

Draft Minutes of the Meeting of
Kingscote Parish Council
Held 7th October 2021, Village Hall Kingscote

Members present: - Cllr S Cooper, G Nichols, T Wooldridge, R Gale, B Calland
Officer: - Clerk Elizabeth Oakley
Glos County Cllr - Cllr S Hirst

The chairman welcomed the new clerk Elizabeth Oakley to the meeting and thanked her for her work to date.

21/200. Apologies for Absence

None

21/201. Declarations of Interest under the Localism Act 2011

None

21/202. Reports from Gloucestershire County Councillor Cllr S Hirst

Cllr S Hirst reported:

Improved rail services could be on the way for Gloucestershire

Gloucestershire could benefit from several improvements to rail services, according to recent findings of a Network Rail study. In addition to supporting planned housing and employment growth in the county, the improvements would also reduce car emissions and contribute towards the council's carbon reduction targets.

The report outlines new infrastructure and rail services that are needed on the route between Bristol and Birmingham.

The recommendations in Network Rail's report include

- A metro-style service between Gloucester and Bristol, which will initially provide two trains per hour as part of the committed MetroWest service improvements and then four trains per hour under Network Rail's proposals.
- An additional Swindon to Gloucester/Cheltenham service.

Working for a 'Greener Gloucestershire'

Organisations in Gloucestershire are joining forces in the lead up to COP26, the international climate change conference. The Greener Gloucestershire collaboration will shine a spotlight on the work across the county tackling climate change.

Over the coming weeks, 'Greener Gloucestershire' will promote the positive work of councils, the police NHS and other partners across the county, whilst raising awareness of how resident's businesses and communities can cut carbon emissions and support the fight against climate change.

Find out more about the different projects by heading to the website and follow

#GreenerGloucestershire on social media. You can also sign up to receive the new 'Greener Gloucestershire' newsletter, to keep up to date on local activity, as well as to receive hints and tips on you can reduce carbon emissions and to take action to protect the future of our environment.

COP26 takes place in Glasgow from 31 October to 12 November. For more information on COP26 visit ukcop26.org.

New Innovation Lab to be launched by Gloucestershire Libraries

Gloucestershire Libraries are set to unveil the latest in a growing network of 'Innovation Labs' across the county. New 'lab' space will be opened at Gloucester Library later this month with the latest digital design equipment and technical expertise available to boost skills and support employment.

From Tuesday 28 September Gloucester will be the second library in the county to have dedicated space to offer access to creative technology and training in digital skills, following the launch of the first innovation Lab in Coleford in July 2019.

This creative, community space offers access to advance technology, including virtual reality headsets, 3D modelling and printing and a digital design studio plus an experienced technician to advise, train and inspire.

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The Greener Gloucestershire Project Update

As part of the Greener Gloucestershire project, Gloucestershire County Council have also launched new climate change web pages, providing information specific to their organisation. This includes county council actions and future plans, plus stacks of information about how you can help fight against climate change from your own home. These pages will be continually updated over the coming months as projects progress.

Following our social media channels for more updates, news and information, you can find Facebook @GloucestershireCountyCouncil, Twitter @GlosCC and Instagram @gloucestershireshirecc.

21/203. Reports from Cotswold District Councillor Cllr R Morgan

None

21/204. Reports from Parish Councillors on matters not on this agenda

Councillors expressed concern about condition of the fabric of Hunters Hall following reports of a window fallen out on a door shutting. However, it was noted Hunters Hall had not had a manager for some time. Cllr S Hirst has contact with the Training Manager and would enquire of any plans to renovate.

Decision: Cllr R Gale proposed and Cllr G Nichols seconded. Agreed by all.

21/205. Confirm Minutes of meeting held on 4th May 2021

Decision: Agreed by all, the minutes were approved.

21/206. Ratification of appointment of clerk to council

Decision: Cllr S Cooper proposed and Cllr T Wooldridge seconded. The appointment of the clerk to the council was agreed by all.

21/207. Finance

a) Payment of accounts

- Nailsworth Computer Shop – HP laptop £295.00, from council's innovation fund. There was a need to look at insurance cover.

Decision: Agreed by all. The chair to check insurance cover for the laptop.

b/Precept considerations

It was noted the precept was not increased last year, but outgoings have now increased. Around half of the precept is clerk's wages and costs have risen by £500 this year. It was agreed to raise the precept for 2022 to 2023 to £4,500. Precept issues would also be on the agenda for January.

Decision: Cllr G Nichols proposed and Cllr R Gale seconded. All agreed to increase the precept. The clerk to notify the District Council finance department she is the new contact for receipt of precept form for completion.

c/Clerk's PAYE and quarterly pay arrangements -update

The clerk reported she had written to HMRC to register employer status and acquire appropriate employer references to give to payroll. It was agreed to use services of PATA as the payroll company with professional expertise. The clerk would complete the appropriate start up forms. Wage payments in future would be on line with two signatories authorising.

Decision: Agreed by all. Adopt PATA as the payroll company and the clerk to complete PATA start up forms.

d/Bank mandate arrangements – update

The clerk reported she had completed the bank mandate forms to: remove the former clerk from any banking authority; instate herself as new clerk; change the council's address for bank correspondence. A new council debit card had also been ordered to replace the one that expired at the end of August. The chair and one other signatory to complete the appropriate section of the new form.

Decision: Agreed by all. The chair to complete and send the new bank mandate form.

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21/208. Correspondence/Communication with Parish Council

- GRCC and Gloucestershire Food Revolution Survey
- Options for annual Remembrance; Royal British Legion
- Register of electors annual District Council canvas
- Summary of Parish Council responses to speed initiatives survey

Councillors noted correspondence items above requesting future key items be circulated directly to councillors on receipt.

Decision: Agreed by all, the clerk to select key correspondence items and circulate to councillors on receipt.

21/209. Planning

a) Correspondence: District Authority planning procedures

Councillors noted recent correspondence over the summer expressing other parish councils' concern about the district authority decision making process. Glos. County Cllr S Hirst reported a complex triage system involving officers, delegated authority, and Planning Committee.

Decision. Agreed by all, the clerk to monitor and forward key correspondence.

b) Applications circulated between meetings

Ref. No: 21/03086/TCONR || Status: Pending Decision | Case Type: Planning Application

I have identified 14 sycamores on the attached plan, marked green dots. Initially, I would seek to fell those closest to my existing boundary, numbered 1-11. The brown dots identify ash trees, all with die-back. My intention is to prioritise felling those 2 ash trees to the north side (A&B), one of which (B). All of these trees are in my neighbour's garden and I am in negotiations with her to purchase this small area - Parkview Kingscote Tetbury Gloucestershire GL8 8XZ

21/210. Repainting of phone box - last painted in early 2015

Council noted the phone box has deteriorated recently and not been painted for six years. There is also vegetation behind the box. Painting in Post Office style red would be appropriate. The clerk will consult financial regulations as to the number of quotations required for the cost level of the project.

Decision: Agreed by all. Cllr G Nichols to secure quotation from D Ball, speak to the householder behind, and clerk to consult financial regulations.

21/211. Queens Platinum Jubilee – planting of oak trees

The council has been offered two oak trees to commemorate the Jubilee. These are due to arrive in the spring. The trees need have public access and not be on private land. The clerk to include in the monthly report to Forerunner for ideas for tree locations. The council would hope to mark planting with a small ceremony and plaque.

Decision: Agreed by all, the clerk to request parishioner ideas for location of trees in the next edition of Forerunner.

21/212. Footpath at Bagpath Court Barn NKS26

Cllr B Calland reported a permissive path had been put in and a fence along the line of the original footpath/right of way. But there was a sign only on the permissive and not the public right of way.

Decision: agreed by all. Cllr B Calland to raise with PROW (Public Rights of Way).

21/213. Footpath at the church, St Bartholomew's, NKS21

Cllr B Calland reported she had walked with PROW checking path condition as well as signage where land fenced in. A huge rock had been blocking the foot path for three years and stepping over stone stile not ideal for those with limited mobility.

Decision: Cllr B Calland to seek advice from PROW to ensure key path signs, keep out signs, necessity for some fencing, and aim to get some gates permanently opened.

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21/214. Survey of salt bins around Bagpath

Cllr B Calland reported results of survey of salt bins around Bagpath. These are located in the right places. Some need replacing although they have just been refilled. Council discussed a survey of bins in Kingscote was needed to plot the whole parish picture.

Decision: agreed by all. Cllr C Calland to send results of salt bin survey to date to clerk. Cllr S Cooper and Cllr T Wooldridge to carry out similar survey in Kingscote and forward the results.

21/215. Public Participation at council meetings

Council noted for the item for public participation previously, the procedure was to close the meeting and then re-open. It was now agreed to include public participation henceforth as the first formal agenda item. The clerk recommended a form of words:

"Members of the public are warmly invited to attend and take part in a participation session prior to the formal business of the meeting".

Decision: agreed by all. The clerk to include public participation wording above as a formal opening agenda item from hereon in.

21/216. Items to report

(Items can be discussed but members can make no decisions)

- a/ Interactions with GCC Highways a/ Interactions with GCC Highways –Cllr T Wooldridge had spoken to the Ash Dieback Officer (Sara Noons) about the programme for felling diseased trees at Bagpath Common. It was rather disappointing that the start date has been delayed until 20th February 2023. The road will have to be closed for certain hours during the day whilst work proceeds. Trees will be felled only if they affect one of the public highways in the area. (There is no public right of way across the Common.)
- b/ Appointment of new snow warden – Cllr R Gale reported there was no one else more local but a local agricultural contractor was willing to take on the role who had similar experience at Uley and reasonable machinery including a snow plough. The main problem previously was someone to man the snow lines. The contact person for this would be different for Uley and Kingscote as different district authorities. The contractor would have to call two different numbers. Cllr R Gale to circulate his contact details to parish councillors and clear the personnel change with the district council. The parish council also needed a snow warden volunteer for fairly defined responsibilities to see if roads need clearing and check bins. Cllr B Calland agreed to be the Snow Warden and would send form to council. A further volunteer was needed to act as deputy/assistant snow warden. The clerk would request in Forerunner.
- c/ Gigaclear update – There is still work on going on roll out to Bagpath. When more information will get back to Cllr S Cooper when plan firmed.
- d/ Postal service Bagpath update – This is an APM issue that the afternoon collection is cancelled. Cllr S Cooper reported the same at Kingscote now applied and this was done without notification. No further action can be taken. There had been no reply to Cllr S Cooper's letter to the Post Office concerning the Bagpath cancellation. There is the mobile PO but this offers limited hours.
- e/ Bagpath litter pick update – Volunteers do collect in several areas, although there is no one to cover the Hunter's Hall Road. Overall litter is not too bad a problem.
- f/ Phone box, issue of council asset – update – There is a need to ensure insurance covers the phone box as a follow up to acquiring ownership. Cllr S Cooper to check cover.
- g/ Bagpath common - tree felling update – covered at a/.
- h/ Bagpath church – condition update – It has been recently reported it would be sold. There have been accounts of people breaking in. The 2018 planning application must be due to expire. It would be interesting to hear from the church. It is a listed building with originally some rare tiles. There is a question of whether the district council can act as it is a listed

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building. The Conservation Officer from Antiquities department has completed survey work. Cllr B Calland to ring Conservation Officer to see if they can issue a notice to repair.

i/ Burning of brushwood after tree felling –Ozleworth estate have been burning ash trees over three years generating smoke and the amount of smoke was a problem to include reaching inside residential homes. After burning tops, burning had moved into the valley below near the residential area. Cllr B Calland had sent an email to the estate but has not let her know. But had heard would only burn when wind in a northerly direction. Environmental Health department, when contacted, said the same thing, that they aimed to burn on non-windy days or when wind in Northerly direction. Had confirmed next year would use a mulcher/chipper and that they had a permit.

Items to report procedure

Decision: The clerk would decide in discussion with the chair whether future agenda items were items for a decision on the main agenda or were items to report which required no decision.

Thank you: Cllr T Wooldridge said that thanks were due to the Matara Centre for allowing parishioners to use their field especially during lockdown and a thank you card would be appropriate.

Decision: The clerk to purchase, sign and send a card on behalf of the council.

21/217. Date of next meeting: 18th January 2022 in Kingscote village hall at 8.00 pm.

The meeting closed at 10.09 pm

Signed.....

Dated.....