

COLD ASTON PARISH COUNCIL
2 The Old Chalet, Station Road, Bourton on the Water, Glos. GL54 2ER
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Present: Cllr Bullock (chair)
Cllr Morris
Cllr Marchant

Clerk D Hunt
County Cllr Hodgkinson

4 members of the public were present

One member of the public stated that he had come to listen to the Councils discussion on item 5, Planning application 18/01567/FUL. Mr Warrington, his Consultant & the Gentleman dealing with Road safety issues gave the Council and those present a brief summary of their proposals with regard to item 6 on the agenda and answered any questions.

The Meeting opened at 07:03pm

Draft Minutes of the Cold Aston Parish Council Meeting Held on the 11th April 2018

1. **Apologies:** These were sent by District Cllr Keeling.
2. **Declarations of Interest**
 - a) To declare any personal interests in items on the agenda and their nature.
There weren't any.
 - b) To declare any prejudicial interest in items on the agenda and their nature.
Cllr Morris declared an interest in item 5, Planning Application 18/01027/FUL & Cllr Marchant after signing the register of interests & Declaration of Office declared an interest in item 5, planning application 18/01567/FUL.
3. **Minutes:** The minutes of the Annual Parish Council Meeting and the Annual Parish meeting both held on May 9th 2018 were approved and signed.
4. **Reports from District and County Councillors;** County Cllr Hodgkinson reported that in the near future an approximately 3KM stretch of the A417 Broadwater Bottom to Northleach & parts of the A40 were due to be resurfaced. He believed that work had commenced on the passing place that he had authorised on the Notgrove Road.
5. **TO DECIDE WHAT IF ANY COMMENTS TO MAKE ABOUT PLANNING APPLICATIONS;** -
18/01027/FUL - Full Application for Erection of two-storey extension, alterations to existing entrance, demolition of kitchen projection and covered link to outbuilding, conversion of existing outbuilding to annex cum home office with associated parking and landscaping at Blacksmiths Aston Grove Cold Aston Cheltenham Gloucestershire. – *After Declarations of Interest the Council were not quorate and therefore could not make any comments.*

18/01567/FUL - Replacement of disused corrugated lean-to store with new WC building in south-east corner of churchyard at St Andrews Church Cold Aston Gloucestershire GL54 3BN.

After Declarations of Interest the Council were not quorate and therefore could not make any comments.

6. **To discuss the proposal of 10 holiday lets at Hazleton, Old Gloucester Road;** Having listened to Mr Warrington & his associates outline the proposal, the Council expressed concerns with regard to road safety and drainage.
7. **Progress reports** (for information)
 - a) Clerk – There was nothing to report other than other items on the agenda.
 - b) Highways – Cllr Bullock had met with D Taylor of Highways. He reported that it was unlikely that the roundels would be painted soon as D Taylor could not locate a works document for this and so would have to raise a new one. An informal agreement had been reached on the Parish Council taking over the mowing of the minor road verges from Gloucestershire Highways. He had mentioned the problem with the collection of grit in the bottom of the dip just before the entering the village from the road from the A436.
8. **Allotments;** to discuss and decide what to do about a water supply and to discuss maintenance of the boundary wall with Hathaway House. – Allotment Tenant Stuart Jackson had agreed to liaise between the tenants and the Parish Council. Cllr Bullock & Cllr Morris outlined the proposal for a water supply at the allotments. They gave thanks to Parishioner T Avery for allowing rain water to be harvested from his property. This would drain into 6 IBCs and then water could be pumped from these by tenants. These would be screened by some form of fencing and covered to stop the formation of algae. They had estimated that the approximate costs of this project would be £750. The Council decided to fund this.
9. **To review Standing Orders;** The Council decided to adopt The NALC version with amendments made for the specific needs of this Council. These would be reviewed in 3 years' time.
10. **To discuss and adopt the Data Protection Policy;** The Clerk explained the new legislation. Cllr Marchant agreed to be the Data Protection Officer and the Clerk will liaise with her over her duties. The Council adopted the draft policy and agreed to review this in 3 years' time.
11. **To discuss and adopt the Management of Information Policy;** After questioning the Clerk in the changes in practice and what this meant for the Council, The Council decided to adopt the draft policy and review in 3 years' time.
12. **To consider what to do about the Poor Lots/Fuel Poverty Charity in the Long Term;** Some discussion took place over how to identify the needy in the parish, trying to change the remit of the Charity and other uses for the money. It was agreed that a notice would be put out asking parishioners if they could identify anyone in need of some financial support, Cllr Marchant would ask the school if they had anyone who could benefit from the Charity to pursue extra-curricular activities and Cllr Bullock would seek advice from the Charities Commission about changing the remit of the Charity.

13. To approve the report of the Internal auditor; The Council gave thanks to DR B J Saunders for stepping in at the last minute to fulfil this role after the illness and death of R Steel the previous Auditor. They approved his report and agreed that they needed to stick more strictly to financial regulations in the future, with regard to initialising cheque stubs.

14. The Annual Return for 2017/18 ;

i)To approve the Annual Governance Statement for 2017/18; This was approved by the Council.

ii)To approve the accounting statements for 2017/18; These was approved by the Council .

iii) to authorise the Chairman and Clerk to sign where required. The Chair and Clerk were authorised to sign which they subsequently did.

15. Financial;

- a. To approve payment to the Clerk for wages May 2018 £181.20 & refund postage costs of £7.80, *This was approved.*
- b. To approve payment to Cottage garden Services for grass cutting; May 2017 - £132.00, & to allow the Clerk to *pay invoices for June, July & August as long as each invoice does not exceed £145 – Both items were approved.*
- c. To approve payment for purchase of dog waste bins CDC - £504.00 *This was approved.*
- d. To review the annual donation to the Village Hall. *The Council decided to increase their annual donation to £30.*
- e. To decide whether to make donation to Cotswold Friends. *The Council decided not to make a donation but to give the literature to the Village fayre Committee in case they wished to do so.*
- f. To agree the Financial report for May 31st 2018. *This was agreed and signed.*
- g. *To agree the Bank reconciliation as;*
Treasurer's account - £27,270.46 to 14.06.2018 *This was agreed.*
Community fund - £8445.10 to 01.01.2015 *This was agreed.*

16. Date of next meeting: The date of the next meeting was confirmed as September 12th 2018 at 07:15 p.m., following the Annual allotment holder's meeting at 06:30pm

The Meeting closed at 08:12pm

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender, gender identity, race, religion or belief and sexual orientation), Crime and Disorder, Health and Safety and Human Rights.