

MICKLETON PARISH COUNCIL MINUTES

Minutes of the meeting of Mickleton Parish Council held on Wednesday 28 June 2023 held in King George's Hall at 7.30pm.

Mickleton Parish Council (MPC)
Gloucestershire County Council (GCC)
Cotswold District Council (CDC)

PRESENT:

Joanne Piper-Bourn (chairman) (JPB), Cathy Francis (CF), Geoff Mayling (GM), Andy O'Neill (AON) and Graham Tyler (GT)
County councillor Lynden Stowe, district councillor Gina Blomefield (GB) and the clerk, Elaine Fuoco-Lang (EFL), were also in attendance
Plus 4 members of the public

230628/01 To receive apologies for absence
Apologies were received from councillor Elana-Mae Hall (EMH) and district councillor Tom Stowe.

230628/02 To acknowledge receipt of councillor Mayling's acceptance of office forms
GM delivered his acceptance of office forms to the clerk.

230628/03 To make declarations of interest on the items on the agenda
None declared.

230628/04 To confirm the minutes of the parish council meeting held on 26 April 2023
It was RESOLVED to approve the minutes of the parish council meeting held on 26 April 2023 as a true and accurate record of that meeting, accepted and signed by the chairman.

EFL

230628/05 To confirm the minutes of the annual meeting of the parish council held on 24 May 2023
It was RESOLVED to approve the minutes of the annual meeting of the parish council held on 24 May 2023 as a true and accurate record of that meeting, accepted and signed by the chairman.

EFL

230628/06 To receive the clerk's report
Matters arising
Councillor responsibilities have been updated – awaiting Councillor Francis' additions which will be confirmed at a future meeting.

CF

No further damage/maintenance requirements regarding assets has been reported except regarding the multi-use games area, two benches and bus stops. This is ongoing, so councillors to inform clerk with images and locations.

ALL COUNCILLORS

Initialed.....

Elana-Mae Hall has been added as a Lloyds signatory.
PATA payroll is being processed.

The audit was submitted to the external auditors and published on our website before the 30 June deadline as outlined in the Accounts and Audit Regulations 2015.

A laptop for the clerk's use has been purchased and has been added to the asset register. It is covered under MPC's insurance policy.

Clerk's report

Vandalism of some village planters is now a police matter, and we have a crime reference number. Thanks were sent to Tops for replacing plants and the Gardening Club for planting and repairing the planters.

No updates to give regarding Assets of Community Value – with the solicitors.

No updates to give regarding the information shelter damage – with the insurance company.

230628/07 Finance – documents circulated prior to the meeting

a. To receive the financial statement

AGREED BY COUNCIL

EFL

b. To approve payments

It was RESOLVED to approve payments (see attached)

EFL

To note receipts

NOTED (see attached)

EFL

c. To note bank reconciliation: 1–31 May 2023

NOTED

EFL

230628/08 To provide members of the public/press with the opportunity to comment on items on the agenda or raise items for future consideration – in accordance with standing orders this will not exceed 15 minutes and five minutes per person

1. Member of the public happy to report to footpath group and discussed issues of glass on the corner of Mill Lane. *[NB: MPC no longer has representation on this group as issues are at district and county level – EFL informed resident on 29.06.23]*

2. Member of public has been attending 20 is plenty webinars and is happy to represent 20 is plenty.

3. Member of public raised the issue of access on the land with unknown ownership in regard to the approved planning application in relation to Willow Tree Cottage [23/01075/FUL]. Has the land been bought land from GCC highways?

LS: This is with head of legal, but there is no record of a land sale, so this is still GCC land. GCC cannot revert a planning decision, but they can discuss access. If it is GCC land highways access needs to be agreed.

Initialed.....

4. Member of the public raised the issue of the cleaning of pavements and issues regarding the Plantation.

Informed that the Plantation is parish-council owned and CF stated that the Plantation will be discussed at August's meeting. Street cleaning is CDC and GB believed there was a problem with road sweepers, but to let her know of any issues.

230628/09 To receive a report from Cotswold District Council

It's good to be with you again.

TS has probably briefed you that he is now the Leader of the Conservative Group and I am Chair of Overview and Scrutiny.

There have been a number of Cabinet changes too due to some previous councillors not standing again and some of the Cabinet roles have also been changed. These are all on the CDC website.

The most important issue for all residents is the proposed changes to planning under Development Management which was discussed in great detail at the first Overview and Scrutiny meeting and subsequently at Cabinet. If the changes go through as proposed both the ward member and the town or parish council will have to react more quickly to planning applications if they wish to make a comment whether of support or for refusal as they need to be notified within 28 days or preferably even 21 days. Town and parish councils are encouraged to engage with the relevant planning officer for advice where they are unsure of the material planning grounds for objection.

The email and IT system has been changed from Microsoft to Outlook so I imagine some of my colleagues like myself are also having difficulties in acclimatising to this change. If you don't get a reply to an email follow it up with a call just in case it has gone missing.

Food Network – Feeding Gloucestershire – Cirencester Pantry has already been set up for fresh produce which would otherwise be wasted:

<https://news.cotswold.gov.uk/news/cirencester-pantry-opened-to-reduce-food-waste>

Spacehive – 17th July is the date for the launch event for next round of funding – possible to have as much as £10,000 for a project from CDC.

230628/10 To receive a report from Gloucestershire County Council

Footpath resurfacing at Norton View and Cedar Road has been completed in past few months.

Serious outstanding catchup re potholes. Please report through Highways portal if there are new ones as better jobs can be carried out at this time of year.

LS is aware of localised flooding opposite the butcher's shop, and does not remember seeing flooding here before, so if anything is found investigation work will be carried out.

Stratford Road verge/footpath works have been completed.

Following a meeting with MPC, Mickleton Primary School, the police and Highways, the dropped kerb at Sovereign Fields will be narrowed, as there were reports of vehicles parking on it, and the white lines will be redone.

The white gates/crocodile teeth on Stratford Road have not been forgotten, but it all needs to be looked at with the speed camera.

Initialed.....

Chipping Campden speed camera figures show 50-60% of drivers are doing over 30mph. EFL asked about the Granbrook Lane speed survey: LS has not seen this and will chase this up.

230628/11 To consider the following planning applications:

From Cotswold District Council:

a. 22/03630/LBC Re-roofing of existing building, including converted stable block and mono-pitch link roof, and addition of 3no. rooflights and re-construction of chimney (converted stable block/coach house) – The Old Vicarage, Church Lane
MPC agreed to submit a comment of no objection.

EFL

b. 23/01647/AGRPAN Agricultural to residential PAN for Prior approval for the change of use of agricultural building to No.1 dwellinghouse (Use Class C3) and for building operations reasonably necessary for the conversion – Abbotts Ground Farm, Broad Marston Lane
MPC agreed that GM speak to the planning officer. Following this MPC submitted a comment of no objection.

EFL

c. 23/01638/FUL Single storey rear extension – Broadway House, 1 Hidcote View
MPC agreed to submit a comment of no objection.

EFL

d. 23/01515/FUL Replace existing uPVC dormer windows with hardwood framed windows –Vine Cottage, High Street
MPC agreed to submit a comment of no objection.

EFL

e. 23/01443/FUL The siting of a temporary marquee to host weddings during the period 1st April and 31st October along with ad hoc weddings during the remainder of the year on an annual basis – Kiftsgate Court, Kiftsgate

MPC agreed to submit the following comment of objection: Mickleton Parish Council would like to state that an event was held on a Saturday evening in June when the noise from amplified music was disturbing local residents. The site occupies a very exposed position near the top of the scarp slope, from which amplified sound carries a considerable distance over the vale below, adversely affecting the character of the adjoining countryside and the living conditions of Mickleton residents. Strict amplified sound limits and attenuation measures and a limitation of events should be imposed to minimise these harmful effects.

EFL

f. 23/01522/FUL Full Application for Proposed conservation lake – Norton Hall
MPC agreed to submit a comment of no objection.

EFL

g. 23/01648/FUL Full Application for Erection of front porch (retrospective) – 21 Nursery Close

Initialed.....

MPC agreed to submit the following comment of objection: The addition of the porch to this property disturbs the balance of the front elevation to this terrace and the architecture is not distinguished.

EFL

h. To note the following planning application 23/01863/TCONR T1-T3 Conifer Fell ground level – Little Tudor, Back Lane
NOTED

From Stratford-on-Avon District Council:

i: 23/01223/VARY Variation of condition 2 of Reserved Matters Application 20/00606/REM – Long Marston Airfield (predominantly the southeastern corner)
MPC agreed to submit a comment of no objection.

EFL

j. To consider any urgent planning applications received since publication of the agenda
CDC: 23/01934/FUL Single storey rear extension and new entrance porch, remove existing utility room – 56 Cedar Road
MPC agreed to submit a comment of no objection.

EFL

k. To receive an update on planning permissions/refusals

Cotswold district council has permitted/has no objection to:

23/01324/TCONR Works to trees in conservation areas for Works to trees at The Schoolmasters House Chapel Lane

23/00356/FUL Proposed side-facing windows and roof lantern – Hoby House High Street

Withdrawn applications:

22/02604/FUL Lamb House High Street Full Application for Erection of single-storey rear extension

230628/12 To approve terms of reference for the following:

a. Defibrillator working group

RESOLVED

EFL

b. Community activities working group

RESOLVED

EFL

c. Litter pickers working group

RESOLVED – but amend to one councillor not two because of councillor numbers

EFL

Initialed.....

230628/13 To note weekly junior playing field playground and multi-use games area checks
NOTED

EFL

230628/14 To discuss and vote on employing someone to carry out repairs identified in the weekly checks – to confirm which items are to be actioned
MPC to outsource all except the seeding at the multi-use games area.

EFL

230628/15 To vote on actions to take regarding the ROSPA reports – junior playing field and multi-use games area (MUGA) – to confirm which items are to be actioned
Clerk to produce a list to outsource.

EFL

230628/16 To vote on quotations received regarding painting the skateboard ramps at the MUGA on an annual basis
DEFERRED by MPC.

EFL

230628/17 To approve completion of the games area risk assessment
AGREED

EFL

230628/18 To confirm the annual charge for Mickleton Primary School in relation to the hire of the multi-use games area
Council agreed to put forward a fee of £1,133 for reduction in use to two days per week.

EFL

230628/19 To set a date and discuss arrangements for a MUGA open day
MPC agreed to hold an event on the afternoon of Saturday 9 September 2023.
Clerk to contact school regarding potential tennis competition and/or futsal.

EFL

230628/20 To confirm the date for the annual outdoor carol service: Friday 15 December 2023
CONFIRMED – It was noted that the band are unable to do Friday 22 December.

EFL

230628/21 To receive correspondence
MPC has received several Highways enquiries, which have been referred to GCC:

Cotswold Edge – dates currently being advised are 11th/12th September. Local residents will be advised closer to the date of specific measures. MPC was asked about a temporary fill, but advised they would need to speak with Highways as MPC has no powers re highways.

Initialed.....

Granbrook Lane – a number of residents have queries the results of the speedwatch survey, directed to GCC highways/LS – LS has not seen these as yet.

Broadway Road – resident contacted MPC regarding speeding on the road and was signposted to GCC highways.

MPC to attend a climate change meeting with local residents –JPB and CF confirmed they would attend once dates had been agreed.

Gloucestershire residents are being asked for their views on their local roads in a new survey, this link is on MPC's website and is open until 1 August.

GCC PROW officer was contacted regarding a parishioner's report of an overgrown PROW from the Oak Grange development parallel to Broad Marston Lane towards Pebworth. The officer asked MPC to encourage the public to use the online reporting system as there are over six landowners along the lane, so it saves time if it can be reported using the system.

230628/22 To note agenda items for the next parish council meeting
Deferred skatepark discussion
CF to send EFL information regarding The Plantation
MUGA/solar powered defibrillator and any fundraising ideas

230628/23 To confirm the date for the next parish council meeting: 30 August 2023
CONFIRMED
[NB: The date should have read 23 August 2023, as agreed by MPC at May's annual meeting].

There being no further business, the chairman closed the meeting at 9.24pm

Initialed.....

MICKLETON PARISH COUNCIL		
Invoices for payment approval June 2023		
NAME	AMOUNT	METHOD
PAYMENTS		
BT Group – May	51.54	Direct debit
Nest pension – May	115.94	Direct debit
National insurance – May	318.54	BACS
Google email addresses – May	9.20	Direct debit
Sage payroll – June	8.40	Direct debit
HP instant inks	22.49	Direct debit
Clerk salary – June	1412.68	BACS
Grundon Waste – Cemetery bin	47.69	Direct debit
Smartcut Grounds maintenance – June	633.92	Standing order
Lebara mobile	0.99	Debit card
King George's Hall – hire	30.00	BACS
White spirit	1.99	Debit card
Funeral refund	487.00	Cheque
Stamps	6.00	Debit card
St John's ambulance	253.44	BACS
Dell laptop	1323.68	Debit card
Dell monitor	139.52	Debit card
Dell charger	53.00	Debit card
Amazon stationery items	111.63	Debit card
Graham Hughes paving	300.00	BACS
Ebay padlocks for MUGA	16.79	Debit card
Chair	198.00	Debit card
Dell 2nd monitor	152.83	Debit card
QEll church gate plaque	63.75	BACS
TOTAL	5759.02	
RECEIPTS		
Bank interest	31.28	
Cemetery fees	7385.00	
TOTAL	7416.28	
JULY PAYMENTS to be confirmed at August's meeting		
Information Commissioners Office	35.00	Direct Debit
BT Group – June	51.54	Direct debit
Nest pension – June	TBC	Direct debit
National insurance – June	TBC	Direct debit
Google email addresses – June	9.20	Direct debit
Sage payroll – to be cancelled	TBC	Direct debit
PATA payroll	TBC	Direct debit
HP instant inks	22.49	Direct debit
Clerk salary – July	TBC	BACS

Initialed.....

Grundon Waste – Cemetery bin	TBC	Direct debit
Smartcut Grounds maintenance – July	633.92	Standing order
Lebara mobile	0.99	Direct debit
King George's Hall – hire	TBC	BACS

CHAIRMAN'S SIGNATURE: