



Blockley Parish Council TO ALL PARISH COUNCILLORS

Thursday 17th October, 7.30pm, Jubilee Hall, Blockley.

Present: Cllrs - Stewart Bell, Thomas Bradley (arrived item 8), Jon Bryan, Ben Cowles, Simon Dunscombe, Jenny Lidsey (left item 14), Eleanor Thorneycroft.

District Councillor - Sue Jepson

Gloucestershire County Councillor – Lynden Stowe

The Clerk: Sarah Longbottom

1 member of the public

NB: There was a change to the agenda and Planning was moved to item 8.

1. Welcome and apologies for absence: Apologies were received and accepted from Cllr Marcus Efstratiou.
2. Declarations of Interest and Dispensations for items on the agenda - *Councillors must declare it if they have an interest in any matter before the council either at the start of the meeting or prior to commencement of discussion of the topic in question*
None
3. Public Participation - Meeting shall be suspended at this point to hear any representations by members of the public on any matter on this agenda. Persons are allowed to speak up to a maximum of 3 minutes on each topic. On conclusion of public participation, council business shall resume
No members of the public spoke
4. Appointment Lead Communications Councillor – item postponed in the absence of Cllr Efstratiou.
5. Approval of the minutes of the Annual Parish Council Meeting of 19th September 2019: The minutes were circulated to all members, the District and County Councillor prior to the meeting. District County Councillor advised of two changes to the minute 190919:7; the waste collection will begin in March 2020 not November 2019, the start times of District Council meetings will rotate between 2pm and 6pm.
6. Matters Arising:

| Item | Action (responsibility) from 19 th September 2019 | Status |
|-------------|---|---------|
| 190919:11.1 | Councillor Bryan to review the toddler unit to see if an interim of repair works can be conducted | Done |
| 190919:15.1 | Councillor Thorneycroft to arrange with 360 outreach sessions with parishioners 60 years plus | Ongoing |
| 190919:15.2 | Cllr Bryan and Clerk to review the cost and benefits to ChatFuel | Done |

7. County and District Councillors' reports

District Cllr Jepson advised that the deadline for adoption of telephone boxes is 11th November 2019. BPC were encouraged to submit the community grant application which is being made to Cotswold District Council to increase the available funds delegated towards the parishes play areas prior to the finalised quotations and without the breakdown of the three individual villages. It was also advised that if a Youth Grant is to be applied for, it needs to be done in October.

County Cllr Stowe informed the parish council of the projected 4% increase to council tax for the County Council contribution to account for the 6.5% increase in expenditure. It was reported that the Highways department are aware of the works that are required in the parish of Blockley and that they are on a schedule of works. Javelin Park is fully operational. A grant for youth activities is available from GCC, Cllr Stowe will advise the Clerk via email. A meeting regarding Northcot Brickworks extension is being held in the forthcoming weeks that Cllr Stowe will attend.

A question was posed to Cllr Stowe regarding the delay to installation of broadband to the remaining areas of the parish. Cllr Stowe commented that there have been delays due to weather but that there is a schedule of works and that he hopes that all delays will be resolved before the end of 2019.

8. Planning - 5 applications had been circulated prior to the meeting. After discussion of the new dwelling at Brookside, Paxford, it was agreed that no objection would be made. There were no objections to the other applications.

Councillors were updated that there has still not been an application submitted for Wallands Barn. Councillors were advised that the architect for Northwick Barn has asked if any councillors wish to conduct a further site visit following the objection that was made by the parish council.

9. Finance:

9.1 Finance Report for Sept 18th – October 14th 2019, circulated prior to the meeting

| | |
|---------------------------------|--------------------|
| Current Account Balance: | £137,364.59 |
| Instant Access Account Balance: | £99,562.62 |
| Total | £236,927.21 |

Councillors unanimously approved the account balances and the bank reconciliation was signed by the Chairman.

The contracted number of grass cutting has been completed, an additional grass cut to all large areas was agreed unanimously at a cost of £1,500 + VAT.

It was agreed by a majority vote that the broken bench at the war memorial in Blockley needs to be removed before the Remembrance Service on the 10th November 2019 and a new metal bench the same as the bench further along next to the bus shelter needs to be sourced by the Clerk.

Following the tree survey earlier in the year, receipt of quotations to priority tree works across the parish have been collated and Cllr Bryan listed work that he proposed to be completed this year, work to the value of £1,965 + VAT was approved unanimously. The Clerk is to assess what planning permission is required to conduct the work to the tree in the churchyard and the two trees in Aston Magna as they are within conservation areas. None of the trees have Tree Protection Orders.

| Location | Tree Number | Fell/Maintain | Details | Net Cost |
|-------------------|-------------|---------------|---|----------|
| Cemetery | S3 | Fell | Fell elder that is leaning over the wall to ground level, treat with EcoPlugs (slow-release glyphosate). | £ 102.00 |
| Cemetery | T51 | Maintain | Cut back and remove stems leaning across pathway from ash tree | £ 495.00 |
| Churchill Close | T74 | Maintain | Cut Lifesaver ring from Ivy growing on crab apple tree within boundary hedge of bowling green | £ 75.00 |
| Churchyard | (T100) | Fell | Fell dead hazel tree opposite T100 to ground level (not numbered) | £ 175.00 |
| Churchyard | T75 | Maintain | Lift crown of leaning yew tree on south side, reduce significantly to prevent uprooting | £ 495.00 |
| Draycott/Wydlands | T120 | Maintain | Remove bottom limb and small dead branches from purple plumb, reshape where necessary | £ 95.00 |
| Draycott/Wydlands | T137 | Maintain | Reduce eastern side of purple plumb, removing deadwood from within the south face | £ 95.00 |
| Draycott/Wydlands | T129-T134 | Maintain | Lift crowns of purple plums and hitebeams cutting back from pathway. Trim side shoots from pink hawthorn (T129) | £ 195.00 |
| Aston Magna | T149 | Fell | Fell horse chestnut that has bacterial canker to ground level | £ 95.00 |
| Aston Magna | T150 | Fell | To fell dead cherry tree to ground level | £ 47.50 |
| Aston Magna | T153 | Maintain | Lift crown of flowering cherry tree, removing upper stem rebalancing tree | £ 95.00 |

9.2 Review of Expenditure from Sept 17th - Oct 9th 2019, all expenditure approved, see Appendix 1.

10. Communications – Cllr Efstratiou circulated a communication plan ahead of the meeting. A budget of £1,000 for a revised website, host and repository system was proposed, seconded and approved unanimously. Quotations are being collated.
11. Electronic file sharing and storage – after discussion it was decided that BPC do not want to deter potential councillors from joining the council, further consideration is required.
12. Play areas:
 - 12.1 Update by Cllr Eleanor Thorneycroft – additional quotations are being acquired. Equipment at the Wydelands area in Draycott were reviewed, to optimise the space and ensure longevity of the equipment a budget of £7,000 was proposed, seconded and agreed by majority. The clerk is to instruct the Maintenance Officer to cut the hedge back to maximise the play area space. Cllr Thorneycroft advised a 6-week lead time and that installation will be in the new year.
 - 12.2 Community Grant update - A councillor commented that they felt that the grant application should have been submitted by now; a further councillor informed all councillors that they have spoken to Joseph Walker, Community Partnerships Officer, who informed them that although the deadline has passed, applications will still be considered and that he is aware that financial data to support the application is still being sought.
13. Speed watch – Cllr Lidsey updated councillors that training has started. Further promotion of speed watch is required through the website, noticeboards and PC Facebook page seeking more volunteers.
14. Youth – The monthly report by CMAS was circulated prior to the meeting. It was reported that the young people attending the youth group are pleased with the new games table which is now in place. The SLA for Jan to Mar has been received, it's £2,700, £900 per month, an increase of £178 per month, (+24.6%). This 3 month interim period was agreed and next year the SLA will run from April 2020 to March 2021, it will be reviewed within the 2020/21 budget proposal.
15. Burials/Cemetery – The Clerk confirmed that the cemetery is outside of a conservation area so no permission to tree works approved by councillors in September is required. Councillors were updated that the approved works to the path in the lower cemetery would be conducted before the end of the month.
Work continues in formatting the large Excel burial register.
16. Green Parish Plan – Prior to the meeting councillors met with Barbara Pond (GRCC) to listen about parish plans. It was agreed that as 6 out of the 8 councillors have served less than a year on the parish council, that the 2010 parish plan, which is on the parish website, would be read by all councillors and as the councillors become more established strategies can be formed.
17. Community spirit and raising funds – Councillors agreed that a community project is required; several ideas were discussed. It was agreed that Cllr Dunscombe would arrange for a meeting with Richard Weller who has experience at running community events.
18. St Georges Hall – Cllr Bradley updated councillors that he had been informed that he had been listed as a trustee without his permission and it was a breach of GDPR that his personal details were passed to the Charity Commission. New solicitors have been instructed and have confirmed that BPC is the corporate trustee, the solicitor is seeking further confirmation of the addendum made in 2004. A councillor remarked that the hall is an asset to the parish and that they are relieved that the legal relationship and responsibilities are being established.
19. Clerk's update and correspondence
 - A log of correspondence between the clerk and residents of the parish was circulated during the meeting.
 - Budget training by GAPTC completed on 16th Oct, follow up meeting planned with Cllr Dunscombe, lead Finance Cllr, Tuesday 22nd Oct.
 - School grant, grants were suspended due to wall rebuild. Councillors agreed by majority not to reissue grants this year and review within the 20/21 budget. Councillors discussed the possibility of doing a community project with Blockley School to raise funds.

- Allotment Society, a meeting has not yet been arranged, it was agreed that Cllr Thorneycroft would liaise with a representative from the Allotment Society.
- Remembrance Service, confirmation of availability received from Blockley Brass Band and John Taylor. All councillors declared that they will be present to help with the proceedings, Order of Services have been printed for Blockley, Paxford still need to be printed. Due to the Chairman being overseas, the Vice-Chair agreed to read the parish council parts.
- Grit: all bins in the parish have been topped up. The shed is to be emptied ready for delivery of 90 additional bags.
- Tree report – unanimous agreement was given for the report to be published on the BPC website.
- Member's allowance, an insufficient amount was allocated in the 2019/20 budget, finances are being reviewed to accommodate the allowance.
- Christmas supper – Churchill has been provisionally booked, confirmation of attendance and partners attendance required by email to the Clerk, the first of two menus were selected. Cllr Stowe and Cllr Jepson were invited to attend.

20. AOB: None.

21. Date of Next Meeting: 7pm on Thursday 21st November 2019 Little Village Hall, Blockley.

| Item | Action (responsibility) from 17 th October 2019 | Status |
|-------------|---|--------|
| 190919:15.1 | Councillor Thorneycroft to arrange with 360 outreach sessions with parishioners 60 years plus | |
| 191019:7.1 | Clerk to research the Youth Activity grants available from GCC | |
| 191019:9.1 | Clerk to commission a further grass cut across the parish | |
| 191019:9.2 | Clerk to arrange for the removal of the broken bench at the war memorial in Blockley and source a new metal bench | |
| 191019:9.3 | Clerk to apply for the relevant tree works permissions for trees in the conservation areas within the parish | |
| 191019:12.1 | Clerk is to instruct the Maintenance Officer to cut the hedge back to maximise the play area space at Wydelands, Draycott | |
| 191019:12.2 | Cllr Thorneycroft to commission the installation of play equipment at Wydelands, Draycott | |
| 191019:12.3 | Cllr Cowles and Cllr Thorneycroft to finalise the Community Grant application and submit to CDC | |
| 191019:13.1 | Clerk to publicise the need for additional Speed Watch volunteers on the Facebook page, website and noticeboards | |
| 191019:17.1 | Cllr Dunscombe to arrange Richard Weller to present to councillors about running community events | |
| 191019:19.1 | Clerk to arrange for the clearance of the shed to accommodate for winter grit delivery | |
| 191019:19.2 | Clerk to upload the parish tree report to the parish website | |
| 191019:19.3 | Clerk to arrange for the yearly payments of members allowances | |