

QUENINGTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
11th JANUARY 2018 AT QUENINGTON VILLAGE HALL

Present: Cllr Michael Scott (Chairman), Cllr Don Downes, Cllr Michael Sayer, Cllr Serena Robinson, Cllr Maurice Denton, Cllr John Dooley, County/District Cllr Theodoulou

In attendance: Penny Ibbotson (Clerk), one member of public

- 1. Apologies for absence:** Cllr Janet Sallis
- 2. Open discussion:** The following dates for 2018 Quenington Car Boot Sales were given: 15th April, 6th May, 3rd June, 1st July, 29th July, 26th August, 23rd September & 7th October.

It was suggested that the Spring Clean was carried out in March this year, before grass growth has started– the Clerk will liaise with Councillors to set a date.

- 3. Declaration of Interest on Items on the agenda:** None declared.
- 4. Minutes:** It was resolved to sign the minutes of the Parish Council meeting held on 9th November 2017 as a true and accurate record of the proceedings. The minutes were duly signed by the Chairman.
- 5. To receive report from County & District Cllr Ray Theodoulou:**
 - Gloucestershire County Council is organising an intense operation of road repair following the damage caused by the recent snowfall. Please let Cllr Theodoulou know of any areas that need attention.
 - The GCC budget is out for consultation – it is lower than last year but there is also a scheme to raise money from business rates. There is an increase in funding for children in care and the elderly but cuts elsewhere.
 - Following a spate of thefts in the village, Coln Parish Council organised a talk for residents on security matters. The talk was run by a police representative whose role is in preventative crime, it was a useful talk and could be held in Quenington if it was thought necessary.
 - QPC reported that the local snow wardens had received no instruction or direction from County Highways during the recent snowfall and had to decide themselves when and where to clear. Cllr Theodoulou will look into this.
 - It is likely that more bags of grit will be needed in Quenington as there are only 15 bags left. The number of bags and where they should be delivered to will be sent to Cllr Theodoulou to arrange with Highways. The Church Road grit bins have been refilled and piles placed on Rag Hill. The Coneygar Road grit bin is currently empty and needs to be filled.

6. Planning:

6.1 To consider the following applications: None received.

6.2 To receive January Planning Report

17/03909/FUL Proposed garage and garden machinery store at The Little House, Victoria Road, Quenington – application refused by CDC committee due to the size of the proposed garage.

Appeal on 16/04581/FUL Installation of telecommunications base station comprising 24m high lattice tower, 6 antennas, 2 dishes, concrete base, cabinets, mesh fence and access gate at land parcel known as The Grandage, Quenington:

Appeal dismissed due to harm to heritage asset (Hatherop Castle) and to landscape and scenic beauty of AONB.

17/03164/FUL Installation of telecommunications base station, 24m high Phosco CU 4.5 monopole with 3 antennas, 2 dishes, concrete base, cabinet, mesh fence and access gate at land parcel known as The Grandage, Quenington

The CDC Planning Officer is recommending refusal of this application on the grounds given by the appeal above and is asking for Cllr Theodoulou's support. The Planning Officer had said that CDC had not heard from QPC but it was confirmed that QPC's comments had been sent and in fact were on display on the CDC website. As QPC is in favour of the application Cllr Theodoulou could ask for the application to be considered by committee but the heritage argument against the proposal is very strong and it is unlikely that the committee would grant approval. Councillors agreed that this was not the ideal location for a mast but felt the need to improve the mobile reception service was of great importance.

(Post meeting note: The application is not going to be deferred to the CDC planning committee due to the strong arguments against development in the Grandage.)

The street trading licence for fish & chips has been approved for the Donkeywell Farm location in Quenington; a second application will need to be submitted for the layby outside xylem.

7. Clerks Report:

- As requested I contacted Cotswold District Council regarding the Community Fund. Unfortunately the funding has strict criteria and will not support replacement safety surfacing for playgrounds or the construction of a new cemetery wall.
- I met with Richard Gray from County Highways and he estimates that the cost to install a low granite sett kerb to the lower edge of the main green will be in the region of £5,000. It may be possible to have the work carried out under the Community Offer scheme where costs are split 50/50 between the Parish Council and Highways. Loose kerbstones near Gospel Corner were highlighted and Highways have been out repairing these in the last few days. If the request for a dropped kerb at Coneygar Road, is to be taken further, due to the number of services in the area QPC would need to pay £5,000 for a feasibility study to be carried out by engineers. As an alternative he will look into the possibility of lowering a short stretch of kerb opposite Fowler's Hill.
- The issue of parking on pavements has been raised with the police and they will keep an eye out when passing through the village. If someone sees a vehicle blocking a pavement the advice is to ring 101 and the police will come out to issue a parking ticket.
- I attended training on Data Protection recently – see separate notes; it was quite general and not specific to parish councils as had been hoped. GAPTIC are to be circulating an Advice Note in January so I will wait for that before further action.
- New pads and battery have been installed in the defibrillator, the battery should last for another 4 years.
- The ivy along the wall by 1 Greenview was cleared very efficiently by Bromford Housing and the pavement access is much better.

Cllr Theodoulou advised that he has access to some funding for the next financial year, which may be able to help with the playground safety surface and/or repair to the Green.

8. Finance:

8.1 To review and accept the January 2018 accounts: The accounts were approved; it is likely that all of the £18,500 budget will be used up for this financial year. Following the transfer of funds as below, there will be approx £4,900 of unallocated funds in the current account.

8.2 To agree transfer of funds to cemetery wall savings account: It was agreed to transfer the remaining 17/18 budget allocation for the cemetery wall (£3,770) and the cemetery income from the previous two years (£3,020) to the savings account. £1,425 of the playground savings needs to be transferred to the current account to pay for the recent roundabout safety surface.

8.3 To agree budget for 2018/2019: The draft budget was approved with the one change – increasing cemetery wall budget from £2,260 to £2,760. This results in an increase in budget from £18,500 to £19,000.

8.4 To agree precept for 2018/2019: The precept was agreed as £19,000.

8.5 To agree internal auditor for 2017/2018 accounts: It was agreed to appoint Iain Selkirk as Internal Auditor for the 17/18 accounts at a fee of £100.

8.6 To consider request for funding from Hatherop Primary School: It was agreed to donate £200 to the school towards the purchase of new whiteboards.

9. Playground: The roundabout was lifted back into position last weekend and the cable on the trim trail will be repaired shortly. (Post Meeting note: cable repair has been completed). A block of concrete has become exposed where the roundabout was stored and needs to be covered with soil.

10. Review of salt stock: This was discussed earlier in the meeting.

11. Repair of damaged seat in Church Road bus shelter: The wood is very rotten with woodworm and needs replacing. Local contractors are to be approached for quotes.
Cllr Theodoulou left the meeting.

12. To discuss update of Parish Plan: No volunteers have come forward to help progress the Parish Plan. The next stage is to prepare a new questionnaire – Don, John and Mike Sayer will review the original questions and prepare a new questionnaire to circulate to residents. The monthly coffee mornings will be used to discuss ideas with residents and an article will go in CHEQS for anyone to come forward with suggestions on what should be included in the new Parish Plan.

13. Results of Risk assessments: The risk assessments carried out in 2014 have been reviewed and site inspections carried out. The following actions were noted:

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|-------------|---|
| Playground: | Secure rope on trim trail – discussed above. |
| Phone Box: | Electrics should be checked – Mike Scott will contact an electrician. |
| Graveyard: | Branch damage due to snow - work completed. Nine loose memorials have been identified, these are the responsibility of relatives of the deceased but as most are old memorials, it might be difficult to locate relatives. QPC as the Burial Authority has general powers of management, which includes an action to remove a danger which arises because of the condition of a memorial. Advice is needed on the best course of action to make loose memorials safe, how to advertise the proposed action and how long for. |
| The Green: | Bench detached and needs cleaning – Maurice will action Seat damaged during Fresh Air is to be refitted soon. Snow damaged tree needs to be tidied up – work completed |

Grass edge to lower end of Green very wet and muddy – investigate drainage (and granite kerb edge planned)

Victoria Rd: Small branches need clearing from lower trunk - Maurice will action

Bus Shelters: Village Green shelter has ivy growing up sides and needs removing – Maurice will action. Church Road Shelter seat needs repair – discussed above.

14. Any Other Business

- **Cemetery Trees:** The tree survey report has been received along with the cost of the proposed work (£420 excl VAT). A check needs to be made that the tree proposed for felling is not a memorial tree but otherwise it was agreed to go ahead with the proposed work as there is sufficient money in the 17/18 cemetery maintenance budget to cover costs. The local farmer will need to be contacted for access to carry out this work (Conservation Area consent is also required).
- The grips on Fairford Road are getting blocked – this will be reported to Highways.

15. Open Discussion: No items were raised.

16. Date of next Meeting: Thursday 8th March 2018

There being no further business, the meeting closed at 10.00pm

_____Chairman

_____Date

ACTIONS:

The following actions were identified in the meeting. These do not form part of the minutes of the meeting and are only included here as a reminder of actions arising in the meeting. Related sub-sections from the meeting minutes, the action and the responsible councillor(s) are shown below:

| Sub-section | Action | Responsibility |
|--------------------|---|---|
| 2.0 | Set date for Spring Clean | PI |
| 5.0 | Discuss storage of grit at Donkeywell Farm and agree amount required. Refill Coneygar Road grit bin | MScott MScott |
| 7.0 | Investigate funding options for safety surfacing and edge to Green | PI |
| 11.0 | Obtain quotes for Church Rd bus shelter seat repair | PI |
| 12.0 | Prepare new Parish Plan Questionnaire Article in CHEQS | DD, JD & MSayer PI |
| 13.0 | Contact electrician re phone box Seek advice on loose memorials Clean bench, remove small branches on Victoria Rd tree & clear ivy from bus shelter | MScott MSayer MD |
| 14.0 | Report blocked grips to Highways | PI |