

QUENINGTON PARISH COUNCIL
MINUTES OF THE QUENINGTON PARISH COUNCIL MEETING HELD
AT 7.30PM ON 13th JANUARY 2022 AT QUENINGTON VILLAGE HALL

Present: Cllr Mike Scott (Chairman), Cllr Jan Sallis, Cllr Michael Sayer, Cllr Don Downes, Cllr Ben Rambaut, County Cllr Dom Morris, District Cllr Theodoulou

In attendance: Penny Ibbotson (Clerk), 2 members of public

1. Apologies for absence: Cllr John Dooley.

2. Open discussion: It was noted that there were deep tyre marks across the Green.

3. Declaration of Interest on items on the agenda: Mike Sayer declared a personal interest in application 21/04565/FUL as he is a neighbour.

4. To receive report from County Councillor Dom Morris:

- Cllr Morris highlighted that GCC is part of the Armed Forces Covenant, which is a commitment to support members of the Armed Forces community within Gloucestershire.
- Following the Road Safety Workshop, the Road Safety Forum has been created which is a joint initiative with the Police as any new measures need to be backed up and enforced by Gloucestershire Police.
- The GCC budget consultation is underway, which is available online. A 1.99% increase to Council Tax is proposed.
- Two surveys are currently taking place regarding the bus service and pharmacies. The possibility of an on demand bus service is being investigated and there are two trials taking place in North Cotswolds and Forest of Dean.
- Cllr Morris is working with the Local Highways Manager to try and offer a better customer service and has a meeting with him tomorrow.

A question was raised about the cameras and strips across Coneygar Rd and Springfield Rd. Cllr Morris advised that there were surveys taking place across the County for evidence led road safety requirements. He was asked to feedback to Highways that it would be helpful in the future if Highways advised QPC in advance so that QPC can be aware of what is happening.

Action: Cllr Morris to raise the above with Local Highways Manager.

5. To receive report from District Cllr Ray Theodoulou:

- Cllr Theodoulou raised the proposal by CDC to pass the costs of local elections onto Town and Parish Councils; this is a cost cutting exercise for the District Council. The proposal is to be phased in over the next 4 years but means QPC could be charged around £1,500 for an election in the parish.
- Parking charges have been reviewed and all charges are to be increased by 5% and the 'Free after Three' facility withdrawn. QPC felt that this was a poor decision for the health of Cirencester town centre. Electric charging points are to be installed in Council run car parks.
- There is to be a renewal programme of litter and dog bins.
- There is £0.5 million in reserves for improved broadband delivery and CDC is looking into how this funding should be allocated. A paper is to be produced shortly with further info for town and parish councils.

6.0 Planning

6.1 To consider the following applications:

21/04565/FUL Various internal alterations at Quenington House, Mawley Rd, Quenington

NO OBJECTIONS

6.2 To receive January 2022 Planning Report:

Ben updated on the complaint regarding the current CDC planning process, where very few applications are now considered at committee. He has met with Sir Clifton Brown and passed on the information for him to raise the issue with CDC but there has been no response back to date so Ben will chase this up. The Deputy Mayor of Fairford is also working with Ben on this matter.

The January planning report was reviewed (see attached).

ECT has sent an update on the Court Farm application:

- The case officer has confirmed that in her opinion, the principle of development is acceptable.
- ECT has responded to issues raised in respect to landscape and ecology and believe that these have been fully resolved.
- The transport consultant has continued to work on addressing highways issues and further information has been produced regarding access and sustainable travel choices. Discussions are ongoing and it is hoped to resolve matters shortly.
- The CDC Conservation Officer has identified a 'low level of harm' arising from the proposals. All matters raised on heritage have been addressed with additional information, revised design details, the removal of that aspect, or the ability of the issue to be dealt with by a planning condition. ECT considers that the proposal secures a viable use for the building, which is consistent with its conservation. The Conservation Officer has asked for a Heritage Masterplan, which ECT has sought to resist because no changes are proposed to some buildings or they are not included within the current proposals. However, ECT is keen to emphasise that they take stewardship of these heritage assets very seriously and will look at appropriate use for all the important historic buildings on the site in the near future, whilst securing their protection in the short term.
- ECT would like to continue to build a strong relationship with QPC and Quenington itself; they feel they have a lot to offer the village and as the surrounding land owner, would be pleased to be even more of the community than at present.

Action: Ben and John will check that the issues raised by QPC have been covered.

It was felt that QPC should continue to push for a Heritage Statement as there is concern about the long term future of other buildings on the site.

7. Minutes: The minutes of the meeting held on 11th November 2021 were agreed to be a true and accurate record of the proceedings and the Chair signed copies of the minutes.

8. Clerks Report:

- Sadly Mitch Watkins has resigned from QPC due to moving away from the area. CDC has been informed and the first stage in the process to fill the vacancy is to publish a Notice of Vacancy asking if residents wish the vacancy to be filled by election. If no request is made by 28th January, QPC can co-opt a new member. A notice will go in CHEQS to see if there are any volunteers.

- Mitch donated a printer to QPC so there is no need to purchase a replacement for the broken one.
- CDC has circulated information regarding their proposal to pass on the cost of parish council elections to the relevant parish. There had been no previous consultation or warning regarding this so an online meeting was arranged in December between CDC and Town/Parish Council representatives.
- John and I attended a meeting with the Local Highway Manager on 9th December where we walked around Quenington looking at various Highways issues – notes have already been circulated. No actions have been taken yet as far as I am aware.
- The Commonwealth War Grave Commission finally sent the application form for the War Grave Sign for the cemetery, this has been completed and sent off; there are no fees involved.
- The last full burial space in the current cemetery is to be used on 20th January so full burials will take place in the new cemetery extension from then on (unless a re-open or reserved space). There are still plenty of spaces for cremation plots in the current cemetery.
- CDC has launched a Clean and Green Cotswolds Campaign, which is similar to the Pristine Parishes scheme discussed at the last meeting with the goal to bring communities together to maintain their local environment. Free litter picking equipment is available and I have collected a set for Quenington which comprises 10 litter pickers, 10 prs gloves, 3 tabards, bin bags and collection stickers.
Jan met with the representative from Pristine Parishes and it was felt that this scheme was more suited to larger towns. Instead, it was agreed that an article would go into CHEQS magazine asking for volunteers to litter pick in their own time (kit would be supplied) and to increase the annual litter pick to twice a year. The village itself is usually tidy but the main problem is on the approach roads.
- The jubilee oaks have arrived and have been temporarily planted in pots, metal tree guards have been ordered.
- I have been in touch with Donkeywell Forge re the sheep sculpture and hope to have a meeting with them soon.
- Jan came into the office on 19th November to carry out a check on the accounts – all was in order.
- Ben raised an issue with a floodlight from xylem lighting up the back of Coneygar Rd.
Action: Jan offered to ring xylem about this.

9. Finance

9.1 To review and accept the January 2022 accounts: The accounts and bank reconciliation to 6th January 2022 were reviewed and accepted (report attached).

9.2 21/22 budget 9 month review: The figures were reviewed. There has been a spend of £11,715 to date with a committed further spend of £3,179, which is 70% of the budget.

9.3 To agree internal auditor for 21/22 accounts: GAPTC has provided a good service over recent years so it was agreed to continue to appoint GAPTC as internal auditor for the 21/22 accounts. The fee is £175.00.

9.4 To complete Internal Control Report 21/22: The report was reviewed and signed.

9.5 To agree budget for 2022/23: A draft budget had been circulated in advance and this was approved (attached). It was agreed to donate £500 to the Jubilee celebrations.

9.6 To agree precept for 2022/23: It was agreed to keep the precept at £21,000 as per last year.

9.7 To consider quotes for tree planting: Two quotes have been received to plant the jubilee oaks, supply and plant a whitebeam tree and to plant an oak tree supplied by a resident. The quotes are £430 and £490. It was agreed to go with the quote of £430.

9.8 Review of clerk's salary: The clerk's salary has not been reviewed for 2 years so it was agreed to increase the hourly rate to £12 from 1st January 2022.

10. Playground - To consider approaching playground companies for proposals for future renovations: In order to plan ahead, it would be useful to have an idea of potential costs to redevelop the playground. Most playground companies offer a free design and quote service and it was agreed to approach some companies for ideas. Two options are to be considered – a full redesign and one where certain pieces of equipment are retained. It was agreed that equipment should mainly be wooden to keep in character with the surroundings.

Action: Penny and Jan to contact playground companies for designs and quotes.

The playground lease expires in October 2022 and this will need to be renewed before any work is carried out.

11. Open discussion:

Platinum Jubilee: There is a small Village Hall working party that has been looking into holding a Jubilee event in Quenington over the May bank holiday weekend, however a suggestion has been made that the three villages of Coln, Quenington and Hatherop combine and hold one large event over the Jubilee weekend. It was agreed that a joint event would be the best way forward and the Village Hall committee is also happy to go ahead with this option.

It would be difficult to host the event in Quenington as the Hall and Green are in use for Fresh Air 2022 but both Hatherop and Coln have offered locations. QPC felt that Coln would be a preferred location as it is more central and various events have been held there in the past.

The next stage is for representatives from each of the villages to meet to agree a way forward and sharing of responsibilities. Jan offered to be involved as a Quenington rep.

Annual Parish Meeting: A date needs to be agreed for the Annual Parish Meeting, which must be held between 1 March and 1st June and there is limited availability in the village hall. It was agreed to hold the meeting on Weds 6th April and due to the ongoing pandemic situation, it would be kept as a low key event.

12. Date of Next Meeting:

Thursday 10th March 2022 at 7.30pm

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

_____ Chairman

_____ Date

January 2022 accounts

Bank balances as at 6th January 2022

Savings.....£21,762.14

Current.....£14,256.69

Business saving account

Playground	£7,534.81
Cemetery Wall/Maintenance	£6,508.00
General Reserves	£6,000.00
Emergencies Fund	£1,500.00
Total	£21,542.81

Net Balance available **£219.33**

Current account

Nov 2021 Spreadsheet balance **£13,364.42**

Income

HMRC Income tax refund	£317.60
Bayliss R13 PA12	£25.00
S Winney R13 PA36	£80.00
Bunker R11 P4	£260.00
VAT claim	£1,908.42
Transfer from Savings (Bench replacement)	£244.00
TOTAL	£2,835.02

Expenditure *(Notes in italics refer to minute when item approved)*

BACS61 Marston Hill Nov grass cut <i>(Nov2019 Item 9.3)</i>	£835.78
BACS62 Penny Ibbotson income tax refund	£317.60
BACS63 Ian Duff playground repairs (Nov2021 Item 9.3)	£234.92
BACS64 Penny Ibbotson Nov salary & expenses <i>(Nov 2012 Item 5)</i>	£259.92
BACS65 Penny Ibbotson Dec salary <i>(Nov 2012 Item 5)</i>	£294.53
Total	£1,942.75

January Spreadsheet Balance **£14,256.69**

Total agrees with bank statement

Relevant Local Government Powers

Cheque No	Power
BACS61	Highways Act 1980 s96, Public Health Act 1875 s164, Open Spaces Act 1906 ss9&10
BACS62,64,65	Local Government Act 1972s151
BACS64 (part)	Local Government Act 1972s137
BACS57	Local Government Act 1976s19
BACS63	Local Government (Misc Provisions) Act 1976 s19

JANUARY 2022 PLANNING REPORT

Change of use of Court Farmhouse and stable building to offices and education space. Alterations to Court Farmhouse and stable building, provision of landscaping, bicycle store, vehicular parking and alterations to access at Court Farm, Church Road, Quenington

21/02553/FUL & 21/02554/FUL

Status: Awaiting decision

Certificate of Lawful Existing Use or Development under Section 191 of the Town and Country Planning Act 1990 for the use of land as garden and hardstanding incidental to the enjoyment of the dwellinghouse at Simpson's Barn. Wrlsh Way, Honeycombe Leaze

21/04331/CLEUD

Status: Awaiting decision

Conversion of agricultural barn to residential dwelling and erection of associated garage/store with associated works at Parsonage Barn, Donkeywell Farm, Quenington

21/04000/FUL

Status: Awaiting decision

Fell 3x cherry at The Little House, Victoria Road, Quenington

21/04528/TCONR

Status: No objections

2m lateral cut back on sycamore at The Little House, Victoria Road, Quenington

21/04339/TCONR

Status: No objections

Removal of dormers, addition of roof windows and solar panels, replacement windows and alterations to fenestration, and addition of air source heat pump and equipment shed at Northview House Mawley Road Quenington

21/04091/FUL

Status: Application Permit

Variation of conditions 3 (sample materials), 4 (sample walling panel) and 5 (details) of planning permission 16/03826/FUL - Conversion of existing stone shed, porch enlargement and external alterations 1 The Laurels Mawley Road Quenington

21/03934/FUL

Status: Application Permit

1 - Small blue conifer - Fell. 2 - Small golden conifer - Fell. 3 - Remove small declining sycamore. 4 - Remove decayed/dying wild prunus at Grandage Lodge Main Street Coln St Aldwyns

21/04107/TCONR

Status: No objections