

Maugersbury Parish Council

2 Cotswold Heights, Stow on the Wold, Glos GL54 1LT
01451 831446 | maugersbury@gmail.com

Annual Parish Council Meeting Held on Monday 6 June 2022 (started at 6.47pm following the Annual Parish Meeting) At Stow Youth Centre, Fosseway, Stow on the Wold, GL54 1DW

MINUTES

Present: Cllrs R Boyens (Chairman), M Lutman, A Root, H Totham, Cllr R Warmington and Liz Sajewicz (Clerk).

In attendance: District Cllr D Neill and 11 members of the public.

1. **Election of Chairman:** Cllr Boyens was elected Chairman of Council to hold office until the 2023 Annual Council Meeting. The Declaration and Acceptance of Office was signed by Cllr Boyens.
2. **Election of Vice-Chairman:** It was agreed to defer election of a vice-chairman.
3. **Allocation of Council roles**
 - a) It was agreed to confirm that roles within the Council, i.e. Responsible Financial Officer, Internal Auditor and existing councillors' portfolios, would be unchanged from last year, and that role-holders would continue to hold office until the 2023 annual council meeting.
 - b) It was agreed to appoint Mr Iain Selkirk as Independent Internal Auditor for 2022/23.
4. **Apologies:** County Cllr M MacKenzie-Charrington.
5. **Declarations of interest:** Members were reminded to declare any or prejudicial interests in items on the agenda. (Councillors with prejudicial interests must leave the meeting at the relevant time.)
6. **Audit**

Copies of the independent internal audit reports for the year ended 31 March 2022 had been circulated to members. The reports were received and noted.
7. **Financial Summary**

Accounts and bank reconciliation for the year ended 31 March 2022 had been circulated to members and were approved.
8. **Annual Governance and Accountability Return for year ended 31 March 2022: To confirm and approve Section 1 – Annual Governance Statement**

“Section 1 – Annual Governance Statement” was confirmed and approved for signing.
9. **Annual Governance and Accountability Return for year ended 31 March 2022: To confirm and approve Section 2 – Annual Accounting Statements**

“Section 2 – Annual Accounting Statements” were confirmed and approved for signing.
10. **Period for the exercise of public rights for accounts for year ended 31 March 2022**

Noted that the period when members of the public could inspect the accounts would commence on 13 June 2022 and end on 22 July 2022. Anyone wishing to do so should contact the clerk.
11. **Certificate of exemption from requirement to submit Annual Governance and Accountability Return to external auditor**

Approved and confirmed that Council certifies that during financial year 2021/22 the higher of the Council's gross income for the year or gross expenditure for the year did not exceed £25,000.
12. **Minutes**

The minutes of the Parish Council meeting held on 7 March 2022 were confirmed as an accurate record and approved to be signed by the Chairman.

13. County Councillor's report, if present (Cllr MacKenzie-Charrington)

Cllr MacKenzie-Charrington was not present. His written report had been circulated to Councillors and residents and was discussed at the Annual Parish Meeting held immediately before this meeting. There were requests for more information about the tree planting programme, for progress on the long-awaited redesign of the A436/Pound Lane/Bledington Road junction, and for an update about the public footpath diversion at Heath Hill Farm.

14. District Councillor's report, if present (Cllr Neill)

Cllr Neill's report had been circulated to Councillors and residents. Cllr Neill added her thanks to everyone who responded to the consultations on CDC's budget and the Local Plan revamp. She spoke about staff turnover and the backlog in Planning and Enforcement, and said the Spring Bank enforcement issue was on the list of items to be addressed but as far as she knew no action had been taken yet.

Cllr Neill asked for views on where social housing should be located.

Cllr Neill said she was trying to generate interest in local composting facilities and asked anyone who would like to volunteer to contact her.

A resident asked about the cutting of roadside verges. This would be covered under the next agenda item.

Councillors expressed concern that CDC Planning and Enforcement officers were not working in the office 5 days a week when there was such a significant backlog. Working from home should be assessed against the service that needs to be delivered. The risk of delays with Enforcement is that illegal activities will be legitimised if enforcement action is not taken in time.

Cllr Neill said CDC's budget from Government was being cut and the ability to rent out building space was a consideration. She suggested raising the issue at one of CDC's forthcoming Town & Parish Council Forums.

Cllr Neill was thanked for her report.

15. Gypsy Gathering

Covered at the Annual Parish Meeting held immediately before this meeting.

16. Parish Environment:

a) Pound Lane junction

Covered at the Annual Parish Meeting held immediately before this meeting.

b) Highways works, lengthsman projects and any other work in the parish

Cllr Root said the speed sign was still wonky. Clerk to chase up.

Cllr Root asked that any issues be reported through him.

Residents asked when GCC Highways would be doing the next 1 metre cut of the verges and a resident said only one side of his road was being cut. Cllr Root referred to Council's verge management guidelines which identified the frequency with which different areas were cut to provide a balance of nature and tidiness.

c) Verge outside Doctors' Surgery

Cllr Boyens said he had spoken with the surgery practice manager about cutting back and been told that they were not interested. It was noted the verge was in Stow not Mangersbury. Cllr Boyens said he would look into it.

Cllr Root said at the last meeting the issue of trees overhanging the highway on the right going towards Stow had been raised. He had been in contact with the owner who said he had seen them and did not consider there was a problem. Cllr Root asked whether they were any worse than in other places and did not believe any further action was justified.

A resident said a section of verge had been destroyed by Gigaclear outside a property.

d) Broadband

Cllr Lutman said Gigaclear contractors would be returning to complete part of Chapel Street. They were installing conduits only and when residents wanted to be connected compressed air would be used to insert the fibre. He anticipated it would be autumn before the service would be available.

17. Planning

a) **To note there are no new planning applications in the parish.** Noted.

b) **To note decision notices received for the following planning applications:**

Applica-tion	Address	Description	MPC Comments	CDC Decision
21/03621/ FUL	Park House Maugersbury	Construction of an open sided single storey pole barn for protection of parked cars	No objection	Refuse. Appeal dismissed.
22/00140/ FUL	Grafters Fosseway Lower Slaughter	Change of use of existing dwelling and erection of extensions to create 40 bedroom hotel and associated works	Object	Refuse

Cllr Totham noted a decision was still awaited on the latest application for Rowan Gate. Cllr Lutman questioned whether the new application affected the time limit in the enforcement notice.

c) **To consider concerns expressed by residents about activity at the barn on Pound Lane**

Cllr Totham said she had been contacted by a number of residents about the barn which is on the left going out of the village. It appeared that trees at the back had been cut down and space cleared behind the barn. An excavator and digger had allegedly been seen and terracing created, and two caravans had been placed there. It was noted there was a short distance between this property and Spring Bank and it was agreed the situation should be monitored. A resident offered to talk to the owner.

d) **To receive update from Cllr Neill about caravans at Spring Bank**

Cllr Neill said she had chased this up but the Enforcement team was overstretched. Cllr Totham stressed the timescale issue, noting that the parish had recently had two instances of use of the 4-year rule to legitimise a change of land use that had been carried out without planning permission.

Cllr Totham confirmed that the Parish Council had responded to CDC's Local Plan consultation. Cllr Totham was thanked for her work on the response.

18. Finance

a) **To approve direct debits/standing orders**

The Clerk reported that there was only one direct debit of £35.00 for the annual registration fee payable to the Information Commissioner's Office. Approved.

b) **To approve payments as per the payment schedule**

Payments were approved as per the payment schedule: M Penfold grass cutting £195.00; Stow Town Council cemetery maintenance £480.00; I Selkirk independent auditor fee £100.00; Community First insurance premium £172.64; E Sajewicz clerk's salary £548.40; Centre 67 hire of Youth Club hall £10.00.

It was noted that receipts for the period were: VAT refund £48.84; CDC CIL payment £384.54; CDC precept instalment 1 £3000.00.

19. Community Infrastructure Levy (CIL) funds

a) **To note Council has received of a CIL payment of £384.54 and to consider a proposal that part of the funds be used to pay for defibrillator/cardiac arrest training for the community at a cost of £175**

Mrs Warmington gave an update about the training to be held on 15th June, saying 12 residents had registered and there was space for a few more. Clerk to send another reminder.

Council approved using part of the CIL funds to pay £175 for the training session. Mrs Warmington gave a report on a defibrillator (moved from the Annual Parish Meeting agenda). The pads were due to be replaced in September this year at a cost of £80. She had recently cleared the ivy that was starting to take hold around the defibrillator site. A resident had offered to keep an eye on it as well as this could become a problem if the ivy got into the actual box.

Mrs Warmington said she would like a volunteer to provide back up for the monthly and annual checks and reporting them via the website. Clerk to send out a request.

- b) To note CIL funds received by Council during 2021/22 of £42.73 were fully spent and the required annual CIL report has been sent to CDC and published on Council's website.**

Noted.

20. Correspondence for information

Invitation for Councillors to attend CDC's next Town and Parish forums hosted by Cabinet Members and Senior Officers focusing on planning and neighbourhood planning, to be held in Moreton on 5 July and in Cirencester on 12 July, both from 6pm to 8pm.

Cllrs Totham and Boyens said they would try to attend.

21. Date of next meeting: Monday 5th September 2022.

Cllr Boyens noted that there were some younger residents in the parish and he would like to see them involved in the Parish Council.

The meeting closed at 8.01pm.

Signed by Chairman: _____ Date: _____