in a closed meeting.

Next monthly meeting date of the Parish Council: Monday 5th June 2017 at 7.30 pm, Village Hall.