



# Blockley Parish Council

Minutes - Thursday 15<sup>th</sup> October 2020 7.00pm, remote via Zoom.

Present: Cllrs – Tom Bradley (Chair), Jon Bryan (Vice-Chair), Paul Baines, Ben Cowles, Charlotte Goldring, Jenny Lidsey and Eleanor Thorneycroft

Cllr Lynden Stowe (County Councillor)

The Clerk/RFO: Sarah Longbottom

5 members of the public

Apologies for absence: Cllr Sue Jepson (District Councillor)

1. Items for any other business: St George’s Hall, Climate measures
2. Declarations of Interest and Dispensations for items on the agenda - TB and JL are St Georges Hall management committee members. BC planning application for 1 The Old Manor, Paxford.
3. Public Participation: None
4. RESOLVED. Approval of the minutes of the Annual Parish Council Meeting of 17th September 2020. The minutes were unanimously agreed to be an accurate record of the meeting. To be signed by the Chair and filed by the Clerk..
5. Matters Arising/actions:

Item	Action (responsibility) from 17th September 2020	Status
16.07.20.11.1	PB to present a proposal to council in September regarding rewilding	Deferred to spring
16.07.20.12.2.	Clerk to obtain quote for replacing metal bar on cemetery wall	Ongoing
16.07.20.12.3	Clerk to obtain quote for repairing wall on St Georges Terrace	Deferred to 21/22 budget
17.09.20.6.1	Clerk to apply for a grant for the bus accident memorial plaque	Ongoing
17.09.20.9.1	Clerk to circulate leases and key documents to inform councillors of legal obligations of BPC and tenants	Complete
17.09.20.10.1	Clerk to arrange for the replacement usage sign at Back Ends Commons	Complete
17.09.20.10.4	The bench at Springfield play area is to be reviewed as urgent – Cllr Bryan	Complete
17.09.20.10.5	Clerk to arrange and promote the parish litter pick	Complete
17.09.20.11.1	A site meeting with contractor and residents to be arranged to discuss upper right cemetery trees	Complete
17.09.20.11.3	Cllr Lidsey is to seek the whereabouts of cemetery wall finials	Ongoing
17.09.20.11.5	Cllr Bryan and Clerk to conduct the annual churchyard and cemetery memorial inspections	Complete
17.09.20.13.1	JL, JB and CG will report to full council about youth meeting held with other town councils	Item 12
17.09.20.13.2	Clerk to report the unspent youth fund of 2020/21	Complete
17.09.20.14.1	Clerk to obtain quotation for Station Road phone-box restoration	Complete
17.09.20.15.1	Cllr Bryan and the Clerk are to review the condition of Landgate, Station Road pathway and Bell Bank grates	Complete

6. County and District Councillors' reports
- Cllr Lynden Stowe (Gloucestershire County Councillor)
- 35 million trees are to be planted in Gloucestershire in a tree planting initiative, it equates to 50 per head of population in the county.
  - Encouraged BPC to submit 'Growing Your Community' grant application, applications required before the end of December.
  - The Cotswold district has the second highest rate of Covid-19 cases in the county and is accelerating at a faster pace than other county districts. GCC will be releasing communications in the following week.
  - Cllr Lynden Stowe is content to meet with members of the public either in person or remotely.
7. Planning: Cllr Cowles
- 20/03295/FUL St Peter and Paul Church: installation of 2 boiler flues and gas meter – no objection  
 20/02994/FUL 1 The Old Manor, Paxford: Erection of single and two storey rear extension – no objection  
 20/02686/FUL Ditchford Lodge, Ditchford: Erection of single storey side extension and external staircase, deadline was 7<sup>th</sup> Oct, no objection submitted.
8. Finance: – Responsible Finance Officer
- 8.1 Finance Report for 15th September 2020 – 9th October 2020 detailing all accounts held by the council and income and expenditure for the period was circulated to all councillors.
- 8.2 RESOLVED unanimously to approve expenditure from 15th September 2020 – 9th October 2020
- 8.3 Grant applications for consideration
- 8.3.1 Paxford Village Hall – the requirement for the refurbished exit to the hall is out of necessity to facilitate Covid-19 restrictions so the grant of £1,000 was awarded from the community fund, proposed TB, seconded JB, unanimously approved.
- 8.3.2 Blockley and District Allotment Association – application for a contribution of £1,000 for a community cabin and outdoor toilet, proposed TB, seconded JB, unanimously approved.
9. Remembrance Sunday preparations – The 2020 service on 8th November must be adapted for social distancing and Covid-19 restrictions. RESOLVED to purchase a PA system up to the value of £1,000 to support local events, proposed TB, seconded CG, unanimously approved.
10. Standing Orders – deferred to revise the Standing Orders until after the planned training sessions. A working group will be formed to assess the current policy against the NALC model.
11. Personnel committee update – PB to Chair the committee, ET to join the committee, committee are to arrange a meeting ahead of the full council meeting in November and propose the terms of reference. (ACTION: 15.10.2020: 11.1)
12. Youth update - RESOLVED to reassign the lead role of Youth, Health and Well-being to CG who is also the lead councillor for Recreation and Leisure. CG is to be the lead councillor for the areas and present issues to the full council within ordinary meetings and present resolutions for approval as required.  
 RESOLVED to appoint Chime Management to conduct a youth service provision consultancy for the parish of Blockley, proposed by JB, seconded JL. Council members agreed that unspent Youth budget in light of the youth club provider CMAS liquidating, is to be invested in establishing the requirements of the youth within the parish. The consultation will involve the District Council, local schools and youth service entities to develop a strategic plan to enable that the parish council's future youth services are representative and good value. The fee for the consultation is £1,400. If other local councils join the consultation, the fee is shared and a combined plan and an individual local council plan will be developed.
13. Recreation and Leisure: Cllr Goldring is reviewing previous quotations and specifications and is meeting with new suppliers. A further detailed update to be given at the November meeting.
14. Burials: Cllr Bryan
- 14.1 RESOLVED to fell and trim selected trees in the upper right cemetery to the fee of £8,000, proposed JB, seconded PB. Letters of support of the tree management plan were received by BPC from the residents of Winterway whose houses are adjacent to the upper right cemetery.
- 14.2 RESOLVED to plant a replacement hedge of mixed native hedging to promote wildlife between the trees in the upper right cemetery £2,000, proposed PB, seconded JB.
- 14.3 RESOLVED to remove ivy growth to trees in the churchyard, cut back Elder, lift tree canopy and

remove dead branch at a fee of £860.00, proposed JB, seconded PB.

15. Clerk's update and correspondence log

Replacement parking restriction sign is to be fitted imminently at Back Ends Common

Autumn litter pick was well attended with new volunteers helping

Annual memorial safety inspection has been conducted. Two headstones were laid flat.

Wreaths and crosses are ordered for the Remembrance services, new 2020 order of service sheets are to be finalised and printed. Publicity of the events adhering to Government Covid-19 restrictions is needed.

Report received from Ashley Chappell (Hydro Clean Exterior) with regards to the weathering of the war memorial in Blockley

Historic England have notified progression to the next round of consideration for grant application to tabletop tombs in the churchyard

50 native hedgerow shrubs allocated to Blockley Parish Council through the initiative 'I Dig Trees' with Cotswold Tree Warden Group

16. Any other business:

St Georges Hall (SGH) - TB informed council of the relationship between BPC and SGH – he informed members that BPC are corporate trustees, the leases of the Heritage Centre/Jubilee Hall and SGH with Blockley School need to be revised, the agreements currently list BPC as the landlords. TB is to arrange the SGH Management Committee to meet with The Heritage Society and discuss the payment of the reinstatement valuation (ACTION:15.10.2020: 16.1) TB informed council of the composition of the Management Committee and are to circulate a list of members to all councillors (ACTION: 15.10.2020: 16.2). TB listed himself as the named Trustee with the Charity Commission.

Parish environment measures – to be listed on the agenda in November and addressed by JB and PB.

17. Date of Next Meeting: Thursday 19th November 2020.

The meeting closed at 8:36pm.

Approved by Blockley Parish Council:

Signed.....

Print.....

Date.....

Item	Action (responsibility) from 15 <sup>th</sup> October 2020	Status
15.10.2020: 11.1	PB to arrange a meeting of the Personnel Committee and generate terms of reference for the committee	
15.10.2020: 16.1	TB is to arrange the SGH Management Committee to meet with The Heritage Society and discuss the payment of the reinstatement valuation	
15.10.2020: 16.2	TB to circulate a list of St Georges Hall members to all councillors	

Appendix A – Transaction report:

Date	Organisation	Details	Net
11/09/2020	NEST Pension Scheme	Pension contribution	£94.22
15/09/2020	Mrs S Longbottom	Salary Sept	
15/09/2020	Mr Raymond Mayo	Salary Sept	

16/09/2020	Dorn Hill Machine Services	Mower sonic carb clean	£67.45
19/09/2020	Cllr S Dunscombe	Zoom/Phone	£34.78
21/09/2020	Grundon	Cemetery bin	£29.38
24/09/2020	R A Dunn	Paxford memorial	£45.00
24/09/2020	Blockley Sports Club	BPC Grant doors	£500.00
30/09/2020	Unity Trust Bank	Service charge	£18.00
01/10/2020	Draycott Village Recreation Trust	BPC Grant flooring	£897.20
05/10/2020	British Telecommunications BT	Phone - WiFi	£103.38
07/10/2020	British Legion	Remembrance Sunday wreaths & crosses	£56.57
07/10/2020	Thomas Fox Landscaping	Grounds maintenance Sept	£3,310.00
07/10/2020	Mr Raymond Mayo	Mileage Sept	£10.80
07/10/2020	Amazon	MO workshop shelving	£39.79
07/10/2020	Mr Raymond Mayo	Bin sacks	£2.29
07/10/2020	Thomas Bradley	Chairs Allowance Oct	£130.00
07/10/2020	Jon Bryan	Members allowance	£100.00
07/10/2020	Mrs J Lidsey	Members allowance	£100.00
07/10/2020	Mrs. E. Thorneycroft	Members allowance	£100.00