**PRESTON PARISH COUNCIL**

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING**

**HELD ON THURSDAY, 13 MAY 2021**

**PRESENT**: Cllr Mrs J Tomblin (Chairman), Cllr Mrs S Cameron, Cllr Mrs P Chester-Master, Cllr N Price, Cllr Alex Miles and Cllr A Stone.

**ALSO IN ATTENDANCE:** Mrs A Swain, Mrs C Sutton (Village Hall Chairman), Cllr Mrs Lisa Spivey (GCC) and Mrs C Braidwood (Clerk)

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| **1.** | Election of Chairman - To hold office until the Annual Council Meeting 2022 |
|  | **RESOLUTION 18/21** Cllr Mrs Julie Tomblin was unanimously elected as Chairman and duly signed her Acceptance of Office |
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| **2.** | Election of Vice Chairman. - To hold office until the Annual Council Meeting 2022**RESOLUTION 19/21.** Cllr Mrs Sue Cameron was unanimously elected as Vice-Chairman |
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| **3.** | Copt to Fill the Vacancy**RESOLUTION 20/21**Mrs Christine Elson was unanimously elected to fill the Vacancy.  |
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| **4.*****Action: JT*** | Councillor’s PortfoliosCllr Mrs J Tomblin (Chairman). - Village HallCllr Mrs S Cameron. - Village HallCllr Mrs P Chester-Master. - FootpathsCllr N Price. - Village Maintenance and FinanceCllr A Miles - Neighbourhood WatchCllr A Stone. - Planning and Highways and also to assist with Village Hall projects, as required.Cllr Mrs C Elson. - In Mrs Elson’s absence, the Chairman agreed to ask if she would take responsibility for the Playing Field and carry out regular safety checks. |
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| **5.** | Apologies and Reasons for AbsenceCllr M Evemy (CDC) and Cllr Mrs L Spivey (GCC) and Cllr Mrs Christine Elson |
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| **6.*****Action: CB*** | **Declarations of Interest and Update Register of Members’ Interests (as required)**Cllr Mrs Elson would be provided with forms to complete before taking up Office. |
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| **7.** | **Acceptance and signing of Minutes of Meeting held on Thursday, 4 March 2021****RESOLUTION 21/21**The Minutes were unanimously agreed as a true and accurate record and were signed by the Chairman. |
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| **8.** | **Matters Arising from the Minutes** |
|  | **Seek advice from CDC Dog Warden**The Clerk reported having contacted CDC requesting help to prevent dog fouling in the Village. It was suggested that a long-handled poop a scoop could be used, and a rota developed to assist elderly residents but could not offer any further assistance. Complaints have been received regarding the number of ‘no dog fouling’ signs on trees at the bottom of the Village and it was agreed that a level of tolerance is needed. |
|  | **Playing Field Lease – Contact Trust Solicitor to seek extension**The Clerk confirmed having written to the solicitor and followed with a phone call but has been unable to speak to Mr Page. |
|  | **Investigate how other Councils have handled Trust funds**To be done before the next meeting. |
|  | **Waste Water Tank at Siddington Park Farm**The owner of the property adjacent to the proposed site of the tank had contacted the Council expressing concern that there had been no consultation before removing the trees and installing the tank but CDC has advised that Thames Water has permitted development rights to carry out the work. Members were concerned that the need for the tank was not recognised earlier, during the planning phase. |
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| **9.** | **Chairman’s Report**Cllr Mrs Tomblin thanked residents for the high level of votes and successful outcome of the NDP Referendum. She particularly thanked Dr Pellegram for her work and support of the Steering Group. |
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| **10.** | **Reports from County and District Councillors** Both Councillors were involved in a meeting at CDC and sent apologies. However, Cllr Mrs Spivey did arrive before the end of the Council meeting and Members congratulated her on her successful election result. |
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| **11.** | **Village Affairs** |
|  | **Annual Litter Pick – Feedback**The Chairman reported that the event had been well supported but it was concerning that there is the same amount of litter every year. **Solar Farm**Cllr Stone presented a report (as attached) on the progress of work on the site.Members were advised that a considerable amount of rubbish had been fly-tipped on Witpit Lane and discovered by one of the workmen at the Solar Farm who had found a connection to the Golden Farm Inn. He had contacted the pub and the rubbish had been removed. |
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| **12.** | **Questions from the Public** - None |
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| **13.** | **Playing Field**  |
|  | **Annual Safety Report –** it was noted that no repair work is necessary. It was noted that the report is cumbersome, and the Clerk was requested to investigate other safety inspectors.Dog owners are still exercising their dogs on the Field contravening the ban. The Chairman advised that she had been alerted by nearby residents and had spoken to some dog owners. It was unanimously agreed that dogs should not be allowed on the Field whether on a lead or not. |
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| **14.** | **Village Hall** |
|  | **Draft Minutes from the Annual General Meeting held on 6 April 2021** - Noted |
| ***Action: CB******Action: JT*** | Cllr Mrs Tomblin and Cllr Mrs Cameron confirmed that they are happy to be the Council’s representative Trustees on the Hall Committee after Mrs Sutton suggested that the Committee could look into changing the Charity Governing document and remove Parish Council Trustees if non came forward. The Clerk advised that the Council remains liable for the repayment of the outstanding Public Works Loan currently standing at circa £25,000 and, therefore, the Council should retain seats on the Board of Trustees.Mrs Sutton confirmed that the Hall finances are very healthy, and that the Committee will help with repayment of the Public Works Loan and asked how much early repayment would cost. The Clerk agreed to investigate. Mrs Sutton further advised that the Committee is looking at replacement lighting and would be holding a plant sale on 5 June in support of additional play equipment for the Playing Field. The Council would set up a ring-fenced fund for this.The Chairman suggested that an Annual Meeting could be held with the Hall Committee, the PCC and the Council to explore how the 3 groups could work better together for the benefit of the whole Village. |
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| **15.** | **Neighbourhood Development Plan** |
|  | The Chairman confirmed that the Plan has now been MADE and thanked the Village for the support given in the Referendum on 6 May with 88.62% of voters voting in favour of adopting the Plan. She also thanked everyone on the Steering Group for all of their hard work. |
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| **16.** | **Finance** |
| **16.1** | **Audit Return for Year Ending 31 March 2021** |
| **16.1.1** | **To Consider, Approve and Sign the Certificate of Exemption****RESOLUTION 21/22**It was resolved that the Council’s turnover is below £25,000 pa. and the Certificate of Exemption completed as attached. |
| **16.1.2** | **To Consider the Annual Internal Audit Report****RESOLUTION 21/23**It was resolved to adopt the Annual Audit Report as attached |
| **16.1.3** | **To Consider, Approve and Sign the Annual Governance Statement****RESOLUTION 21/24**It was resolved to adopt the Annual Governance Statement as attached |
| **16.1.4** | **To Consider, Approve and Sign the Annual Accounting Statements****RESOLUTION 21/25**It was resolved to adopt the Annual Accounting Statement as attached |
| **16.2** | **To Consider and Approve Budget and Bank Reconciliation up to 30 April 2021****RESOLUTION 21/26**It was resolved to adopt the report as attached |
| **16.3** | **To Approve Bills for Payment as detailed on the attached Schedule****RESOLUTION 21/27**It was resolved to pay the Bills as detailed on the attached Schedule |
| **16.4*****Action: CB*** | **To Consider Insurance Renewal** This would be agreed by email and minuted at the next meeting |
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|  | **Planning** |
| **17.** | **New Planning Applications** |
| **17.1** | **Planning Applications Responded to Since Last Meeting**  |
|  | **21/00950/FUL.** **Ivor Webb And Sons Garage Cherry Tree Lane Cirencester Gloucestershire GL7 5DT**Full application for conversion of garage to 5 no. dwellings, with associated parking and landscaping. - **No Objections** |
| **17.2** | **Planning Decisions Received** - None |
| **17.3** | **Planning Correspondence**  |
|  | **20/04301/FUL - Wychwood.**Members were advised that the fence would be removed from this application and a separate application would be made. However, Members were extremely displeased that this situation had been allowed to continue rather than the original application being refused.  |
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| **18.** | **Correspondence** |
|  | **GAPTC – Invitation to AGM on 24 July 2021 including meeting with the Police -** Noted |
|  | **GAPTC News Update -** Noted |
|  | **CDC Consultation on Taxi and Private Hire Licensing Policy -** Noted |
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| **19.** | **Any Other Business** |
| ***Action: CB******Action: CB******Action: CB*** | * Cllr Stone presented a report on traffic speeding in the Village (Attached)
* The Preston sign on the Fairford Road is missing and should be reported to Gloucestershire Highways.
* There are deep potholes at top of Village. Markings had been placed around 5 but these have disappeared with the rain. It was felt that the holes are not properly prepared and filled so that the tarmac washes out.
* A drain outside The Old Farm House is broken and should be reported to Gloucestershire Highways.
* Village Farm sign needs to be replaced but is on private land.
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| **20.** | **Date and Time of Next Meeting Thursday, 1 July 2021 at 7.00 pm in the Village Hall** |

***There being no further business the Meeting closed at 21.00***