

PRESENT – Parish Councillors Geraldine Shepherd, Chair, (GS), Colin Baber (CB), John Hatherell (JH), Annabella Scott (AS), District Councillor Jim Parsons (JP) and Parish Clerk John Shepherd (JS)

1. APOLOGIES FOR ABSENCE – Mark Winston-Davis (MWD)
2. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST IN CONNECTION WITH AGENDA ITEMS AS SHOWN AND NOT ALREADY STATED ON REGISTER OF INTERESTS – None.
3. TO ADOPT THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21st September 2016 – Previously circulated by email, reviewed and APPROVED.

Proposed: Colin Baber, Seconded: John Hatherell – Agreed unanimously.

4. MATTERS ARISING

a. Update on selection of professionally developed PC Website

JS said that he had reviewed the websites developed for various parish councils by the two leading suppliers. In addition, he had visited the supplier who had developed the websites for several local parish councils, including Tetbury Upton and Shipton Moyne. He had been encouraged by what he had seen and felt that this supplier could meet our needs at a cost effective price. However, he felt that there was a need for Councillors to be involved in the final decision and he was suggesting the establishment of a website implementation working group to achieve this, see agenda item 9.

b. [Erection of staff accommodation - Hare And Hounds Hotel Bowldown Road Westonbirt Tetbury Gloucestershire GL8 8QL](#)

The application had been refused but it was felt that the applicant would re-apply.

c. [16/02263/FUL - Alterations and extension to former garage building to provide accommodation, plant room, chimney and air source heat pump \(Revision to permission Ref: No 14/03333/FUL\) - Aldacre House Easton Grey Road Shipton Moyne Tetbury Gloucestershire GL8 8QE](#)

The application had been permitted.

5. TO REVIEW RECEIPTS AND PAYMENTS FOR CURRENT YEAR TO DATE

Councillors reviewed the receipts and payments for the current year to date, as published on the Parish Council website under Accounts 2016/2017. There were no comments.

6. TO CARRY OUT BANK RECONCILIATION

Bank reconciliation was carried out by the Chair and Councillors. No discrepancies were identified.

7. TO REVIEW AND IF APPROPRIATE AGREE UPDATED Freedom of Information Act Publication Scheme INCORPORATING MINOR UPDATES PROPOSED IN draft version 3 of Publication Scheme

The two minor amendments shown highlighted in draft version 3 of the Publication Scheme were approved.

8. TO REVIEW AND IF APPROPRIATE AGREE THE Draft Budget and Precept for 2017/2018.

Councillors carefully reviewed the Draft Budget that JS, as Responsible Financial Officer, had drafted, taking into account Actual Expenditure for 2015/2016, Forecast and Actual Expenditure for the current Financial Year and Forecast Expenditure for 2017/2018. The budget proposed a further proportionate increase to the precept in order to fund new items of expenditure, such as meeting the requirements of the Transparency Code, and for building up a prudent reserve. Councillors noted that at the Annual Parish Meeting, there had been a general consensus that the precept was too low and that there had been support by parishioners for increasing it.

Councillors agreed to the proposed Budget for 2017/2018 and a Precept of £2,690.00.

Proposed: Colin Baber, Seconded: Annabella Scott – Agreed unanimously

9. TO APPROVE THE ESTABLISHMENT OF A WEBSITE IMPLEMENTATION WORKING GROUP

It was agreed a Website Implementation Group would be established to oversee the implementation of the professionally developed website. As a minimum two Councillors would be involved. Meetings would be arranged as required.

10. PARKING ISSUES DURING ARBORETUM “AUTUMN COLOURS” PERIOD

Councillors reported that there had been horrendous traffic and parking problems over the period of the Autumn Colours at Westonbirt Arboretum. There had been terrible traffic hold-ups at the weekends, with traffic queueing on the A433 at times right back to Didmarton from the south and back to Doughton to the north. Visitors were arriving only to find that the carparks were already full and so they parked wherever they could, with no regard to the obstructions that they were causing. Parking problems in the village and in the one-way triangle had been particularly bad over the weekends of the last two weekends in October and it was not until the first weekend in November that the Arboretum staff had traffic cones put out with No Parking signs. These had been beneficial over that weekend, but the problem re-started on the Monday morning as soon as the signs were removed.

Many complaints had been received from parishioners about these problems and it was essential that measures were put in place to stop a recurrence.

Councillors discussed many possible options, including overflow carparks or even “timed slots” for visitors. However, ultimately it was a problem for the Arboretum staff to solve.

Geraldine Shepherd said that she personally had not experienced the problems as she had been away on the weekends in question. However, she had contacted Simon Hough at the Arboretum who was very concerned and had arranged the No Parking signage for the final weekend.

It was agreed that she would contact Simon again, re-expressing our concerns with a view to seeing what could be done.

Action: Geraldine Shepherd

11. TO CONSIDER ANY NEW PLANNING APPLICATIONS RECEIVED

None.

DATE OF NEXT PARISH COUNCIL MEETING

The date of the next meeting will be 15th February 2017.