

QUENINGTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
14TH SEPTEMBER 2017 AT QUENINGTON VILLAGE HALL

Present: Cllr Michael Scott (Chairman), Cllr Don Downes, Cllr Janet Sallis, Cllr Michael Sayer, Cllr Serena Robinson, Cllr Maurice Denton

In attendance: Penny Ibbotson (Clerk), two members of public

1. **Apologies for absence:** Cllr John Dooley, County/District Cllr Theodoulou
2. **Open discussion:** No items were raised.
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 13th July 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 Theodoulou:** Cllr Theodoulou was not able to attend the meeting.

6. Planning:

6.1 To consider the following applications:

17/03164/FUL Installation of telecommunications base station at land parcel known as The Grandage, Quenington

Eleven objections have been sent to Cotswold District Council, most of which were also copied to QPC. After a thorough discussion regarding the pros and cons of the application it was agreed (5 in favour, 1 against) to SUPPORT the application for the following reasons:

- there is a need for improved mobile communication in the village
- the applicant has addressed the design concerns raised under the previous application.

It was suggested that the mast is located approx 25m to the north west to benefit from increased screening of adjacent trees. As this application doesn't cover all mobile networks, any other networks should also use the same mast.

17/03574/TCNR Fell 4 silver birch at The Long House, Victoria Rd, Quenington NO OBJECTIONS

17/03425/TCNR Various tree work at The Little House, Victoria Rd, Quenington NO OBJECTIONS

C/17/01099/STC Street Trading Licence Application for fish & chip van at Donkeywell Farm on alternate Tuesday nights NO OBJECTIONS

6.2 To receive September 2017 Planning Report: The contents were noted.

7. Clerks Report:

- The 16/17 audit has been approved and returned from Grant Thornton, the external auditors. Due to the purchase of the cemetery extension, the income and expenditure for 16/17 was greater than £25,000, which meant the audit fees went into the next fee bracket and the cost will be £200 excluding VAT. All the financial information that is required to be available to the public has been uploaded onto the QPC website.
- QPC has now been registered with the Information Commissioner's Office.

- A Declaration of Compliance has been received from the Pension Regulator to confirm QPC has carried out its statutory duties with respect to pension provision.
- An email was received from the Cirencester Ramblers to report that they have walked all the footpaths in Quenington parish and found no significant issues. Minor concerns have been reported to Glos County Council.
- GAPTC has taken up the problem of internet banking for Parish Councils and is discussing the issue with the National Association of Parish and Town Councils.
- I have chased for a price for the repair of the damaged bench.
- A request for volunteers to help with the Parish Plan will be in the October CHEQS magazine.
- Mike Sayer and I met at the cemetery to carry out a more detailed survey of the extension land, but unfortunately this was cut short by some lively young cows! We did calculate the area needed for full burial plots and ashes plots by measuring existing plots and were able to determine that the water pipe is mostly under tree canopies, as is the required 5m corridor. This means that most of this land would not have been suitable for burials anyway. We will reconvene when the stock has been moved away. I will also contact the Institute of Cemetery Management for advice on cemetery layout. It would be useful to have the trees assessed this winter so a sum can be budgeted for any necessary work.
- The roundabout safety surface is in the process of being replaced and should be completed this week.
- The Village Hall committee has been in touch as the Hall data usage has gone over their allowance. According to the records, this happens on a Tuesday when I am in the office - not sure how this level is being reached as I mainly only use emails and the occasional we browse (mostly CDC planning) and update of website. The Hall has a monthly allowance of 12GB. *It was suggested that the Hall investigates the cost of unlimited broadband allowance.*

8. Finance:

8.1 To review and accept the September 2017 accounts: The accounts were approved. The Clerk has also produced a half year review and all budgeted items are on track with the exception of the increased audit fee as mentioned in the Clerk report.

8.2 To receive completed Audit for 2016/7 accounts: The 16/17 accounts have been approved by the external auditors.

8.3 To agree how to spend £500 donation from Lloyds photo shoot: It was agreed that the £500 donation should be put towards the repair of the edge of the village green.

9. To discuss work to the Green to reduce damage by parking:

It was agreed to ask Highways to create an edge to the roadside where the damage is occurring, a mesh will then be fitted over the grass to give protection from vehicles. Due to the Village Green status, the Clerk has checked with CDC and the work that is being proposed falls under 'Permitted Development Rights allowing for maintenance, improvement or other alteration by a local authority on land belonging to or maintained by them for the purpose of any function exercised by them on that land'.

The previous car boot was cancelled due to wet weather and potential damage to the Green. It is unfortunate that the ground is wet for the fairground that is currently on the Green as there has been more damage than normal.

The manhole on the Green is not fit for purpose and the cover has moved. Thames Water is to be contacted.

10. To agree rota for Smily SID signs and agree additional brackets/batteries

required: The new SID has a different bracket fitting to the previous device, making it more difficult to move locations. It was agreed that the SID that is currently shared between the villages would be used on Coneygar Road only and the new SID would be shared between Fairford Road and Honeycombe Leaze. In order for this to happen a second bracket and battery charger is needed and the Clerk will investigate costs. The agreement for the new SID states that the device can only be in place for two weeks and not returned to the same location for at least eight weeks. A rota following these guidelines will be used for Fairford Road and Honeycombe Leaze.

11. To discuss request for dropped kerb at Coneygar Road: Highways has had an initial look at the pavement at the junction of Coneygar Road and Springfield Road and advised that it is not possible to install a dropped kerb into the existing pavement due to the number and position of various services. A dropped kerb on the pavement going down the hill to Coln would be too dangerous as users would need to swing out into the road. A second Highways rep was going to look at the site but there has been no further feedback – this will be chased.

12. Any Other Business

12.1 Letter of thanks from Quenington Sculpture Trust. David Able Smith advised that a number of donations had been made to local groups and charities as a result of Fresh Air 2017 and they were immensely grateful for the support of the Parish Council. There will be a Fresh Air in 2019 but then the continuation of the event will be reviewed. It was suggested that there should be more co-ordination of buses dropping off and turning in the village and David Able Smith asked if the Parish Council could put together some guidelines.

The Parish Council was thanked on behalf of all the residents for the smooth running of the village.

13. Any Other Business:

- Was the Parish Council informed that the fairground would be opening on Sunday as posters have been amended to add this date? The original request was not to hand, but it was thought not. The fair is to be asked to let the Parish Council know of any extensions to opening in the future. (Post meeting note: the email sent asking for permission states that they will be on the Green from Mon 11th to Mon 18th September)
- A resident of Spring Gardens has commented that the boundary hedge with xylem is looking overgrown – this will be passed on to xylem. The hedge was cut by xylem in May but this has been an unusual year for plant growth due to the wet summer.
- Similarly a comment has been made that the grass in the cemetery hasn't been as neat as usual, this is due to rapid grass growth this year and the difficulty in keeping on top of it.

14. Date of next Meeting: Thursday 9th November 2017

There being no further business, the meeting closed at 9.20pm

_____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
9.0	Contact Highways re fixed edge to road in Green Contact Thames Water re manhole on Green	PI
10.0	Find price of second SID bracket and charger	PI
11.0	Contact Highways re dropped kerb at Coneygar Road	PI
12.0	Prepare bus guidelines for Fresh Air	MD