

# Shipton Parish Council

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## Minutes of Parish Council Meeting

**Monday 27<sup>th</sup> November 2023 in the Reading Room at 7.45 pm.**

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**Councillors present:** Cllr Harry Chalklin (Chairman), Cllr David Hellens, Cllr Ann Hanagarth

**In attendance:** 6 members of the public.

- 231127/1 **Chair's Opening remarks and welcome**  
Cllr Chalklin welcomed everyone to the meeting and covered various village related topics.
- 231127/2 **Apologies for Absence**  
Apologies were received and accepted from Cllr Helen Cowing.
- 231127/3 **Declarations of Interests**  
Cllr David Hellens advised that he has updated his declaration of interests form with CDC to reflect being a Trustee of the Reading Room, Cllr Harry Chalklin and Cllr Anne Hanagarth also updated their Declaration of Interests forms.
- 231127/4 **Appointment of new Clerk**  
Cllr Harry Chalklin welcome Verna Spires as the new Clerk and RFO.
- 231127/5 **Minutes of previous meeting held 21<sup>st</sup> May 2023.**  
The amended minutes were agreed with the Parish Councillors and signed as a true record.
- 231127/6 **Public Session**
- A request from the public to request sweeping of Dark Lane will be passed on to Gloucestershire Highways.
  - A request from Withington Parish has been received to borrow the speed indicator sign. Paul Morrish will liaise with Withington and all the existing equipment will be collected and stored together.
  - The road closed and collapsing wall by the phone box was brief discussed and the Parish Council are awaiting further instruction from Gloucestershire Highways who advised that the road should remain closed for the foreseeable future while surveys and investigations are waiting.
- 231127/7 **Planning Applications**  
There are no new planning applications for the Parish. Current applications can be viewed [here](#) .  
Cllr Harry Chalklin explained that the recent amendment to the PROW (by the power station, past North Farm) was a historic review of regulations and nothing would be changing with this Right of Way.
- 231127/8 **Finance**
- a) A finance report had been received by the Parish Councillors prior to the meeting showing expenditure so far this financial year and expected payments to the end of the year (March 31<sup>st</sup>)
  - b) B) Future budget and precept requirement are still under discussion, and it is hoped that a cost will be known for the wall repair soon. Final

information will be reviewed and agreed at the next meeting in January 2024.

231127/9

**Co-option of a New Councillor**

Cllr Harry Chalklin explained that there is still a vacant seat on the Parish Council which is eligible for co-option. He advised that if anyone is interested in being co-opted onto the Council, they should contact the Parish Council via email asap. ([shiptonparishcouncil@gmail.com](mailto:shiptonparishcouncil@gmail.com)). The Clerk will advertise this vacancy via social media, website and noticeboards.

**Gloucestershire Highways – Wall Update**

231127/10

- As previously reported, the Parish Council are awaiting further instruction regarding the wall and the road will remain closed for now.
- Discussion took place regarding the Speed Indicator Sign which is owned by the Parish Council. It was noted that it has not been used for some time and the batteries are now outdated. Solar panel power was discussed, and it was agreed that the sign and batteries will be collated, and alternative power sources will be investigated. It was agreed that the sign is effective and could be lent to other local parishes for short periods. Cllr Harry Chalklin will discuss funding option for power sources with County Cllr Paul Hodgkinson.
- Noticeboards were discussed and it was agreed that Cllr David Hellens will look at the boards in Shipton and Hampen as assesses the possible repair/replacement/disposal of them.

231127/11

**New Village Website**

Andy Gibbs advised that he has been in contact with the many village clubs/groups to advise about content for the website. There are several technical policies and decisions to be made before it can be published and information from the Parish Councillors will be required. Andy Gibbs is happy to continue to work on this for the Parish Council and the Clerk will liaise with him to move this forward. It was agreed that the cost of the website hosting (£21.99) per month was reasonable.

231127/12

**Grass Cutting**

The current grass cutting contract will need to be renewed for Spring 2024 as John Lewis has stepped down after many years. An advert for a new contractor will be published over the winter.

231127/13

**Date of Next meeting**

As the precept request must be submitted by the end of January 2024, the next meeting is scheduled for **Thursday 25<sup>th</sup> January 2024**, subject to approval from the Reading Room committee.

Meeting concluded 20.40.

**SHIPTON PARISH COUNCIL**

**ACTION GRID**

<b>Task</b>	<b>Responsibility</b>	<b>Due Date</b>	<b>notes</b>
Request to Highways Sweeping of Dark Lane	Harry Chalklin	Dec 2023	
Speed sign – collate equipment	Paul Morrish	Dec 2023	
Liaise with Withington for speed sign	Paul Morrish	Dec 2023	
Investigate power sources for Speed sign	Paul Morrish/Clerk	Dec 2023	
Advertise Co Option of P Councillor	Clerk	Dec 2023	
Review state of notice boards	David Hellens	Dec 2023	
Review website details	Andy Gibbs/Clerk	Jan 2024	
Arrange grass cutting contract	Clerk	Jan 2024	
Confirm date of next meeting	Clerk	Dec 2023	

**SHIPTON PARISH COUNCIL**

**Finance**

**November 2023**

**Financial year 2023-2024**

**£**

Precept income	17600
Spending so far (Apr23 - Oct23)	10380
Expected costs for year (Apr 23 – March 24)	16685
Bank Balance 10th October 2023	40055