

# SAPPERTON PARISH COUNCIL

## MINUTES OF ANNUAL PARISH COUNCIL MEETING

HELD in SAPPERTON VILLAGE HALL

TUESDAY 9 MAY 2023 at 7pm

### 1 IN ATTENDANCE

Members of the Parish Council: Sarah Osborn Smith, Chair (SOS); Charles Houldsworth, Treasurer and Vice Chair (CH); Marcel Puyk (MP – outgoing councillor); Sara Taylor (ST); Daniel Janocka (DJ); Babs Maloney, Clerk

**APOLOGIES:** Mike Cameron Davies (MCD); Julia Judd, CDC Ermin Ward Councillor

### 2 FIRST ORDER OF BUSINESS

#### ELECTION OF CHAIR AND VICE CHAIR

##### **CHAIR:**

NOMINATED: Sarah Osborn Smith

PROPOSING: Sara Taylor; SECONDING: Charles Houldsworth

MOTION CARRIED unanimously: SOS Elected as Chair

##### **VICE CHAIR:**

NOMINATED: Charles Houldsworth

PROPOSING: Sarah Osborn Smith

SECONDING: Sara Taylor

MOTION CARRIED unanimously: CH elected as Vice Chair

#### **DECLARATIONS OF ACCEPTANCE OF OFFICE:**

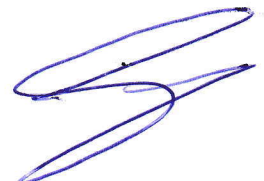
Declarations were signed by Sarah Osborn Smith, Charles Houldsworth, and Sara Taylor in the meeting, countersigned by the Clerk and returned to the Clerk for publication.

**CODE OF PRACTICE:** The Code of Practice was signed by , CH and ST in the meeting in the presence of the Clerk and returned to the Clerk for publication.

#### **DECLARATIONS OF PECUNIARY INTERESTS**

The four recently elected Councillors were provided with the current forms and advised that these must be completed and submitted to Cotswold District Council within 28 days of the Election. The Councillors were advised by the Clerk that this is their responsibility as required by statute.

**MIKE CAMERON DAVIES:** MCD signed the Declaration of Acceptance of Office, Code of Practice and Declaration of Pecuniary Interests in the presence of the Clerk prior to the meeting as unable to attend on the day.



**CO-OPTION OF DANIEL JANOCKA (DK)**— Daniel missed the deadline for submission of his Parish Council nomination at the recent District Elections and wishes to be considered once again for the role of Councillor. The PC unanimously AGREED to co-opt Daniel onto the Parish Council and are delighted to welcome him back for another term. DK signed the Declaration of Acceptance of Office, the Code of Practice and received a printed copy of the Declaration of Pecuniary Interests form for submission to CDC as above. DK was advised by the Clerk of the timeframe for this submission.

The Parish Council now has 5 Councillors. Two vacancies exist which the PC is able to fill via Co-option if candidates can be found.

MP attended the meeting as outgoing Councillor. He did not nominate for re-election due to pressure of work and stands down as Parish Councillor from today. The Parish Council thanked him for his contributions over the years and wished him well.

### **3 MINUTES OF PREVIOUS ANNUAL PC MEETING**

Minutes of the ANNUAL PC MEETING 2022 were Accepted and Approved by the Council and signed by the Chair.

This concluded the business of the Annual Parish Council Meeting and the Chair moved to progress to an Ordinary PC Meeting.

### **4 PUBLIC FORUM**

No member of the public attended the Annual PC Meeting above. MP attended the meeting as an outgoing Councillor and raised Flooding Issue as member of the public on this occasion.

Hwys issue: Flooded lane below viaduct: PC discussed possible next steps to resolve ongoing problem; Silt flooding into waterway – Environment Agency to be advised.

### **5 MINUTES OF PREVIOUS PC MEETING**


The Minutes from the April Parish Council Meeting were Accepted, Approved and signed by the Chair.

### **6 CDC AND GCC COUNCILLOR REPORTS**

#### **6.1 Cllr Julia Judd:**

Cllr Judd's Annual Report received ahead of the meeting was tabled and accepted. Main points:

- **CDC** has a 2022/2023 net budget requirement of £13,625,000. The Central Government has changed the methodology in how local authorities are funded. Funds now come in from Levelling Up bids, rural services grants, new homes bonus schemes, lower tier services grants, known as the Core Spending Power. CDC direct funding is down 49% since 2013, however owing to the new funding streams, since 2013, CDC's Core Spending Power is actually up by 12%. CDC has dropped plans to borrow £75 million from the PWLB for a 'borrow to invest scheme'.
- **BUDGET** The Budget requires the use of Council financial reserves (£860,000), other plans to reduce Council expenditure by £1.1m and increase income and revenue by £415,000. The Council, and its partners Publica and Ubico, will be expected to deliver the reduction in the Council's expenditure. The public has been consulted on proposals to increase Council Tax and parking charges
- **LEISURE** A procurement process has recently been completed to identify providers to run the district council's leisure and culture services. These contracts include three leisure centres and the Corinium Museum & Resource Centre.



- **BINS** Reporting tool works well for missed collections. Please leave bins out if they have been missed. Garden Waste licence fee increase of £10 (£47 to £57)
- **CAR PARKING** Since Covid, car parking capacity in Cirencester has eased with WFH. Plans for Waterloo Car Park have been shelved for the time being. The Rugby Club car park is under-utilised - 5% increase in car park fees and charges, including scrapping 'Free after 3'.
- **COUNCIL TAX** Council Tax for Cotswold District Council purposes of £148.93 for a Band D property in 2023/24 (an increase of £5). The maximum allowed for 2022/23. Those eligible to claim £150 council tax rebate: People living in properties banded E-H who are on low incomes or don't pay Council Tax due to caring or health reasons; People on low income who pay energy bills but not Council Tax; People living in houses of multiple occupancy and on low income; People living in emergency or supported accommodation; Households where there has been a recent change in Council Tax band that now puts them in a band eligible for the original scheme (A-D); Students; Households on low income that aren't eligible for Council Tax support.
- **PLANNING** Planning is a core, statutory responsibility for the Council. It is one of the most important functions that the Council delivers. It has been under great strain since before Covid, however there is now a department manager who is making headway.
- **BUSINESS** The Government Funded Business Rate relief scheme provides some assistance with the economic pressures. Pubs and high streets will receive £7.6 million in relief to help them safeguard the services they deliver.
- **HOUSING** Cotswold District Council will use the Homelessness Prevention Grant, a grant from the Department of Levelling Up, Housing and Communities (DLUHC), to reduce the need for expensive short-term, emergency accommodation.
- **ELECTIONS AND VOTING** Photo ID will be essential if you want to vote at a Polling Station at this year's local elections on 4 May. If a resident doesn't have a current passport or driving licence with their photo, they can apply for a Voter Authority Certificate: <https://www.cotswold.gov.uk/about-the-council/elections-and-voting/voter-id-what-you-need-to-do-for-the-may-2023-elections/>

## 6.2 GCC Cllr Stephen Hirst

Councillor Hirst did not attend the meeting and no GCC report was received.

## 7 PLANNING APPLICATIONS

23/00437/FUL

### [Conversion of former Inn to 2 no. dwellings and erection of 2 no. dwellings with car parking and associated works](#)

Jolly Nice Cafe Stroud Road Frampton Mansell Stroud Gloucestershire GL6 8HZ

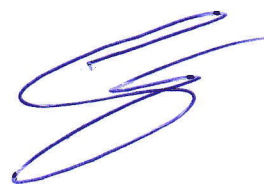
PC has lodged comment on this application.

22/00982/FUL

### [Alterations to fenestration, internal layout and removal of permitted extension \(amendment to permission 17/01721/FUL\)](#)

Cranhill Barn Emmerson Lane Sapperton Cirencester Gloucestershire GL7 6QH

PC resolved to make no comment



Replacement storage industrial building (revision of approved plans to add first floor) | Land Parcel To The East Of Aston Down Airfield North Of 7-8 Aston Down Frampton Mansell Gloucestershire

PC resolved to make no comment.

## 8 FINANCE

6.1 **Current Bank balances:** C/A £465.47; Savings: £19,202.03

**Outgoings AGREED:**

- KP Gardening; £741.74. SOS to advise no further cuts in May.
- RoSPA Playground Inspection: £102.60
- Clerk's Remuneration: £250
- Clerk provided receipts for consumables: printer ink and notepad for reimbursement of £24.95.
- Watershed Magazine: PC share; £160
- Western Air Ambulance Annual donation; £100. Card received from the service thanking PC for the donations over last 5 years.

PC AGREED to increase the donation to £150 next year, April 2024

**Incoming this month:** Reclaimed VAT: £1,119.

6.2

- **King's Coronation:** PC reviewed contribution to Village Hall Committee re Coronation Dog Show, Village Picnic/Games, and evening BBQ. PC AGREED to make £750 donation PLUS donate the Coronation Mugs, value £392.48 in recognition of the VHCs efforts on behalf of both villages. This expenditure is made under Section 137 powers which allow PC to fund items not otherwise authorised by statute; RFO Advised funding can be afforded from current reserves and is within the total S137 expenditure allowed this financial year. **Motion proposed SOS, seconded DJ – Carried** unanimously.

6.3 **Tree Maintenance:** Chestnuts – CH provided quote for inspection and remedial work. Tree Hazard Survey and Report £110 + VAT – does not include inspection of tree below Hattons which requires attention. Councillors agreed to source a second opinion re Chestnuts to include tree below Hattons.

6.4 **Donation towards FM Heritage Guide and Book:** Costings to be provided by historian before PC sets contribution previously approved in principle. Clerk to liaise with Sue Jones.

## CLERK'S REPORT

Circulated to Councillors ahead of meeting

1. Salt Bin locations and numbering – MCD has sent a comprehensive list with 'What 3 Words' locations for FM. GCC Highways to be advised
2. **CIL Reporting** – CIL monies received – RFO to administer. To be published on the website in due course.
3. Consultation on Permitted Development Rights – **deadline 11.45pm on 25 May 2023**
4. Defibrillators in FM and Sapperton are due to be checked. CH and ST to action.
5. RoSPA Annual Report re Playground Safety has been received. No major maintenance issues: some minor preventative measures to be actioned.

## 8 PARISH COUNCILLORS' REPORTS

**SOS:** Grit Bin List for Sapperton - to be completed

**ST:**

- Sapperton Signpost – still missing two ‘arms’. – Clerk to contact GCC Highways.
- Handrail on PROW Church Lane – promised several years ago – to be followed up

**CH:** 2 Quotes received re Tree Inspections. CH contacted Tree Officer from CDC re visit – was advised very busy. Clerk to chase.

## 9 NOTICE OF NEXT MEETING –

**13 JUNE 2023 AT 7PM IN**

**FRAMPTON MANSELL VILLAGE HALL**

Meeting ended 8.40pm

Signed.....  
(Chair of Sapperton Parish Council)

Date.....  
Minutes (86) 09 MAY 2023