

PRESENT – Parish Councillors Geraldine Shepherd, Chair, (GS), Colin Baber (CB), John Hatherell (JH), Annabella Scott (AS), Mark Winston-Davis (MWD) and Parish Clerk John Shepherd (JS)

1. APOLOGIES FOR ABSENCE – None
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 12<sup>TH</sup> July 2017 – Previously circulated by email, reviewed and APPROVED.

**Proposed: Anabella Scott, Seconded: Colin Baber – Agreed unanimously.**

4. MATTERS ARISING

GS summarised matters arising, as per the Agenda (repeated here), and noted that Items a, b and c were to be dealt with under Agenda Items 9, 10 and 11, Item d would be dealt with next year and that the actions on Item e had been completed and successful outcomes had been achieved.

- a. A letter of condolence had been sent to the late Cllr Parsons' widow.
- b. Implementation of new PC Website – This was covered under Agenda item 9
- c. Review and amendment of Draft Emergency Plan – This was covered under Agenda item 10
- d. Aldacre Sign – Geraldine Shepherd reported that there had been considerable correspondence and liaison with Richard Gray at Gloucestershire Highways who had determined that the boundary between the verge and the Aldacre land was 2.1 metres back from the setts, almost aligned with the hedge and that, as far as Highways were concerned, the sign should be behind this line. He would not comment on any planning issues that may need to be resolved. This would now be referred again to Cotswold District Council Planning Department.

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 2017/2018. 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 THE FREEDOM OF INFORMATION ACT PUBLICATION SCHEME

No immediate changes had been proposed on the agenda, and none were proposed in the meeting. The scheme will therefore remain unchanged. However, two minor amendments will be required on page 5 to the names of the new parish website and email address when the new website is live.

8. TO REVIEW AND IF APPROPRIATE AGREE THE DRAFT BUDGET AND PRECEPT FOR 2018/2019

Councillors reviewed the draft budget that had been prepared by the Clerk in consultation with Geraldine Shepherd (GS). GS said that the only significant change to the budget was a proposed increase to the Parish clerk's annual stipend which was currently £960 per year. She pointed out that the average workload for a Parish Clerk based upon the Montford Scale of Households-Hours for a parish with 100 to 199 households, as in our parish, was 4 hours per week. John Shepherd (JS) confirmed that this was an appropriate assessment of his workload. GS also pointed out that it was a legal requirement to pay the minimum wage of £7.20 per hour, but best practice to pay the UK living wage of £8.25 per hour. She considered that the clerk's stipend ought to be based upon the latter. This would amount to £1,700 per year and should be implemented with effect from the current half year. She pointed out that JS was not likely to wish to continue as clerk for much longer and that it would then be necessary to recruit a replacement. Annabella Scott queried whether £1,700 was sufficient and GS responded she felt that it was. After further discussion, all agreed to GS's proposal and the consequent need to increase the precept by £740 to £3,430 to cover these new staff costs. After reviewing the remainder of the proposed budget it was agreed as presented.

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

9. TO NOTE THE AWARD OF THE CONTRACT FOR THE IMPLEMENTATION AND FIRST YEAR'S MAINTENANCE OF THE WEBSITE AND APPROVE FUNDS FOR BACK RECORD CONVERSION

John Shepherd advised that he had now awarded the contract for the new website that had been approved at the September 2017 meeting to Town & Parish Council Websites, as follows:

a. Web Design and Set-up	£399
b. Website Hosting for 12 months	£120
Total	£519

He had also received a quotation for uploading the information on the current website to the new website of £185 and considered this a very competitive price. It would also get the new website operational very much faster than if he had to do all this work himself. There is currently a total of £750 in the budget for uploading information, i.e. back record conversion. He therefore recommended that the award of the contract for £185 for back record conversion/uploading information to the new website by Town & Parish Council websites be approved.

**Proposed: Anabella Scott, Seconded: Colin Baber – Agreed unanimously.**

10 TO REVIEW AND IF APPROPRIATE AGREE THE SECOND DRAFT OF THE EMERGENCY PLAN

JS reported that he had updated incorporating the additional points raised at the last meeting. No further points were raised and the second draft of the plan was adopted.

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

11. TO CONSIDER ANY PLANNING APPLICATIONS RECEIVED

a. [Erection of a dwelling - Land Adjacent To Aerodrome Garage Lasborough Tetbury Gloucestershire GL8 8UF](#)

Councillors discussed the above application at length and were unanimously opposed to it.

They felt that this entire "brutalist" design was not in keeping with the AONB. Although the design was unusual, it was difficult to see how it would add to the Cotswold landscape. The application makes much of the fact that the dwelling would be partially recessed into the ground and that it would be surrounded by a wall and partially hidden. As such it would most certainly not enhance the area.

Councillors were sceptical about many of the claims relating to the history of the site which they believed had been part of the Holfords of Westonbirt estate and not part of the Beaufort estate. Furthermore, the applicant appeared to have confused Babdown and Leighterton airfields. The site was formerly part of the latter airfield that was decommissioned at the end of WW1: it was never part of Babdown.

Since so many of the claims made in this application were clearly incorrect, it was difficult to give any credence to the remainder of the application.

Furthermore, the site is adjacent to a busy main road on which there is fast-moving traffic. The entrance to the site is narrow and Councillors felt it was completely unsuitable for use by the public or by school children, as suggested in the application.

In summary, Councillors considered this application to be for a wholly inappropriate design in a wholly inappropriate location.

They were further concerned that were planning permission to be granted, they considered it most unlikely that such an unconventional house with such a high build cost would ever be erected, but that it would set a precedent for planning permission for a more conventional house at a future date.

The Chairman agreed to write a letter strongly urging Cotswold District Council to refuse this application.

**Action: GS**

12. DATE OF NEXT PARISH COUNCIL MEETING

**The date of the next meeting will be 14<sup>th</sup> February 2018.**