

Didmarton Parish Council

Minutes of Didmarton Parish Council Meeting

7.30pm on Tuesday 2nd April 2024 at Didmarton Village Hall.

Meeting commenced at 7.45pm

Present, Councillors J. Pearce (Chairman), H. White, A Darbyshire, H. Turner, J. Hammond, District Councillor T. Slater. Clerk Mr. S. Hale

- 24.04.1 Apologies for absence accepted from Councillors C. Rogers & S. Hewlett.
- 24.04.2 No declarations of interest.
- 24.04.3 The minutes from 6th February 2024 were approved and signed by the chairman.
- 24.04.4 No report from County Councillor Hirst
- 24.04.5 District Councillor Slater has no report for this meeting

24.04.6 Finance

- 24.04.6.1 Council noted that bank statements, cashbook and recent invoices had been made available online to all councillors, and accepted that Cllr. Darbyshire had completed the internal controls process and corroborated the bank reconciliation.

Bank reconciliation and Internal Controls undertaken to **24th March 2024**

Opening Balance as at 1 st April 2023	£15,972.54
Treasurers Account Income	£13,889.07
Savings Account Income	£14.53
Expenditure	-£9,683.23
CASHBOOK BALANCE	£20,192.91
Lloyds Treasurers Account balance	£8,178.38
Lloyds Savings Account balance	£12,014.53
LLOYDS ACCOUNTS BALANCE	£20,192.91

- 24.04.6.2 Councillors ratified the following payments and noted interest receipts

PAYMENTS					
Date	Company	Details	Net	VAT	Gross
2024.03.06	Hathaway Gardenscapes	Village Maintenance	£338.00	£67.60	£405.60
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2024.03.18	Arnold Trading	2 Hardwood benches	£700.00	£0.00	£700.00
	SLCC	CiCLA Training Course	£450.00	£0.00	£450.00
RECEIPTS					
2024.02.09	Gross interest		£1.28		
2024.03.11	Gross interest		£13.25		

- 24.04.6.3 Councillors noted £12k transferred to linked Lloyds Instant Saver Account and was now earning a small amount of interest

- 24.04.6.4 Grass cutting and maintenance contract



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- Hathaway GardenScapes have agreed to act as our grass cutting and maintenance provider for April 2024 to March 2025 inclusive. Council resolved to authorise monthly payments of £116.25 + £23.25 VAT from April 2024 to March 2025 inclusive as a regular payment.
- Council noted that a letter had been delivered by hand to a resident who will be affected by changes to hedge cutting.
- *Cllr Hammond joined the meeting.*

24.04.6.5

Grant applications

- DVHCC - £1,050 application for D-Day Commemoration, Fish n Chips.
Council considered and resolved to approve this grant application for a payment of £1,050 (s.137 LGA 1972) subject to the following conditions,
 - A copy of the receipt for money spent to the caterer is to be supplied to the council after the event, to account for actual expenditure,
 - Any unspent grant money is to be returned to the councilClerk to arrange payment to DVHCC
- Council noted that the Parochial Church Council (PCC) have indicated they intend to apply in the near future for £500 towards church grass cutting. Council indicated they are likely to be supportive of such an application.

24.04.6.6

Community Projects Fund

The clerk updated the council regarding his meeting with the chair of the DVHCC and Cllrs. Pearce & White. The purpose of the meeting was to explain what potential funding is available from the parish council, how it can be applied for and what the council can and cannot do. It was a useful meeting.

Clerk to devise a protocol as to how and what can be applied for from the Community Projects Fund which effectively falls out of the scope of simple s.137 grant applications.

The clerk informed councillors that he had started to forward a regular, 'grants available' email to the DVHCC. It was agreed that this email should also be forwarded to the PCC for their consideration. Both organisations will be advised to subscribe to the email themselves.

24.04.6.7

Internal Audit – Consider and resolved to accept the findings of the audit and its recommendations which will be implemented. Council will review the recommendations within 6 months. Recommendations are,

- *Review insurance cover prior to renewal,*
- *Set-up a pre-approved regular payment list,*

24.04.7

Planning Matters

24.04.7.1

Cotswold District Local Plan update was explained by Cllr. Hammond who introduced previous concerns regarding its implementation. Council noted for information only at this point and agreed that Cllr. Hammond's report should be adopted as Appendix A to these minutes for future reference.



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- 24.04.7.2 **Reference** **24/00094/FUL**
Received Thu 11 Jan 2024
Validated Tue 30 Jan 2024
Address Tumbledown Barn Knockdown Didmarton. GL8 8QY
Proposal Variation of condition 2 (Approved drawings) to allow for additional structural works to permission 17/00097/FUL- Variation of condition 2 of planning permission 16/00886/FUL: use of carport, gym and storage area for residential use
Decision Application Permitted – 27th February 2024
Council noted this application.
- 24.04.7.3 **Reference** **24/00589/FUL**
Received Mon 26 Feb 2024
Validated Tue 27 Feb 2024
Address Bargate, The Street, Didmarton, GL9 1DT
Proposal Erection of garden office (retrospective)
Status Awaiting decision – standard expiry date 27th March 2024
Council noted this application
- 24.04.7.4 Councillor Slater informed the meeting that there is minimal capacity at CDC for any planning enforcement action at present.
- 24.04.8 **Highways Matters**
- 24.04.8.1 Holly Bush Lane, road surface – Council noted that Cllr. Hirst has taken a period of extended absence. Clerk has contacted GCC Highways in Cllr. Hirst’s absence but has not had a reply. Clerk to attend Holly Bush Lane and undertake an assessment of the road surface. All defects including photographic evidence where appropriate to be submitted to GCC Highways for consideration and attention. Remind Highways that this is a main route into the upcoming Badminton Festival.
- 24.04.8.2 GCC Highways repainting traffic control measures – update – Highways require what3words locations and specifics rather than, please repaint everything. Clerk to attend, take photos and location details and submit to Highways.
- 24.04.8.3 Council noted that the application for a mobile VAS has been withdrawn in light of our two new fixed VAS devices.
- 24.04.9 **Policies & Procedures**
- 24.04.9.1 Council reviewed and resolved to readopt the Complaints Procedure.
- 24.04.9.2 Council reviewed and resolved to readopt the Co-option of Councillor Procedure.
- 24.04.10 **Assets**
- 24.04.10.1 Defib taken for use locally but returned unused. Cabinet heater appears to be working correctly – Cllr White conducting checks. It was raised that the pub guttering above the defib’ is blocked and water runs onto the defib’ cabinet. Clerk to email pub to ask for the gutter to be cleared.
- 24.04.10.2 Salt bins – update Cllr Hammond has located all of the salt bins. Clerk to add details to the draft asset register and bring recommendations to the next meeting as to which



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locations would benefit from more aesthetically pleasing bins. Clerk to also bring quotes for consideration.

- 24.04.10.3 **Youth football goals & playing field benches** – update.
DCHCC have accepted the council's donation of these assets and will take responsibility for them with immediate effect.
- 24.04.10.4 **Joyces Pool responsibilities** – update,
Council noted that there had been no substantive response from the estate and that the clerk had therefore informed them what council accepts responsibility for. Council resolved to take responsibility for voluntary grass cutting (at the council's and estate's discretion), 2 fixed benches, 2 x concrete bench plinths, information plaque and the dog poo bin. Clerk will inform the Estate of the council's resolution.
- 24.04.10.5 **Two new hardwood benches for Joyce's Pool** – update
Been delivered. Clerk is awaiting fitting quote from Chris Hathaway. Council delegated decision to, and payment for fitting to the clerk as appropriate.
- 24.04.10.6 **Joyce's Pool footbridges** – Council noted that the Badminton Estate have been informed of the poor state of the bridges and have acknowledged. They have committed to inspect but I have not yet had an update.
- 24.04.10.7 Council noted that the Asset Register will be finalised by the clerk, for adoption at the AGM.
- 24.04.11 **Elections**
Councillors noted the forthcoming Police and Crime Commissioner which takes place on Thursday 2nd May 2024
- 24.04.12 **Matters Arising – no spending decisions can be made**
Council delegated to the clerk, disposal responsibility including any payment required, of the old bench at Joyce's Pool once the two new ones have been installed.
- 24.04.13 **Date of next meetings**
Annual Parish Meeting
There was discussion about the need for calling an Annual Parish Meeting in addition to the Parish Council AGM. The calling of an Annual Parish Meeting is **NOT** a parish council's legal responsibility. As recently, it has never attended by anyone other than members of the parish council, it was felt that there was no need for it.
Neither the chairman or parish councillors called for a meeting to be held. Clerk to research legality of not holding a meeting and give an update to councillors. If it was subsequently decided to call a meeting then that could be done. However, at present, no member of the council is calling for a meeting so one will not take place.

Parish Council AGM (otherwise known as the Annual Meeting of the Parish Council)
Didmarton Village Hall - 7.30 pm on Tuesday 7th May 2024

The meeting was closed at 8.25pm.

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Appendix A – Cllr. Hammond report considering the CDC Local Plan

Cotswold District Local Plan Update (February 2024)

Under the South Cotswolds Area there is a section 'Call for Sites' and within this landowner's and/or developers can indicate where they have available land which they believe can help meet development needs within the Local Plan over the period up to 2041.

These are set out under a section called SHELAA (Strategic Housing and Economic Land Availability Assessment). Submitting proposals doesn't allocate land for development in the Local Plan and doesn't grant planning permission but consultees are able to provide feedback on any factual inaccuracies.

Cotswold DC are then supposed to do further assessment work on short-listed sites on such factors as their viability, infrastructure impact, available local amenities etc and can then use the results to decide which sites go into the Local Plan revision.

So this process and submissions form part of the Local Plan consultation process and I recall that Badminton Estate advised Parish Council some months/a year or so ago of their intent to submit various locations in the village.

On the Cotswold DC Planning website there is an Interactive Map showing all of the sites that have been logged, and Councillors ought to be aware of them even if Cotswold DC, according to the map's legend, seem to have discounted them for inclusion in the Update.

There were six locations submitted, details of which are below, together with a commentary from when I was involved as Chair in extending the Conservation Area and involvement in other planning matters together with potential implications for the Village:-

Ref R438 – By the entrance to the Playing Field. As we know this parcel of land has now been sold by the Estate and been developed, even though a number of previous planning applications from the Estate had been refused.

Ref R436 – Land between Windways and the houses on the corner of Badminton/Hollybush Lane. This is currently gardens and it was always anticipated that would get developed as 'infill', but to increase the opportunity (ie number of houses) the Estate secured a 3 metre wide strip of land in the Playing Field alongside the wall when they re-negotiated the Playing Field Lease with DVHCC so that access can be off the Lane rather than directly off The Street.

Ref R437 – Russells' Farmyard. The Estate secured planning permission a number of years ago for 3 houses which became Russell Close. Only 2 were built, the third was to the left hand side of the access road and essentially would be potential access to the farmyard but permission was allowed to lapse. It was always likely that the Estate would try to develop this site once the Russells gave up their farm tenancy (the tenancy currently is just for the yard, barns and out-buildings as the fields behind Bertha's Field and St Arild's Road towards Chapel Walk have been transferred to Mark Clark, another tenant farmer). Building at this location would be



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outside of natural development/building line of the existing houses, and so would be expanding the village rather than natural 'infill'

Ref R439 – Land behind/to side of Village Hall (accessed from the private road for access to the cottages). The Estate have previously tried to develop on this piece of land as they see it as 'infill' but it was refused and they also lost an planning appeal, essentially as the land is outside of the natural development/building line of the existing houses (the Village Hall doesn't exist as far as planning criteria is concerned) and the land is in the Conservation Area.

Ref R440 – Field at the end of St Arild's Road towards Chapel Walk. This field is next to the Conservation Area and there is a note in the Area Statement that whilst it is not included it has a significant visual impact on both the Chapel and the views towards Chapel Walk itself, both of which are in the Conservation Area and so should be seen in that context. It has always been acknowledged that, given the likely number of houses that could be built, the vehicle access for the number of vehicles which would need to be accommodated is very prohibitive given that Chapel Walk is a private road for which access onto The Street is very poor, Creephole Lane is a narrow lane which isn't suitable for increased traffic and the number of vehicles using St Arild's Road and Bertha's Field onto The Street is already at a peak and Highways are unlikely to support increased use.

Ref R441 – Land behind Summer House (1-9 The Street), Saltbox and The Old Laundry. The existing property on the site is a barn/store and the Estate tried to convert it into a small dwelling a number of years ago and were refused permission. Similarly there was a proposal many years ago to erect a new build on land to the Tithe Barn side of the lane on what was a tennis court and again this was refused for the same reasons as above. Access would be via what is currently a designated footpath (NDM 28 - Frog Lane), again this land is outside of the natural development/building 'envelope' of the existing houses and the land is in the Conservation Area and the visual impact as you drive into the village from the eastern approach would be detrimental.