

**MINUTES OF MORETON IN MARSH TOWN COUNCIL'S ANNUAL MEETING HELD ON
MONDAY 18TH MAY 2015 AT THE TOWN COUNCIL OFFICES,
OLD TOWN, MORETON IN MARSH AT 7.00 PM**

PRESENT: Councillors: T Lewis, A Coggins, M Lucas, L Cowap, J Martin, T Fawcett, A Whitworth
Clerk/RFO/Proper Officer and 9 Members of the Public

Also in attendance Cotswold District Councillor R Dutton and County Councillor N Moor

Cllr Coggins Chaired the meeting for the first agenda item.

1. **ELECTION OF CHAIRMAN:** Cllr Whitworth proposed Cllr Lewis, which was seconded by Cllr Coggins
RESOLVED: Cllr Lewis is re-elected as Chairman for the forthcoming year. **RECORD OF VOTING:** All in favour. Cllr Lewis signed the Acceptance of Office and Code of Conduct and this was countersigned by the Proper Officer.
2. **ELECTION OF VICE-CHAIRMAN:** Cllr Lewis proposed Cllr Lucas, which was seconded by Cllr Whitworth.
RESOLVED: Cllr Lucas is elected as Vice-Chairman for the forthcoming year. **RECORD OF VOTING:** All in favour. Cllr Lucas signed the Acceptance of Office and Code of Conduct and this was countersigned by the Proper Officer.

(Cllr Coggins left the meeting at this juncture)

3. **APOLOGIES:** None.
4. **DECLARATION OF INTERESTS IN ITEMS ON THE AGENDA:** Cllr Whitworth declared an interest in the accounts to be paid.
5. **MINUTES** of the Meeting held on 13th April 2015 had been circulated and displayed on the notice board.
RESOLVED: That the Chairman sign the Minutes as being a true and accurate record. **RECORD OF VOTING:** 4 in favour and 2 abstentions. The Minutes of the Annual Parish Meeting held on 16th April 2014 were reviewed. There was not a quorum present to approve the Minutes due to the change in Council Membership. Therefore, it was proposed that as the Minutes had been circulated and no comments received that they be signed as a true and accurate record. **RECORD OF VOTING** - All in favour.
6. **CO-OPTION OF NEW MEMBER:** Mr Alan Joynes was given 3 minutes to address the Council meeting.
RESOLVED: Mr Joynes be co-opted onto the Council with immediate effect. **RECORD OF VOTING:** All in favour.

Cllr Joynes signed his Acceptance of Office and Code of Conduct and this was countersigned by the Clerk. The Register of Members Interests form was supplied, which needs to be completed within 28 days of co-option. The Chairman and Members welcomed Cllr Joynes to the Council and he took up his seat.

7. **QUESTIONS FROM MEMBERS OF THE PUBLIC:** A Member of the Public praised the Planning Committee for the considered response to the reserved matters application for the food store.

A Member of the Public asked if the new noticeboard could be moved onto the fence as the gates are locked in the evening. The Clerk responded to confirm the gates are not locked until 7pm and are unlocked early every morning including weekends, which has been necessary due to the litter and vandalism occurring. The pedestrian gate will hopefully be left unlocked in the future.

A Member of the Public raised concerns regarding traffic and speeding along London Road. Cllr Lewis said the Council had raised concerns regarding this on numerous occasions and signage has still not been erected by Gloucestershire County Council and asked Cllr Moor to look into this. The second comment was relating to the walkway from Moreton Park to the town and the need for this to be resurfaced. Cllr Joynes had raised this with Amey and was told that, although the developer had provided funding, works had not been scheduled.

A representative from the Bowls Club asked the Clerk to respond to two queries that had been raised the previous week. The Clerk confirmed she had contacted Gloucestershire County Council Highways and had been told that signage for individual sport establishments on the Highway is not allowed, unless there are exceptional circumstances. If the Bowls Club wanted to hold a car boot sale a licence was not required, however, permission would still need to be granted by the Town Council.

A Member of the Public thanked the Council on behalf of the Senior Youth Club members for installing a second basketball hoop at the Astroturf. The Council was asked if they would consider replacing the Astroturf which is very worn and the Senior Youth Club Members would be prepared to help fundraise towards the cost. Cllr Lewis noted the request and confirmed it would be considered by the Parks and Amenities Committee.

- 8. COMMUNITY POLICE REPORT:** There was no report available. The Clerk will write to the Sergeant requesting a monthly report if Officers are not available to attend.
- 9. REPORT BY WARD GLOUCESTERSHIRE COUNTY COUNCILLOR N MOOR:** Cllr Moor began by congratulating the Town and District Councillors on their election. A Flood Board meeting had taken place earlier in the day. There is a significant highways investment programme this year with the 5 mile drive resurfacing already completed and further A44 improvements in June, as well as resurfacing of Stow Hill in September. Pavement resurfacing has just been completed in Wellington Road. Through the Councillor budget, Cllr Moor has approved funding towards the extension of the footpath in Queen Victoria's Garden and an extension to the footpath to the Hospital. Concerns regarding poor repair works in the High Street and condition of the footpath along the Fosseway will be reviewed. Cllr Moor asked residents to write to him with regards to additional lighting for Fosseway Avenue.

Cllr Moor had supported the call-in by Cllr Dutton regarding the reserved matters application for the food store and had expressed concerns regarding highways matters.

In relation to a comment raised earlier by a Member of the Public, Cllr Moor explained that he had been trying to drill down what highway improvements had been agreed for Moreton Park and what had been delivered or will be delivered with the funding received. Concerns regarding London Road need to be supported by the Police. Cllr Moor agreed to write to Bob Skillern requesting a meeting be convened with Highways, the Police and the Town Council to discuss this further.

Cllr Martin asked if any improvements will be made to the railway bridge on the A429. No immediate plans are in place although Cllr Moor is trying to arrange for a Feasibility Study to be carried out with some of the funding from Capita.

Draft car parking objectives and proposals have been sent to the Council for comment, before the public parking consultation takes place in July.

- 10. REPORT BY WARD DISTRICT COUNCILLOR:** Cllr Dutton congratulated Cllr Coggins on being elected as a District Councillor and is looking forward to working with the Town Council and Cllr Coggins over the next four years. Cotswold District Council's meeting of the new Council would be taking place the following day. Conservative Councillors kept the majority with 24 Councillors being elected out of 34 Members.

Cllr Dutton has raised serious concerns regarding access for the reserved matters application for the food store as the area is already hazardous and needs to be addressed before the application can be fully considered.

Cllr Dutton agreed with the earlier comments that the footpath to Moreton Park needs to be addressed as soon as possible.

(Cllr Moor left the meeting at this juncture)

- 11. CLERK'S PROGRESS REPORT AND COMMENTS ON THE MINUTES OF THE MEETING HELD ON 13TH APRIL 2015:**

Neighbourhood Development Plan – the application for the area of designation has been drafted and will be submitted this month.

Redesdale Hall – Advice regarding the roof is being sought.

- 12. REVIEW OF STANDING COMMITTEES AND WORKING PARTIES AND CONFIRMATION OF THE TERMS OF REFERENCE: RESOLVED:** Existing Committees to continue with the Allotments and Cemeteries Committee being separated and an additional Youth Club Committee formed. Terms of Reference approved. **RECORD OF VOTING:** All in Favour

13. APPOINTMENT OF MEMBERS FOR STANDING COMMITTEES AND WORKING PARTIES

The membership would be reviewed at the next meeting when further co-options take place.

RESOLVED: the following Council Committee and Working Party membership is approved;

Committee	Name
Allotments	Cllr Lucas
Cemeteries	Cllr Martin
Finance and Policy	Cllr Lewis Cllr Cowap Cllr Fawcett
Planning	Cllr Coggins Cllr Cowap Cllr Lucas Cllr Fawcett
Parks and Amenities (incorporating Horse Pool Sub Committee)	Cllr Cowap Cllr Coggins Cllr Fawcett
Personnel	Cllr Cowap Cllr Whitworth
Skate & Sports	Cllr Whitworth Cllr Lucas
Resilience	Cllr Lucas
Youth Club	Cllr Whitworth
Working Parties	Name
Traffic & Parking Working Party	Cllr Coggins
Community Plan Steering Group/NDP	Cllr Coggins

RECORD OF VOTING: All in favour.

- 14. ELECTION OF COMMITTEE AND WORKING PARTY CHAIRMEN: RESOLVED:** The following Members be elected as Chairman of respective Council Committees and Working Parties;

Cemeteries – Cllr Martin

Finance & Policy – Cllr Lewis

Planning – Cllr Coggins

Parks and Amenities – Cllr Cowap

Skate and Sports – Cllr Whitworth

Resilience – Cllr Lucas

Youth Club – Cllr Whitworth

Community Plan Steering Group – Cllr Coggins

RECORD OF VOTING: All in favour.

- 15. APPOINTMENT OF REPRESENTATIVES FOR OUTSIDE BODIES: RESOLVED:** The following members appointments are approved;

The Moreton Charity – Cllr Martin

Redesdale Hall Committee – Cllrs Lucas and Martin

RECORD OF VOTING: All in favour.

- 16. TO REVIEW AND NOTE INTERNAL AUDITOR'S REPORT:** The Internal Auditor's report had only been received by the Council early that day, therefore Councillors have not had an opportunity to review the report and couple of items still needed clarification. It was unanimously agreed that this items should be deferred to an Extraordinary Council meeting to take place on 1st June, to ensure the paperwork is submitted to the External Auditor within the deadline.

- 17. APPROVAL OF ACCOUNTING STATEMENTS FOR 2014/15 AND ACCEPTANCE OF ANNUAL GOVERNANCE STATEMENT 2014/2015:** As above, this item will be deferred to an Extraordinary Council meeting before 5th June.

18. TO CONSIDER REPORTS OF THE FOLLOWING COMMITTEES:

- 18.1 PLANNING COMMITTEE:** Minutes of recent minutes had been circulated. A meeting would be held tomorrow evening.

- 18.2 RESILIENCE COMMITTEE:** Cllr Lucas confirmed that the Emergency Plan is progressing and St David's Centre has been approached to use the hall as an emergency refuge centre. Cllr Lucas has discussed the possibility of the Scouts help with the Watercourse Mapping Pilot and a presentation from Gloucestershire County Council is being arranged. A Flood Board meeting took place earlier in the day. This is an on-going process but a lot of work is taking place in the background and a lot of water has already been diverted from the town. Culvert works on Stow Bridge are due to take place in September (after the Moreton Show) and this will require the road being closed for up to 2 weeks. Although there will be a short period of disruption, the town will benefit from the flood measures. A letter from residents from Croft Holm had been received by the Council and this has been passed to the Flood Board. Gloucestershire County Council and the Environment Agency are meeting to discuss the Thames Water facility and will be included on the next Flood Board's meeting agenda.
- 18.3 PARKS AND AMENITIES COMMITTEE:** The railings at Queen Victoria's Garden have recently been painted and general works are on-going.
- 18.4 FINANCE AND POLICY COMMITTEE:** A meeting of the Committee was held on 16th April and minutes have been circulated.

- **To review and approve insurance cover** – A briefing note had been circulated, along with the recommendation from the Finance and Policy Committee. **RESOLVED:** The quotation from WPS for a 3 year policy at £2,853.53 per year is accepted. **RECORD OF VOTING:** All in favour.
- **Budget update** – A report of expenditure v budget had been circulated to Councillors and no issues were raised.
- **To confirm accounts to be paid** - Orders on the Treasurer were drawn as follows:-

Payee	Cheque No.	Gross £
Business Machine Services	4376	53.40
A Peach	4377	1340.00
AE Fisheries	4378	250.00
Redesdale Hall	4379	176.00
R J Miller	4380	75.00
Sita UK Ltd	New book 4741	261.60
S Whitworth	4742	96.00
St David's Centre	4743	112.50
Anker International	4744	74.88
Lucille's Electrical Services	4745	575.00
Viking	4746	91.10
Travis Perkins	4747	12.43
Moreton Bowls Club	4748	50.00
Cash	4749	50.00
K Norton	4750	20.00
Travis Perkins	4751	75.17
British Gas	4752	84.00
K Noble (expenses)	4753	75.10

Payments which had been made since the last meeting:-

Payee	Cheque No.	Gross
GAPC	4375	939.50
Cotswold District Council	DIRECT DEBIT	213.00
Cotswold District Council	DIRECT DEBIT	600.00
Heart Internet	DIRECT DEBIT	10.79
Talk Talk	DIRECT DEBIT	17.31
British Gas	DIRECT DEBIT	334.80
Payee	Cheque No.	Gross
British Gas	DIRECT DEBIT	60.00
Lloyds Bank	DIRECT DEBIT	20.51

RESOLVED: Expenditure approved. **RECORD OF VOTING:** 6 in favour and 1 abstention.

18.5 ALLOTMENTS & CEMETERIES COMMITTEE: No issues to report.

18.6 SKATE & SPORTS SUB COMMITTEE: No issues to report.

- 19. REDESDALE HALL:** The Annual General Meeting is scheduled to take place on 20th May.
- 20. MORETON YOUTH CLUB:** Cllr Whitworth explained that GMAS had now been running the service for three weeks and the junior numbers are increasing. The previous team leader is still working with the seniors; however they are now using the Astroturf/skate park instead of attending the hall. Therefore, the juniors session times will be changed to 6.30pm-8.30pm and the hall will still be open to 9.00pm if any seniors did want to attend.
Unfortunately the ABC training that was due to commence in April has been delayed until October. Cllr Whitworth has made further enquiries and the volunteers who help at Youth Club and who will manage the Drop-In Café can provide the service as long as they have Safeguarding training and DBS Checks. Due to the reduction in cost 4 volunteers will now be trained, which gives the service better resilience. A Youth Club from Bristol that is closing down has offered numerous pieces of new/nearly new equipment for a donation. It was agreed that £150.00 is paid. The Friday night Drop-In Café has yet to commence and it has been agreed to defer the start until September, due to the seniors preferring to play football etc. outdoors.
- 21. ACTION TO BE TAKEN REGARDING ALLOTMENT BOUNDARY ENCROACHMENT: RESOLVED:** That this item is discussed at a private meeting at the conclusion of this public meeting. **RECORD OF VOTING:** All in favour.

22. TO CONSIDER RESPONSE REQUIRED FOR CORRESPONDENCE RECEIVED BY THE COUNCIL:

Name	Content	Action
E Danter & Sons Funfair	Request to hold Fair on 10 th – 12 th September, arriving on site after 6pm on 9 th .	RESOLVED: The dates are agreed, however the Funfair should be notified of the possible road closure and the Council will take no liability for access or loss of revenue. RECORD OF VOTING: All in favour.
Mr Bradley and Mr Lancaster	Flood concerns at Croft Holm and Primrose Court	The letter has been referred to the Flood Board. Please see agenda item 18.2

- 23. TO AGREE DATES AND TIMES OF FUTURE MEETINGS: RESOLVED:** Ordinary Council meetings will be held on the second Monday of the month commencing at 7.00pm. **RECORD OF VOTING:** All in favour.
- 24. NOTICES AND INFORMATION:** Cllr Lewis expressed the Council's thanks to the Clerk and Assistant and all those involved with the Annual Parish Meeting. The event in April was well attended. Cotswold District Council has requested an invitation to next year's event.

Meeting closed at 8.00pm

Confirmed at a meeting of the Council this

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Chairman