

QUENINGTON PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING HELD ON
8th MARCH 2018 AT QUENINGTON VILLAGE HALL

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

In attendance: Penny Ibbotson (Clerk)

1. Apologies for absence: Cllr Maurice Denton

2. Open discussion: A resident has emailed regarding Snake Drive:

- A request for a No Through Road sign to stop delivery drivers trying to go down Snake Drive – it was agreed that a sign would be obtrusive and not necessary for the occasional vehicle. The Clerk had contacted google maps a few years ago to ask for Snake Drive to be removed and will do so again. (Post meeting note: Snake Drive is not shown as a road on AA Routeplanner.)
- Concern about the road surface and damage to cobbles at the edge. It was not clear where this damage was and the clerk will contact the resident for further information.
- Suggestion that the street light near the car park is not needed – the council thought that the light was necessary as it is the only one in the area. It should be upgraded to the new LED system at some point as GCC is working through all street lights.

A resident has asked if it would be possible to have a skip temporarily placed near the start of Snake Drive to allow for building work. This was approved providing Highways permission is also applied for if necessary.

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 11th January 2018 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:

- The CDC Council Tax has been frozen for this year but the GCC rate is increasing by 4.99% and the Police Tax also increased.
- Road maintenance is a big challenge following the second snow event. The GCC Contractor (Amey) has been asked to double its efforts and more money has been allocated for this.
- The A417 Consultation for alternative routes near Birdlip is underway and everyone is encouraged to respond (<http://a417missinglink.co.uk/>).
- GCC has allocated £30,000 to each County Councillor for Community Development projects, this can cover a wide range of schemes and may be of interest to Quenington Village Hall.
- CDC has allocated £300,000 for electric car infrastructure and providing charging points.
- As CDC Councillor, Ray Theodoulou has £1,400 for projects for young people – this may help with funding towards the new safety surfacing.

6. Planning:

6.1 To consider the following applications: None received.

6.2 To receive March Planning Report: The report was reviewed. There seems to be a glitch on the CDC search engine for Quenington applications, with old applications being listed under 'current'; CDC has been informed.

6.3 Review of possible sites for a telecommunications mast: Various locations were considered and it was agreed to suggest two possible sites that the telecommunications company could possibly investigate further, both are on land owned by ECT - near the old Painted Shed building towards Donkeywell Farm and behind trees at the top of Rag Hill.

7. Clerks Report:

- Research has been carried out into memorial inspections and an update was circulated to Councillors, this has resulted in a number of matters to be discussed later in this meeting.
- NALC has issued advice on the new General Data Protection Regulations, the legislation isn't law but there is a significant amount of work to become compliant and it would be helpful to work with a councillor to tackle the action list. (Jan volunteered). Clarification is still needed on who can be the Data Controller and NALC advises to wait for further advice before appointing an external company.
- AJ Arborists have not yet had chance to carry out the climbing inspection of the horse chestnut in the cemetery extension area.
- Ray Theodoulou has been contacted about possible grant support for the safety matting in the playground and/or the kerb edge to the green.
- The blocked grips along Fairford Road have been cleared recently and also the blocked footpath off this road has been cut back.

8. Finance:

8.1 To review and accept the March 2018 accounts: The accounts were approved. There has been £510 of burial income this week, which needs to be added to the report.

8.2 Quotes for the playground safety surfacing & annual inspection: Three quotes have been received but they are difficult to compare as each company has quoted for significantly different areas of surfacing; this is surprising as it was thought that there was a standard area for each piece of equipment. Jan is going to contact the three companies for further information.

Two quotes for the annual inspection have been received and a third will be sought.

8.3 Quotes for the repair of the bus shelter seat: The various quotes and options were considered and it was agreed the most robust option would be to have the rounded concrete coping at a cost of £45. The surface is to be just gently rounded to allow its use as a seat.

8.4 Annual subscription to the Village Emergency Telephone System: This is to allow residents to ring one number (advertised on the defibrillator) to automatically contact to a number of volunteers, who are trained to help with the defibrillator. It was agreed to pay the £100 annual donation.

8.5 Annual subscription to GAPTC: It was agreed to renew the membership at a cost of £148.21 as this provides a useful information service.

9. Cemetery

9.1 Review of draft memorial policy: The draft policy was approved.

9.2 To discuss membership of ICCM at £90 per year and training for inspections: It was agreed to join the Institute of Cemetery and Crematorium Management for 2018/19 as a lot of advice regarding the cemetery is needed this year.

9.3 Consecration of cemetery: No records can be found regarding the Consecration of the existing cemetery, though it is thought that this had been carried out when originally opened. Mike Sayer offered to go to Glos Archives to look at Parish Council minutes of this time. If Consecrated any work to memorials needs to be approved by the Diocese in advance.

9.4 Purchase of materials for new wall: The stone walling contractor constructing the new cemetery wall will need to pay in advance for materials, it was agreed that cheques could be written to cover these costs. There may need to be an additional delivery charge of £78 to deliver stone to construct the sample wall as requested by CDC, this additional charge was approved.

9.5 Review of cemetery fees: It was agreed to increase fees from 1st April 2018 as follows:

Description	Resident Charge £	Non Resident Charge £
Burial, Coffin	220	440
Burial, Ashes	110	165
Reservation, Grave	120	240
Reservation, Ashes	75	150
Headstone, Grave Memorial	110	165
Headstone, Ashes Memorial	75	120
Additional Wording on Headstone	25	45

10. Update on Parish Plan: A volunteer has offered to help with running the review of the Parish Plan. A list of draft questions to be included in the survey is to be circulated.

11. To develop a Winter Action Plan: Mike Scott will arrange a meeting with local farmers to check who has what equipment and agree which roads they are responsible for. The Clerk will try to obtain a sample Winter action Plan to find out what needs to be included.

12. Consultations:

12.1 CDC Local Plan Modifications: No further comment needed.

12.2 Local Airspace Development: This is to consult on the plans for Brize Norton and London Oxford Airport to increase the extent of the controlled airspace. It was agreed that this proposal was safer for all concerned.

12.3 AONB Management Plan: No direct impact on Quenington, no comments to be fed back.

13. Any Other Business

13.1 Spring Clean on 17th March: Meeting at 10am outside the village hall.

13.2 Annual Parish Meeting on 26th April: 7.30pm, the usual invites are to be sent out but as the Chief Executive of ECT is talking to the Quenington Society in the near future, it was thought that she would not need to talk again at the Annual Meeting.

13.3 Quenington Archives: The Parish Council has been asked if the list of Quenington archives, now stored in the village hall could be included on the QPC website. It was agreed that this would be a suitable location for the archive information.

14. Open Discussion:

- The mobile fish and chip van made its first appearance outside xylem on Tuesday, it was well supported and the site was left clean and tidy.
- The mobile speed device is now mended and there should be more Speedwatch monitoring soon.

15. Date of next Meetings:

Annual Parish Meeting - Thursday 26th April 2018 at 7.30pm
AGM/Council Meeting – Thursday 10th May 2018 at 8pm

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	Contact Google maps	PI
6.3	Feedback information on sites to telecommunications company & CDC	PI
8.2	Contact playground contractors for further information on quotes. Obtain third quote for inspection	JS PI
9.3	Visit Glos Archives to review minutes for mention of cemetery consecration	MSayer
10.0	Prepare draft questions for survey of residents	MSayer
11.0	Contact farmers re winter action plan Obtain sample copy of a winter action plan	MScott PI