

## **LOWER SLAUGHTER PARISH COUNCIL**

Clerk: Ruth Waller. c/o Copperfields, Colman. Temple Guiting.  
Tel: 01451 850611 Email: clerklspc@gmail.com  
Website: www.lowerslaughterbtc.co.uk

### **Minutes of Lower Slaughter Parish Council meeting held on Monday 19<sup>th</sup> March 2018 in Lower Slaughter Village Hall. The meeting was opened by the Chairperson (Cllr Fennell) at 6.40pm.**

Councillors present: Cllrs Fennell, Roche, Chapman and Thomas  
In attendance: Ruth Waller (Acting Clerk) and 5 residents

**180319/1 To receive and consider apologies for absence:** Apologies were received and accepted from Cllr Sinclair. Apologies had also been received from this Council's previous Minute Secretary, Karen Randles.

**180319/2 Declarations of Interest:** To declare any personal, pecuniary and prejudicial interests in items on the agenda (Localism Act 2011): none declared

**180319/3 Chairman's Opening Remarks:** Cllr Fennell welcomed those present and introduced Ruth Waller as the new Acting Clerk for this Parish Council. Ruth is also Clerk to Upper Slaughter and Broadwell Parish Councils. Cllr Fennell also stated that this would be his last meeting as a Councillor as he would be resigning at the end of this meeting. For the benefit of those present, Cllr Fennell then explained the process for electing a new Parish Councillor.

**Action: Clerk to notify Cotswold District Council Democratic Office of a Councillor vacancy for this Parish.**

**180319/4 Minutes: To approve the minutes of the Council Meeting held on 15<sup>th</sup> January 2018:** The minutes of this meeting had been circulated to members and displayed on the notice board. **Cllr Chapman proposed that the minutes were approved as a true record of accounts and Cllr Roche seconded this motion.** The minutes were then duly signed by the Chairman.

**180319/5 Matters Arising from the Minutes:** Defibrillator training – inadequate response had been received as yet to implement this training. It would be re-advertised in the next LSVN

5.2 Letter to Heythrop Hunt: A draft letter had now been received from Mrs Bennett. This would be amended by Council prior to it being sent by the Clerk

**Action: Clerk to send letter, on behalf of the Parish council, to the Heythrop Hunt**

5.3 Grass damage at Church entrance: Church attendees had been requested to take care when parking in this area. The possibility of kerbing was also discussed as there is currently no defined kerb.

**Action: Cllr Thomas to obtain quote for the completion of this work.**

**Action: Clerk to cite this proposal to Gloucestershire Highways Department.**

5.4 Advisory letter about parking in The Square: Cllr Roche confirmed that this letter had already been distributed to residents.

**180319/6 To approve appointment of Acting Clerk:** Council noted that Ruth Waller had commenced as Acting Clerk to this Council on March 1<sup>st</sup>. **Council resolved that this appointment was to their agreement.** This motion was proposed by Cllr Fennell and seconded by Cllr Chapman.

**180319/7 To consider appointment of Clerk with a permanent contract:** The Contract of employment for Ruth Waller as Clerk to Lower Slaughter Parish Council had been drafted and was considered at length. The Clerk advised that all councillors should read this final draft contract, prior to signing. **Cllr Roche proposed that this Council appointed Ruth Waller as Clerk with immediate effect. Cllr Thomas seconded this resolution with full council approval.**

**Action: Cllr Chapman to send all Councillors this final contract for their perusal, prior to the Clerk and current Chairman signing it.**

**180319/8 Public Questions:** 8.1 A member of the public questioned a minute from the Council meeting held on 19<sup>th</sup> January. The Clerk advised that only Council members could request an amendment to an inaccuracy of the minutes and, if Councillors agreed to the inaccuracy, it could be passed as a resolution at the next council meeting.

8.2 This Council's previous Minute Secretary, Karen Randles, had sent her apologies but wanted to publically thank the Councillors for their support and sent best wishes to the new Clerk in her post. In return, the Chairman thanked Karen for her hard work over the past 10 years.

8.3 One resident then thanked the retiring Chairman for his commitment to this Parish Council.

8.4. The following highways matters were raised by residents:

Signed \_\_\_\_\_

Date \_\_\_\_\_

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- Pedestrians walking on the main road A429 towards Slaughter's Pike bus stops. **Action: The Clerk to bring this to the attention of Gloucestershire Highways Department**
- Possibility of an additional sign on Pike Road to improve safety
- The surface of the bridlepath to Bourton-on-the-Water (Scare Lane) was very muddy and required attention

8.5 A resident reported that there was increasing rubbish to be found in lay-bys and hedges around the Parish. The Village spring-clean would be arranged for sometime in April and this issue could be reviewed following this.

**180319/9 To provide an update in relation to the Village Grass Cutting and Maintenance:** Cllr Chapman informed those present that there was no further news to report at this stage.

**180319/10. To commence review of this Council's Standing Orders:** The Clerk advised that this Council's Standing Orders required updating and tailoring to this Council. **Council resolved to delegate this task to Cllrs Sinclair and Thomas.** Once the Standing orders had been reviewed, they would then approved by full Council.

### **180319/11 Finance:**

**i) To consider and approve current financial status:** The RFO reported a balance of £23,903 in the Reserves account and £5,851 in the Treasurer's account.

**ii) To approve additional payments and note receipts.** The following payments were approved:

Cheque No	Payee	Purpose	Authority	Cheque Value	VAT to be reclaimed
0598	Dowdeswell Forestry Services	Maintenance of 2 Lime Trees	Highways Act 1980,s.96	£312.00	£52
0599	K E Randels	Jan/Feb Admin Expenses	LGA 1972,s.112 (2)	£203.60	None
0600	GAPTC	Annual Subscription fee	LGA 1972, s.111	£55.66	none
0601	PATA	Set-up cost for PATA Payroll	LGA 1972,s.112	£22.50	None

**Payment up to the sum of £100 for Chippings on Scare Lane was also approved by Council upon receipt of the invoice.** Motion proposed by Cllr Thomas and seconded by Cllr Roche.

**Income:** £27 was noted from allotment rent and £57.88 from Castle Water.

**iii) To consider this Council using PATA payroll services £12.50 per quarter:** **Council resolved to use PATA as payroll agent for the Clerk.** As well as the quarterly fee of £12.50, the £10 set-up fee was also approved (see above table). Motion proposed by Cllr Roche and seconded by Cllr. Fennell.

**iv) To consider GAPTC subscription 2018-19: £55.66** **Council resolved to continue to use GAPTC's services and therefore approved the annual membership subscription** (see above table)

**v) To consider any other financial matters:** Suggested donation to Villager Bus Service £150. This matter was deferred to the Annual Parish Meeting to enable the Clerk to establish how many, if any, residents were actually using this service.

### **180325/12. To consider and note Planning Applications:**

#### **i) To consider new planning applications:**

C/17/01415/STC – Licensing Application Consultation – Street Trading at The Grafters, Fosseway, Lower Slaughter: **Application permitted**

17/05039/FUL – Change of use of existing yard and building to a builders merchant yard, including installation of fencing, external storage racking and associated infrastructure at Units 1 and 2, The Grafters: **no objection by Council**

17/05115/FUL – Two storey extension to rear of 15 Mill Lane, Lower Slaughter: **Application withdrawn**

18/00361/FUL and 18/00362/LBC – Conversion of existing garage and domestic storage to residential unit for family use, staff accommodation or holiday let at Church Farm House, Copse Hill Road, Lower Slaughter: **Council did not object to this application but were concerned**

Signed \_\_\_\_\_

Date \_\_\_\_\_

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regarding the potential use as a holiday let.

ii) **To consider Appeal No: APP/F1610/W/18/3194551** – Replacement dwelling at Ladybird Cottage Wyck Road Lower Slaughter: **No comment by Council**

iii) **To note any decision notices received since last meeting:** 17/04350/FUL - Amendments to stable building approved under 17/01339/FUL Land Off Wyck Road: **Application Permitted**

**180319/13 To provide an update on Highways, Traffic and Parking Matters:** The Clerk advised that she would be meeting with Rhodri Grey, the new Area Highways Agent for this area on Tuesday 27<sup>th</sup> March. A list of outstanding issues would be provided to the Clerk by Councillors. Cllr Fennell had received notice for a Temporary Road Closure of Wyck Road on 16<sup>th</sup> April for cabling works.

**180319/14 To provide an update on the Flood Alleviation Report:** Little to report other than the river had coped well in the recent bad weather. 14.1 - Tree stump behind The Stables: no further update

**180319/15 To receive a Village Maintenance Report:** Item 15.1 – Planting of Liquidambar tree: Burford Garden centre had mislaid this order. Cllr. Thomas was now in contact with the supplier and would continue to pursue this purchase.

**180319/16 To receive reports relating to Local Businesses, Church, Fete and Village Hall.** The Rector provided those present the following information: Easter Sunday, 1<sup>st</sup> April, Holy Communion -11am (with Upper Slaughter). The Annual PCC meeting would take place on the 22<sup>nd</sup> April, midday in the Church and all were welcome to attend. Rev'd Canon Scott also advised that the Church were to submit a planning application for a WC. The Fete Committee meeting held on 3<sup>rd</sup> March had been well attended and stalls were already confirmed. However, more members were required to join this Committee. The Village hall had recently purchased new, smaller display boards for the Artists' use.

**180319/17 To provide an update on the Allotments and Orchard:** Council agreed to purchase a new gate for the Allotment entrance. The next date for the Allotment Working Party is Friday 13<sup>th</sup> April.

**180319/18 To receive an update on the Parish Council Website:** Due to the absence of Cllr. Sinclair, this matter was deferred to the next Council meeting

**180319/19 To receive Reports from Wardens:** The River Warden stated that some clearing had taken place recently and that the river had coped well in the recent bad weather. Cllr Fennell reported that the salt spreader had recently been successfully used. Rights of Way were reported as their condition being muddy and signage was good. Some repairs had been made. Cllr Thomas stated that the lime trees had been dead wooded. The payment for this work had been approved previously by Council.

**180313/20 For information only:** The following correspondence had been received and circulated to Councillors and residents as appropriate:

- Email from resident regarding financial contribution to the Parish: Clerk had already responded.
- Email from a visitor suggesting possible twinning with a preserve in California: **for consideration at Parish meeting**
- Letter from a non-resident relating to 'litter-picking': **Clerk to respond and invite the individual to the village spring-clean**
- AONB Management Plan Consultation: Link to go onto website + residents encouraged to respond
- Gloucestershire County Council newsletter by Cllr Dr. Nigel Moor

**180319/21 To agree the date of the next meeting: The next meeting will be the Annual Parish Meeting, to be held on Monday 14<sup>th</sup> May commencing at 6.30pm, venue to be confirmed. The Annual Meeting of the Parish Council will also be held on Monday 14<sup>th</sup> May commencing at 7pm, immediately following the Parish Meeting.**

The chairman then thanked everyone for attending and closed the meeting at 8.50pm.

Signed \_\_\_\_\_

Date \_\_\_\_\_