

NORTHLEACH WITH EASTINGTON TOWN COUNCIL

MINUTES OF THE TOWN COUNCIL MEETING HELD ON 23rd May 2013

PRESENT: Cllr N Fletcher (Chairman), Cllr N Blades, Cllr Mrs V Hewer, Cllr Carol Davies, Cllr B Hulcup, Cllr Mrs P Rigby, Cllr G Stock, Cllr Wellman, Cllr Lucy Roberts, Cllr Chilton, Mrs C Crompton (Clerk), Cllr Chris Hancock (Ward) Cllr Paul Hodgkinson and 5 members of the public.

Cllr Neil Fletcher announced that he is standing down as Chairman and Mayor

1.	1.1	<p>Election of Chairman and Mayor of Northleach with Eastington To hold office until the Annual Council Meeting 2014</p> <ul style="list-style-type: none"> Cllr Mrs Vicki Hewer was elected as Chairperson and Mayor 	
	1.2	<p>To Receive the Mayor's Acceptance of Office</p> <ul style="list-style-type: none"> Cllr Mrs Vicki Hewer signed the acceptance of office 	
2.		<p>Election of Vice Chairman and Deputy Mayor of Northleach with Eastington To hold office until the Annual Council Meeting 2014</p> <ul style="list-style-type: none"> Cllr Wellman was re-elected as Vice Chair and Deputy Mayor and he thanked Cllr Fletcher for all his hard work 	
3.		<p>To Appoint Committees and Groups</p>	
	3.1.1	<p>Property and Premises Maintenance Committee</p> <ul style="list-style-type: none"> Cllr Hewer, Cllr Wellman, Cllr Stock, Cllr Fletcher, Cllr Chilton, Cllr Hulcup and Cllr Davies will be on this committee. It is hoped the current co-opted members will remain on the committee 	
	3.2	<p>Westwoods Committee</p> <ul style="list-style-type: none"> Cllr Blades, Cllr Wellman, Cllr Stock, Cllr Roberts along with Supervisor Brian Crossley 	
	3.3	<p>Finance, Funding & Grants Committee To Appoint 2 Members additional to Chairman and Vice Chairman of Council, Chairman of PPMC Committee and Chairman of Westwoods Committee</p> <ul style="list-style-type: none"> Cllr Hewer, Cllr Wellman, Cllr Rigby, Cllr Blades and Cllr Fletcher 	
	3.4.1	<p>Planning Committee All Members</p>	
	3.4.2	<p>To Elect a Chairman of the Planning Committee</p> <ul style="list-style-type: none"> Cllr Stock was re-elected as Chair of Planning 	
	3.5	<p>To Appoint Members to the following Working Groups:</p> <ul style="list-style-type: none"> Multi Use Games Area – Cllr Rigby, Cllr Hulcup, Cllr Roberts and Cllr Blades Town Council News – Cllr Rigby and Clerk Resilience (Emergency) Planning Group and snow clearance - Cllr Stock, Cllr Hulcup, Cllr Davies, Town Plan – Phil Moore did this previously. He stood down at last town Meeting and outstanding actions were passed to town Council. The new survey will assist on this Clerk to ask if he would be interested in helping again Children's Play Area – several mothers were involved but some have stepped down. The Town Council look after it in terms of insurance and repairs but KGV should do more. However it is difficult to determine ownership. Cllr Rigby and Cllr Roberts will be involved Clerk to add to KGV remit. Cllr Hulcup stated that he and Mary met with 2 contractors, 2 quotes in and prices were similar. The way they would deal with the frame issue is different 	
	3.7		
	3.8		
	3.9		
	3.10		
	3.11		
4.		<p>Public Question Time <i>The Chairman shall have discretion to limit to twenty minutes the time set aside to receive statements from the public, and to limit to three minutes the time available for any one member of the public to deliver their statement.</i></p>	

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	<p>4.1</p> <ul style="list-style-type: none"> How many people are on the email list now? Probably about 300 now and its growing weekly. <p>4.2</p> <ul style="list-style-type: none"> Cllr Wellman asked who owned the playing field originally. Gerald Green said the playing field was bought partly by the Town Council <p>4.3</p> <ul style="list-style-type: none"> Who supplied the equipment for the playground as they may be liable? The Town Council bought some and some were gifted <p>4.4</p> <ul style="list-style-type: none"> Town Council have been doing the checks and paid to get ROSPA in so we have liability. As a charity would the KGV get more potential funding?, <p>4.5</p> <ul style="list-style-type: none"> Cllr Chilton asked if with the sale of the Youth Club is there funds available <p>4.6</p> <ul style="list-style-type: none"> Cllr Hancock said there is almost £100k in the pot and MUGA would be the obvious place for those funds but there could be some available for play equipment 	
5.	<p>5.1</p> <p>Apologies and Reasons for Absence</p> <ul style="list-style-type: none"> Cllr Fisher was unavailable 	
6.	<p>Resolved</p> <p>Acceptance and signing of Minutes of the Meeting held on Thursday 28th March 2013</p> <ul style="list-style-type: none"> The minutes were resolved to be a true and accurate reflection of the meeting 	Attached
7.	<p>7.1</p> <p>Declaration of Interests and Opportunity to Update Register of Members' Interests</p> <ul style="list-style-type: none"> Cllr Roberts expressed a potential interest in the Playing Field if that is discussed 	Verbal
8.	<p>To Discuss any Matters Arising from the above Minutes not included on the Agenda</p> <p>8.1</p> <ul style="list-style-type: none"> Action Point update. The traffic lights were discussed and Cllr Blades explained that Gerald Green spoke to Caroline Fisher at the Echo because although Highways keep fixing it, the system keeps failing, <p>8.2</p> <ul style="list-style-type: none"> Taylor Fletcher has offered free advice regarding repairing Dover House. Iain Smith at Listed buildings has said that they are trying to deal with the owner but this is very difficult. It is one of the most important houses in Northleach and currently is in a poor state. Listed buildings can shore parts up like the roof and the front wall as a temporary repair but otherwise would have to purchase the house and do it up for resale but the money is not available <p>Action 8.3</p> <ul style="list-style-type: none"> Cllr Hancock will speak to Iain Smith again Rubbish at the back of Londis seems a lot better and this would be improved if Highways removed the barriers they installed when the wall fell down <p>Action 8.4</p> <ul style="list-style-type: none"> Clerk to speak to Highways about barriers Pulhams could not get in the other day and bus stop is not marked out yet as promised <p>Action 8.5</p> <ul style="list-style-type: none"> Clerk to speak to GCC about marking that out with double yellows Cllr Chilton asked if this needs to be done through a proper order but not sure <p>8.6</p> <ul style="list-style-type: none"> Cllr Hulcup has looked at the bridge slipping issue and it looks ok. The platform is ridged and there is a handrail, putting chicken wire would break up the surface and encourage moss. It could possibly just be cleaned off. <p>8.7</p> <ul style="list-style-type: none"> Acceptance of Office has already been signed by new councillor Stephen Chilton and he was welcomed to the Town Council <p>8.8</p> <ul style="list-style-type: none"> War memorials protection. Clerk has been contacted by Colonel Mike Bennett who is coming to apply Smartwater to protect the memorial brasses. <p>Action 8.9</p> <ul style="list-style-type: none"> Clerk will meet him on site on 12th June There has been a "Notification of Change" of use for the Old Prison. Cllr Hancock explained that when it was being sold there was a 	

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	<p>8.10 8.11 Action 8.12</p>	<p>concern that some aspects were not listed.</p> <ul style="list-style-type: none"> • It is hoped that the Old Prison will be taken over in June • Where is the plaque to signify that Princess Anne opened the Old Prison building? • Cllr Hancock will check at CDC • The clock is not working so who can fix it? The clock has not been maintained but this is in hand and once the freehold is settled this will be fixed 	
9.		<p>Police Report</p>	
	<p>9.1 Action 9.2 9.3 9.4 Action</p>	<p>To Receive Report from attending Police Officer</p> <ul style="list-style-type: none"> • No reports received • Clerk asked to ensure that the police or a report from them are at the next meeting • Cllr Hewer says there has been a spate of dog burglaries and garden furniture • Northleach Society has details on their website about neighbourhood watch issues • Several residents reported that they get reports about issues whereas others don't • Clerk to pick up with Andy Fogden regarding Neighbourhood Watch reports 	Verbal
10.		<p>County and District Councillor's Reports</p>	
	<p>10.1 10.2 Action 10.3 10.4 10.5 Action 10.6 10.7 10.8 10.9 10.10</p>	<p>To Receive Reports from Councillor Paul Hodgkinson (County) and Councillor Chris Hancock (District)</p> <ul style="list-style-type: none"> • Cllr Paul Hodgkinson - Firstly delighted to be here and only just elected but some key aims are to address the state of the roads. • Councillors explained that Town Council has been chasing the reinstatement of the cats eyes at both A40 junctions since last resurfacing. It is very dangerous and really difficult to see in the dark. • Cllr Hodgkinson will chase this with Highways • Cllr Hodgkinson wants to ensure that Fortey House is available soon and he has a diagram showing some of their plans. It looks like they have a plan in place. • Clerk explained that they spoke to Cllr Fisher and said about 20 two bed houses would be built on the site. They are coming to the June meeting and then are having 2 public meetings in July • Cllr Hancock needs a collated version of the drainage issues ASAP which we to need to forward • Clerk to send to Cllr Hancock. However it is disappointing that there has not been more information from the Town • Holes in the culvert. Much has been spent on balancing pond at Mill end. They have dug a number of trial pits to see what it looks like under the ground. They think there is only 10% capacity between Webbs Court and the Old Prison traffic lights. More trial pits are expected and by the end of June they should be in a position to know more. • Town Council have already put £3k into the pot from this year's Precept and may be asked for more to be added onto the Precept next year. • Cllr Hancock explained that the culvert at the playing field is round and concrete but near the war memorial it is smaller and stone and close to 10% capacity. • There was an email this week from Highways about the hole opposite the Wheatsheaf but this has been on-going for months • CDC have an infrastructure delivery plan and there will be a presentation to Ward and District Cllrs soon. This will help them look at how the plans for housing will be affected by the infrastructure to include all the utilities 	Verbal

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11.		Finance:	
		To Receive a Verbal Report from the Chairman of the Committee	Verbal
	11.1	<ul style="list-style-type: none"> The internal Audit was completed last week and the paperwork will now be sent to the external auditor. 	
	11.3	<ul style="list-style-type: none"> We have money invested in the Co-op and are trying to get answers as to where we can put our money safely following latest ratings. There are other banks with Government backing but this one does not have that currently 	
	11.4 Resolved	To Approve Bills for Payment for April 2013	
		<ul style="list-style-type: none"> It was unanimously resolved to pay the bills presented 	
		To Receive the Auditor's Report for Year Ending 31 March 2013 and to sign the Audit Return	To Follow
	11.5	<ul style="list-style-type: none"> Cllr Vicki Hewer, the Chair of Finance committee signed the annual return 	
12.		Planning and Treeworks	
	12.1	To Receive a Report from the Chairman of the Planning Committee and to Consider any Outstanding Planning Applications and Tree works	Verbal
	12.2	Plus any other urgent items received since publication of the agenda	
13.		Property and Premises Maintenance Committee	
		To Receive a Report from the Chairman of the Property and Premises Maintenance Committee	Verbal
	13.1	<ul style="list-style-type: none"> Cllr Wellman oversees the grass cutting and they did it today and it all looks good, the banks at the tennis courts need doing though 	
	13.2	<ul style="list-style-type: none"> The strip is done less often, 	
	13.3	<ul style="list-style-type: none"> We had a lot of trees trimmed and the tops of 2 trees were taken off as dead 	
	13.4	<ul style="list-style-type: none"> The Farmington Trust cut a lot of trees back in the Cemetery so they could do the walls overlooking their new properties 	
14.		Westwoods Committee	
	14.1	To Receive a Report from the Chairman of the Westwoods Committee	Verbal
		<ul style="list-style-type: none"> At last meeting we decided to look at the fabric of the building and that is why the fire brigade is in tonight to check the windows up the top during a drill. The report will be discussed at the next Westwoods meeting mid-June 	
	14.2	<ul style="list-style-type: none"> Consider quotes regarding a suspended ceiling in the Westwoods as this will help with the audio and also help with heat loss. However we will need to see where we are with the windows before making that commitment. 	
	14.3	<ul style="list-style-type: none"> The Quotes will be discussed in the first instance by Westwoods committee 	
15.		Working Groups, Projects and Reports	
	15.1	<ul style="list-style-type: none"> Showman's Guild attendance. Gerald Green has contacted them and they would be willing to come if there was an interest 	
	15.2	<ul style="list-style-type: none"> They have been invited to the steam show but will they go over the damaged culverts in the field? 	
	15.3	<ul style="list-style-type: none"> The obvious field is the County Field or the Market Place 	
	15.4	<ul style="list-style-type: none"> Cllr Fletcher proposed that we discuss this at the next meeting and this was agreed 	
	Action	<ul style="list-style-type: none"> Clerk to add to the next Town Council meeting 	
16.		Chairman's Report	Verbal
17.		Correspondence:	
	17.1	<ul style="list-style-type: none"> MUGA from Peter Mills. It would be good to involve him on the MUGA working group as he has the expertise and has offered feasibility study free of charge. 	
	Action	<ul style="list-style-type: none"> Clerk to confirm with Peter Mills that the Town Council would like him to be involved with the working group. 	
	17.2	<ul style="list-style-type: none"> Cllr Hancock was involved previously and although the field would be the obvious place it was not physically possible due to lack of 	

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17.3	space. Following that there were feasibility studies on having it at the Westwoods and £10k was spent on doing these studies. Match funding could be available as lots of sports grants available at the moment. Part of this was to improve the car parking down at the Westwoods as well.
17.4	<ul style="list-style-type: none"> The MUGA was estimated to be £100k and that is available from the Youth Club funds if they decide to spend it on that. There are many sizes available so there are other options.
17.5	<ul style="list-style-type: none"> Car Park alternatives from Martin Clark who was at the meeting. His main question is that wherever a car park is going to be, how will it be managed and maintained.
17.6	<ul style="list-style-type: none"> Cllr Blades said that there is a green lane behind the Red Lion and he suggests it as a possible location for car parking. Bud Dutton owns the subsoil and the rest is public highways. A lot of people have access off this and it would need to be done carefully as the surface would need to be protected as would people's access
17.7	<ul style="list-style-type: none"> Cllr Hulcup suggested that before we start looking at locations of car parks that we set some criteria i.e. closeness to town centre and actual availability. What are we looking for a car park for? People shopping or residents parking up or for functions. Residents would not park there and the only way to resolve the parking issue is to put a car park somewhere.
17.8	<ul style="list-style-type: none"> Martin Clark suggested that the car park needs to be well signposted and currently the existing ones are not. Could parking be charged in the Green and Market Place?
17.9	<ul style="list-style-type: none"> Cllr Blades said that currently people are leaving their cars all day and taking the bus so the Market Place is full of those commuters' cars at the moment. Could restricting hours that cars are parked by non-residents work?
Action	<ul style="list-style-type: none"> Clerk to add the issue of parking onto the next PPMC meeting
17.9	<ul style="list-style-type: none"> Members did not agree with a charge for parking but did think that a restriction on time parked would be helpful
Any urgent items received since publication of the agenda	
18.	<p>Any Other Business</p> <p>Any other matters that any Councillor wishes to bring to the attention of the Council or agenda items for future meetings.</p> <p>Please note that Decisions cannot be taken under this Item.</p>
18.1	<ul style="list-style-type: none"> Cllr Blades wanted to ensure that the market is discussed at the next meeting and it was confirmed that this is on the agenda for the next PPMC meeting
18.2	<ul style="list-style-type: none"> Parking at the West End – Cllr Hulcup is going to speak to the residents at West End about natural spaces and then there will be residents input to a plan for Highways
18.3	<ul style="list-style-type: none"> Why are the trees at Walton Court not on the Agenda? They were discussed at Finance meeting as the information needed to be the next day and we were allowed an extension. The application has been refused and another application is expected soon
20.	<p>Date and Time of Next Meeting</p> <p>Thursday 27th June 2013 at 7.00 pm at the Westwoods Centre. This will be preceded by a private meeting with Bromford Housing at 6pm</p>
	<p><u>At this point it was agreed not to hold the KGV Trust meeting due to the lateness of the hour. However John Mustoe, one of the School governors and a member of the School premises committee asked to speak regarding the white lines.</u></p> <p>This is a copy of his notes; WHITE LINED FOOTWAY KING GEORGE 5TH CAR PARK. The first correspondence that I have found relating to the footway is dated 11th July 2011 almost two years ago; the proposal to erect barriers was understandably not proceeded with. A number of emails went between the Town Council and the school with little progress, until the</p>

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		<p>school received an email on the 5th January 2012 from Councillor Duncan Turner to inform the school that Paul Swift from GCC Highways had agreed to carry out white lining work and also setting out who would be responsible for funding the works. Since January 2012 numerous emails have been sent back and forth between the Town Council and the school without any further progress being made. On October 5th 2012 the school received an email raising two reasonable concerns.</p> <ol style="list-style-type: none">1) Cars reversing on to the proposed footway2) Car parking space would be lost <p>The school Governors accept the concerns raised, but feel that the provision of a white lined footway dedicated for pedestrians, would make it far safer for the children and parents rather than them crossing in front or behind vehicles. At the last Governors meeting the governors were astonished to hear that a survey was to take place. The only survey that is required is one on a school day between the hours of 8.45 to 9.30am and 2.45 to 3.30pm when the problem would be obvious. The Town Council have the support of Gloucestershire Highways Dept who have expertise with this type of problem; the school and Governing body request that the works are put in hand with GCC as soon as possible. A dedicated footway would also be beneficial for pedestrians using the Northleach Pavilion and the King George V playing field on occasions.</p> <p>Following this it was agreed to hold the KGV Trust meeting and only discuss this matter.</p>	
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There being no further business the meeting closed at 9.00 pm