

COLD ASTON PARISH COUNCIL

Councillors are summonsed

and whilst the public are invited to attend, due to COVID protocols a limit of 9 members of the public are able to enter the building for this meeting. Please email the Clerk at coldastonpc@gmail.com before 9am on January 19th for confirmation that a space will be available. Otherwise please email the Clerk with any questions that you wish to put to the Council

MASKS SHOULD BE WORN INSIDE THE BUILDING UNLESS YOU ARE MEDICALLY EXEMPT

Agenda for meeting

TO BE HELD ON

JANUARY 20TH 2022

AT 6.45PM

1.	Welcome from Chair
2.	Attendance to be recorded (anticipated as) Parish Councillors' Paula Marchant, Mark Ziles, Amanda Kimpton Mike Sibthorpe County Councillor Paul Hodgkinson and District Councillor Richard Keeling
3.	Apologies for absence to be recorded
4.	Declaration of interests to be invited
5.	Public Session where members of the public may speak to, ask questions of the Parish Council on matters on the agenda and other matters relating to the Parish. The session may last up to 15 minutes at the discretion of the Chair. Members of the public should note that at the close of the public session, the public are invited to remain to listen to the rest of the meeting.
6.	Reports from County Councillor Hodgkinson
7.	Reports from District Councillor Keeling
8.	Approval of minutes of November 21 meeting
9.	Highway matters Council to receive update from Cllr Ziles and consider any decisions arising a) What 3 words – b) Any other Highway issues c) 20 is plenty campaign (as distributed via email)
10.	Environmental matters Council to receive update from and consider any decisions arising a) Ash die-back b) Verges – no Mow May consultation has been completed (total responses 36 = less than 16% of electorate 13 for 19 against 4 both
11.	Council to receive update on Parish Plan working party and consider any decisions arising
12.	Council to consider correspondence received a) The North Cotswolds Schools Federation which has launched a consultation about a proposal to apply to become a Multi Academy Trust (MAT) comprising the current four schools across the current five sites. The consultation will run for six weeks until 18th February b) Correspondence received due to the specified COVID restrictions will be considered if received by 9am on 19 th January 2022
13.	Council to consider update on 20/04371/CLOPUD The Paddocks and note comments submitted under the Clerk's delegated authority Cold Aston Parish Council wishes to re-affirm its view that this land has always been used as agricultural land and wish to point out the discrepancies between the declarations made at the time of the original application in July 20 and the new declarations made in November 21

14.	<p>Council to note date of election for vacant Councillor seat will take place on 24 February</p> <p>This would mean that the notice of election will be published on 20 January and any candidates who would like to stand will need to submit their nomination paper by 4pm on 28 January.</p>
15.	<p>Council to receive update on CDC charging policy from correspondence received contested elections – with effect from 2023 on a transitional basis and approx. cost for CAPC £2k per contested election</p>
16.	<p>Council to consider update on electronic mail systems (Clerk)</p>
17.	<p>Council to approve the financial reports and payments lists</p>
18.	<p>Council to receive update and consider allotment matters</p> <ul style="list-style-type: none"> a) Renewal of tenancies has been sent a 2nd time b) Offered of empty plot(s) to person on waiting list VB – waiting response c) Council to consider request for greenhouse on Plot 1 as per the sketch plan submitted
19.	<p>Council to receive update on Planning matters and consider any decisions arising 21/04697/TCONR Works to trees in conservation areas Church Of St Andrew December 21st – no comments received from Councillors</p>
20.	<p>Date of next meeting to be agreed</p>
21.	<p>Any other business for information sharing purposes</p>
22.	<p>Close of meeting</p>

Draft minutes of Meeting held at 6.45pm in the Village Hall

On 25th November 2021

1. Welcome from Chair of Council
2. Attendance recorded as Parish Councillor **Paula Marchant, Mark Ziles, Amanda Kimpton**, 6 members of the public and County Councillor Paul Hodgkinson
3. Apologies for absences recorded as Parish Councillor Mike Sibthorpe and District Councillor Richard Keeling
4. Council invited Declaration of interests by Councillors for matters on the agenda-none
5. Public session –Allotment representative noted that the working party for the allotments yet to be organised. Consultation document for no-mow yet to be put on website as wording yet to be agreed. It was confirmed that the election to fill the remaining vacancy will be held in February 2021 and co-option will not be allowed in this case as 10 or more electors had called for an election. This is will be the 2nd election to fill the 2 vacancies and 1 remains open. The process was explained and it was confirmed that Cllr Sibthorpe was elected unopposed (not co-opted).
6. Correspondence received since last meeting from residents discussed by Council - storage of road salt is being held by local resident. **Clerk to ask if resident is ready to distribute and where/how the distribution would be organised.**
7. Council approved the draft minutes of the meeting held on the 8th October 2021- as attached
The resident who raised the accusation of bullying was contacted by the Clerk and asked for specific details of any incidents. The resident could not provide such details and has withdrawn the accusation. After due consider the matter has been closed by the Council
8. Report from County Councillor Paul Hodgkinson
COVID update
Whiteshoots Hill – reduction of speed is actively being considered by Glos Highways and investigating TRO option
River pollution -task group looking into this matter and the evidence collated at present time is not looking good
Question to CC Hodgkinson relating to boundary commission changes -potential change to the Cotswold area which may split the Cotswold in terms of Parliamentary elections. Not out for consultation at the present time.
Question on length of time a planning matter can be outstanding specifically relating to the caravan park.
9. Report from District Councillor Richard Keeling as distributed via email and read out key points to the meeting. The document will be attached to the minutes.
It was noted that Parish Councillors have attended the recent parish council forum at the District Council.
Call for sites for affordable housing noted (SHELAA)
Platinum Jubilee link for street party noted. It was also noted that the Village Hall committee is organising an event for Cold Aston
“20 is plenty” linked to speeding survey which was completed a few years ago and information is to go on to the website
10. Council approved financial reports and payment list
11. Council approved its budget/precept for 2022/23 in the sum of £4552
12. Council considered Highways updates and agreed actions – Cllr Ziles
 - a. “what 3 words” document has been drafted and explains the proposal for the scheme and will be distributed to all households and then potential for website publication. GDPR compliance to be confirmed. Cllr Ziles will put on WhatsApp and collate the list
Council approved expenditure for printing £20 limit
 - b. Spring litter pick date confirmed as 2nd April 2022 and will be advertised nearer the time on the website. Local resident will be asked to organise as previous year
 - c. Other highway issues- leak fixed by Thames Water

13. Environmental matters

- a. Verges – No Mow May proposal has been agreed to be sent out to Public Consultation, using the website and inviting comments to be sent to Clerk. 4 comments received by Clerk. Council to agree wording for submitting to the website. Deadline 12th of January to allow for the matter to be discussed at January meeting
- b. Ash die-back replacement tree update - Councillor Marchant will now receive and organise the distribution of 114 whips for planting on private land. Glos Highways communications have been distributed via email to data-base.
- c. Communication received from resident regarding ground under the Holly tree to encourage grass to grow. CGS to be asked to strim under the tree to encourage grass growth. Council agreed to not agree expenditure at this moment

14. Council considered allotment issues

- a. Registering of land update from Chair of Council – Clerk has also chased as the proper officer of the Council. Council agreed to change legal representation within 2 weeks if matter is not progressed and will instruct a recommended land conveyancer.
- b. Request for Greenhouse -Council would need specific details including confirmation that size will not exceed 10x8ft and a plan to be submitted to Council showing specific location, who will then call a special meeting to formally agree.
- c. Empty plot 16 to be confirmed via email from (since received) and then offered to next person on waiting list (Cllr Marchant)

15. Council noted planning matters

- a. Delegated power of the Clerk has been used in the following applications
21/04170/TCONR- supported
21/03541/FUL- supported
- b. There are no other outstanding planning applications
- c. 20/04371/CLOPUD –updated information has been distributed via email since last meeting. 8 letters have now been submitted stating that they have historically used the field for recreation and livestock was only for short periods. Latest information has been sent via email to database list.

16. Council agreed to adopt “LGA freedom of information policy” including to charge for information requested. The policy will be put on the website using the link: [Freedom of information | Local Government Association](#)

17. Council considered and agreed a **Parish Plan working party** with specific targets. It was noted that the CDC SHELAA to be explored as part of the review. Parish Councillors were agreed as the working party, noting decisions will need to be ratified at formal Parish Council meetings

- a) to evaluate if existing plan has met its targets
- b) if those targets are still relevant
- c) to agree consultation process on new targets
- d) Council agreed to consider a budget limit at the next meeting if required

18. Council agreed it would like to investigate electronic mail system as a replacement for the data-base email list. **Clerk to investigate** including google system used by Village Hall

19. Council agreed that review of standing orders and other policies be carried forward for next meeting including:

- Communication policy (draft distributed)
- bullying policy (draft distributed)
- criteria for co-option

20. Date of next meeting agreed as 20th January 2022 at 18.45pm
21. Any other business for information purposes only -Platinum Jubilee noting the Village Hall is organising event
22. Close of meeting at 19.43pm