



MORETON IN MARSH TOWN COUNCIL

Annual Meeting of the Council Agenda 20th May 2019

Council Offices: Old Town, Moreton in Marsh, Gloucestershire,
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Notice of the Annual Meeting of Moreton Town Council

To: (Councillors) M Berry, D Bryson, A Burrows, M Danks, H Darbyshire, C Hancox, E Hamilton, D Henshaw, H Jeffrey, E Viviani, C Webster

You are hereby summoned to attend a meeting of the above named Council, to be held in the Council Offices, on **Monday 20 May 2019, 7pm- 9pm** for the purpose of transacting the following business:

Caroline Doran, Clerk of the Council, 14th May 2019

All Council & Committee Meetings are open to the public & press to attend, unless members vote to make a meeting private for specific confidential personnel, legal or financial reasons.

Agenda for the General Meeting of Moreton in Marsh Town Council

1. Election of the Chair

2. Apologies for Absence

To note accepted apologies for absence

3. Election of a Vice Chair (if desired)

4. Public Participation

At the Chairman's discretion any public present will be given the opportunity to speak. Decisions may not be made at this point; anyone wishing to raise an issue that needs an answer should contact a town councillor or the clerk.

5. Minutes

To receive the minutes of meetings held since the last ordinary meeting of the Council and where possible confirm accuracy:

- Council meetings held on the 8th April and the 25th April 2019
- Estate Management Committee meeting held on 18th April 2019
- Planning Meeting Committee meeting held on 23 April 2019
- Finance and Governance meeting held on 29th April 2019

6. Amendment to Standing Order 5j

PROPOSED to substitute the word 'note' in place of 'review' for items ix (Standing Orders & Financial Regulations), xiii (land and assets), xvi (complaints procedure), xvii- xvix (policies).

7. Governance Documents

- a) **Standing Orders** Proposed: To review and adopt the Council's Standing Orders
- b) **Financial Regulations** Proposed: To review and adopt the Council's Financial Regulations
- c) **Code of Conduct** Proposed: To review and adopt the Council's Code of Conduct

8. The Organisational Structure of the Council

- a) To agree the Committees, Sub-Committees and Working Groups
- b) To review and adopt existing Terms of Reference or agree new Terms of Reference including delegation arrangements
PROPOSED (AB) to increase the number of seats on the Parking Committee
PROPOSED (EH) to increase the number of seats on YES Committee
- c) To review delegation arrangements for staff

9. Appointments

- a) **Committees** To appoint members onto committees
- b) **Representatives & Advisors** (subject to committee's Terms of Reference)
- c) **Council Representatives** Review of representation on or work with external bodies and arrangements for reporting back
 - Redesdale Hall: To appoint six representatives
 - Moreton Charity: To appoint one councillor
 - Police – Intensive Engagement: To re-confirm the position of Cllr Webster on the group

10. Meeting Dates

To determine the time and place of ordinary meetings of the full Council up to and including the next annual meeting of the Council.

11. Asset Register

To review the inventory of land and assets, including buildings, equipment and reserves.

12. Risk

- a) To confirm the arrangements for insurance cover in respect of all insured risks
- b) To review risk management and approve risk management arrangements

13. Regular Payments and Contracts

- a) To review the council's **Subscriptions & Direct Debits**
- b) **Contracts & Agreements** To review contracts or agreements.

14. Policies

- a) To review the current policies and procedures including Data Protection/GDPR
- b) To identify 3 contacts for the Emergency Plan

15. Budget, Earmarked Reserves and S106

To note the budget for 2019/20, earmarked reserves & S106

16. Accounts To receive the following:

- a) To note the Annual Governance and Accountability Return needs to be approved by the Council and must be with the External Auditor by 1 July. This document will be on next month's agenda.
- b) A summary of all accounts
- c) To note signatories to the accounts (Cllr Hamilton, Cllr Viviani, Cllr Berry, Town Clerk)
- d) To note bank reconciliation and bank statement for April 2019
- e) To receive end of year spend v budget report
- f) **Payments:**
 - PROPOSED** To approve the list of payments
 - PROPOSED** To retrospectively approve the following debit card payments:
Survey Monkey £384.00, Safefence(cones) £221.39.

17. Local Industrial Strategy LEP (EV) To consider response to request for evidence

18. Planning Applications response to be agreed

Ref. No: 19/01503/FUL Fosseway Garden Centre Stow Road

Removal of Conditions 12 (pedestrian crossing) and 13 (pedestrian footway) of permission 16/05169/FUL - Extension to garden centre shop, new open sided canopy, soft play facility, new events space building, new office and staff facilities, mezzanine storage area, new storage building, change of use of existing storage area to retail, relocated outdoor sales area, extension to car park, new service area, new store entrance and exit and relocation of existing polytunnel

19. Football Club Mound (EH)

PROPOSED To accept quote of £1250 to remove mound on land to be leased to the Football Club.

20. Correspondence.

To respond to a request from the BSA Owners Club to attend/open a rally event on 10th August.

21. Clerk Training 18th June Personal effectiveness for clerks. 19th June Resilient People make resilient teams. £145 each

22. Setting the Program of Works for the New Session (CW)

Members of two groups were elected to Moreton-in-Marsh Town Council following the local elections on Thursday 2 May. Both groups made certain pledges in their election literature. While many of these pledges were common to both groups, others were not.

These common goals (Areas of Alignment) and probable common goals (Areas of Probable Alignment) of the two groups are summarised in the report titled The 2019 Local Elections - Finding a Way Forward. These groupings of pledges are replicated below for Council to consider.

It is the intention of the Council to work as a cohesive corporate body to deliver the pledges that all successful candidates were elected on in the 2019 Local Elections.

PROPOSED:

- a) Council notes the report titled The Local Elections 2019 - Finding a Way Forward and its recommendations
- b) Council votes to accept the following items (by a single, simple-majority vote), and to add these to the Council's body of work to be delivered over the next four years:

Areas of Alignment

1. Attracting new businesses/business diversity
2. Resolve parking problems of the town
3. Resolve the traffic problems of the town
4. Revitalising the High Street
5. Support jobs growth
6. Support new infrastructure
7. Supporting GWR's efforts to increase rail provision at Moreton-in-Marsh rail station
8. Supporting local businesses
9. Supporting the Music Festival
10. Supporting the Neighbourhood Development Plan Working Group
11. Supporting the Redesdale Hall as a community centre

- c) Council votes in favour of each of the following items individually (on a super-majority of 8 in favour to respect the composition of the Council), and to add these to the Council's body of work to be delivered over the next four years:

Areas of Probable Alignment

1. Build truly affordable homes
 - i. Details of which to be discussed by the considering committee
2. Control town's finances
3. Encourage tourism
4. Hold developers and planners to account
5. Install ANPR (Speedwatch) cameras
 - i. The number of to be discussed by the considering committee
6. Support local NHS (oppose recent X-ray cuts)
7. Supporting the Christmas Market (external event)

- d) Council allocates all accepted items to committees, along with other ongoing projects. These committees to schedule works and delivery of these items.

e) Car Park Review Request (CW)

In the 2019 Local Elections both groups pledged to aid in the delivery of additional car parking capacity. However, the results of the election make it unclear as to the preferred location for the residents of the town.

PROPOSED: Council therefore requests Cotswold District Council initiate a car parking review as a matter of urgency. This review to be an open and transparent way, inclusive of all residents, workers, groups and businesses connected to the town. Consultation and genuine engagement should be at the heart of the way forward on additional car park provision in Moreton-in-Marsh

f) Pre-school Provision and S106 Developer Contributions (CW)

Council notes that £319,191 was claimed by Gloucestershire County Council for additional pre-school provision from developments 14/01483/OUT (Moreton Park) and 14/00948/OUT (Cornflower Road and associated roads). Council further notes that such provision has still not been delivered.

Proposed: That Council ask Cotswold District Council to:

- investigate this situation
- work with Gloucestershire County Council to identify the current need for pre-school provision for Moreton-in-Marsh
- discover whether other S106 money has been claimed for pre-school provision since the two developments listed
- work with Gloucestershire County Council and Moreton-in-Marsh Town Council (and its NDP group) to deliver the additional required provision urgently before the S106 money expires

23. Meeting Report: To note meetings held with outside bodies

- Spitfire re Dunstall Farm 8th May 2019. Attendees: Cllrs A.Burrows, E. Hamilton, E. Viviani, C. Webster

24. Police To note the report

25. Diary Dates To note the dates of the following events ;

- DD Commemoration Events - Thursday 6 June
- Moreton Music Festival - Saturday 22 June
- Autumn Fair - 12,13 & 14th September
- Remembrance Sunday – 10th November

26. Close of meeting.