



## Blockley Parish Council TO ALL PARISH COUNCILLORS

Thursday 21<sup>st</sup> November, 7.30pm, Little Village Hall, Blockley.

**Present:** Cllrs - Jon Bryan, Ben Cowles, Simon Dunscombe, Jenny Lidsey, Eleanor Thorneycroft.

District Councillor - Sue Jepson

The Clerk: Sarah Longbottom

4 members of the public

1. Welcome, Chair election and apologies for absence: In the absence of BPC Chair and Vice-Chair, a Chair was required for the meeting, Cllr J. Bryan proposed Cllr S.Dunscombe, Cllr J.Lidsey seconded and Cllr S. Dunscombe took the role of Chair. Apologies were received and accepted from Cllr Thomas Bradley, Cllr Marcus Efstratiou, Cllr Stewart Bell and Gloucestershire County Councillor – Lynden Stowe.
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  
Roger Thornburgh – praised the work in the cemetery and the new footpath. Enquired as to the future plans of the phone-box on Station Road and proposed that it could be used as an information point. Asked when the railings would be repaired on St Georges Terrace and the skid risk signs removed from B4479. He concluded by asking why BPC have not objected to the revised plans regarding drainage to the new housing development at Little Shoe Broad. The responses given were; discussions are needed by councillors next year once the phone box has been fully adopted and Mr Thornburgh was thanked for his suggestion. The railings is a persistent issue which Cllr Jepson will again refer back to Cllr Stowe, the Clerk will notify highways of the skid risk signs. Councillors have all read the objections supplied by Blockley Environment Action Group and felt that their objection was sufficient for the planning officer to review.  
Tony Dalton, Lucy Blyth and Clare Turner – updated BPC of the repositioning of the allotments and described the plans for the new site. They spoke of the funding received by the Trust and thanked BPC for supporting grant applications. The new site will open in April 2020. BPC's weather station can remain on the site until 2021.
4. Elections:
  - 4.1 Chairman, provisionally elected at the May AGM for a 6-month period until November 2019 -  
Postponed
  - 4.2 Lead councillor: Communications - Postponed
5. Approval of the minutes of the Annual Parish Council Meeting of 17<sup>th</sup> October 2019: The minutes were circulated to all members, the District and County Councillor prior to the meeting. The minutes were unanimously approved.
6. Matters Arising:

Item	Action (responsibility) from 21 <sup>st</sup> November 2019	Status
190919:15.1	Councillor Thorneycroft to arrange with 360 outreach sessions with parishioners 60 years plus	Ongoing
191019:7.1	Clerk to research the Youth Activity grants available from GCC	Done
191019:9.1	Clerk to commission a further grass cut across the parish	Done
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	Done
191019:9.3	Clerk to apply for the relevant tree works permissions for trees in the conservation areas within the parish	Done
191019:12.1	Clerk is to instruct the Maintenance Officer to cut the hedge back to maximise the play area space at Wydelands, Draycott	Done

191019:12.2	Cllr Thorneycroft to commission the installation of play equipment at Wydelands, Draycott	Ongoing
191019:12.3	Cllr Cowles and Cllr Thorneycroft to finalise the Community Grant application and submit to CDC	Ongoing
191019:13.1	Clerk to publicise the need for additional Speed Watch volunteers on the Facebook page, website and noticeboards	Done
191019:17.1	Cllr Dunscombe to arrange Richard Weller to present to councillors about running community events	Ongoing
191019:19.1	Clerk to arrange for the clearance of the shed to accommodate for winter grit delivery	Done
191019:19.2	Clerk to upload the parish tree report to the parish website	Done
191019:19.3	Clerk to arrange for the yearly payments of members allowances	Done

## 7. County and District Councillors' reports

District Cllr Jepson asked for confirmation that all councillors had seen the email from Nigel Adams from CDC about flooding. Following the memorial service, Cllr Jepson claimed that she thought that the steps were unsafe and the Clerk was to obtain a quote for fixing and replacing the loose steps. (21.11.19:7.1)

Cllr Dunscombe asked Cllr Jepson to feedback to Cllr Stowe that broadband is now live at Northwick Park and Draycott but that it is operating at 50% reduced speed.

## 8. Planning – The application for additional barns at Sheaf House Farm was discussed. It was felt that the lead planning councillor needs to arrange a site visit to ascertain further details. (21.11.19:8.1)

The application at Melbank was discussed, BPC have no objections.

## 9. Finance:

9.1 Finance update: The finance report from Oct 18<sup>th</sup> – November 15<sup>th</sup> 2019 was circulated to all councillors prior to the meeting.

9.2 Expenditure. A review of the expenditure from Oct 18<sup>th</sup> – November 15<sup>th</sup> 2019 was circulated prior to the meeting, no retrospective objections were raised. See Appendix A.

9.3 Budget proposal 2020/21: The RFO had produced a guidance document and a first draft of the proposed budget for 2020/21, it was circulated in the weeks prior to the meeting for councillors consideration.

Cllr Lidsey informed councillors of the work done over the last 9 months by CMAS providers of the Youth Club. It was agreed that councillors that have not been to the youth club need to visit to gain a better understanding. The Clerk is to review the CMAS report and compile attendance figures. (21.11.19:9.1)

Councillors were advised by the Clerk that the reserves can be reallocated or spent as the current council agrees. The Clerk advised that there is no requirement for the pension reserve, Cllr Dunscombe is having the pension requirement reviewed by an independent advisor. (21.11.19:9.2)

The requirement to rebuild that other half of the churchyard wall was discussed. The Clerk is to research grant opportunities following advise from the architect David Pendery and the diocese advisor Adam Klup. (21.11.19:9.3)

The three quotations received for grounds maintenance were reviewed. The Clerk is to ask contractors to review their quotations. (21.11.19:9.4)

Councillors discussed the need to develop a strategy on youth for 2020/21 which incorporates all elements, the youth club, the Play Ranger sessions and the play areas. It was agreed that replacement equipment should be sourced for Aston Magna as it has been for Draycott but that a comprehensive plan needs to be derived for the Churchill Close play area in Blockley. Funds from reserves, Section 106 money and carry forward income from 2019/20 are to be accumulated to allow for a full re-development of the play area. The RFO is to advise a budget for project at the next meeting. (21.11.19:9.5)

The Chair asked that voting was at a clear pace and that all councillors could clearly show any disagreement should they wish to. Decisions voted on and agreed in all cases unanimously were:

- Freeze the precept at £110,000
- Release the land acquisition reserve
- £4000 to be awarded in local grants
- £3000 to be assigned for legal costs
- £1,500 to be assigned to computing costs

10. Communications – Cllr Efstratiou circulated a communication plan ahead of the meeting. A budget of £1,500 was agreed unanimously.

11. Winter Plans: The Clerk updated councillors that the rain gauge situated in the allotments was broken and that a cost of £1,000 is required for an engineer call charge and a new battery and calibration. Councillors agreed that the rain gauge informs residents of what has happened and does not alert them to the future rain fall. Cllr Dunscombe is to research a company that he has been made aware of that may offer a more advanced solution to predicting rainfall. (21.11.19:11.1)

The use of sandbags was discussed, whilst it was felt that it was not the responsibility to provide residents with bags it was felt that there may be a more strategic need and Cllr Bryan is to make enquiries into purchasing and shelf life of sandbags. (21.11.19:11.2)

The Clerk is to abstract the key information from Nigel Adams email regarding flooding and make notices for the five parish noticeboards. (21.11.19:11.3)

12. Clerks update and correspondence log:

12.1 The Clerk circulated a log of all correspondence between her and residents prior to the meeting.

12.2 Clerks update:

- Institute of Cemetery and Crematorium Management – Cemetery Management training course completed with Cllr J.Bryan and Clerk
- Bench by war memorial, following last month's meeting the bench was removed by Cllr J. Bryan and Cllr B. Cowles. Replacement higher cost than approved: £685.00 + vat.
- Hall hire for 2020/21 meetings – SGH has a prior arrangement on Thursday evenings until 6:45, reviewing if school holidays still in use or whether meetings in April and July could take place in SGH
- Wall complete and sign off meeting attended by Clerk, Cllr J. Bryan, Cllr B. Cowles, Rev'd Delap, Chris Hobbs Stone Mason), David Pendery (Architect), Adam Klup (Diocese). Total cost, fully paid: £26,538.40
- Churchyard yew tree: Consent from Rob Greenstock, awaiting planning permission
- Aston Magna tree works, planning granted
- Cemetery path complete – no membrane due to incline of slope
- Full burial taking place in the cemetery 29.11.19, 2:30pm

13. AOB: Cllr Thorneycroft advised that the toddler until will be installed in Draycott at the end of January, a week is required for installation. Cllr Cowles has agreed for his premises to be used for toilet and water facilities. Cllr Thorneycroft is to advise councillors of a date for removal of the current play equipment to save the cost of the contractor removing the old unit.

14. Date of Next Meeting: 7pm on Thursday 16<sup>th</sup> January 2020, Little Village Hall, Blockley

The meeting closed at 10:30pm.

Item	Action (responsibility) from 21 <sup>ST</sup> November 2019	Status
190919:15.1	Councillor Thorneycroft to arrange with 360 outreach sessions with parishioners 60 years plus	
191019:12.2	Clrr Thorneycroft to commission the installation of play equipment at Wydelands, Draycott	
191019:12.3	Clrr Cowles and Clrr Thorneycroft to finalise the Community Grant application and submit to CDC	
191019:17.1	Clrr Dunscombe to arrange Richard Weller to present to councillors about running community events	
21.11.19:7.1	Clerk to obtain a quote for fixing and replacing the loose steps at the Blockley war memorial	
21.11.19:8.1	Site visit required by Clrr Cowles to Sheaf House Farm	
21.11.19:9.1	The Clerk is to review the CMAS report and compile attendance figures.	
21.11.19:9.2	Clrr Dunscombe is having the pension requirement reviewed by an independent advisor	
21.11.19:9.3	The Clerk is to research grant opportunities for the second half of the Churchyard wall	
21.11.19:9.4	Clerk is to ask ground contractors to review their quotations	
21.11.19:9.5	The RFO is to advise a budget for Churchill Close project at the next meeting	
21.11.19:11.1	Clrr Dunscombe is to research rainfall equipment	
21.11.19:11.2	Clrr Bryan is to make enquiries into purchasing and shelf life of sandbags	
21.11.19:11.3	The Clerk is to abstract the key information from Nigel Adams email regarding flooding and make notices for the five parish noticeboards	

Approved by Blockley Parish Council:

Signed.....

Print.....

Date.....